



THE CITY OF  
**SAN FERNANDO**  
**PROPOSED BUDGET**

FISCAL YEAR

2023 - 2024

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SAN FERNANDO,  
CALIFORNIA









# THE CITY OF SAN FERNANDO

## DIRECTORY OF OFFICIALS

FISCAL YEAR 2023-2024

### ELECTED OFFICIALS

#### CITY COUNCIL

##### MAYOR

CELESTE T. RODRIGUEZ

##### VICE MAYOR

MARY MENDOZA

##### COUNCILMEMBERS

JOEL FAJARDO

CINDY MONTAÑEZ

MARY SOLORIO

### EXECUTIVE MANAGEMENT

CITY MANAGER

NICK KIMBALL

CHIEF OF POLICE

FABIAN VALDEZ

CITY CLERK

JULIA FRITZ

DIRECTOR OF COMMUNITY DEVELOPMENT

VACANT

DIRECTOR OF FINANCE/CITY TREASURER

ERICA D.MELTON

DIRECTOR OF PUBLIC WORKS

VACANT

DIRECTOR OF RECREATION AND  
COMMUNITY SERVICES

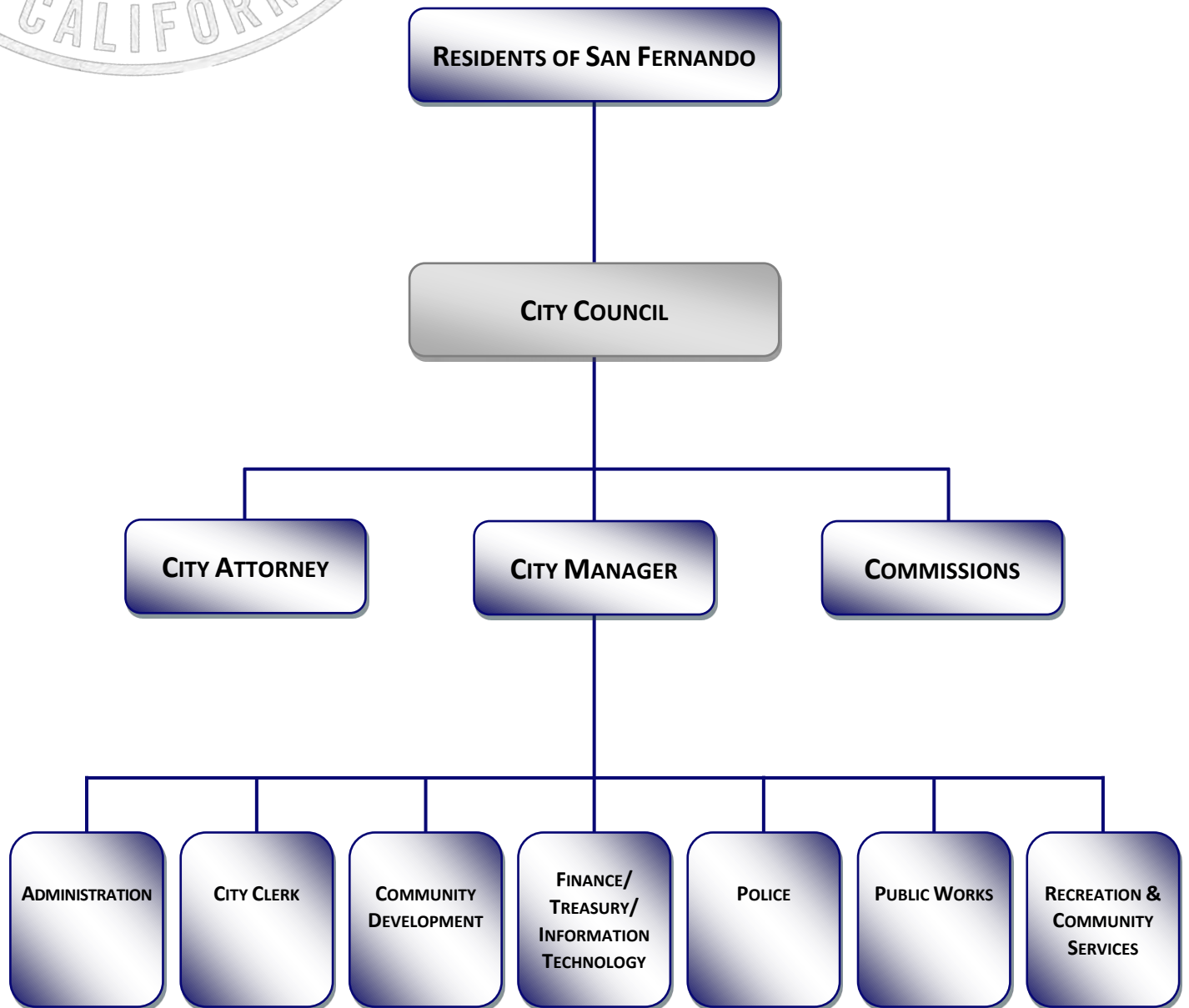
JULIAN J. VENEGAS



# THE CITY OF SAN FERNANDO

## ORGANIZATIONAL CHART

FISCAL YEAR 2023-2024



ELECTED  
OFFICIAL



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of San Fernando  
California**

For the Fiscal Year Beginning

**July 01, 2022**

*Christopher P. Morill*

Executive Director



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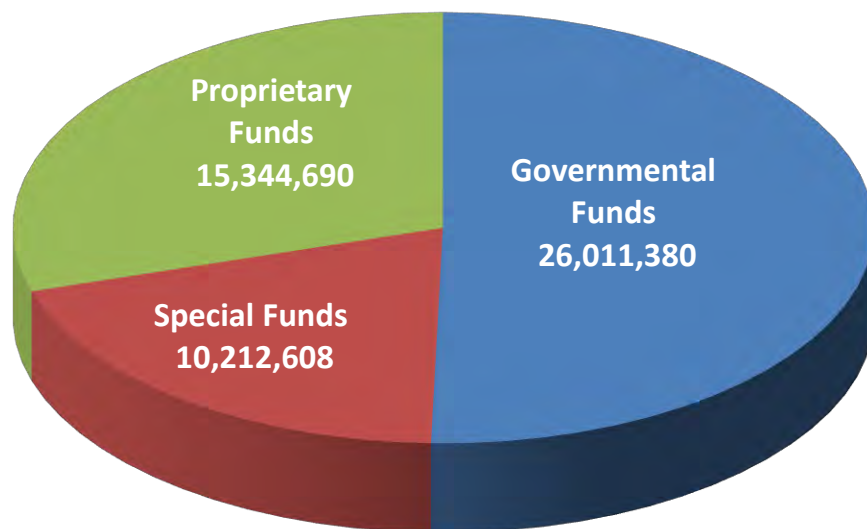


# SECTION I. INTRODUCTION AND BACKGROUND



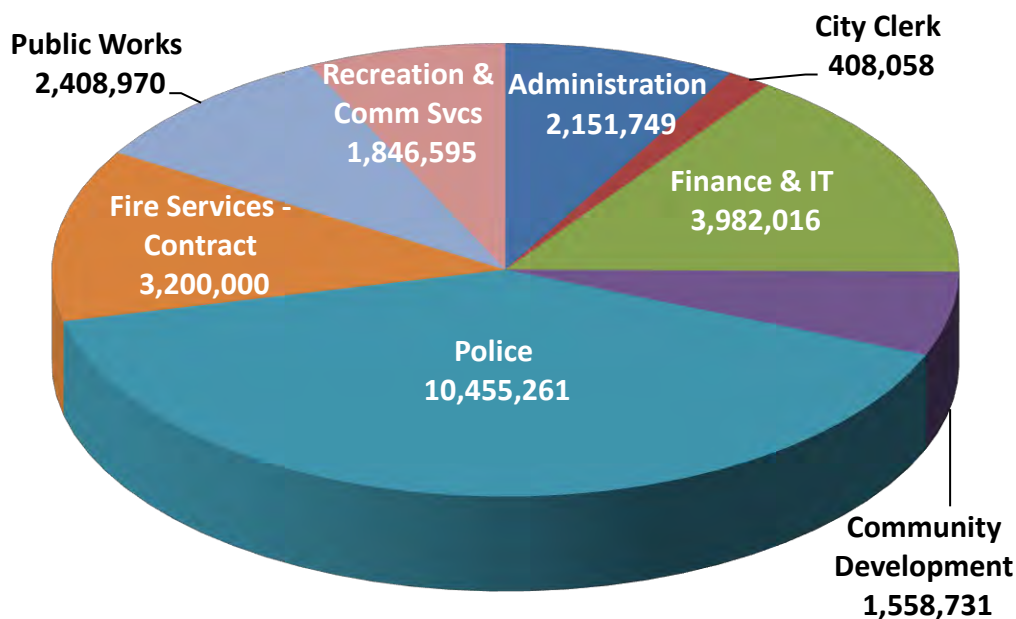
# THE CITY OF SAN FERNANDO

## City-Wide Expenditures



**Total Budget:**  
**\$51,568,678**

## General Fund Expenditures



**Total Budget:**  
**\$26,011,380**

**To:** Mayor Celeste T. Rodriguez and Councilmembers

**From:** Nick Kimball, City Manager

**Date:** May 1, 2023

**Subject:** Fiscal Year 2023-2024 Proposed Budget Message

I am pleased to present the City Manager's Proposed Budget for fiscal year (FY) 2023-2024. The theme of the FY 2023-2024 City Manager's Proposed Budget is "*Let the Dust Settle.*" Due to the economic uncertainty predicted by many economists over the next year, the significant number of service enhancements approved by City Council over the last 3 budget cycles, and the return to normal operations post-COVID, *Letting the Dust Settle* will allow staff to complete the recruitments for new staff positions approved by City Council, procure the new equipment approved by City Council, implement the new programs approved by City Council, and measure the impact of those new positions, equipment, and programs on services. Additionally, since there is widespread economic uncertainty, the proposed budget focuses on one-time enhancements and includes minimal on-going enhancements (i.e. new staff positions).

Although the theme of *Let the Dust Settle* seems to indicate a pause in activity, that will certainly not be the case. Utilizing the significant additional resources approved by City Council since 2020, each Department's work plan include continuing to move the City Council's *Strategic Goals 2022-2027* forward.

Since the 2019-2020 budget cycle, 22 new full-time and part-time positions have been approved by City Council and we have welcomed 38 new full-time employees to the City team. We have purchased 20 new vehicles and equipment to serve as a force multiplier in the field. We have invested more than \$2.7 million in technology and communications to improve efficiency, customer service, and public safety. We have implemented a number of organizational changes to reflect the City Council's policy priorities and Strategic Goals, including, but not limited to, creating a new Economic Development Division in the City Manager's Office, a new Housing Division in the Community Development Department, and reorganizing the reporting structure in the Police Department to enhance patrol services. Lastly, since COVID, we have significantly enhanced our outreach and community engagement efforts to educate more customers about the City's programs, capital projects, and services.

The *Strategic Goals 2022-2027* is a living document and, as such, may be reviewed annually by City Council to confirm it continues to address the needs of the community. In January 2023, City Council approved revisions to the *Strategic Goals* to ensure the goals remain clear and relevant. City Council also approved restructuring Ad Hoc Committees to align with the *Strategic Goals*.

## Nick Kimball, CITY MANAGER

### Proposed Fiscal Year 2023-2024 Budget Message

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On March 3, 2023, City Council participated in a priority setting workshop to identify priorities for the coming fiscal year, amongst other items of discussion. Many of the comments received from Councilmembers during the workshop centered around continuing in the direction the City is headed: completing capital improvements to safeguard the water system, address the condition of streets and sidewalks, and improve parks; maintaining focus on the tree planting program, beautification program, and financial health of the City; and continuing our focus on public safety, technology, and economic development. The goals that received the most support include: 1) ensuring the Police Department has adequate resources to enhance public safety, 2) investing in water and sewer infrastructure, and 3) focusing on grant funding to implement *Strategic Goals* and priority projects. These priorities are reflected in the work plans and enhancement requests included in the Proposed Budget.

With the official end to the COVID-19 declared emergency in February 2023, and the corresponding return of normal operations, the goal of the 2023-2024 Proposed Budget is to take this opportunity to evaluate the effect of the significant number of organizational changes on City services since 2020. By taking an opportunity to *Let the Dust Settle* and evaluating the state of the economy, we will avoid over-extending our financial resources and be well positioned to minimize the impact of an economic recession. We will also be able to focus on moving the *Strategic Goals* forward with our current level of increased resources and gauge the impact of services before making additional investments that may be duplicative or unnecessary.

#### Budget Outreach:

As part of the City's enhanced outreach efforts since COVID, the public was provided the following opportunities to provide input into the City's budget:

#### *Public Meetings:*

- Two (2) Transaction Tax (i.e. Measure A/SF) Town Hall meetings on September 29, 2022 and March 27, 2023.
- Mid-year Budget Item on February 21, 2023.
- City Council priority setting workshop on March 3, 2023.

#### *Request for Feedback:*

- Community survey completed by approximately 1,175 users of City services in February 2023, who identify as follows:
  - a) Residents of San Fernando: 40%
  - b) Visitors to San Fernando: 21%
  - c) Work in San Fernando: 20%
  - d) Own property in San Fernando: 10%
  - e) Own a business in San Fernando: 6%

## Nick Kimball, CITY MANAGER

### Proposed Fiscal Year 2023-2024 Budget Message

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#### *Notification of Opportunities to Participate:*

- City Manager's Newsletter.
- Social Media posts and email distributions.

#### *Budget Development*

The FY 2023-2024 City Manager's Proposed Budget provides financial resources to move the City organization forward and achieve the objectives set out through the *Strategic Goals 2022-2027*. The base operating budget, referred to as the Sustainable and Resilient Effort (SRE) Budget, includes the full salary and benefit cost for all City Council approved positions (including salary adjustments required per the various MOUs) as well as the related operations and maintenance (O&M) resources to provide those personnel with training, professional development, office supplies, office equipment, and contract services necessary to execute their base work plan. For Department planning purposes, the base SRE O&M budget remains constant from year-to-year with slight inflationary adjustments, when appropriate. For FY 2023-2024, all prior year one-time enhancements have been removed from the O&M base budget and no inflation adjustment was applied.

After providing departments with their base SRE budget, internal budget meetings were scheduled with the City Manager, Director of Finance, and each respective Department staff. During the budget meetings, staff reviews FY 2022-2023 Accomplishments, proposed FY 2023-2024 Objectives (i.e., Work Plan), and performance measures. The Department then presents their enhancement request with justification for the request. All Accomplishments, Objectives, and Enhancements are expected to address at least one Strategic Goal and move City services forward.

More than \$5.0 million in enhancement requests were submitted by Departments, with a total of \$379,790 included in the Proposed Budget (\$319,190 in one-time and \$60,000 in on-going enhancements).

More detailed information on approved enhancements is included in the "Recommended Enhancements" section of this Budget Message.

#### *Economic Outlook*

To develop the Proposed Budget, it is important to understand the projected direction of the economy. Prior to the onset of the COVID-19 pandemic in March 2020, the national and state economies were in the midst of the longest recorded economic expansion. The economy had been on a long, slow recovery since the end of the Great Recession in 2009 with strong fundamentals, such as low unemployment, increasing household income and personal consumption, and most stock market indices were at record levels.

## Nick Kimball, CITY MANAGER

### Proposed Fiscal Year 2023-2024 Budget Message

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This long economic expansion was brought to an abrupt stop in March 2020 as pandemic-induced restrictions led to soaring unemployment and plummeting consumer spending. Governor Newsom officially ended the COVID-19 declared emergency on February 28, 2023. While there has been an economic recovery over the past two years, COVID-19 dramatically altered lives and significantly impacted regional, state, national, and global economies. The actions taken to stabilize the economy throughout the pandemic were unprecedented and will impact global economies for the foreseeable future.

The following analysis of the federal, state and local economic outlooks provide context for the City's revenue projections.

#### Federal Economic Outlook<sup>1</sup>

Inflation and the Federal Reserve's response to it (i.e. seven interest rate increases in 2022) were the focus of economic policy in 2022 as prices increased at a pace not seen since stagflation in the 1970's and 1980's. Conversely, Gross Domestic Product (GDP), which is a measure of output for the US economy, increased by only 1.1% in 2022. GDP is expected to grow by approximately 0.8% in 2023 and 1.5% in 2024, which represents very slow growth, by historical standards.

The U.S. labor market has rebounded from the pandemic as well. The unemployment rate, which was 5.4% in 2021, improved to 3.7% by the end of 2022. Despite very low unemployment, the labor pool in the United States continues to shrink as the trend of more workers leaving the workforce then entering it continues. This has created a tight labor market, resulting in increased salaries for many workers.

Inflation became the main economic headline in 2022 as the Consumer Price Index (CPI) rose significantly again in 2022. CPI hit 8.0% in 2022, which is the highest rate since 1979. Inflation is, effectively, a tax on the economy as consumers have to spend more of their disposable income to buy the same amount, or fewer, goods than in the past. The Federal Reserve has been consistently increasing baseline interest rates to increase the value of money and offset inflation. It remains to be seen how the policy of raising interest rates to curb inflation will impact the economy.

Contrary to the strong performance of U.S. stocks in 2020 and 2021, stock markets in 2022 experienced sizeable losses and increased volatility. This suggests pessimism, or at least significant uncertainty, by investors in the Federal Reserve's ability to curb inflation without pushing the country into a recession.

**In summary, the national economy shows some stability, with the U.S. GDP reporting solid growth going into 2023 and the labor market experiencing robust job production and record**

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<sup>1</sup> The information in this section has been taken from 2023 LAEDC Economic Forecast, Moving Beyond the Recovery; [https://laedc.org/wp-content/uploads/2023/02/LAEDC04\\_EcoForecast23\\_Report\\_R3-1-1.pdf](https://laedc.org/wp-content/uploads/2023/02/LAEDC04_EcoForecast23_Report_R3-1-1.pdf) visited 4/25/2023



## Nick Kimball, CITY MANAGER

### Proposed Fiscal Year 2023-2024 Budget Message

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**low unemployment. However, continued high inflation, increasing interest rates, continued supply chain disruptions, and a volatile stock market are signaling an economic slowdown over the next year.**

#### California Economic Outlook<sup>2</sup>

California's economy has significantly recovered from the pandemic-induced downturn as many economic indicators are back to their pre-pandemic levels. The focus of California economic policy makers will be the effects of Federal Reserve policy, inflation, and supply chain instability on the California economy. Throughout the pandemic, California experienced its first recorded decline in population since recording began over 100 years ago. This trend continued in 2022 as an additional 210,000 residents left the state. Continued population declines could have long-term implications for California's economic vitality.

Housing affordability continues to be an ongoing public policy challenge and is the primary issue driving the California population flight. California's housing market remains significantly more expensive compared to housing markets throughout much of the United States. California's continued recovery in the years to come will depend on a variety of factors including national and state economic policy and new developments related to the pandemic. Additionally, the housing market, relocation of businesses to other states, and relatively high degree income inequality, pose continuing challenges for the state.

Although the employment situation in California continued to improve in 2022 (unemployment in December 2022 was 4.1%), a slew of recent layoffs by large technology companies may be cause for concern in 2023. Job growth is expected to slow in 2023, with most of the growth in the Education and Health sectors. Jobs in Manufacturing, Transportation/Trade, Construction, and Financial Activities sectors are expected to contract in 2023 and 2024.

**While California significantly recovered from the pandemic-induced downturn in 2021, and experienced a record budget surplus in 2022, economic challenges remain. The high cost of housing, high inflation, Federal Reserve fiscal policy, and population migration out of California, represent continuing threats to the California economy and are expected to hamper growth in 2023.**

#### San Fernando Economic Outlook

The resiliency of San Fernando's local economy was made clear throughout the COVID-19 pandemic. Many of the City's large employers are essential manufacturing and service businesses such as LAUSD, Pharmavite, Pepsi, Home Depot, Puretek Corp, and Vallarta. Conversely, small businesses, which are the lifeblood of the City's unique character and charm, were hit hardest by the economic restrictions imposed by COVID-19. To support small businesses, the City Council

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<sup>2</sup> The information in this section has been taken from 2023 LAEDC Economic Forecast, Moving Beyond the Recovery; [https://laedc.org/wp-content/uploads/2023/02/LAEDC04\\_EcoForecast23\\_Report\\_R3-1-1.pdf](https://laedc.org/wp-content/uploads/2023/02/LAEDC04_EcoForecast23_Report_R3-1-1.pdf) visited 4/25/2023

## Nick Kimball, CITY MANAGER

### Proposed Fiscal Year 2023-2024 Budget Message

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provided \$10,000 grants to 40 small San Fernando businesses and supported the San Fernando Outdoor Market through fee waivers and City staff to close the streets, manage traffic, and provide safety services.

There are a few large projects currently under construction that are expected to open in 2023 and add to the City's economic base. American Fruits and Flavors, which manufactures Monster Energy Drinks, is expected to complete construction of a 165,000 square foot manufacturing facility in the Fall. When fully operational, the new facility will be home to more than 300 jobs. Additionally, a new Target is under construction and is also expected to be completed in Fall 2023. The new Target is expected to add a significant amount of sales tax to the City's General Fund revenue once it is open and fully operational.

The City recently hired a Deputy City Manager/Economic Development to focus on developing and implementing economic development programs, support local businesses to facilitate a business friendly environment, and lead business recruitment and retention efforts. The City also awarded a contract to a consultant to develop a Downtown Master Plan. Development of this Plan includes a significant amount of public outreach to develop a long-term vision for the City's downtown and Maclay commercial corridors. These efforts are critical to make the local economy even more resilient in the long term.

**San Fernando's local economy and customer base proved to be resilient throughout the pandemic. The City has a solid base of retail, manufacturing, personal service, and restaurant businesses that provide sales and business taxes that have consistently grown over the past 10 years. With affordable lease rates, easy access to major transit routes (i.e. Interstate 5, 210 Freeway, and the 118 Freeway) and access to regional transit from the Sylmar Metrolink Station, the local economy is expected to remain stable over the next fiscal year.**

#### *General Fund Overview*

The City is entering FY 2023-2024 in a strong financial position with the resources to continue implementing the *Strategic Goals 2022-2027*. In accordance with the City's Budget Policy, the Proposed General Fund Budget represents a balanced budget. In fact, with \$26,278,215 in projected revenues and \$26,011,380 in proposed expenditures, there is a budget surplus of approximately \$266,835. This represents a 3% increase in revenues and expenditures from the FY 2022-2023 Adopted Budget.

#### *Recommended Enhancements*

Continuing with the theme of *Letting the Dust Settle*, City Departments were asked to submit enhancement requests that increase efficiency, improve customer service, cultivate staff skills and morale, develop deferred maintenance plans and address the updated Strategic Goals. By focusing new resources on maximizing the use of current assets, it will allow staff the opportunity to fill the newly added positions and measure the impact on City services.

## Nick Kimball, CITY MANAGER

### Proposed Fiscal Year 2023-2024 Budget Message

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More than \$5 million in General Fund enhancement requests were submitted by City Departments. A total of \$379,790 in General Fund enhancement requests were approved and included in the Proposed Budget (One-time: \$319,190; Ongoing: \$60,600).<sup>3</sup>

The following enhancements are being recommended for FY 2022-2023 and have been included in the Proposed Budget:

- I. Focus on Community First – The City of San Fernando is committed to providing a high standard for service, safety, and quality of life for San Fernando taxpayers.
  - a. *Community Events*. Additional funding is included to support Lopez Adobe programming, Mariachi Master Apprentice Program, and the San Fernando Mile Run. (On-going: \$31,500)
  - b. *Increase Efficiency and Customer Service*. Additional funding is included to enhance the use of technology by replacing outdated computers, scanning documents to make them available to the public digitally, maintaining communications equipment, and providing equipment to improve enforcement capabilities. (Ongoing: \$73,403; One-time: \$53,750)
  - c. *Enhance Staff Development and Morale*. Additional funding is included to establish an employee recognition program, provide tuition reimbursement per adopted MOUs, increase training for SFPD staff and provide additional resources to hire new SFPD officers. (Ongoing: \$1,000; One-time: \$107,640)
  - d. *Beautification*. Additional funding is included to increase the City's ability to address graffiti. (Ongoing: \$10,000)
- II. Preserve Beautiful Homes and Neighborhoods – The City of San Fernando is committed to facilitating common-sense housing policy to preserve the charm of San Fernando and provide natural, safe, neighborhood-centered spaces for residents to play and be active.
  - a. *Increase Efficiency and Customer Service*. Additional funding is included for Community Development to supplement staff resources, reduce service times, and provide additional expertise for architectural and design review, planning and development review, building inspection services, and environmental review services. (On-time: \$106,000)

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<sup>3</sup> A detailed breakdown of enhancement requests is included in the Proposed Budget after the City Manager's Report.

## Nick Kimball, CITY MANAGER

### Proposed Fiscal Year 2023-2024 Budget Message

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- b. *Enhance Staff Development and Morale.* Additional funding is included to establish operating and professional development budgets to support staff in the Housing Division. (Ongoing: \$3,500; One-time: \$2,000)
- III. Build Resilient and Reliable Infrastructure – The City of San Fernando is committed to increasing capital expenditures to address critical infrastructure needs, including, but not limited to, addressing deferred maintenance of City buildings, streets, water and sewer systems, and sidewalks.
  - a. *Deferred Maintenance.* Additional funding is included for Public Works to hire a consultant to prepare a comprehensive Facilities Conditions Assessment Report. (One-time: \$25,000)
- IV. Forge Financial Strength and Stability – The City of San Fernando is committed to managing taxpayer funds responsibly, growing the City’s revenue streams and protecting minimum reserve balances in accordance with adopted Comprehensive Financial Policies.
  - a. *Revenue Enhancement.* Additional funding is included engage professional services to review the City’s fee-based activities (excluding water and sewer rates) and recommend an appropriate cost recovery level. (One-time: \$25,000)
  - b. *Fund Reserve Balance.* The Proposed Budget includes a General Fund budget surplus of \$266,835, which will increase the General Fund reserve to \$7.4 million.
- V. Emergency Preparedness: Supporting the Community – The City of San Fernando is committed to managing taxpayer funds responsibly, growing the City’s revenue streams and protecting minimum reserve balances in accordance with adopted Comprehensive Financial Policies.
  - a. *Emergency Communication.* Additional funding is included for annual maintenance for the City’s emergency notification system – Everbridge. (Ongoing: \$12,600)

#### *Measure A and Measure SF*

In June 2013, San Fernando voters approved a 0.50% local transaction use tax (Measure A) for a period of seven years. In November 2018, voters approved to extend the tax indefinitely, which will provide financial stability to the City in the foreseeable future. In November 2020, San Fernando voters approved an additional 0.25% local transaction use tax (Measure SF), for a total local transaction use tax of 0.75%. This effort was critical to keep sales tax local and avoid other

**Nick Kimball, CITY MANAGER**  
**Proposed Fiscal Year 2023-2024 Budget Message**

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taxing entities from passing a transaction tax that would otherwise be imposed on San Fernando customers, but spent regionally rather than locally.

Funds raised through these transaction taxes (cumulatively 0.75%) are imperative to the City's long-term financial stability and will continue be used to pay off existing debt, strengthen rainy day fund reserves, enhance services to the community and provide the financial resources necessary to implement the City's *Strategic Goals 2022-2027*.

For FY 2023-2024, Measure A/SF funds are proposed to be used for the following:

<b>Repayment of Debt</b>		<b>One-Time Enhancements/Investments</b>	
Repay Retirement Fund	271,327	Labor Attorney	45,625
	<b>271,327</b>	Tuition Assistance	1,500
<b>Establish Reserves</b>		Professional Records Scanning Services	10,000
General Fund Reserve	266,835	Contract Building Official & Plan Check	25,000
Self Insurance Fund Reserve	850,000	On-Call Environmental/Architectural Review & Planning	75,000
Equipment Replace Fund Reserve	103,375	Tutorial Video for Building Permit & Online Portal	6,000
Pre-fund OPEB	500,000	Membership & Conference for Housing Division	2,000
Appropriated Reserve (for unexpected costs)	85,000	Tuition Reimbursement	4,500
	<b>1,805,210</b>	Comprehensive User Fee Study	25,000
<b>Ongoing Enhancements/Investments</b>		PC Replacement (Year 1)	35,000
Employee Recognition Program	1,000	Wall Off IT Room	5,000
Housing Division Department Supplies	3,500	2023 Oxnard Police Explorers Channel Island Challenge	9,015
Everbridge-Emergency Notification System	12,600	Body worn Cameras for CSOs (4)	3,750
Hand Held Ticket Writers for Officers (6)	2,000	Post Mandated Training for Detective Lt.	10,000
Graffiti Removal Supplies	10,000	Post Mandated Training for Patrol	15,000
Program Supplies for Lopez Adobe	3,500	Background Investigations / Polygraphs	21,800
Traffic Control for SF Valley Mile	20,000	Facility Condition Assessment Report	25,000
Increase MMAP Match	8,000		<b>319,190</b>
	<b>60,600</b>		
		<b>Prior-Year Approved Ongoing Enhancements</b>	<b>2,594,673</b>
		<b>Total Measure A/SF Uses</b>	<b>5,051,000</b>

**Other Post-Employment Benefits**

The City provides other post-employment benefits (OPEB), specifically, lifetime retiree health benefits, to employees that service retire or disability retire directly from the City of San Fernando. In 2015, the City negotiated a reduction in retiree health care benefits for all employees hired after July 1, 2015. Employees hired before July 1, 2015 that retire from the City will continue to receive fully paid retiree medical insurance. Employees hired after July 1, 2015 and retire from the City will receive the state statutory minimum to be paid toward retiree medical insurance, which is currently \$139 per month. Despite this reduction, the long-term liability for the retiree health benefit is significant.

The City currently funds retiree health on a "pay-as-you-go" basis, which means the City only pays the monthly premium for the 97 retired employees and surviving spouses. The City is not currently pre-funding the cost of retiree health benefits for the 108 current active employees that may qualify for retiree health benefits. According to the most recent actuarial valuation, the

## Nick Kimball, CITY MANAGER

### Proposed Fiscal Year 2023-2024 Budget Message

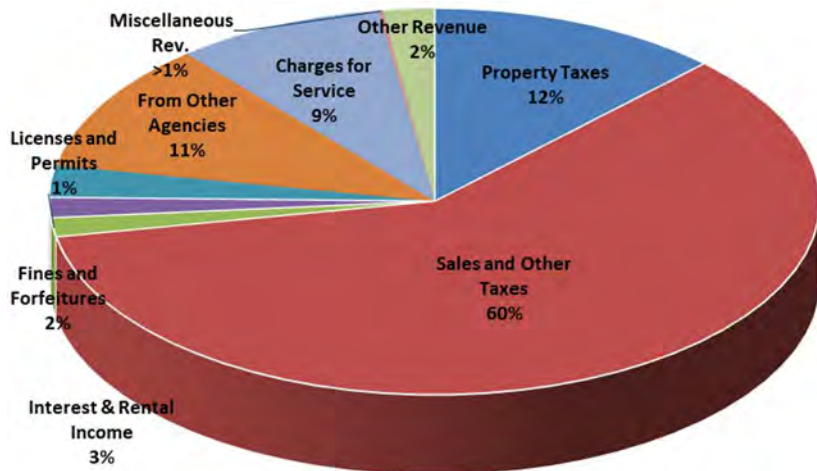
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City should be setting aside approximately \$2.5 million per year to fully fund future retiree health benefits.

In FY 2022-2023, City Council appropriated \$500,000 to set up and fund a Retiree Health Trust Fund (Section 115). Staff is recommending setting aside another \$500,000 in FY 2023-2024 to pre-fund this benefit and further reduce the City's long-term liability.

#### General Fund Revenue

The FY 2023-2024 Proposed Budget projects \$26,011,380 in General Fund revenue. The City's largest revenue sources is Sales and Other Taxes, followed by Property Tax and Charges for Service. These three categories account for approximately 80% of General Fund Revenue.



Based on the projected slowing of economic activity over the next fiscal year, revenues are projected to increase by a modest 3.4% from the FY 2022-2023 Adjusted Revenue projections. General Fund revenue highlights are provided below.

- Sales and Other Tax revenue are projected to increase by 4.3% due to modest economic activity and consumer spending.
- Property Tax related revenues are projected to increase by 7.4% to reflect the strong housing market and home remodels leading to increased assessed values.
- Charges for Services are projected to increase by 6.0% primarily due to an adjustment in cost recovery for fee based activities expected to go into effect in 2023.
- Revenue from Other Agencies are projected to decrease by 6.8% due primarily to projected declines in Property Tax In-lieu of Motor Vehicle License Fee revenue from the state, which follows Property Tax revenue trends.
- Admissions Taxes are projected at \$700,000. Admissions Taxes are generated from the admission fee to the Swap Meet. In 2022, the Swap Meet upgraded their facility to make it more attractive to customers. As a discount retail outlet, the Swap Meet has historically

increased revenues during a tight economy as high inflation erodes consumers' spending ability.

#### General Fund Expenditures

The FY 2023-2024 Proposed Budget includes \$26,011,380 in General Fund expenditures. The Proposed Budget includes an overall increase of 8.8% in expenditures from the FY 2022-2023 Adjusted Budget predominantly to account for negotiated salary increases that average approximately 4%, but declines due to one-time enhancement reductions.

A total of \$379,790 in General Fund enhancement requests were approved and included in the Proposed Budget (One-time: \$60,600; Ongoing: \$319,190).

Additional information on the proposed enhancements is included in prior sections of this Budget Message.

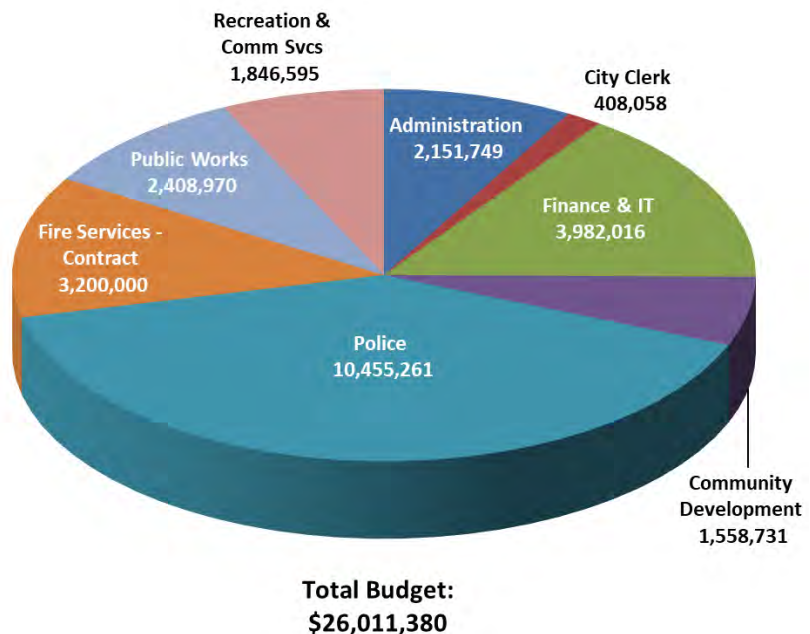
#### *Enterprise Funds: Projects and Enhancements*

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.

A water and sewer rate study was completed in 2019 and new rates went into effect on January 1, 2020. The updated rate schedule 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.

The total budget for the Water Fund is \$5,720,099, which includes \$2,327,084 for operations and \$ 925,111 for capital projects.

Total projected Water Fund revenues are \$5,750,948, resulting in a budget surplus in the Water Fund of \$1,461,551. Staff is continuing to monitor the fund to ensure that there are sufficient





## Nick Kimball, CITY MANAGER

### Proposed Fiscal Year 2023-2024 Budget Message

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reserve balances in the Water Fund while completing critical upgrades to the water system's treatment and storage facilities to significantly increase water resiliency.

The total budget for the Sewer Fund is \$4,469,223, which includes \$2,049,371 for operations and \$1,250,000 for capital improvement payments to City of Los Angeles for the Hyperion Treatment system.

Total projected Sewer Fund revenues are \$4,200,729, resulting in surplus in the Sewer Fund of approximately \$2,659,889. The Sewer Fund reserve balance will be used future capital improvements to the Sewer System.

#### *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, retirement, 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 new appropriations in the Special Revenue, Grant, and Capital Funds are \$10,212,608.

#### Capital Improvements

The FY 2023-2024 budget includes funding for a number of critical capital improvements to address the backlog of deferred maintenance, particularly street resurfacing, sidewalk repair and water system improvements. Funding for capital improvements is provided primarily through Special Revenue, Grant, Capital Funds, and Enterprise Funds.

Capital Improvement Projects will be presented and discussed in more detail during the Budget Study sessions.

#### *Conclusion*

The emphasis of the FY 2023-2024 City Manager's Proposed Budget is to *Let the Dust Settle* to allow staff time to fulfill recent City Council approved budget enhancements to move the *Strategic Goals 2022-2027* forward, including, but not limited to, completing the remaining recruitments for new staff positions, procure new equipment, implement new programs, and measure the impact of those new positions, equipment, and programs on services. Additionally, due to the economic uncertainty, recommended enhancements have been limited to minimize the risk of having to make reductions in the future if we do, in fact, experience an economic recession.

*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. I would also like to provide special acknowledgement to Director of Finance Erica Melton who has worked tirelessly to put together this Proposed Budget. Without her long and tireless hours, this Proposed Budget would not have been possible.

**ENHANCEMENT REQUEST SUMMARY**  
**FY 2023-2024**

Request Description	Dept	Amount	Ongoing Recommend	One-Time Recommend	Not Recommended
Management Intern	ADM	25,000	-	-	25,000
Labor Attorney	ADM	45,625	-	45,625	-
Employee Recognition Program	ADM	1,000	1,000	-	-
Recruitment Management Software	ADM	10,000	-	-	10,000
AutoCad Software License	ADM	1,572	-	-	1,572
Tuition Assistance (Morales)	ADM	1,500	-	1,500	-
Professional Records Scanning Services	CLK	10,000	-	10,000	-
Senior Planner	CD	142,192	-	-	142,192
Building Inspector/Plan Examiner	CD	137,143	-	-	137,143
Contract Building Official & Plan Check	CD	25,000	-	25,000	-
On-Call Environmental/Architectural Design Review Svcs & Planning	CD	50,000	-	75,000	(25,000)
Tutorial Video for Building Permit & Online Portal	CD	6,000	-	6,000	-
Tutorial Video for Homeless Outreach	CD	3,000	-	-	3,000
Outreach Materials for Housing Division	CD	6,000	-	-	6,000
Housing Division Department Supplies	CD	1,000	3,500	-	(2,500)
Membership & Conference for Housing Division	CD	2,000	-	2,000	-
Outreach Materials for Code Enforcement	CD	9,000	-	-	9,000
Training for new Code Enforcement Officer	CD	1,650	-	-	1,650
Tuition for Marina	CD	3,000	-	3,000	-
Tuition for Fernando	CD	1,500	-	1,500	-
Comprehensive Design Standards	CD	150,000	-	-	150,000
Comprehensive User Fee Study	FIN	25,000	-	25,000	-
PC Replacement Project (Year 1)	FIN	35,000	-	35,000	-
Everbridge - Emergency Notification System	FIN	12,600	12,600	-	-
IT Projects	FIN	7,500	-	-	7,500
Police Records Specialist	PD	75,213	-	-	75,213
Detective Security Gate	PD	60,000	-	-	60,000
Wall Off IT Room	PD	20,000	-	5,000	15,000
Desktop Computers (4) for Patrol Report Room	PD	4,800	-	-	4,800
Handheld Ticket Writers for Officers (6)	PD	2,000	2,000	-	-
Flock System (10 devices)	PD	33,500	-	-	33,500
Plan It Software	PD	4,000	-	-	4,000
Callyo Evidence Collection Software	PD	4,920	-	-	4,920
2023 Oxnard Police Explorers Channel Islands Challenge	PD	9,015	-	9,015	-
(4) Bodyworn Cameras for CSOs	PD	7,500	-	3,750	3,750
Police Sergeant	PD	184,355	-	-	184,355
Office Furniture Replacement	PD	59,776	-	-	59,776
CSO Vehicle Replacement	PD	40,000	-	-	40,000
Update (1) Crown Victoria for Detective Division	PD	2,000	-	-	2,000
LEFTA Software Suite	PD	6,000	-	-	6,000
POST-Mandated Training for Detective Lt.	PD	10,000	-	10,000	-
POST-Mandated Training for Patrol	PD	15,000	-	15,000	-
Background Investigations/Polygraphs	PD	21,800	-	21,800	-
Police Officer (1)	PD	121,290	-	-	121,290
Graffiti Removal Supplies	PW	10,000	10,000	-	-
Administrative Analyst	PW	120,000	-	-	120,000
Grapple Truck	PW	200,000	-	-	200,000
Facility Condition Assessment Report	PW	25,000	-	25,000	-
Mini Power Sweeper	PW	150,000	-	-	150,000
Historical Consultant	RCS	3,500	-	-	3,500
Housekeeping Services Lopez Adobe	RCS	1,500	-	-	1,500
Programming Supplies for Lopez Adobe	RCS	2,000	3,500	-	(1,500)
Traffic Control for SF Valley Mile	RCS	20,000	20,000	-	-
Remodel LP Office	RCS	2,376	-	-	2,376
Repair Rec. Park Slide	RCS	13,850	-	-	13,850
Increase Membership Dues	RCS	330	-	-	330
Increase MMAP Match	RCS	8,000	8,000	-	-
Reclassify Two (2) Part-time Office Clerks to Full-time	RCS	50,000	-	-	50,000

## ENHANCEMENT REQUEST SUMMARY

### FY 2023-2024

New Position Program Specialist - Senior Programs	RCS	95,710	-	-	95,710
New Position Program Specialist - Social Media	RCS	95,710	-	-	95,710
Reclassify Program Coordinator to RCS Supervisor	RCS	28,350	-	-	28,350
New Computers (5)	RCS	3,314	-	-	3,314
Replace Basketball Retractable Rim System	RCS	7,510	-	-	7,510
Replair Rec. Park Roof	RCS	1,021,080	-	-	1,021,080
Repair Rec. Park HVAC	RCS	350,000	-	-	350,000
Replair Las Palmas Roof	RCS	1,021,080	-	-	1,021,080
Replair Las Palmas HVAC	RCS	350,000	-	-	350,000
<b>GENERAL FUND</b>		<b>4,972,761</b>	<b>60,600</b>	<b>319,190</b>	<b>4,592,971</b>

### FY 2023-2024 Measure A/SF funds: Establish Reserves

	Dept.	Request	Ongoing Recommend	One-Time Recommend
General Fund Reserve	FIN	266,835		266,835
Self Insurance Fund Reserve	FIN	850,000		850,000
Equipment Replacment Fund Reserve	FIN	103,375		103,375
Pre-Fund OPEB	FIN	500,000		500,000
Appropriated Reserve	FIN	85,000	-	85,000
<b>Total Measure A/SF Uses</b>		<b>1,805,210</b>	<b>-</b>	<b>1,805,210</b>
<b>Total Enhancements Request</b>		<b>2,185,000</b>	<b>60,600</b>	<b>2,124,400</b>
<b>Total Proposed General Fund Expenditures</b>		<b>26,011,380</b>		
<b>Total Projected General Fund Revenues</b>		<b>26,278,215</b>		
<b>General Fund Annual Surplus/Deficit</b>		<b>266,835</b>		



# FISCAL YEAR 2023-2024 BUDGET CALENDAR

Time Frame	Task	Department(s)
January - April 2023	Review and calculate revenue projections for General Fund, Special Revenue Funds, Enterprise Funds and Capital Projects Funds.	Finance
January 17, 2023	Agenda item to discuss Citywide Strategic Goals.	Administration
February 2023	Review/Update salary projections.	Personnel, Finance
February 21, 2023	City Council update and presentation: <ul style="list-style-type: none"> <li>FY 2021-2022 Audited Financial Statements</li> <li>FY 2022-2023 Mid-year Budget</li> <li>FY 2023-2024 Budget Kickoff</li> </ul>	Administration, Finance
March – May 2023	Public Engagement: <ul style="list-style-type: none"> <li>2023/2024 Citywide Priorities Survey Release</li> <li>Citizens' Academy: Finance Presentation</li> <li>Local Transaction Tax Town Hall Meeting</li> <li>Commission Meeting Presentations</li> <li>2023/2024 Proposed Budget Virtual Town Hall Meeting</li> </ul>	Administration, Finance
March 3, 2023	Facilitated study session to set City Council priorities for FY 2023-2024.	All Departments
March 7, 2023	City Manager meets with Department Heads to discuss the budget schedule and provide direction regarding budget guidelines.	All Departments
March 8 - 24, 2023	Departments review and complete budget forms.	All Departments
March 27 - 31, 2023	Preliminary review of department budget forms, including review of enhancement and Capital requests.	Administration, Finance
April 10 - 14, 2023	City Manager/Finance Director meetings with Department Heads to discuss budget requests.	All Departments
April 18, 2023	Finalize City Manager's recommendations.	Administration, Finance
April 2023	Prepare Proposed Budget document.	Administration, Finance
May 1, 2023	Provide Proposed Budget to City Council and post to the City's website.	Administration, Finance
May 15, 2023 May 22, 2023 May 30, 2023 June 5, 2023 (if necessary)	Budget Study Sessions.	All Departments
May/June 2023	Update Proposed Budget based on City Council direction.	Administration, Finance
June 1, 2023	Publish Notice of Public Hearing for budget adoptions.	City Clerk
June 20, 2023	Budget hearing and adoption, including adopting of Gann Limit.	Administration, Finance
July 1, 2023	Post adopted budget to the City's Finance system.	Finance
July/August 2023	Produce Adopted Budget Book, distribute to City Council, post to the City's website, and submit for GFOA Award.	Finance





CITY OF SAN FERNANDO

# FY 2022-2026 Strategic Goals

March 2023





# Historic & Visionary

Strategic Goals serve as a road map to establish policies and programs that provide a safe and clean environment, maximize the quality of life in San Fernando, and enhance City services. These goals are achievable through allocating City resources as well as leveraging collaboration with federal, state and county governments and local non-profit organizations to secure resources and funding opportunities.

The 2021-2026 City-wide Strategic Goals articulate goals and objectives that the City of San Fernando will work to achieve over a five-year period. The Strategic Goals provide context for budget development and revenue priorities to ensure the City Council, City Manager, Department Directors, City Commissions and all city employees are working to achieve the City's long-term vision, goals and objectives. The Strategic Goals are reviewed annually and will be amended by City Council as needed.

Adopted: April 19, 2021

Revised: January 17, 2023



# 2022 - 2026 Strategic Goals

*The strategic goals guiding the development of the fiscal year 2023-2024 budget are:*



I. FOCUS ON COMMUNITY FIRST



II. CULTIVATING A STRONGER  
LOCAL ECONOMY



III. PRESERVE BEAUTIFUL HOMES AND  
NEIGHBORHOODS



IV. STRENGTHEN CLIMATE RESILIENCE  
AND ENVIRONMENTAL JUSTICE





# 2022 - 2026 Strategic Goals (continued)



V. ENHANCE PUBLIC  
TRANSPORTATION TO MOVE SAN  
FERNANDO



VI. BUILD RESILIENT AND RELIABLE  
INFRASTRUCTURE



VII. FORGE FINANCIAL STRENGTH AND  
STABILITY



VII. EMERGENCY PREPAREDNESS:  
SUPPORTING THE COMMUNITY





# I. FOCUS ON COMMUNITY FIRST

**Goal:** The City of San Fernando is committed to providing a high standard of service, safety, and quality of life for San Fernando taxpayers. The City works to increase opportunities and support for residents to secure their basic needs and connect residents to support services. These outcomes can be achieved by enhancing public safety, increasing access to City services and programs, and keeping the community informed through outreach and transparency initiatives.

## Strategies:

1. Provide opportunities for community engagement to further develop strategic goals, ensure strategic goals are consistent with community needs, and create a public engagement policy and strategy to proactively seek community feedback on major City decisions.
2. Ensure San Fernando Police Department has adequate resources for personnel, equipment, training and community-based policing options.
3. Improve the City's use of technology to enhance customer service, work more efficiently and make it easier to conduct business with the City, improve transparency, and increase community access to broadband.
4. Explore opportunities to expand recreation and community service programs, senior programs, and healthy lifestyle initiatives.
5. Implement the Homeless Action Plan and related policies to support unsheltered and under housed individuals and families.
6. Expand collaboration with Public-Private Partnerships (PPP's) and local Community-Based Organizations (CBO's) to support San Fernando in achieving key strategic goals.





## II. CULTIVATING A STRONGER LOCAL ECONOMY

**Goal:** The City of San Fernando is committed to pursuing economic development opportunities to bolster the City's revenue, enhance the health of the business climate, and highlight the City's rich history, culture, music, arts, Native American, and Latin American roots. Enhancing the local economy provides the resources to fund top-notch City services, programs, and infrastructure.

### Strategies:

1. Provide technical and financial assistance programs for small business retention, expansion and recruitment. Establish programs that support a "One-Stop Business Center."
2. Create a Downtown Master Plan to enhance the historic downtown business corridor through architectural design and signage standards, business development support and pedestrian focused improvements.
3. Attract and retain private investment in all of the City's business corridors and support place-making efforts. Attract well-paying jobs to the City's industrial and commercial corridors by focusing on growing industries including, but not limited to, climate resiliency research and development, clean energy, emerging technologies, cultural arts, culinary arts, and entertainment options.





### III. PRESERVE BEAUTIFUL HOMES AND NEIGHBORHOODS

**Goal:** The City of San Fernando is committed to facilitating common-sense housing policy to preserve the charm of San Fernando and provide natural, safe, neighborhood-centered spaces for residents to play and be active.

#### Strategies:

1. Promote home ownership and first time homeowner programs, particularly programs that provide home ownership opportunities for current San Fernando residents/renters.
2. Explore programs that provide technical assistance, architectural guidance, and financial support for the preservation and restoration of historic residential homes, and rehabilitation assistance for low- to moderate-income homeowners.
3. Support historic preservation programs, including Los Angeles Unified School District efforts to restore and rehabilitate the historic San Fernando Auditorium and Morningside Auditorium to be used as a public theatre.
4. Educate property owners on property maintenance standards to protect the charm and character of the City's neighborhoods.
5. Invest in enhancing parks, park amenities, and accessibility at all of the City's recreational parks, natural parks and open spaces.





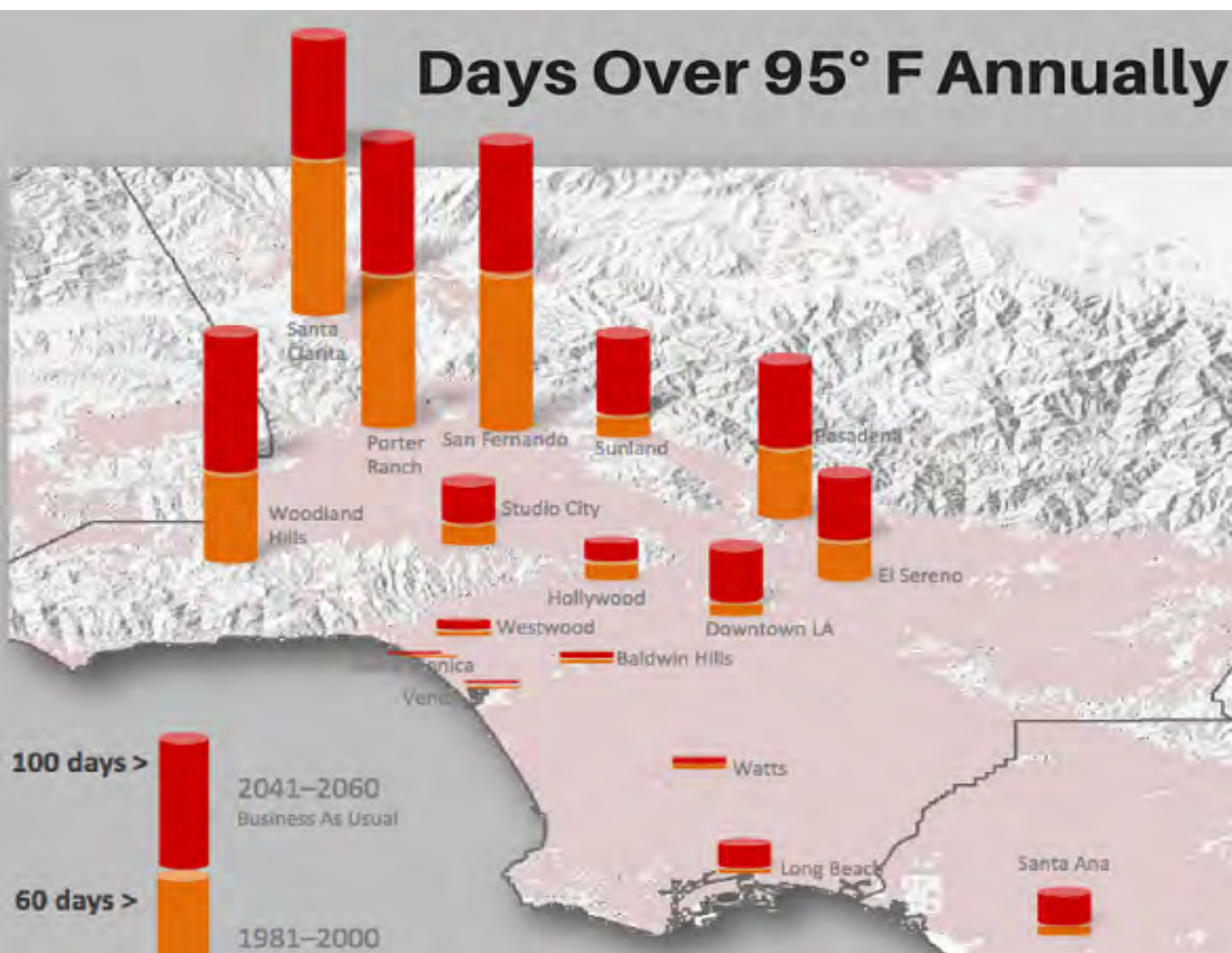


## IV. STRENGTHEN CLIMATE RESILIENCE AND ENVIRONMENTAL JUSTICE

**Goal:** The City of San Fernando is committed to protecting public health, natural resources, and local water independence by being a leader in promoting conservation, energy efficiency, sustainability, reducing climate-related risks, and increasing climate resilience and adaptation.

### Strategies:

1. Strengthen the City's urban forest by continuing to invest in tree planting and tree care efforts, which will improve air quality, expand native habitat and address extreme heat and heat island impacts.
2. Safeguard the City's water quality and local water supply through conservation programs, landscape regulations, water capture, smart-technology and equipment upgrades and other programs to reduce water usage with the goal of maintaining 100% water independence.
3. Reduce the City's carbon footprint through energy efficient facility improvements, aggressive waste and food reduction, recycling and reuse, and alternative energy vehicles and equipment.
4. Advocate for, and leverage, funding opportunities through federal, state, and regional agencies to connect residents and businesses to sustainability and conservation financial resources.





## V. ENHANCE PUBLIC TRANSPORTATION TO MOVE SAN FERNANDO

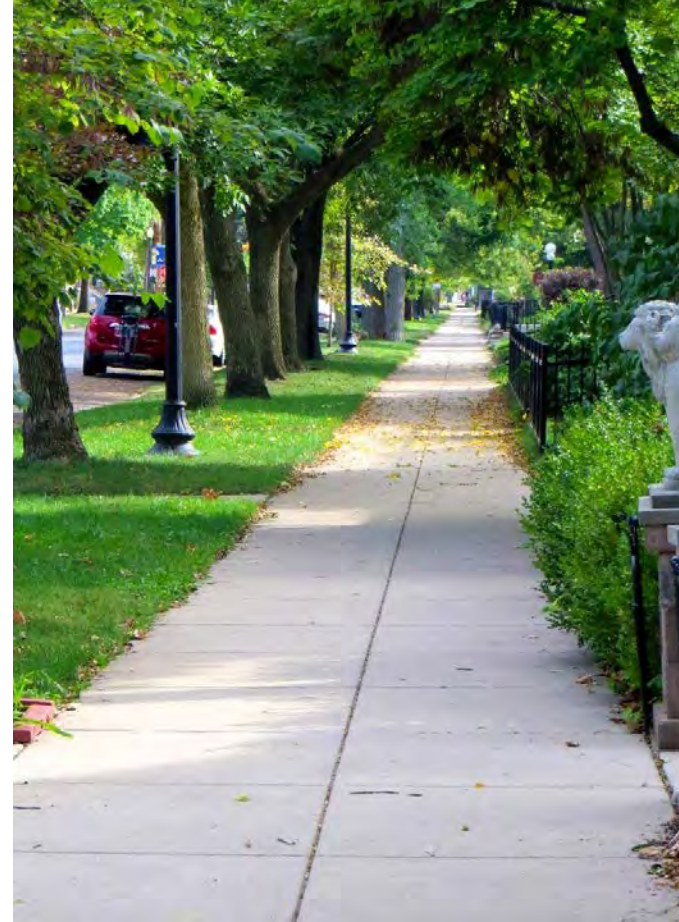
**Goal:** The City of San Fernando is committed to enhancing regional and local public transportation options that benefit residents, employees, visitors, and customers of San Fernando businesses and cultural institutions.

### Strategies:

1. Enhance public transit by providing affordable access to the Mission City Transit system (i.e. Trolley) and improve Trolley stops by making them more user friendly, attractive, clean and architecturally consistent.
2. Improve the City's pedestrian and bike trail network, services, and accessibility, including increased maintenance of the Mission City Bike Trail and completion of the Pacoima Wash Bike Path.
3. Support and prioritize deployment of electric and alternative fuel vehicles through the promotion of electric charging stations and other clean fuel options.
4. Ensure the East San Fernando Valley Regional Light Rail and Metrolink projects servicing San Fernando complement and enhance existing public transportation options without causing undue hardship to traffic, pedestrian and parking systems.
5. Pursue funding to construct projects identified in Metro's First/Last Mile Plan, the City's Safe and Active Streets Plan, and other planning efforts that support access to public transportation and pedestrian-focused improvements.







## VI. BUILD RELIABLE AND RESILIENT INFRASTRUCTURE

**Goal:** The City of San Fernando is committed to increasing capital expenditures to address critical infrastructure needs, including, but not limited to, addressing deferred maintenance of City buildings, streets, water and sewer systems, and sidewalks.

**Strategies:**

1. Invest in water and sewer infrastructure through risk, resiliency and redundancy improvements, infiltration projects, treatment systems, and storage enhancements.
2. Maximize annual street paving and sidewalk repair by leveraging multiple sources of federal, state, county and private funding.
3. Beautify the Civic Center through investment in public buildings, landscaping and infrastructure, including modernizing the City's Police Station and City Hall.



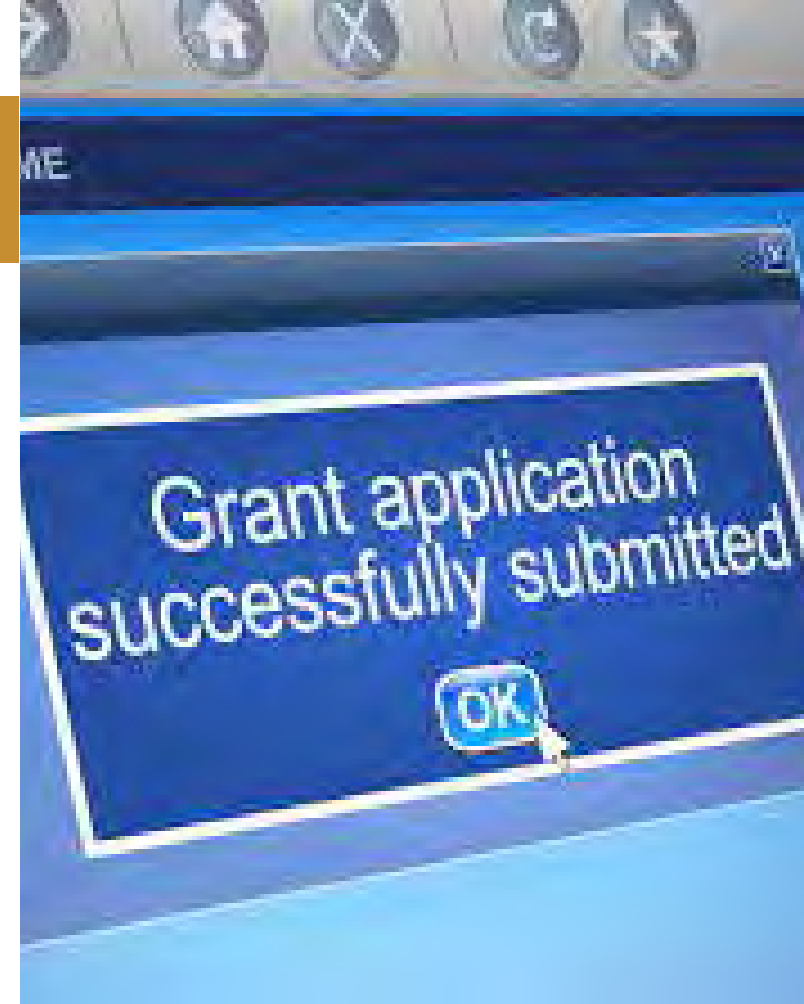


## VII. FORGE FINANCIAL STRENGTH AND STABILITY

**Goal:** The City of San Fernando is committed to managing taxpayer funds responsibly, growing the City's revenue streams and protecting minimum reserve balances in accordance with adopted Comprehensive Financial Policies.

**Strategies:**

1. Ensure transparency and engagement opportunities for stakeholders to provide input on management of City resources, including special tax measures and budget priorities.
2. Review and update the City's Comprehensive Financial Policies biannually.
3. Implement strategies to reduce long-term pension and other post-employment benefits (i.e. retiree health) liabilities.
4. Focus on grant funding to raise significant resources to implement strategic goals and priority projects.
5. Continue to submit and receive the Government Financial Officers Association (GFOA) Awards for Excellence in Financial Reporting and Budget Preparation.



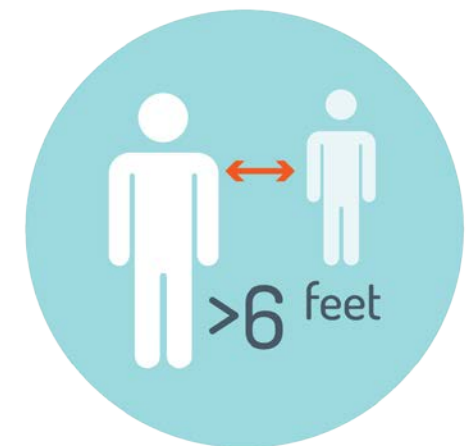


## VIII. EMERGENCY PREPAREDNESS: SUPPORTING THE COMMUNITY

**Goal:** The City of San Fernando is committed to preparing City staff and community members to be safe before, during, and after an emergency or natural disaster, including but not limited to, earthquakes, wildfires, wind events, extreme heat, floods, and pandemics. Effective emergency management requires adequate training and preparation before an emergency, decisive action and coordination during the response, leveraging resources during the recovery, and providing timely information and clear communication throughout.

### Strategies:

1. Continually review and update the Emergency Operations Plan, including providing Emergency Operations Center training to City staff and emergency response personnel to ensure effective inter-department and inter-agency coordination during an emergency response.
2. Foster relationships with regional agencies, local businesses, and community based organizations to improve the City's emergency response capacity through partnerships and mutual aid..
3. Increase capability to disseminate timely and relevant information to the community through effective communication channels and community partners.
  - a. Leverage community partnerships to maximize outreach during emergency response and recovery, including financial assistance and other resources available to residents and businesses.
  - b. Utilize emergency communication capability (ALERT San Fernando) appropriately to ensure important information is actively pushed out to the community.
- 4) Leverage federal, state, and regional resources through the Federal Emergency Management Agency (FEMA), California Office of Emergency Services (CalOES), mutual aid from Los Angeles County and surrounding cities to increase our capacity and ability to effectively prepare, respond, and recover from an emergency.





## CITY LEADERSHIP

### CITY COUNCIL

Mayor Celeste Rodriguez

Vice Mayor Mary Mendoza

Councilmember Cindy Montañez

Councilmember Mary Solorio

Councilmember Joel Fajardo

### CITY MANAGER AND DIRECTORS

City Manager Nick Kimball

Deputy City Manager Kanika Kith

City Clerk Julia Fritz

Police Chief Fabian Valdez

Director of Finance Erica Melton

Director of Community Development (Vacant)

Director of Recreation and

Community Services Julian Venegas

Director of Public Works Matt Baumgardner









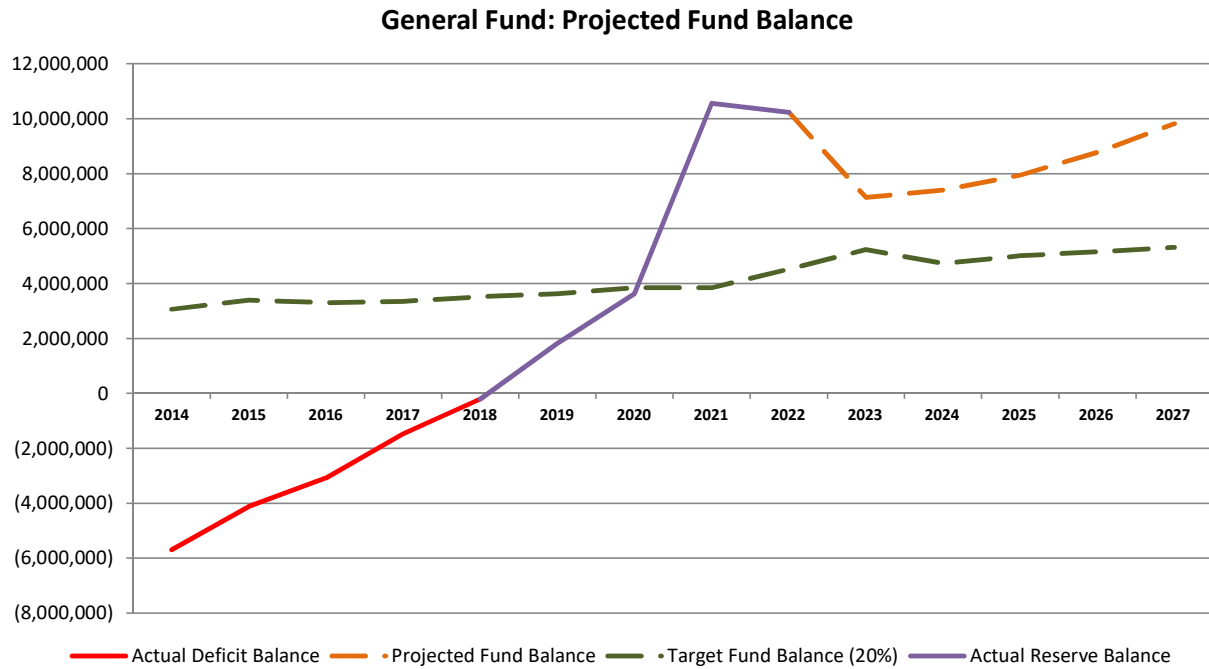
## **SECTION II. BUDGET OVERVIEW**

**CITY OF SAN FERNANDO**  
**GENERAL FUND FIVE-YEAR FORECAST**  
**SUMMARY OF PROJECTED REVENUES AND EXPENDITURES**  
**AS OF APRIL 21, 2022**

	Actual 2021	Actual 2022	Adjusted 2023	Proposed 2024	Projected 2025	Projected 2026	Projected 2027
<b>REVENUES</b>							
Property Taxes	3,149,175	3,198,090	3,021,225	3,245,000	3,360,000	3,528,000	3,654,788
Sales Tax	10,243,406	12,268,564	12,048,867	12,489,975	12,989,574	13,509,157	14,049,523
Franchise Fees	741,355	775,995	714,286	739,500	763,425	788,137	813,663
Other Taxes	4,958,943	5,270,067	5,308,557	5,283,000	5,432,000	5,593,750	5,760,394
Licenses and Permits	361,819	373,668	419,700	513,500	534,715	556,818	579,846
Fines and Forfeitures	498,845	433,689	465,600	444,000	461,570	479,837	498,829
Use of Money & Property	582,209	60,133	683,589	637,261	650,616	664,263	678,208
Fees and Charges	559,400	562,962	597,274	604,500	629,615	655,818	683,156
Miscellaneous Revenue	127,415	140,128	118,000	123,000	126,240	129,577	133,015
Cost Allocation Revenue	1,738,328	1,519,568	1,511,850	1,678,479	1,729,318	1,781,168	1,834,573
Transfers In	450,000	473,040	520,000	520,000	527,500	535,225	543,182
<b>Operating Revenue</b>	<b>23,410,895</b>	<b>25,075,904</b>	<b>25,408,948</b>	<b>26,278,215</b>	<b>27,204,574</b>	<b>28,221,750</b>	<b>29,229,177</b>
Sale of Property	1	900	-	-	-	-	-
Other One-Time	1,501,165	-	-	-	-	-	-
<b>One-time Revenue</b>	<b>1,501,166</b>	<b>900</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL REVENUE</b>	<b>24,912,061</b>	<b>25,076,804</b>	<b>25,408,948</b>	<b>26,278,215</b>	<b>27,204,574</b>	<b>28,221,750</b>	<b>29,229,177</b>
<b>EXPENDITURES</b>							
Personnel Expenses	11,858,432	12,814,311	15,689,065	16,344,090	16,858,044	17,390,473	17,942,117
Operating Expense	5,429,156	5,623,570	6,770,646	6,598,174	6,758,986	6,961,755	7,170,608
Capital Outlay	-	5,180	-	-	-	-	-
Transfers/Internal Service Charges	1,913,765	4,162,171	6,047,517	3,069,116	1,399,792	1,423,154	1,446,937
<b>Operating Expenditures</b>	<b>19,201,353</b>	<b>22,605,231</b>	<b>26,148,318</b>	<b>23,615,653</b>	<b>25,016,822</b>	<b>25,775,382</b>	<b>26,559,662</b>
Debt Reduction	-	620,000	226,333	271,327	226,333	226,333	226,333
Transfer to Equipment Replacement	-	197,000	-	-	-	-	-
ERF Pre-fund replacements	-	-	130,875	103,375	150,000	150,000	150,000
Transfer to SIF	-	-	750,000	850,000	100,000	100,000	100,000
Facility Maintenance Cap Improv	-	130,000	-	-	250,000	250,000	250,000
Capital Expense	1,498,189	59,193	55,000	-	55,000	-	-
Other One-time Expense	79,598	75,000	836,082	851,835	868,872	886,249	903,974
One-time Expenses Enhancements	-	1,717,803	360,620	319,190	-	-	-
<b>One-time Expenditures</b>	<b>1,577,787</b>	<b>2,798,996</b>	<b>2,358,910</b>	<b>2,395,727</b>	<b>1,650,205</b>	<b>1,612,582</b>	<b>1,630,307</b>
<b>TOTAL EXPENDITURE</b>	<b>20,779,140</b>	<b>25,404,227</b>	<b>28,507,228</b>	<b>26,011,380</b>	<b>26,667,027</b>	<b>27,387,964</b>	<b>28,189,969</b>
LESS: Est. Budget Savings**	-	-	-	-	-	-	-
<b>Operating Surplus(Deficit)</b>	<b>4,209,542</b>	<b>2,470,672</b>	<b>(739,370)</b>	<b>2,662,562</b>	<b>2,187,752</b>	<b>2,446,368</b>	<b>2,669,515</b>
<b>Total Budget Surplus(Deficit)</b>	<b>4,132,921</b>	<b>(327,424)</b>	<b>(3,098,280)</b>	<b>266,835</b>	<b>537,547</b>	<b>833,786</b>	<b>1,039,208</b>

**CITY OF SAN FERNANDO**  
**GENERAL FUND FIVE-YEAR FORECAST**  
**SUMMARY OF PROJECTED REVENUES AND EXPENDITURES**  
**AS OF APRIL 21, 2022**

	Actual 2021	Actual 2022	Adjusted 2023	Proposed 2024	Projected 2025	Projected 2026	Projected 2027
<b>Beginning Fund Balance</b>	6,425,544	10,558,465	10,231,041	7,132,761	7,399,596	7,937,143	8,770,929
Budget Surplus + Est. Savings	4,132,921	(327,424)	(3,098,280)	266,835	537,547	833,786	1,039,208
<b>Ending Fund Balance</b>	<b>10,558,465</b>	<b>10,231,041</b>	<b>7,132,761</b>	<b>7,399,596</b>	<b>7,937,143</b>	<b>8,770,929</b>	<b>9,810,137</b>
<b>Reserve %</b>	<b>55%</b>	<b>45%</b>	<b>27%</b>	<b>31%</b>	<b>32%</b>	<b>34%</b>	<b>37%</b>



CITY OF SAN FERNANDO							CITY OF SAN FERNANDO							
FUND NO.	FUND NAME	Actual	Adjusted	Adjusted	Adjusted	Proposed	Transfers	Total	Adopted	Capital	Transfers	Total	Estimated	
		Beginning Balance July 1, 2022	Revenues FY 2022-2023	Expenditures FY 2022-2023	Ending Balance June 30, 2023				Revenues FY 2023-2024					Operating Expenditures FY 2023-2024
General Fund:														
001	General Fund	\$ 10,231,041	\$ 25,408,948	\$ 28,507,228	\$ 7,132,761	\$ 24,082,236	\$ 2,195,979	\$ 26,278,215	\$ 25,835,047	\$ -	\$ 176,333	\$ 26,011,380	\$ 7,399,596	
Total General Fund:							\$ 24,082,236	\$ 2,195,979	26,278,215	25,835,047	-	176,333	26,011,380	\$ 7,399,596
Special Revenue Funds:														
002	Supplemental Law Enforcement Services	\$ 193,224	150,000	150,000	\$ 193,224	\$ 422,860		422,860	\$ 30,022	145,000	150,000	325,022	\$ 291,062	
007	Proposition "A" - Transit Development Fund	\$ 255,623	619,232	605,724	\$ 269,131	\$ 689,224		689,224	619,011	-	50,559	669,570	\$ 288,785	
008	Proposition "C" - Transit Development Fund	\$ 457,046	500,934	744,182	\$ 213,798	\$ 563,814		563,814	218,000	462,704	16,138	696,842	\$ 80,770	
009	Proposition "C" - Discretionary	\$ 21,177	753,381	775,376	\$ (818)	\$ -		-	-	-	-	-	\$ (818)	
010	Grant Fund	\$ 7,340,126	20,246,051	36,411,387	\$ (8,825,210)	\$ -		-	-	-	-	-	\$ (8,825,210)	
011	State Gas Tax Fund	\$ 71,119	721,383	792,002	\$ 500	\$ 674,693		674,693	27,886	25,000	270,572	323,458	\$ 351,735	
012	Measure R Fund	\$ 1,185,891	375,701	1,560,392	\$ 1,200	\$ 180,022		180,022	180,022	145,000		325,022	\$ (143,800)	
013	Traffic Safety Fund	\$ 7,558	-	-	\$ 7,558	\$ 2,500		2,500	-	-	-	-	\$ 10,058	
014	Cash In-Lieu of Parking	\$ 494,494	-	-	\$ 494,494	\$ -		-	-	-	-	-	\$ 494,494	
015	Local Transportation Fund (SB 325)	\$ (22,927)	23,311	23,311	\$ (22,927)	\$ -		-	-	-	-	-	\$ (22,927)	
016	Air Quality Management District Fund	\$ 141,856	30,000	-	\$ 171,856	\$ 28,000		28,000	-	-	-	-	\$ 199,856	
017	Recreation Self Sustaining Fund	\$ (7,268)	272,744	279,510	\$ (14,034)	\$ 169,750		169,750	340,753	-		340,753	\$ (185,037)	
018	Retirement Fund	\$ 9,435,544	4,888,379	4,772,765	\$ 9,551,158	\$ 4,778,922	201,201	4,980,123	4,982,365	-	405,832	5,388,197	\$ 9,143,084	
019	Quimby Act Fees	\$ 2	-	-	\$ 2	\$ -		-	-	-	-	-	\$ 2	
020	State Asset Seizure	\$ 9,859	-	9,961	\$ (102)	\$ -		-	-	-	-	-	\$ (102)	
021	Federal Asset Seizure	\$ 8,573	-	8,763	\$ (190)	\$ -		-	-	-	-	-	\$ (190)	
022	STPL	\$ 5,349	250,887	250,887	\$ 5,349	\$ -		-	-	-	-	-	\$ 5,349	
023	Measure W Fund - SCW Program	\$ 350,273	280,000	445,000	\$ 185,273	\$ 283,000		283,000	-	394,000	10,290	404,290	\$ 63,983	
024	Measure M Fund	\$ 1,409,850	425,794	1,835,144	\$ 500	\$ 450,000		450,000	-	345,000		345,000	\$ 105,500	
025	Road Maintenance and Rehab (SB1)	\$ 1,537,258	564,259	2,101,017	\$ 500	\$ 584,584		584,584	-	655,000		655,000	\$ (69,916)	
026	Community Development Block Grant	\$ (26,995)	303,639	303,639	\$ (26,995)	\$ -		-	-	-	-	-	\$ (26,995)	
027	Street Lighting	\$ 386,556	327,550	327,550	\$ 386,556	\$ 325,000		325,000	203,199	114,504	27,685	345,388	\$ 366,168	
029	Parking Maintenance Operations	\$ 329,356	208,289	376,863	\$ 160,782	\$ 204,550		204,550	202,757	-	29,552	232,309	\$ 133,023	
030	Mall Maintenance Operations	\$ (107,269)	85,000	90,259	\$ (112,528)	\$ 53,000		53,000	9,050	-		9,050	\$ (68,578)	
032	Capital Outlay	\$ 1,857,537	3,053,194	4,857,733	\$ 52,998	\$ -		-	-	-	-	-	\$ 52,998	
050	Pavement Fund	\$ 13,651	-	-	\$ 13,651	\$ -		-	-	-	-	-	\$ 13,651	
053	Community Investment Fund	\$ 18,766	17,500	17,500	\$ 18,766	\$ 10,000		10,000	10,000	-		10,000	\$ 18,766	
055	Comm. Development Surcharge Fund	\$ 120,263	50,000	32,402	\$ 137,861	\$ 50,000		50,000	32,402	-	1,440	33,842	\$ 154,019	
094	Low Income Housing	\$ 2,159,196	700	84,021	\$ 2,075,875	\$ 700		700	108,865	-		108,865	\$ 1,967,710	
101	AB109 Task Force Fund	\$ 14,107	-	-	\$ 14,107	\$ -		-	-	-	-	-	\$ 14,107	
108	California Arts Council	\$ -	19,000	19,000	\$ -	\$ -		-	-	-	-	-	\$ -	
109	National Endowment for the Arts	\$ 11,480	55,000	56,600	\$ 9,880	\$ -		-	-	-	-	-	\$ 9,880	
110	Operating Grants	\$ (189,304)	1,678,718	1,832,981	\$ (343,566)	\$ -		-	-	-	-	-	\$ (343,566)	
111	DUI Avoid Campaign	\$ 3,056	-	-	\$ 3,056	\$ -		-	-	-	-	-	\$ 3,056	
119	Office of Comm. Oriented Policing	\$ (12,053)	-	-	\$ (12,053)	\$ -		-	-	-	-	-	\$ (12,053)	
120	ABC Alcohol Beverage Control Grant	\$ -	-	-	\$ -	\$ -		-	-	-	-	-	\$ -	
121	American Rescue Plan Act	\$ 7,527	5,568,340	5,575,867	\$ -	\$ -		-	-	-	-	-	\$ -	
Total Special Revenue Funds:							\$ 9,470,619	201,201	9,671,820	6,964,332	2,286,208	962,068	10,212,608	\$ 4,068,864



CITY OF SAN FERNANDO						CITY OF SAN FERNANDO							
FUND NO.	FUND NAME	Actual	Adjusted	Adjusted	Adjusted	Proposed Revenues	Transfers	Total	Adopted	Capital	Transfers	Total	Estimated
		Beginning Balance	Revenues	Expenditures	Ending Balance				Operating				Ending Balance
		July 1, 2022	FY 2022-2023	FY 2022-2023	June 30, 2023	FY 2023-2024	In	Resources	FY 2023-2024	Expense	Out	Requirements	June 30, 2024
<b>Enterprise and Internal Service Funds:</b>													
006	Self Insurance	\$ 800,836	2,419,641	2,666,905	\$ 553,572	\$ 2,359,641	60,000	2,419,641	2,815,000	-		2,815,000	\$ 158,213
041	Equipment Maintenance/Replacement	\$ 1,023,743	689,592	994,100	\$ 719,235	\$ 842,025		842,025	569,378	-		569,378	\$ 991,882
043	Facility Maintenance	\$ 110,067	1,620,000	1,724,808	\$ 5,259	\$ 1,575,000		1,575,000	1,606,564	-		1,606,564	\$ (26,305)
070	Water	\$ 6,204,619	5,750,948	10,524,866	\$ 1,430,701	\$ 5,750,948		5,750,948	3,778,551	925,111	1,016,437	5,720,099	\$ 1,461,551
072	Sewer	\$ 3,853,614	4,187,061	5,112,291	\$ 2,928,384	\$ 4,059,773	140,956	4,200,729	2,775,925	1,250,000	443,298	4,469,223	\$ 2,659,889
073	Refuse/Environmental	\$ 50,272	-	51,000	\$ (728)	\$ -		-	48,370	2,630		51,000	\$ (51,728)
074	Compressed Natural Gas	\$ 146,129	255,000	396,364	\$ 4,765	\$ 169,000		169,000	113,426	-		113,426	\$ 60,339
<b>Total Enterprise and Internal Service Funds:</b>		<b>\$ 12,189,280</b>	<b>14,922,242</b>	<b>21,470,334</b>	<b>\$ 5,641,188</b>	<b>\$ 14,756,387</b>	<b>\$ 200,956</b>	<b>14,957,343</b>	<b>8,069,738</b>	<b>2,177,741</b>	<b>1,459,735</b>	<b>15,344,690</b>	<b>\$ 5,253,841</b>
<b>TOTAL ALL CITY FUNDS:</b>						<b>\$ 48,309,242</b>	<b>2,598,136</b>	<b>50,907,378</b>	<b>40,869,117</b>	<b>4,463,949</b>	<b>2,598,136</b>	<b>51,568,678</b>	<b>\$ 16,722,301</b>

**CITY OF SAN FERNANDO**  
**GOVERNMENTAL, SPECIAL AND PROPRIETARY FUNDS**  
**SUMMARY OF REVENUES, EXPENDITURES, AND OTHER FINANCING SOURCES AND**  
**FISCAL YEAR 2023-2024**

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.

	<b>Governmental Funds</b>	<b>Special Funds</b>	<b>Proprietary Funds</b>	<b>Total: All Funds</b>
<b>Revenue - by Type</b>				
Property Taxes	3,245,000	4,980,123	-	8,225,123
Sales and Other Taxes	15,684,475	2,750,644	-	18,435,119
Licenses and Permits	418,500	-	-	418,500
Fines and Forfeitures	444,000	-	-	444,000
Interest & Rental Income	701,761	-	-	701,761
From Other Agencies	2,853,000	1,739,852	-	4,592,852
Charges for Service	635,500	-	14,756,387	15,391,887
Miscellaneous Revenue	50,500	-	-	50,500
Other Revenue	49,500	-	-	49,500
<b>Total Revenue - by Type</b>	<b>24,082,236</b>	<b>9,470,619</b>	<b>14,756,387</b>	<b>48,309,242</b>
Other Financing Sources	2,195,979	201,201	200,956	2,598,136
<b>Total Revenue and Other Financing Sources</b>	<b>26,278,215</b>	<b>9,671,820</b>	<b>14,957,343</b>	<b>50,907,378</b>
<b>Expenditure - by Type</b>				
Personnel	16,344,090	5,418,046	3,941,720	25,703,856
Operating	6,598,174	1,546,286	7,244,944	15,389,404
Capital Expenses	-	2,286,208	2,177,741	4,463,949
Internal Service Charges	2,892,783	-	520,551	3,413,334
<b>Total Expenditure by Type</b>	<b>25,835,047</b>	<b>9,250,540</b>	<b>13,884,955</b>	<b>48,970,542</b>
Other Financing Uses	176,333	962,068	1,459,735	2,598,136
<b>Total Expenditures and Other Financing Uses</b>	<b>26,011,380</b>	<b>10,212,608</b>	<b>15,344,690</b>	<b>51,568,678</b>
<b>Beginning Fund Balance:</b>	<b>\$ 7,132,761</b>	<b>\$ 4,609,652</b>	<b>\$ 5,641,188</b>	<b>\$ 17,383,601</b>
<b>Total Budget Surplus(Deficit)</b>	<b>266,835</b>	<b>(540,788)</b>	<b>(387,347)</b>	<b>(661,301)</b>
<b>Ending Fund Balance:</b>	<b>\$ 7,399,596</b>	<b>\$ 4,068,864</b>	<b>\$ 5,253,841</b>	<b>\$ 16,722,301</b>

**CITY OF SAN FERNANDO**  
**GOVERNMENTAL, SPECIAL AND PROPRIETARY FUNDS**  
**SUMMARY OF REVENUES BY FUND - 5 YEAR HISTORY**  
**FISCAL YEAR 2023-2024**

<b>Governmental Funds</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Adjusted</b>	<b>2024 Proposed</b>
001 General Fund	21,439,204	24,912,061	23,364,460	25,408,948	26,278,215
<b>Total Governmental Funds</b>	<b>\$ 21,439,204</b>	<b>\$ 24,912,061</b>	<b>\$ 23,364,460</b>	<b>\$ 25,408,948</b>	<b>\$ 26,278,215</b>

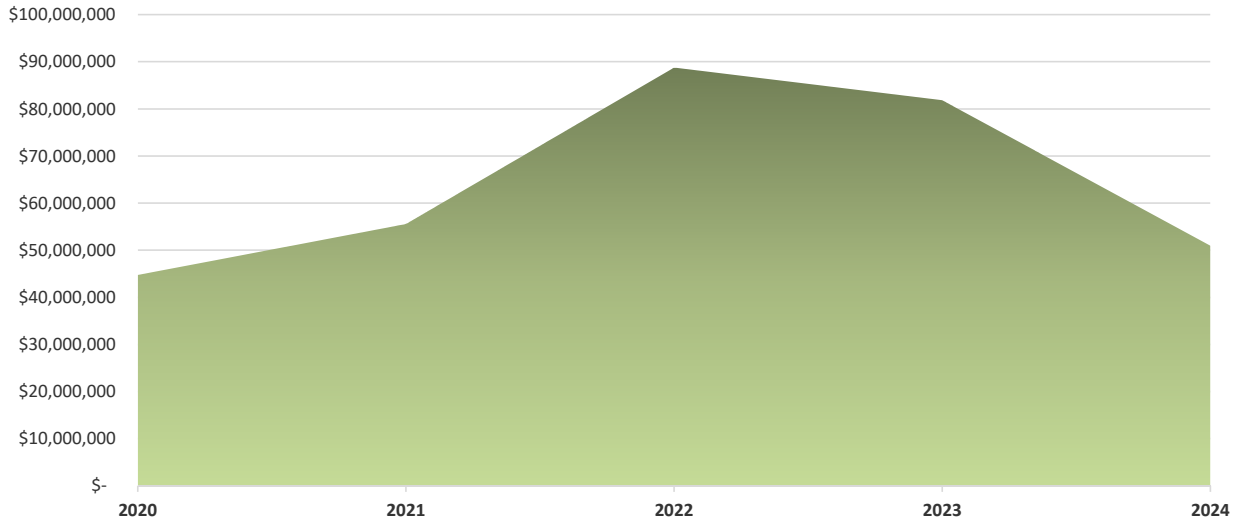
<b>Special Funds</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Adjusted</b>	<b>2024 Proposed</b>
002 SLESF	160,495	157,226	153,640	150,000	422,860
007 Proposition A	493,906	502,533	633,085	619,232	689,224
008 Proposition C	419,249	413,092	510,802	500,934	563,814
009 Proposition C - Discretionary	664	(4)	(817)	753,381	-
010 Capital Grants	286,417	4,788,338	8,632,751	20,246,051	-
011 State Gas Tax	569,328	553,159	583,343	721,383	674,693
012 Measure R	341,490	307,383	353,831	375,701	180,022
013 Traffic Safety	5,663	936	3,076	-	2,500
014 Cash In-Lieu of Parking	13,760	57,595	(18,989)	-	-
015 Local Transportation	6,035	30,000	2,083	23,311	-
016 AQMD	25,883	41,064	18,392	30,000	28,000
017 Recreation Self Sustaining	126,370	40,094	153,724	272,744	169,750
018 Retirement	4,712,106	4,927,113	35,945,724	4,888,379	4,980,123
019 Quimby Act	5	-	(6)	-	-
020 State Asset Seizure	1,458	7,287	(149)	-	-
021 Federal Asset Seizure	270	(2)	(331)	-	-
022 STPL	168	(1)	(206)	250,887	-
023 Measure W	-	269,938	262,851	280,000	283,000
024 Measure M	355,476	357,690	395,951	425,794	450,000
025 Road Maintenance and Rehab	451,733	472,522	438,405	564,259	584,584
026 CDBG	44,026	148,472	490,597	303,639	-
027 Street Lighting	363,624	361,153	332,854	327,550	325,000
029 Parking & Maintenance Operations	214,644	134,037	204,807	208,289	204,550
030 Mall Maintenance	75,917	29,024	50,113	85,000	53,000
032 Capital Outlay	25,000	-	1,941,050	3,053,194	-
050 Pavement Fund	428	(3)	(527)	-	-
053 Community Investment Fund	31,000	10,000	11,553	17,500	10,000
055 Comm. Development Surcharge Fund	52,932	57,173	51,911	50,000	50,000
094 Low Income Housing	492,163	952,389	471	700	700
101 AB109 Task Force Fund	-	-	20	-	-
108 California Arts Council	19,710	18,000	2,000	19,000	-
109 National Endowment for the Arts	50,000	50,000	90,000	55,000	-
110 Operating Grants	721,414	177,162	672,887	1,678,718	-
111 DUI Avoid Campaign	-	-	-	-	-
119 COPS Grant	-	-	-	-	-
120 Alcohol Beverage Control Grant	-	-	-	-	-
121 American Rescue Plan Act Funds	-	2,909,170	137,122	5,568,340	-
<b>Total Special Funds</b>	<b>10,061,334</b>	<b>17,772,538</b>	<b>52,052,019</b>	<b>41,468,986</b>	<b>9,671,820</b>

**CITY OF SAN FERNANDO**  
**GOVERNMENTAL, SPECIAL AND PROPRIETARY FUNDS**  
**SUMMARY OF REVENUES BY FUND - 5 YEAR HISTORY**  
**FISCAL YEAR 2023-2024**

<b>Proprietary Funds</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Adjusted</b>	<b>2024 Proposed</b>
006 Self Insurance	1,591,998	1,217,332	2,171,322	2,419,641	2,419,641
041 Equipment Maint/Replacement	1,058,453	835,089	600,146	689,592	842,025
043 Facility Maintenance	1,755,927	1,611,074	1,484,849	1,620,000	1,575,000
070 Water	4,862,625	4,985,098	5,165,852	5,750,948	5,750,948
072 Sewer	3,781,670	4,040,178	3,774,711	4,187,061	4,200,729
073 Refuse	1,708	115	4,519	-	-
074 Compressed Natural Gas	192,297	141,676	126,841	255,000	169,000
<b>Total Proprietary Funds</b>	<b>13,244,678</b>	<b>12,830,562</b>	<b>13,328,241</b>	<b>14,922,242</b>	<b>14,957,343</b>

<b>Total Citywide Revenues</b>	<b>\$ 44,745,216</b>	<b>\$ 55,515,161</b>	<b>\$ 88,744,720</b>	<b>\$ 81,800,176</b>	<b>\$ 50,907,378</b>
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**Citywide Revenue History**



**CITY OF SAN FERNANDO**  
**GOVERNMENTAL, SPECIAL AND PROPRIETARY FUNDS**  
**SUMMARY OF APPROPRIATIONS BY FUND - 5 YEAR HISTORY**  
**FISCAL YEAR 2023-2024**

		2020	2021	2022	2023	2024
	Governmental Funds	Actual	Actual	Actual	Adjusted	Proposed
001	General Fund	19,632,204	20,779,137	22,605,231	28,507,228	26,011,380
	<b>Total Governmental Funds</b>	<b>\$ 19,632,204</b>	<b>\$ 20,779,137</b>	<b>\$ 22,605,231</b>	<b>\$ 28,507,228</b>	<b>\$ 26,011,380</b>

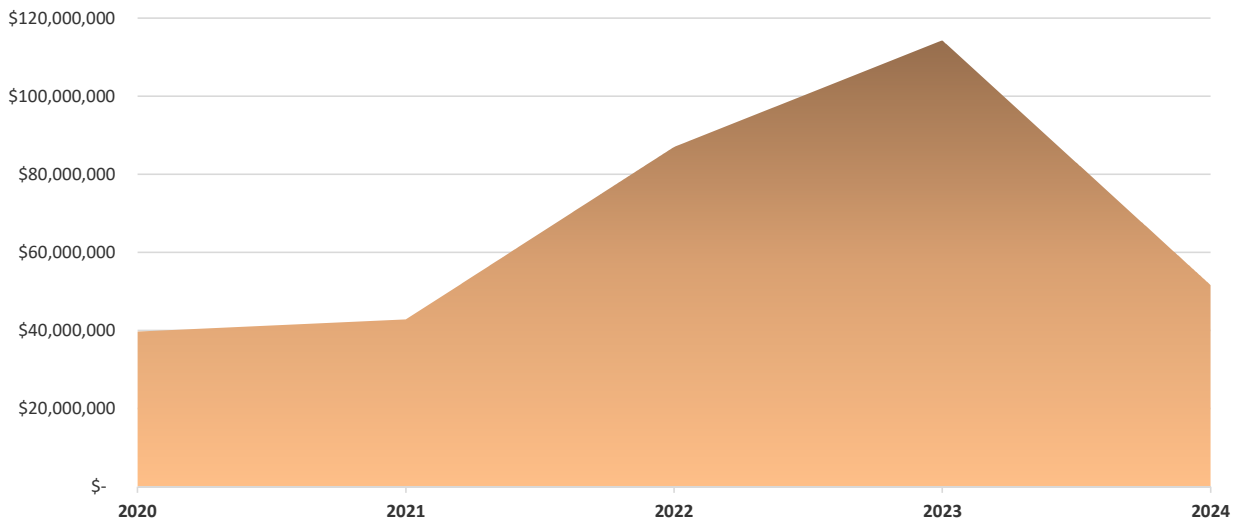
		2020	2021	2022	2023	2024
	Special Funds	Actual	Actual	Actual	Adjusted	Proposed
002	SLESF	125,000	125,000	125,004	150,000	325,022
007	Proposition A	495,692	490,588	461,223	605,724	669,570
008	Proposition C	254,161	534,207	672,264	744,182	696,842
009	Proposition C - Discretionary	-	-	-	775,376	-
010	Capital Grants	645,032	1,696,967	3,900,080	36,411,387	-
011	State Gas Tax	671,026	487,875	517,537	792,002	323,458
012	Measure R	618,974	1,114,925	696,558	1,560,392	325,022
013	Traffic Safety	-	-	-	-	-
014	Cash In-Lieu of Parking	-	-	-	-	-
015	Local Transportation	6,035	30,000	25,010	23,311	-
016	AQMD	6,369	-	-	-	-
017	Recreation Self Sustaining	151,816	36,346	188,747	279,510	340,753
018	Retirement	4,534,801	4,738,686	38,254,003	4,772,765	5,388,197
019	Quimby Act	-	-	-	-	-
020	State Asset Seizure	30,296	6,392	-	9,961	-
021	Federal Asset Seizure	-	-	-	8,763	-
022	STPL	-	-	-	250,887	-
023	Measure W	-	52,387	130,129	445,000	404,290
024	Measure M	179,233	13,261	62,280	1,835,144	345,000
025	Road Maintenance and Rehab	351,815	-	66,782	2,101,017	655,000
026	CDBG	27,803	148,117	515,411	303,639	-
027	Street Lighting	270,570	215,621	323,941	327,550	345,388
029	Parking and Maintenance Ops	243,799	166,073	218,261	376,863	232,309
030	Mall Maintenance Operations	94,037	41,732	126,553	90,259	9,050
032	Capital Outlay Fund	5,914	8,448	143,903	4,857,733	-
050	Pavement Fund	-	-	-	-	-
053	Community Investment Fund	9,989	7,247	14,065	17,500	10,000
055	Comm. Surcharge Fund	24,960	24,960	24,960	32,402	33,842
094	Low Income Housing	4,130	4,185	3,836	84,021	108,865
101	AB109 Task Force Fund	-	-	-	-	-
108	California Arts Council	18,000	20,000	-	19,000	-
109	National Endowment for the Arts	32,565	49,200	61,172	56,600	-
110	Operating Grants	538,437	439,867	782,260	1,832,981	-
111	DUI Avoid Campaign	-	-	-	-	-
119	Office of Comm. Oriented Policing	12,053	-	-	-	-
120	Alcohol Beverage Control Grant	-	-	-	-	-
121	American Rescue Plan Act Funds	-	112,878	129,595	5,575,867	-
	<b>Total Special Funds</b>	<b>9,352,507</b>	<b>10,564,961</b>	<b>47,443,575</b>	<b>64,339,836</b>	<b>10,212,608</b>

**CITY OF SAN FERNANDO**  
**GOVERNMENTAL, SPECIAL AND PROPRIETARY FUNDS**  
**SUMMARY OF APPROPRIATIONS BY FUND - 5 YEAR HISTORY**  
**FISCAL YEAR 2023-2024**

<b>Proprietary Funds</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Adjusted</b>	<b>2024 Proposed</b>
006 Self Insurance Fund	879,803	1,707,565	2,093,786	2,666,905	2,815,000
041 Equipment Maint/Replacement	865,116	582,241	620,069	994,100	569,378
043 Facility Maintenance	1,562,567	1,592,586	1,539,889	1,724,808	1,606,564
070 Water	4,311,623	4,460,948	7,144,525	10,524,866	5,720,099
072 Sewer	2,960,921	3,057,870	5,399,636	5,112,291	4,469,223
073 Refuse	3,284	5,960	3,403	51,000	51,000
074 Compressed Natural Gas	136,837	95,616	164,488	396,364	113,426
<b>Total Proprietary Funds</b>	<b>10,720,152</b>	<b>11,502,786</b>	<b>16,965,796</b>	<b>21,470,334</b>	<b>15,344,690</b>

<b>Total Citywide Expenditures</b>	<b>\$ 39,704,863</b>	<b>\$ 42,846,884</b>	<b>\$ 87,014,603</b>	<b>\$ 114,317,397</b>	<b>\$ 51,568,678</b>
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**Citywide Expenditure History**



**CITY OF SAN FERNANDO**  
**GOVERNMENTAL, SPECIAL AND PROPRIETARY FUNDS**  
**SUMMARY OF APPROPRIATIONS BY FUND - BY TYPE**  
**FISCAL YEAR 2023-2024**

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.

<b>Governmental Funds</b>		<b>Personnel</b>	<b>Operating</b>	<b>Capital Expenses</b>	<b>Internal Svs. Chrg.</b>	<b>Total Budget</b>
001	General Fund	16,344,090	6,598,174	-	3,069,116	26,011,380
<b>Total General Fund</b>		<b>\$ 16,344,090</b>	<b>\$ 6,598,174</b>	<b>\$ -</b>	<b>\$ 3,069,116</b>	<b>\$ 26,011,380</b>

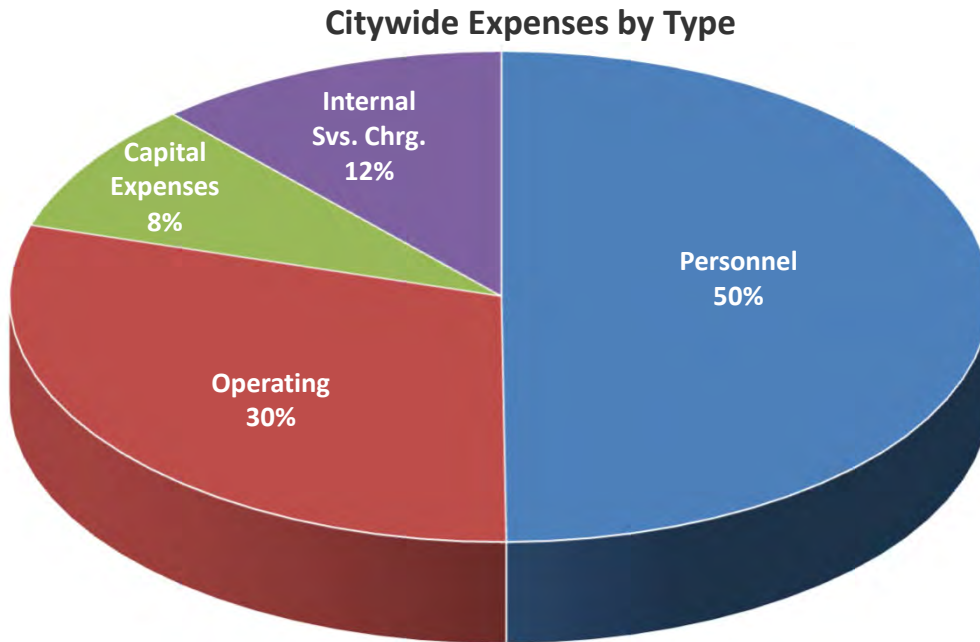
  

<b>Special Funds</b>		<b>Personnel</b>	<b>Operating</b>	<b>Capital Expenses</b>	<b>Transfers Out</b>	<b>Total Budget</b>
002	SLESF	-	30,022	145,000	150,000	325,022
007	Proposition A	66,852	552,159	-	50,559	669,570
008	Proposition C	-	218,000	462,704	16,138	696,842
009	Proposition C - Discretionary	-	-	-	-	-
010	Capital Grants	-	-	-	-	-
011	State Gas Tax	-	27,886	25,000	270,572	323,458
012	Measure R	-	180,022	145,000	-	325,022
013	Traffic Safety	-	-	-	-	-
014	Cash In-Lieu of Parking	-	-	-	-	-
015	Local Transportation	-	-	-	-	-
016	AQMD	-	-	-	-	-
017	Recreation Self Sustaining	169,750	171,003	-	-	340,753
018	Retirement	4,982,365	-	-	405,832	5,388,197
019	Quimby Act	-	-	-	-	-
020	State Asset Seizure	-	-	-	-	-
021	Federal Asset Seizure	-	-	-	-	-
022	STPL	-	-	-	-	-
023	Measure W	-	-	394,000	10,290	404,290
024	Measure M	-	-	345,000	-	345,000
025	Road Maintenance and Rehab Act	-	-	655,000	-	655,000
026	CDBG	-	-	-	-	-
027	Street Lighting	78,949	124,250	114,504	27,685	345,388
029	Parking and Maintenance Operations	86,265	116,492	-	29,552	232,309
030	Mall Maintenance Operations	-	9,050	-	-	9,050
032	Capital Outlay Fund	-	-	-	-	-
050	Pavement Fund	-	-	-	-	-
053	Community Investment Fund	-	10,000	-	-	10,000
055	Comm. Dev. Surcharge Fund	-	32,402	-	1,440	33,842
094	Low/Mod Income Housing Fund	33,865	75,000	-	-	108,865
101	AB109 Task Force Fund	-	-	-	-	-
108	California Arts Council	-	-	-	-	-
109	National Endowment for the Arts	-	-	-	-	-
110	Operating Grants	-	-	-	-	-
111	DUI Avoid Campaign	-	-	-	-	-
119	Office of Comm. Oriented Policing	-	-	-	-	-
120	Alcohol Beverage Control Grant	-	-	-	-	-
121	American Rescue Plan Act Fund	-	-	-	-	-
<b>Total Special Funds</b>		<b>5,418,046</b>	<b>1,546,286</b>	<b>2,286,208</b>	<b>962,068</b>	<b>10,212,608</b>

**CITY OF SAN FERNANDO**  
**GOVERNMENTAL, SPECIAL AND PROPRIETARY FUNDS**  
**SUMMARY OF APPROPRIATIONS BY FUND - BY TYPE**  
**FISCAL YEAR 2023-2024**

<i>Proprietary Funds</i>	Personnel	Operating	Capital Expenses	Internal Svs. Chrg.	Total Budget
006 Self Insurance Fund	-	2,815,000	-	-	2,815,000
041 Equipment Maint/Replacement	224,578	262,200	-	82,600	569,378
043 Facility Maintenance	659,678	744,630	-	202,256	1,606,564
070 Water	2,036,472	1,584,037	925,111	1,174,479	5,720,099
072 Sewer	1,020,991	1,678,507	1,250,000	519,725	4,469,223
073 Refuse	-	48,370	2,630	-	51,000
074 Compressed Natural Gas	-	112,200	-	1,226	113,426
<b>Total Proprietary Funds</b>	<b>3,941,720</b>	<b>7,244,944</b>	<b>2,177,741</b>	<b>1,980,286</b>	<b>15,344,690</b>

<b>Total Citywide Expenditures</b>	<b>\$ 25,703,856</b>	<b>\$ 15,389,404</b>	<b>\$ 4,463,949</b>	<b>\$ 6,011,470</b>	<b>\$ 51,568,678</b>
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**CITY OF SAN FERNANDO**  
**GOVERNMENTAL, SPECIAL AND PROPRIETARY FUNDS**  
**SUMMARY OF TRANSFERS AND OTHER INTERFUND PAYMENTS**  
**FISCAL YEAR 2023-2024**

FUND		DESCRIPTION	AMOUNT FROM	AMOUNT TO
<b><u>OPERATIONS RELATED TRANSFERS:</u></b>				
<b>Transfers FROM Other Funds TO the General Fund to Support Operations:</b>				
FROM:	002	Supplemental Law Enforcement Services (SLESF)	(150,000)	
	011	Gas Tax Fund	(250,000)	
	070 381	Water	(60,000)	
	072 360	Sewer	(60,000)	
TO:	001	General Fund		520,000
			(520,000)	520,000
<b>Payments FROM Other Funds TO the General Fund per Cost Allocation Plan:</b>				
FROM:	007	Proposition A	(50,559)	
	008	Proposition C	(16,138)	
	011	State Gas Tax Fund	(20,572)	
	018	Retirement Fund	(405,832)	
	023	Measure W Fund - SCW Program	(10,290)	
	027	Street Lighting	(27,685)	
	029	Parking M & O	(29,552)	
	055	Community Development Surcharge	(1,440)	
	070 381	Water	(743,047)	
	072 360	Sewer	(370,864)	
TO:	001 3795	General Fund		1,675,979
			(1,675,979)	1,675,979
<b>Payment FROM Water Funds TO the Self Insurance Fund for Property Insurance:</b>				
FROM:	070 381	Water	(60,000)	
TO:	006	Self Insurance Fund		60,000
			(60,000)	60,000
<b><u>DEBT RELATED TRANSFERS</u></b>				
<b>Payments FROM General Fund and Enterprise Funds TO Retirement Fund to Repay Retirement Loan:</b>				
FROM:	001	General Fund	(176,333)	
	070	Water	(12,434)	
	072	Sewer	(12,434)	
TO:	018	Retirement Fund		201,201
			(201,201)	201,201
<b>Payment FROM Water Fund TO Sewer Fund to Loan:</b>				
FROM:	070	Water Fund	(140,956)	
TO:	072	Sewer Fund		140,956
			(140,956)	140,956
<b>TOTAL INTERFUND TRANSFERS/PAYMENTS</b>			<b>(2,598,136)</b>	<b>2,598,136</b>

**CITY OF SAN FERNANDO**  
**CITYWIDE POSITION SUMMARY BY DEPARTMENT**  
**FISCAL YEAR 2023-2024**

<b>ADMINISTRATION</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Adjusted</b>	<b>2024 Proposed</b>
City Manager	1.00	1.00	1.00	1.00	1.00
Deputy City Manager/Economic Development	0.00	0.00	0.00	1.00	1.00
Assistant To The City Manager	0.00	0.00	1.00	1.00	1.00
Economic Development Manager	0.00	0.00	1.00	0.00	0.00
Executive Assistant to the City Manager	1.00	1.00	1.00	1.00	1.00
Administration Intern	0.00	0.00	0.46	0.46	0.46
Personnel Manager	1.00	1.00	1.00	1.00	1.00
Personnel Technician	1.00	1.00	1.00	1.00	1.00
Personnel Assistant	0.70	0.70	1.00	1.00	1.00
Office Clerk (FTE)	0.00	0.00	0.00	0.46	0.46
<b>TOTAL ADMINISTRATION DEPARTMENT</b>	<b>4.70</b>	<b>4.70</b>	<b>7.46</b>	<b>7.92</b>	<b>7.92</b>

<b>CITY CLERK</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Adjusted</b>	<b>2024 Proposed</b>
City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk/Management Analyst	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk (FTE)	0.00	0.00	0.00	0.00	0.00
<b>TOTAL CITY CLERK DEPARTMENT</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

<b>COMMUNITY DEVELOPMENT</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Adjusted</b>	<b>2024 Proposed</b>
Director of Community Development	1.00	1.00	1.00	1.00	1.00
Building & Safety Supervisor	1.00	1.00	0.00	0.00	0.00
Associate Planner	1.00	1.00	1.00	1.00	1.00
Community Development Secretary	1.00	1.00	0.00	0.00	0.00
Community Development Technician	0.00	0.00	1.00	1.00	1.00
Administrative Assistant	0.00	0.00	0.00	1.00	1.00
Community Preservation Officer	2.00	2.00	2.00	3.00	3.00
Community Preservation Officer (FTE)	0.95	0.95	0.95	0.95	0.95
City Maintenance Helper - Graffiti (FTE)	0.75	0.75	0.75	0.00	0.00
Management Intern	0.00	0.00	0.46	0.46	0.46
Housing Coordinator	0.00	0.00	0.00	1.00	1.00
<b>TOTAL COMMUNITY DEVELOPMENT DEPT</b>	<b>7.70</b>	<b>7.70</b>	<b>7.16</b>	<b>9.41</b>	<b>9.41</b>

**CITY OF SAN FERNANDO  
CITYWIDE POSITION SUMMARY BY DEPARTMENT  
FISCAL YEAR 2023-2024**

<b>FINANCE</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Adjusted</b>	<b>2024 Proposed</b>
Director of Finance/City Treasurer	1.00	1.00	1.00	1.00	1.00
Senior Accountant	1.00	1.00	1.00	1.00	1.00
Treasury Manager	1.00	1.00	0.00	0.00	0.00
Senior Account Clerk	2.00	2.00	0.00	0.00	0.00
Accounting Technician	0.00	0.00	2.00	2.00	2.00
Payroll Technician	1.00	1.00	1.00	1.00	1.00
Office Clerk	1.00	1.00	0.00	0.00	0.00
Treasurer Assistant	0.00	0.00	1.00	1.00	1.00
Finance Office Specialist	1.00	1.00	0.00	0.00	0.00
Accounting Assistant	0.00	0.00	1.00	1.00	1.00
Management Intern	0.00	0.00	0.46	0.46	0.46
Information Technology System Administrator	0.00	0.00	0.00	1.00	1.00
<b>TOTAL FINANCE DEPARTMENT</b>	<b>8.00</b>	<b>8.00</b>	<b>7.46</b>	<b>8.46</b>	<b>8.46</b>

<b>POLICE</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Adjusted</b>	<b>2024 Proposed</b>
Chief of Police	1.00	1.00	1.00	1.00	1.00
Police Lieutenant	2.00	2.00	2.00	2.00	2.00
Police Sergeant	5.00	5.00	5.00	5.00	5.00
Police Officer	23.00	23.00	27.00	27.00	27.00
Administrative Assistant	1.00	1.00	0.00	0.00	0.00
Police Executive Assistant	0.00	0.00	1.00	1.00	1.00
Senior Desk Officer	0.00	0.00	0.00	1.00	1.00
Police Desk Officer	8.00	8.00	8.00	7.00	7.00
Management Analyst	0.00	0.00	0.00	1.00	1.00
Police Records Administrator	1.00	1.00	1.00	1.00	1.00
Police Records Specialist	1.46	1.46	2.00	2.00	2.00
Property Control Officer	1.00	1.00	1.00	1.00	1.00
Community Service Officer (FTE)	3.00	3.00	3.00	3.00	3.00
Crossing Guard (FTE)	1.00	1.00	1.00	1.00	1.00
Junior Cadet (FTE)	1.50	1.50	1.96	1.96	1.96
<b>TOTAL POLICE DEPARTMENT</b>	<b>48.96</b>	<b>48.96</b>	<b>53.96</b>	<b>54.96</b>	<b>54.96</b>

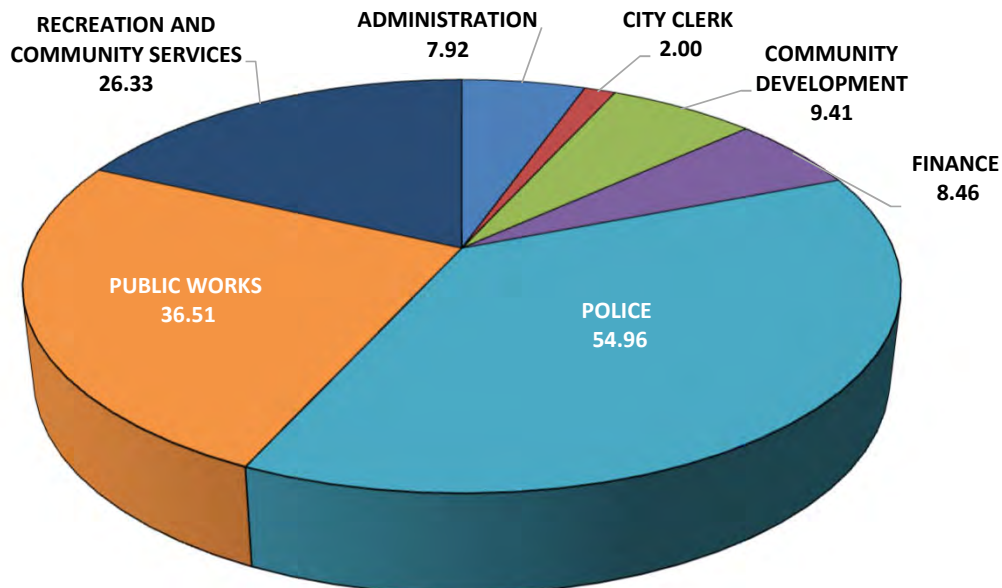
**CITY OF SAN FERNANDO**  
**CITYWIDE POSITION SUMMARY BY DEPARTMENT**  
**FISCAL YEAR 2023-2024**

<b>PUBLIC WORKS</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Adjusted</b>	<b>2024 Proposed</b>
Director of Public Works/City Engineer	1.00	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00	1.00
Civil Engineering Assistant II	2.00	2.00	2.00	2.00	2.00
Office Specialist	2.00	2.00	0.00	0.00	0.00
Executive Assistant	0.00	0.00	1.00	1.00	1.00
Public Works Technician	0.00	0.00	1.00	1.00	1.00
Administrative Coordinator	1.00	1.00	0.00	0.00	0.00
Management Intern (FTE)	0.00	0.00	0.46	0.46	0.46
City Electrician	0.00	0.00	1.00	1.00	1.00
Electrical Supervisor	1.00	1.00	0.00	0.00	0.00
Bldg. Maintenance Worker/Electrical Helper	1.00	1.00	0.00	0.00	0.00
Operations Manager	0.00	0.00	1.00	1.00	1.00
Equipment & Materials Supervisor	1.00	1.00	0.00	0.00	0.00
Public Works Supervisor	0.00	0.00	0.00	1.00	1.00
City Mechanic	1.00	1.00	1.00	1.00	1.00
Public Works Superintendent	3.00	3.00	2.00	1.00	1.00
Water Superintendent	0.00	0.00	0.00	1.00	1.00
Maintenance Worker	8.00	8.00	7.00	6.00	6.00
Field Supervisor II	3.00	3.00	2.00	0.00	0.00
Field Supervisor I	1.00	1.00	1.00	0.00	0.00
Water Supervisor	0.00	0.00	0.00	2.00	2.00
Senior Maintenance Worker	6.00	6.00	4.00	2.00	2.00
Senior Water Worker	0.00	0.00	0.00	1.00	1.00
Water Worker I	0.00	0.00	0.00	1.00	1.00
Water Worker II	0.00	0.00	0.00	2.00	2.00
Meter Technician	1.00	1.00	1.00	0.00	0.00
Cross Connection Specialist	0.00	0.00	0.00	1.00	1.00
Senior Water System Operator	0.00	0.00	0.00	1.00	1.00
Water Pumping Operator / Backflow Technician	1.00	1.00	2.00	0.00	0.00
Water Operations Manager	0.00	0.00	1.00	1.00	1.00
Senior Park Maintenance Worker	0.00	0.00	0.00	1.00	1.00
Street Tree Trimmer	0.00	0.00	0.00	1.00	1.00
Senior Sewer Worker	0.00	0.00	0.00	1.00	1.00
Sewer Worker	0.00	0.00	0.00	1.00	1.00
City Maintenance Helper - Graffiti (FTE)	0.00	0.00	0.00	0.75	0.75
Maintenance Helper (FTE)	0.80	0.80	2.76	2.30	2.30
<b>TOTAL PUBLIC WORKS DEPARTMENT</b>	<b>34.80</b>	<b>34.80</b>	<b>32.22</b>	<b>36.51</b>	<b>36.51</b>

**CITY OF SAN FERNANDO  
CITYWIDE POSITION SUMMARY BY DEPARTMENT  
FISCAL YEAR 2023-2024**

<b>RECREATION AND COMMUNITY SERVICES</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Adjusted</b>	<b>2024 Proposed</b>
RCS Director	1.00	1.00	1.00	1.00	1.00
Office Specialist	2.00	2.00	0.00	0.00	0.00
Administrative Assistant	0.00	0.00	1.00	1.00	1.00
Executive Assistant	0.00	0.00	1.00	1.00	1.00
Community Services Supervisor	1.00	1.00	1.00	2.00	2.00
Cultural Arts Supervisor	1.00	1.00	0.00	0.00	0.00
Recreation Coordinator	0.00	0.00	1.00	2.00	2.00
Recreation Supervisor	1.00	1.00	1.00	0.00	0.00
Aquatic Supervisor	0.00	0.00	0.00	0.00	0.00
Program Specialist	1.75	1.75	1.00	2.00	2.00
Management Intern (FTE)	0.00	0.00	0.46	0.46	0.46
Senior Day Camp/After School Counselor (FTE)	2.53	2.53	2.53	2.53	2.53
Day Camp/After School Counselor (FTE)	7.00	7.00	7.00	7.00	7.00
Recreation Leader I (FTE)	4.10	4.10	4.10	4.10	4.10
Recreation Leader II (FTE)	1.00	1.00	1.00	1.00	1.00
Recreation Leader III (FTE)	1.28	1.28	1.28	1.28	1.28
Cashier (FTE)	0.30	0.30	0.00	0.00	0.00
Office Clerk (FTE)	0.00	0.00	0.48	0.96	0.96
<b>TOTAL RECREATION &amp; COMMUNITY SERVICES DEPARTMENT</b>	<b>23.96</b>	<b>23.96</b>	<b>23.85</b>	<b>26.33</b>	<b>26.33</b>
<b>TOTAL POSITIONS (FULL TIME EQUIVALENT)</b>	<b>130.12</b>	<b>130.12</b>	<b>134.11</b>	<b>145.59</b>	<b>145.59</b>

**TOTAL FTEs BY DEPARTMENT**



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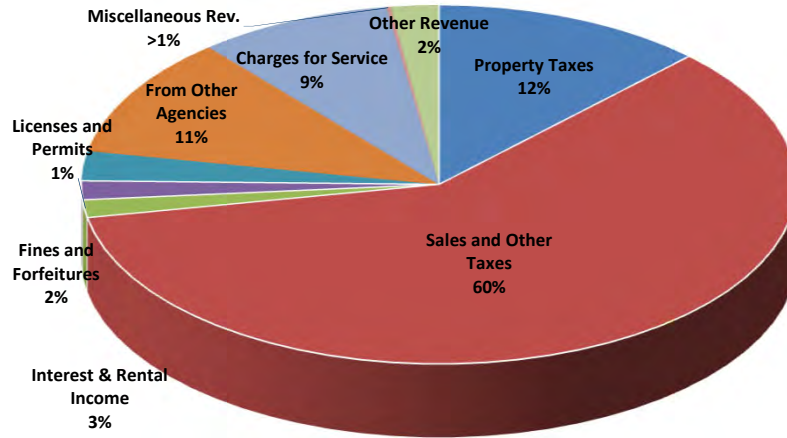




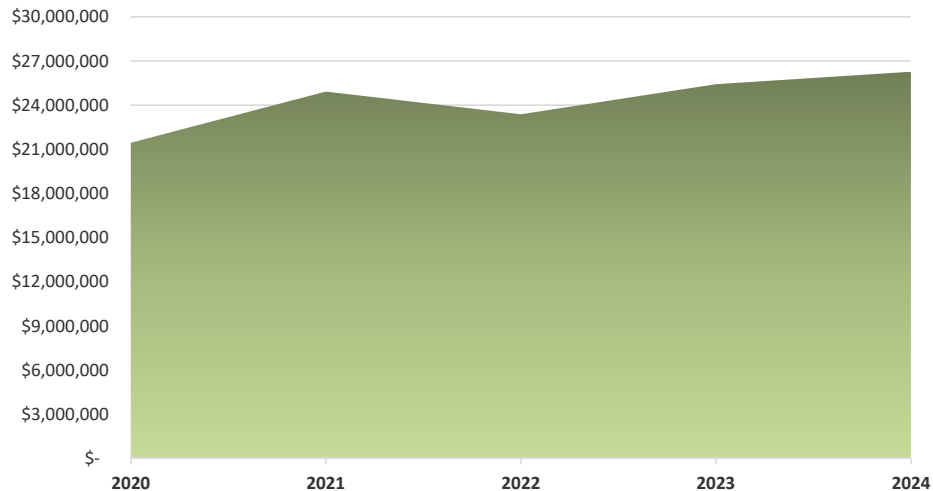
# **SECTION III. GENERAL FUND OVERVIEW**

**CITY OF SAN FERNANDO  
GENERAL FUND  
SUMMARY OF REVENUE BY TYPE - 5 YEAR HISTORY  
FISCAL YEAR 2023-2024**

<b>General Fund Revenue</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Adjusted</b>	<b>2024 Proposed</b>
Property Taxes	2,694,034	3,149,175	2,700,000	3,021,225	3,245,000
Sales and Other Taxes	11,136,940	13,141,928	13,665,274	15,037,153	15,684,475
Licenses and Permits	463,392	361,279	313,625	394,700	418,500
Fines and Forfeitures	595,337	498,845	464,800	465,600	444,000
Interest & Rental Income	874,154	581,430	590,000	633,589	701,761
From Other Agencies	2,682,138	2,818,555	2,847,000	3,062,057	2,853,000
Charges for Service	2,143,990	2,047,671	2,237,723	2,181,624	2,311,479
Miscellaneous Revenue	54,681	40,621	30,000	50,000	50,500
Other Revenue	794,538	2,272,557	516,038	563,000	569,500
<b>Total Revenue</b>	<b>\$ 21,439,204</b>	<b>\$ 24,912,061</b>	<b>\$ 23,364,460</b>	<b>\$ 25,408,948</b>	<b>\$ 26,278,215</b>



**General Fund Revenue History**



**CITY OF SAN FERNANDO  
GENERAL FUND  
PROJECTED REVENUE DETAIL  
FISCAL YEAR 2023-2024**

<b>Account Number &amp; Title</b>	<b>2020 Actuals</b>	<b>2021 Actuals</b>	<b>2022 Actuals</b>	<b>2023 Adjusted</b>	<b>As of 3/15/2023</b>	<b>2023 % Rec'd</b>	<b>2024 Proposed</b>
<b>3100 PROPERTY TAXES</b>							
3110-0000 SECURED PROPERTY TAXES-CY	1,916,475	2,054,318	2,099,638	2,150,000	2,130,313	99%	2,300,000
3120-0000 UNSECURED PROPERTY TAXES C/Y	-	-	-	-	15,973	0%	-
3130-0000 PRIOR YEARS PROPERTY TAXES	(6,035)	(10,431)	4,997	-	(58,757)	0%	-
3142-0000 RESIDUAL TAX REVENUE	640,078	951,970	904,565	730,000	44,780	6%	750,000
3146-0000 CITY PASS THROUGH - TAXING ENTITY	115,268	141,580	147,125	121,225	378,666	312%	150,000
3150-0000 PROPERTY TAX PENALTIES & INT	28,248	11,738	41,766	20,000	48,780	244%	45,000
	<u>2,694,034</u>	<u>3,149,175</u>	<u>3,198,090</u>	<u>3,021,225</u>	<u>2,559,754</u>	<u>85%</u>	<u>3,245,000</u>
<b>3200 SALES AND OTHER TAXES</b>							
3210-0000 SALES AND USE TAXES	5,657,514	6,642,200	7,122,876	7,050,000	3,542,192	50%	7,152,775
3210-3201 TRANSACTION SALES TAX - 1/2 CENT	2,466,243	2,213,676	18,548	-	37,597	0%	-
3210-3202 MEASURE SF SALES TAX 1/4 CENT	-	1,155,138	4,831,172	4,731,275	2,598,367	55%	5,051,000
3211-0000 P.S.A.F.	221,646	232,392	295,968	267,592	137,206	51%	286,200
3230-0000 FRANCHISES	143,024	153,428	173,933	147,286	4,979	3%	153,500
3231-0000 CABLE TV FRANCHISE	185,005	192,172	199,774	186,000	98,327	53%	166,000
3232-0000 VEHICLE TOW FRANCHISE FEE	25,355	31,861	28,997	29,000	8,356	29%	20,500
3234-0000 REPUBLIC SERVS INC FRANCHISE FEES	357,246	363,894	373,291	352,000	318,803	91%	399,500
3240-0000 BUSINESS LICENSE TAXES	1,424,880	1,473,559	1,525,589	1,400,000	871,536	62%	1,550,000
3240-3243 SWAPMEET BUSINESS LICENSE	34,404	30,799	36,980	34,000	28,689	84%	40,000
3240-3245 BUSINESS LICENSE PROCESSING FEE	65,846	20,720	56,402	65,000	47,932	74%	65,000
3250-0000 DOCUMENTARY TAXES	65,455	55,869	98,098	75,000	22,162	30%	100,000
3260-0000 ADMISSION TAXES	490,322	576,220	642,675	700,000	359,821	51%	700,000
	<u>11,136,940</u>	<u>13,141,928</u>	<u>15,404,302</u>	<u>15,037,153</u>	<u>8,075,966</u>	<u>54%</u>	<u>15,684,475</u>
<b>3300 LICENSES, FEES AND PERMITS</b>							
3320-0000 CONSTRUCTION PERMITS	378,484	284,111	262,647	315,000	352,524	112%	330,500
3325-0000 COMMERCIAL AND HOME OCCUPANCY PE	25,493	20,068	23,881	23,000	13,000	57%	24,000
3330-0000 PLANNING REVIEW	36,863	35,442	28,896	32,000	18,961	59%	34,500
3335-0000 GARAGE SALE PERMITS	1,535	1,128	1,785	1,700	975	57%	2,000
3345-0000 ATM TRANSACTION FEE	(1,223)	(514)	1,365	2,000	3,596	180%	2,500
3350-0000 BUSINESS LICENSE PERMITS	7,450	6,660	7,905	7,000	6,770	97%	9,500
3390-0000 BANNER AND SIGN PERMITS	14,789	14,384	10,950	14,000	10,142	72%	15,500
	<u>463,392</u>	<u>361,279</u>	<u>337,429</u>	<u>394,700</u>	<u>405,969</u>	<u>103%</u>	<u>418,500</u>
<b>3400 FINES AND FORFEITS</b>							
3410-0000 VEHICLE CODE FINES	-	15	524	-	-	0%	-
3415-0000 VEHICLE REPOSSESSION FEES	650	950	660	800	675	84%	1,000
3420-0000 GENERAL COURT FINES	2,892	4,869	4,073	3,800	2,691	71%	5,000
3425-0000 CODE ENFORCEMENT CITATIONS	12,060	16,890	12,428	11,000	10,626	97%	13,000
3430-0000 PARKING CITATIONS	579,735	476,121	416,004	450,000	177,863	40%	425,000
3435-0000 ANIMAL CONTROL VIOLATIONS	-	-	-	-	-	0%	-
	<u>595,337</u>	<u>498,845</u>	<u>433,689</u>	<u>465,600</u>	<u>191,855</u>	<u>41%</u>	<u>444,000</u>
<b>3500 INTEREST INCOME</b>							
3500-0000 INTEREST INCOME	108,614	78,123	135,569	-	-	0%	-
3508-0000 NET INCR/DECR FAIR VAL INVESTMENT	96,447	(59,377)	(779,280)	-	726,626	0%	-
3509-0000 INTEREST INCOME - LEASES	-	-	13,281	-	-	0%	-
3510-0000 FILMING REVENUE	124,462	540	36,239	25,000	66,921	268%	95,000
3520-0000 RENTAL INCOME	544,631	562,144	616,410	608,589	429,455	71%	606,761
3525-0000 LEASE REVENUE	-	-	43,559	-	-	0%	-
	<u>874,154</u>	<u>581,430</u>	<u>65,778</u>	<u>633,589</u>	<u>1,223,003</u>	<u>193%</u>	<u>701,761</u>

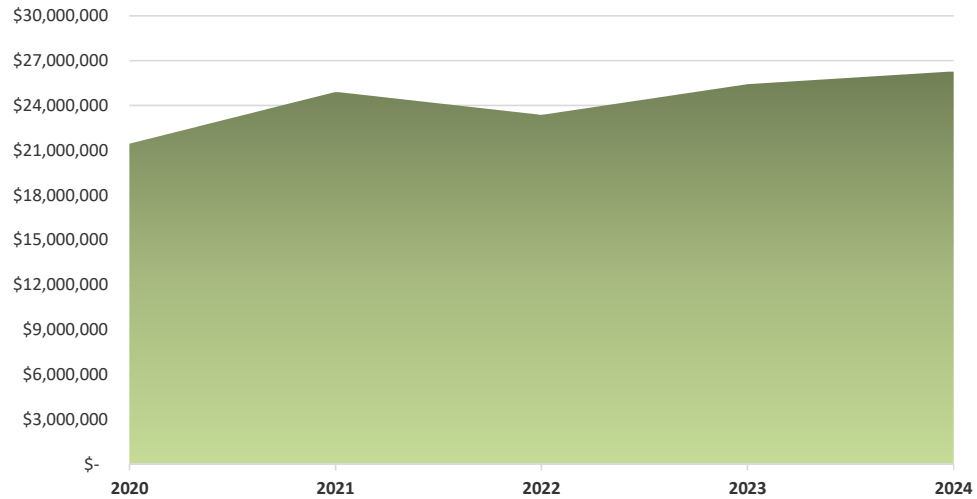
**CITY OF SAN FERNANDO  
GENERAL FUND  
PROJECTED REVENUE DETAIL  
FISCAL YEAR 2023-2024**

<b>Account Number &amp; Title</b>	<b>2020 Actuals</b>	<b>2021 Actuals</b>	<b>2022 Actuals</b>	<b>2023 Adjusted</b>	<b>As of 3/15/2023</b>	<b>2023 % Rec'd</b>	<b>2024 Proposed</b>
<b>3600 REVENUE FROM OTHER AGENCIES</b>							
3605-0000 MOTOR VEHICLE IN-LIEU TAX	19,721	18,488	28,597	16,000	-	0%	18,000
3605-3110 PROP TAX IN LIEU OF MOTR VHCL LIC FEES	2,607,512	2,774,444	2,872,882	3,009,057	1,526,607	51%	2,800,000
3625-0000 HOMEOWNERS PROPERTY TAX RELIEF	8,927	8,844	8,844	9,500	7,762	82%	10,000
3655-0000 P.O.S.T. REIMBURSEMENT	21,894	4,444	17,397	15,000	4,084	27%	11,500
3668-3689 COVID-19 GLOBAL OUTBREAK	-	-	17,845	-	-	0%	-
3685-0000 CALIF REIMB FOR MANDATED COSTS	18,015	10,223	11,586	7,500	-	0%	6,000
3688-0000 CORRECTIONS TRAINING	6,068	2,112	6,864	5,000	5,909	118%	7,500
3690-0000 REDEVELOPMENT AGENCY REIMB.	-	-	-	-	-	0%	-
3696-3641 COPS HIRING PROGRAM	-	-	-	-	-	0%	-
3699-0000 MISCELLANEOUS REIMBURSEMENTS	-	-	-	-	-	0%	-
	<u>2,682,138</u>	<u>2,818,555</u>	<u>2,964,015</u>	<u>3,062,057</u>	<u>1,544,362</u>	<u>50%</u>	<u>2,853,000</u>
<b>3700 CHARGES FOR SERVICES</b>							
3705-0000 ZONING & PLANNING FEES	83,565	109,026	123,914	90,000	96,802	108%	129,000
3706-0000 PUBLIC NOTIFICATION FEES	122	-	247	440	122	28%	500
3708-0000 ENVIRONMENTAL ASSESSMENT FEES	2,400	-	4,800	2,000	-	0%	2,000
3710-0000 DUPLICATING FEES	19,089	15,850	19,050	17,000	14,233	84%	21,000
3712-0000 CODE ENFORCEMENT INSPECTION ORDER	3,258	3,782	6,687	3,500	2,906	83%	6,000
3714-0000 INSPECTION UPON RESALE PROGRAM	18,265	22,800	26,880	19,000	9,120	48%	24,000
3715-0000 SPECIAL POLICE SERVICES	151,581	149,683	95,012	165,000	63,902	39%	150,000
3715-0039 TREASURY FORFEITURE	-	-	1,047	-	-	0%	-
3720-0000 FINGERPRINT SERVICES	28,831	33,020	30,368	33,000	20,950	63%	35,500
3723-0000 DUI RECOVERY COST PROGRAM	2,684	-	-	-	-	0%	-
3725-0000 BOOKING & PROCESSING FEE REIMB	9,563	10,870	3,910	-	22	0%	-
3726-0000 VEHICLE INSPECTION FEES	9,230	4,940	2,330	8,570	2,280	27%	4,500
3728-0000 VENDOR INSPECTION FEES	14,821	8,013	19,620	15,000	12,557	84%	17,500
3730-0000 ENGINEERING & INSPECTION FEES	82,037	94,530	119,760	85,000	43,042	51%	104,500
3738-0000 SPECIAL EVENT SERVICES	926	-	-	1,264	-	0%	-
3740-0000 WEED ABATEMENT	-	16,951	-	-	-	0%	-
3777-0000 FACILITY RENTAL	52,913	1,319	30,594	75,000	35,623	47%	30,500
3780-0000 COURT COMMITMENT PROGRAM	39,980	22,051	41,197	100,000	11,250	11%	40,000
3781-0000 IMPOUNDED VEHICLES	27,515	31,775	31,889	25,000	9,035	36%	29,500
3783-0000 VEHICLE ADMIN. PROCESSING FEE	7,080	7,630	9,205	7,500	3,850	51%	9,000
3785-0000 ALARM FEES	27,890	28,479	27,047	25,000	18,885	76%	31,500
3789-0000 POLICE ADMINISTRATIVE FEES	1,151	813	568	500	426	85%	500
3795-0000 ADMINISTRATIVE OVERHEAD	<u>1,561,089</u>	<u>1,486,139</u>	<u>1,516,764</u>	<u>1,508,850</u>	<u>1,139,967</u>	<u>76%</u>	<u>1,675,979</u>
	<u>2,143,990</u>	<u>2,047,671</u>	<u>2,110,888</u>	<u>2,181,624</u>	<u>1,484,972</u>	<u>68%</u>	<u>2,311,479</u>
<b>3800 MISCELLANEOUS REVENUE</b>							
3855-0000 PARKING METER REV-CIVIC CENTER	54,681	40,621	50,426	50,000	30,094	60%	50,500
3890-0195 RELAY FOR LIFE	-	-	-	-	-	0%	-
	<u>54,681</u>	<u>40,621</u>	<u>50,426</u>	<u>50,000</u>	<u>30,094</u>	<u>60%</u>	<u>50,500</u>

**CITY OF SAN FERNANDO  
GENERAL FUND  
PROJECTED REVENUE DETAIL  
FISCAL YEAR 2023-2024**

Account Number & Title	2020 Actuals	2021 Actuals	2022 Actuals	2023 Adjusted	As of 3/15/2023	2023 % Rec'd	2024 Proposed
<b>3900 OTHER REVENUE</b>							
3900-0000 OTHER REVENUE	-	-	-	-	-	0%	-
3901-0000 MISCELLANEOUS REVENUE	12,501	62,998	35,119	30,000	27,809	93%	32,000
3910-0000 SALE OF PROPERTY & EQUIPMENT	-	1	900	-	-	0%	-
3920-0000 GENERAL CITY ELECTION	-	2,976	-	-	-	0%	-
3930-0000 MALL MAINTENANCE LEVY	-	-	-	-	-	0%	-
3945-0000 BOND/LOAN PROCEEDS	-	1,498,189	-	-	-	0%	-
3947-0000 SA ADMINISTRATIVE COST ALLOWANCE	250,000	250,000	-	-	-	0%	-
3949-0000 SOLID WASTE ADMIN FEES	2,949	193	361	1,000	59	6%	500
3950-0000 PROPERTY DAMAGE REIMBURSEMENT	8,531	6,204	323	10,000	27,450	274%	15,000
3960-0000 AREA B ASSESSMENT ADMIN LEVY	1,752	1,996	2,443	2,000	1,180	59%	2,000
3961-0000 TRANSFER FROM GAS TAX FUND	273,805	205,000	228,036	250,000	187,500	75%	250,000
3963-0000 TRANSFER FROM TRAFFIC SAFETY	-	-	-	-	-	0%	-
3972-0000 TRNSFR FROM COPS SLESF FUND 2	125,000	125,000	125,004	150,000	112,500	75%	150,000
3976-0000 TRANSFER-FIRE RETIREMENT TRNSF	-	-	-	-	-	0%	-
3978-0000 TRANS FROM RETIREMENT TAX FUND	-	-	-	-	-	0%	-
3979-0000 TRANSFER FROM PAVEMENT MGMT	-	-	-	-	-	0%	-
3992-0000 TRANSFER FROM SEWER	60,000	60,000	60,000	60,000	45,000	75%	60,000
3995-0000 TRANSFER FROM THE WATER FUND	60,000	60,000	60,000	60,000	45,000	75%	60,000
	794,538	2,272,557	512,186	563,000	446,498	79%	569,500
<b>TOTAL GENERAL FUND PROJECTED REVENUE</b>	<b>\$ 21,439,204</b>	<b>\$ 24,912,061</b>	<b>\$ 25,076,804</b>	<b>\$ 25,408,948</b>	<b>\$ 15,962,472</b>	<b>63%</b>	<b>\$ 26,278,215</b>

**General Fund Revenue History**



**GENERAL FUND**  
**SUMMARY OF APPROPRIATIONS BY DIVISION - 5 YEAR HISTORY**  
**FISCAL YEAR 2023-2024**

		2020	2021	2022	2023	2024
		Actual	Actual	Actual	Adjusted	Proposed
<b>ADMINISTRATION</b>						
01-101	City Council	194,027	155,139	218,120	179,000	176,616
01-105	Administration	397,705	420,361	532,325	709,396	707,750
01-106	Personnel*	366,003	392,400	462,976	561,627	569,646
01-107	Economic Development**	-	-	-	306,009	297,737
01-110	City Attorney	219,343	225,347	242,830	200,625	250,000
01-112	Labor Attorney	91,999	114,445	195,760	278,750	150,000
01-500	Fire Services - Contract	2,916,856	2,819,881	3,193,147	3,150,000	3,200,000
<b>Total Administration Department</b>		<b>4,185,934</b>	<b>4,127,573</b>	<b>4,845,158</b>	<b>5,385,407</b>	<b>5,351,749</b>

		2020	2021	2022	2023	2024
		Actual	Actual	Actual	Adjusted	Proposed
<b>CITY CLERK</b>						
01-115	City Clerk	321,153	280,973	349,537	380,622	405,058
01-116	Elections	54,140	47,301	2,322	61,641	3,000
<b>Total City Clerk Department</b>		<b>375,293</b>	<b>328,274</b>	<b>351,859</b>	<b>442,263</b>	<b>408,058</b>

		2020	2021	2022	2023	2024
		Actual	Actual	Actual	Adjusted	Proposed
<b>FINANCE</b>						
01-130	Finance Administration	652,054	731,350	747,198	999,700	1,042,657
01-131	Treasury	128,848	89,427	-	-	-
01-135	Information Technology	403,885	365,450	425,887	673,467	718,519
01-180	Retirement Health Premiums	908,004	1,011,782	1,038,911	1,500,000	1,500,000
01-190	Non-Departmental	743,369	858,048	2,310,424	3,651,654	720,840
<b>Total Finance Department</b>		<b>2,836,159</b>	<b>3,056,057</b>	<b>4,522,421</b>	<b>6,824,820</b>	<b>3,982,016</b>

		2020	2021	2022	2023	2024
		Actual	Actual	Actual	Adjusted	Proposed
<b>COMMUNITY DEVELOPMENT</b>						
01-140	Building and Safety	197,936	191,954	83,569	159,681	194,652
01-150	Planning/Administration	418,574	433,013	391,683	636,493	445,596
01-151	Economic Development**	55,335	42,065	33,955	-	-
01-152	Community Preservation	418,341	527,313	387,771	545,383	713,736
01-155	Low/Moderate Income Housing	-	-	-	97,012	204,747
<b>Total Community Development</b>		<b>1,090,186</b>	<b>1,194,346</b>	<b>896,978</b>	<b>1,438,569</b>	<b>1,558,731</b>

		2020	2021	2022	2023	2024
		Actual	Actual	Actual	Adjusted	Proposed
<b>POLICE</b>						
01-222	Police Admin	1,083,093	1,127,825	1,384,071	1,735,024	1,815,716
01-224	Detectives	1,208,833	1,163,289	1,247,076	1,117,688	1,212,229
01-225	Patrol	6,064,215	6,817,236	6,394,565	7,035,352	7,030,705
01-226	Reserves/Explorers	50,856	50,458	62,281	69,175	73,528
01-230	Community Service	270,667	306,590	226,198	316,519	317,833
01-250	Emergency Services	-	-	3,742	5,250	5,250
<b>Total Police Department</b>		<b>8,677,664</b>	<b>9,465,397</b>	<b>9,317,932</b>	<b>10,279,008</b>	<b>10,455,261</b>



**GENERAL FUND**  
**SUMMARY OF APPROPRIATIONS BY DIVISION - 5 YEAR HISTORY**  
**FISCAL YEAR 2023-2024**

		2020	2021	2022	2023	2024
		Actual	Actual	Actual	Adjusted	Proposed
<b>PUBLIC WORKS</b>						
01-310	PW Administration	572,071	623,282	736,703	1,009,499	873,625
01-311	Street Maintenance	256,650	432,280	250,118	699,717	673,884
01-312	Graffiti Removal	-	-	-	48,882	76,383
01-320	Equipment Maintenance	-	-	2,441	-	-
01-343	Street Sweeping	29,775	34,700	34,700	36,435	36,435
01-346	Streets, Trees, & Parkways	121,111	60,782	116,244	310,997	426,000
01-370	Traffic Safety	149,906	142,921	89,505	260,672	322,643
01-371	Traffic Signals	49,507	57,837	81,898	60,000	-
01-390	Facility Maintenance***	-	-	804	-	-
<b>Total Public Works</b>		<b>1,179,142</b>	<b>1,351,802</b>	<b>1,312,414</b>	<b>2,426,202</b>	<b>2,408,970</b>

		2020	2021	2022	2023	2024
		Actual	Actual	Actual	Adjusted	Proposed
<b>RECREATION &amp; COMM SERVICES</b>						
01-420	Administration	483,862	723,152	534,805	490,255	387,186
01-422	Community Services	158,897	113,196	117,395	363,641	319,482
01-423	Recreation	482,262	354,470	523,929	641,698	702,798
01-424	Special Events	162,805	64,871	182,341	215,366	437,129
01-430	Aquatics	-	-	-	-	-
<b>Total Recreation &amp; Comm Services</b>		<b>1,287,826</b>	<b>1,255,689</b>	<b>1,358,469</b>	<b>1,710,960</b>	<b>1,846,595</b>

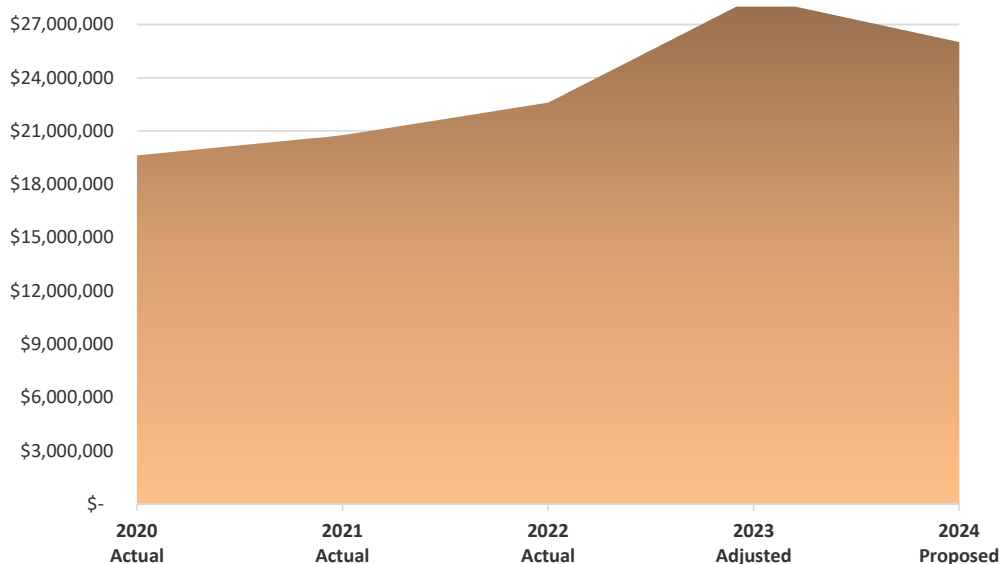
<b>TOTAL GENERAL FUND</b>	<b>\$ 19,632,204</b>	<b>\$ 20,779,137</b>	<b>\$ 22,605,231</b>	<b>\$ 28,507,228</b>	<b>\$ 26,011,380</b>
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\* The Personnel Division moved from Administration in Fiscal Year 2018-2019 and Reverted to Administration in Fiscal Year 2019-2020.

\*\* Economic Development Division Moved from Community Development to Administration in Fiscal Year 2022-2023.

\*\*\*Division 341 was Separated from General Fund and Moved to a Special Fund in Fiscal Year 2019-2020 and Division 390 was Converted to an Internal Service Fund in Fiscal Year 2015-2016.

**General Fund Expenditure History**



**CITY OF SAN FERNANDO**  
**GENERAL FUND**  
**SUMMARY OF APPROPRIATIONS BY DIVISION - BY TYPE**  
**FISCAL YEAR 2023-2024**

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.

<b>ADMINISTRATION</b>		<b>Personnel</b>	<b>Operating</b>	<b>Capital Expenses</b>	<b>Internal Svc. Chrg.</b>	<b>Total Budget</b>
01-101	City Council	97,185	59,275	-	20,156	176,616
01-105	Administration	589,007	31,293	-	87,450	707,750
01-106	Personnel	444,093	44,235	-	81,318	569,646
01-107	Economic Development	214,455	53,600	-	29,682	297,737
01-110	City Attorney	-	250,000	-	-	250,000
01-112	Labor Attorney	-	150,000	-	-	150,000
01-500	Fire Services - Contract	-	3,200,000	-	-	3,200,000
<b>Total Administration Department</b>		<b>1,344,740</b>	<b>3,788,403</b>	<b>-</b>	<b>218,606</b>	<b>5,351,749</b>

<b>CITY CLERK</b>		<b>Personnel</b>	<b>Operating</b>	<b>Capital Expenses</b>	<b>Internal Svc. Chrg.</b>	<b>Total Budget</b>
01-115	City Clerk	316,021	38,844	-	50,193	405,058
01-116	Elections	-	3,000	-	-	3,000
<b>Total City Clerk Department</b>		<b>316,021</b>	<b>41,844</b>	<b>-</b>	<b>50,193</b>	<b>408,058</b>

<b>FINANCE</b>		<b>Personnel</b>	<b>Operating</b>	<b>Capital Expenses</b>	<b>Internal Svc. Chrg.</b>	<b>Total Budget</b>
01-130	Finance Administration	686,558	239,514	-	116,585	1,042,657
01-135	Information Technology	174,670	517,399	-	26,450	718,519
01-180	Retirement Health Premiums	1,500,000	-	-	-	1,500,000
01-190	Non-Departmental	105,800	615,040	-	-	720,840
<b>Total Finance Department</b>		<b>2,467,028</b>	<b>1,371,953</b>	<b>-</b>	<b>143,035</b>	<b>3,982,016</b>

<b>COMMUNITY DEVELOPMENT</b>		<b>Personnel</b>	<b>Operating</b>	<b>Capital Expenses</b>	<b>Internal Svc. Chrg.</b>	<b>Total Budget</b>
01-140	Building and Safety	97,755	79,761	-	17,136	194,652
01-150	Planning/Administration	265,562	128,300	-	51,734	445,596
01-151	Economic Development	-	-	-	-	-
01-152	Community Preservation	531,843	43,100	-	138,793	713,736
01-155	Low/Moderate Income Housing	170,103	5,500	-	29,144	204,747
<b>Total Community Development</b>		<b>1,065,263</b>	<b>256,661</b>	<b>-</b>	<b>236,807</b>	<b>1,558,731</b>

<b>POLICE</b>		<b>Personnel</b>	<b>Operating</b>	<b>Capital Expenses</b>	<b>Internal Svc. Chrg.</b>	<b>Total Budget</b>
01-222	Police Administration	1,279,467	250,949	-	285,300	1,815,716
01-224	Detectives	957,454	30,116	-	224,659	1,212,229
01-225	Patrol	5,802,148	89,890	-	1,138,667	7,030,705
01-226	Reserves/Explorers	39,552	22,365	-	11,611	73,528
01-230	Community Service	256,176	4,065	-	57,592	317,833
01-250	Emergency Services	-	5,250	-	-	5,250
<b>Total Police Department</b>		<b>8,334,797</b>	<b>402,635</b>	<b>-</b>	<b>1,717,829</b>	<b>10,455,261</b>

**CITY OF SAN FERNANDO  
GENERAL FUND  
SUMMARY OF APPROPRIATIONS BY DIVISION - BY TYPE  
FISCAL YEAR 2023-2024**

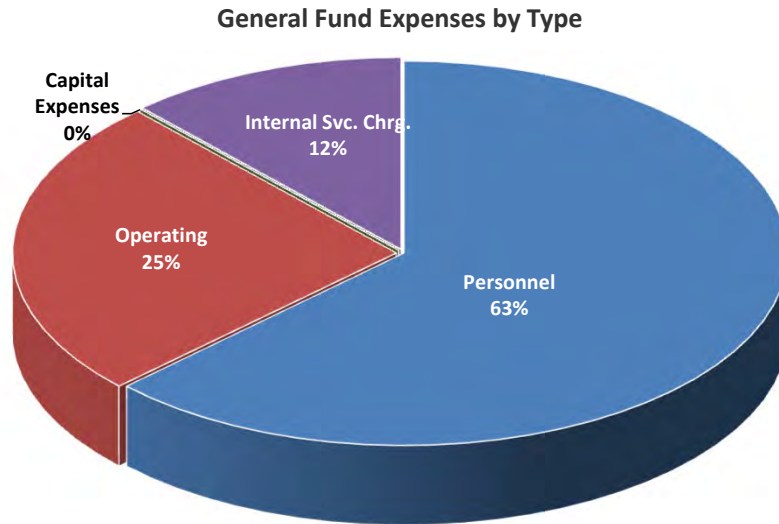
The total budget for each General Fund division, by department. This summary provides an overview of each division's budget in each of the four main categories: Personnel, Maintenance and Operating Expenses (M & O), Capital/Transfers, and Internal Service Charges.

<b>PUBLIC WORKS*</b>		<b>Personnel</b>	<b>Operating</b>	<b>Capital Expenses</b>	<b>Internal Svc. Chrg.</b>	<b>Total Budget</b>
01-310	Public Works Administration	534,182	253,627	-	85,816	873,625
01-311	Street Maintenance	391,360	151,568	-	130,956	673,884
01-312	Graffiti Removal	53,395	12,520	-	10,468	76,383
01-343	Street Sweeping	-	36,435	-	-	36,435
01-346	Streets, Trees, & Parkways	341,363	10,500	-	74,137	426,000
01-370	Traffic Safety	188,569	49,708	-	84,366	322,643
<b>Total Public Works</b>		<b>1,508,869</b>	<b>514,358</b>	<b>-</b>	<b>385,743</b>	<b>2,408,970</b>

<b>RECREATION &amp; COMM SERVICES</b>		<b>Personnel</b>	<b>Operating</b>	<b>Capital Expenses</b>	<b>Internal Svc. Chrg.</b>	<b>Total Budget</b>
01-420	RCS Administration	275,544	60,017	-	51,625	387,186
01-422	Community Services	252,125	17,450	-	49,907	319,482
01-423	Recreation	527,611	12,173	-	163,014	702,798
01-424	Cultural Arts and Special Events	252,092	132,680	-	52,357	437,129
<b>Total Recreation &amp; Comm Services</b>		<b>1,307,372</b>	<b>222,320</b>	<b>-</b>	<b>316,903</b>	<b>1,846,595</b>

<b>TOTAL GENERAL FUND</b>		<b>\$ 16,344,090</b>	<b>\$ 6,598,174</b>	<b>\$ -</b>	<b>\$ 3,069,116</b>	<b>\$ 26,011,380</b>
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\*Excludes Special Revenue and Enterprise Funded expenditures.

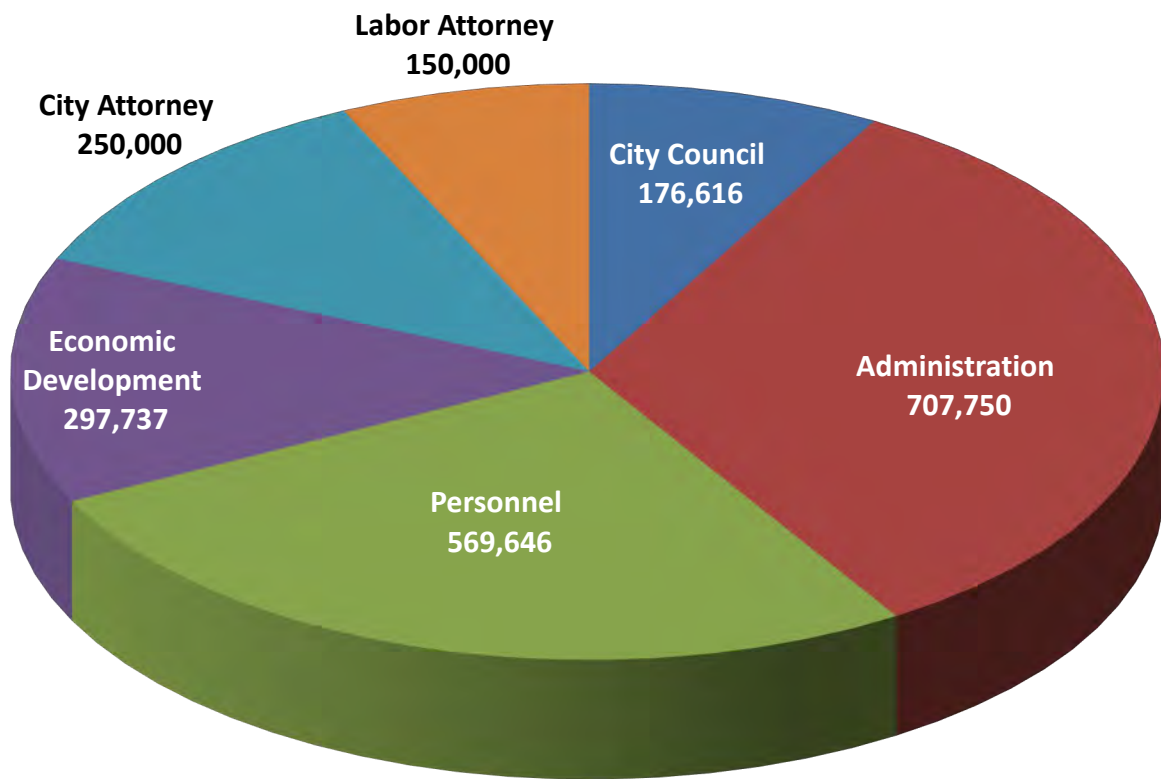


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## SECTION IV. DEPARTMENT BUDGETS

# ADMINISTRATION DEPARTMENT



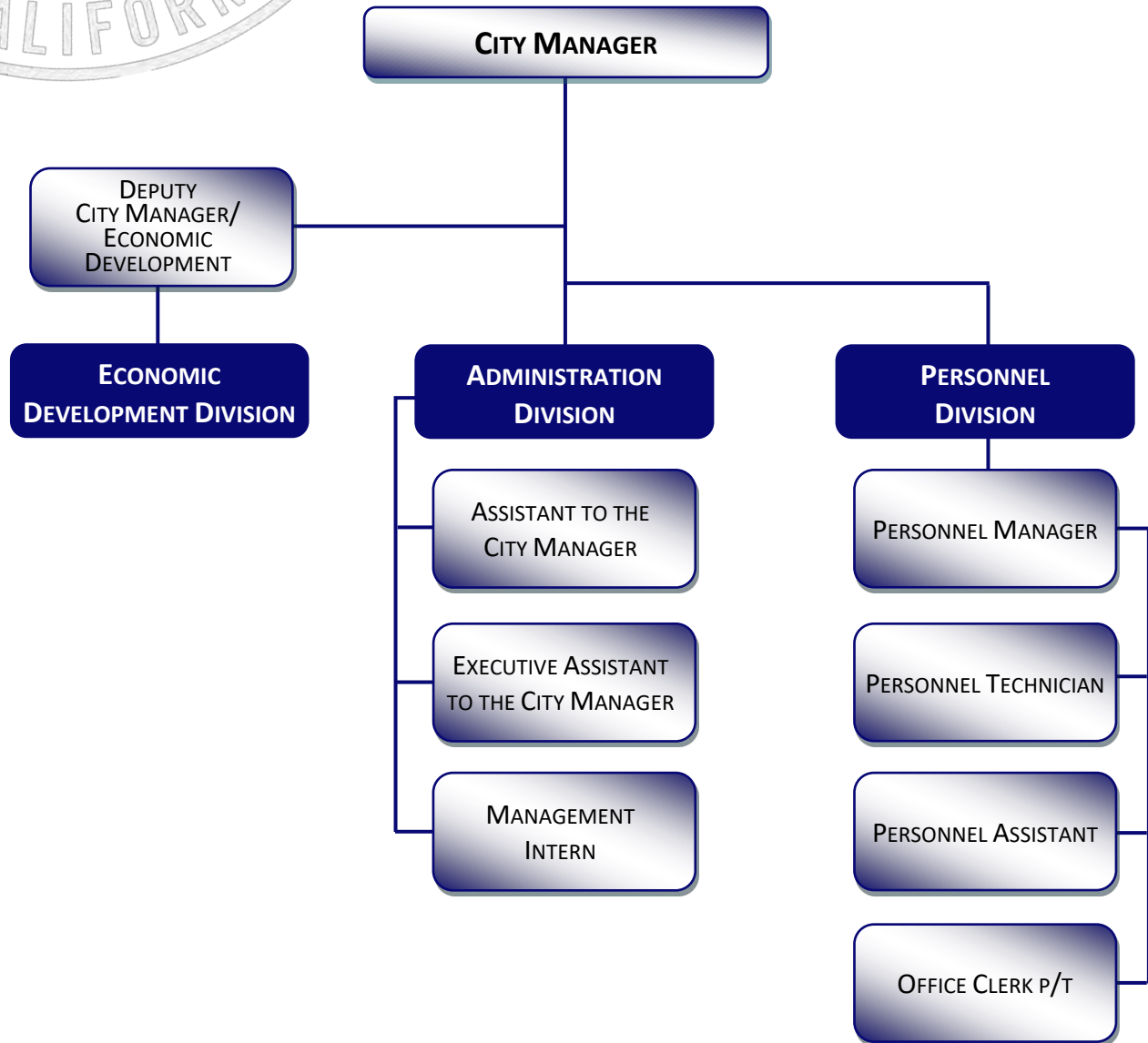


# THE CITY OF SAN FERNANDO

## ORGANIZATIONAL CHART

### ADMINISTRATION DEPARTMENT

FISCAL YEAR 2023-2024





## **MISSION STATEMENT**

The mission of the Administration Department is to sustain and enhance the quality of life in San Fernando and strives to create a vibrant and economically sustainable community by implementing City Council policies, developing and maintaining responsive City programs and services within approved budgetary guidelines, providing leadership 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, Economic Development, 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, implementing economic development policies and programs, and setting overall fiscal policy.

## **ACCOMPLISHMENTS FOR FY 2022-2023**

1. Guided the City's effort to develop a spending program for American Rescue Plan Act funds. (Strategic Goal VII)
2. Enhanced the level of service and taxpayer value provided to the San Fernando community by adding public safety, water system, economic development, infrastructure/facility maintenance, and customer support resources with the goal of restructuring and reimaging City services. (Strategic Goal I)
3. Initiated a Downtown Master Plan to help guide future developments and champion place-making efforts to revitalize the City's historic downtown and commercial corridors. (Strategic Goals II.4 and II.5)
4. Continued to work with Los Angeles Metro to ensure appropriate traffic counts and studies are conducted prior to moving forward with construction of Phase 2 (i.e. Van Nuys Station to San Fernando/Sylmar Station) for the San Fernando segment of the East San Fernando Valley Light Rail Transit Project. (Strategic Goal V.2)
5. Completed labor negotiations with the City's largest bargaining group, San Fernando Public Employees Association, in a manner that supports the City Council's Strategic Goals.
6. Received grant funding to support critical efforts, including, but not limited to improvements to the City's water system (filtration systems), Pacoima Wash Bike Path, mental wellness resources for the community, and Urban Greening funding to support the Carlisle Green Alley project. Submitted federal and state funding requests as well as grant applications for additional key

**ACCOMPLISHMENTS FOR FY 2022-2023**

projects including continued improvements to the City's water system (new reservoir), Citywide broadband expansion, a climate action and resilience plan, and illegal dumping initiatives (Strategic Goal VII.4)

**OBJECTIVES FOR FY 2023-2024**

1. Complete the Downtown Master Plan to help guide future developments and champion place-making efforts to revitalize the City's historic downtown and commercial corridors. (Strategic Goals II.4 and II.5)
2. Establish a Business and Community Resource Center in City Hall to assist businesses and residents with available technical and financial resources to help improve the quality of life for residents, business community, and visitors of San Fernando (Strategic Goals I.1, I.7, and II.3)
3. Continue to work closely with Metro, Metrolink, and the California Public Utility Commission (CPUC) to ensure the additional traffic and safety studies for the San Fernando segment of the East San Fernando Valley Light Rail Transit Project are comprehensive and adequate mitigation measures are implemented prior to moving forward with construction of Phase 2 (i.e. Van Nuys Station to San Fernando/Sylmar Station). (Strategic Goal V.2)
4. Complete executive recruitment for vacant Director of Community Development and Director of Public Works positions. Complete labor negotiations with two bargaining units, San Fernando Management Group and San Fernando Police Civilian Association. (Strategic Goal VII.3.)
5. Move City Council's Strategic Goals forward by supporting City Council Ad Hoc Committees, facilitating strong community outreach (including social media and email campaigns), and pursuing grant funding. (Strategic Goal I.1 and VII.4)

**Enhancement to Services:**

6. Employee Recognition Program. (\$1,000) (Strategic Goal II.3)

**PERFORMANCE MEASURES**

<b>ADMINISTRATION</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Proposed</b>
A. # of Net New Business Licenses	205	176	200	200
B. \$ of Sales and Business Tax Revenue	\$11,536,092*	\$13,591,564	\$13,114,217	\$13,200,000
C. \$ of Grants Received	\$20,268,333	\$12,204,613	\$19,390,753	\$20,000,000
D. # of Agenda Items Presented to Council	248	246	250	250
E. # City Council Ad Hoc Meetings Supported	**	**	**	65
F. # of New Hires	23	46	65	2,500
G. Avg. # Days (Time) from Conditional to Final Hire Offer	**	**	30	225
H. # of Social Media Posts	2,297	2,403	2,500	18
I. # of Email Engagement Campaigns	134	170	225	275
J. # Legislative Advocacy Letters	10	15	18	36
K. # Professional Development Hours Completed	**	**	**	25

\* FY 2021 Includes 1<sup>st</sup> Year of Measure SF Funding

\*\* Not Previously Tracked



**FUNDING SUMMARY FOR FY 2023-2024**
**SOURCES:**

	2020	2021	2022	2023	2024
ADMINISTRATION	Actual	Actual	Actual	Adjusted	Proposed
General Revenue	4,185,934	4,127,573	4,845,158	5,385,407	5,351,749
<b>TOTAL FUNDING SOURCES</b>	<b>4,185,934</b>	<b>4,127,573</b>	<b>4,845,158</b>	<b>5,385,407</b>	<b>5,351,749</b>

**USES:**

	2020	2021	2022	2023	2024
ADMINISTRATION	Actual	Actual	Actual	Adjusted	Proposed
01-101 City Council	194,027	155,139	218,120	179,000	176,616
01-105 Administration	397,705	420,361	532,325	709,396	707,750
01-106 Personnel	366,003	392,400	462,976	561,627	569,646
01-107 Economic Development <sup>(1)</sup>	-	-	-	306,009	297,737
01-110 City Attorney	219,343	225,347	242,830	200,625	250,000
01-112 Labor Attorney	91,999	114,445	195,760	278,750	150,000
01-500 Fire Services - Contract	2,916,856	2,819,881	3,193,147	3,150,000	3,200,000
<b>TOTAL FUNDING USES</b>	<b>4,185,934</b>	<b>4,127,573</b>	<b>4,845,158</b>	<b>5,385,407</b>	<b>5,351,749</b>

<sup>1</sup> Economic Development Division moved from Community Development to Administration in Fiscal Year 2022-2023

**PERSONNEL:**

	2020	2021	2022	2023	2024
ADMINISTRATION	Actual	Actual	Actual	Adjusted	Proposed
City Manager	1.00	1.00	1.00	1.00	1.00
Deputy City Manager/Econ. Development	0.00	0.00	0.00	1.00	1.00
Assistant To The City Manager	0.00	0.00	1.00	1.00	1.00
Economic Development Manager	0.00	0.00	1.00	0.00	0.00
Executive Assistant to the City Manager	1.00	1.00	1.00	1.00	1.00
Administration Intern	0.00	0.00	0.46	0.46	0.46
Personnel Manager	1.00	1.00	1.00	1.00	1.00
Personnel Technician	1.00	1.00	1.00	1.00	1.00
Office Clerk (FTE)	0.00	0.00	0.00	0.46	0.46
<b>TOTAL ADMINISTRATION PERSONNEL</b>	<b>4.70</b>	<b>4.70</b>	<b>7.46</b>	<b>7.92</b>	<b>7.92</b>

**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 their peers, and acts as the ceremonial head of the City.

The City 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		2020	2021	2022	2023	As of	2023	2024
		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
001-101-0000-4101	SALARIES-PERMANENT EMPLOYEES	67,694	63,285	61,879	39,600	31,581	80%	40,800
001-101-0000-4111	COMMISSIONER'S REIMBURSEMENT	-	-	3,000	3,000	-	0%	3,000
001-101-0000-4120	O.A.S.D.I.	6,566	6,192	6,063	2,662	3,119	117%	6,244
001-101-0000-4126	HEALTH INSURANCE	44,102	34,862	27,438	54,376	14,159	26%	46,673
001-101-0000-4128	DENTAL INSURANCE	5,427	5,148	3,729	-	2,233	0%	-
001-101-0000-4130	WORKER'S COMPENSATION INS.	-	956	1,677	-	939	0%	-
001-101-0000-4136	OPTICAL INSURANCE	1,230	1,006	669	-	397	0%	-
001-101-0000-4138	LIFE INSURANCE	437	423	450	450	234	52%	468
<b>Personnel Costs</b>		<b>125,455</b>	<b>111,872</b>	<b>104,904</b>	<b>100,088</b>	<b>52,662</b>	<b>53%</b>	<b>97,185</b>
001-101-0000-4260	CONTRACTUAL SERVICES	-	-	19,325	-	50	0%	-
001-101-0000-4270	PROFESSIONAL SERVICES	11,075	2,202	3,750	8,500	3,750	44%	8,500
001-101-0000-4300	DEPARTMENT SUPPLIES	3,938	1,097	5,140	5,075	4,914	97%	5,075
001-101-0000-4370	MEETINGS, MEMBERSHIPS & TRAVEL	15	-	500	-	-	0%	-
001-101-0000-4390	VEHICLE ALLOW & MILEAGE	18,134	18,187	18,048	18,000	9,187	51%	18,000
001-101-0101-4140	WELLNESS BENEFIT - S. BALLIN	600	600	600	600	600	100%	-
001-101-0101-4370	MEETINGS & TRAVEL - S. BALLIN	3,143	-	3,531	2,250	-	0%	4,500
001-101-0101-4380	SUBSCRIPTIONS, DUES & MMBRSHIPS	100	-	100	100	-	0%	200
001-101-0102-4140	WELLNESS BENEFIT - H. PACHECO	175	600	389	300	103	34%	600
001-101-0102-4220	PHONE & PAGER - H. PACHECO	636	618	603	900	251	28%	1,200
001-101-0102-4370	MEETINGS & TRAVEL - H. PACHECO	2,727	-	3,346	2,250	-	0%	4,500
001-101-0102-4380	SUBSCRIPTIONS, DUES & MMBRSHIPS	-	-	-	100	-	0%	200
001-101-0103-4140	WELLNESS BENEFIT - J. FAJARDO	551	600	-	300	-	0%	600
001-101-0103-4220	PHONE & PAGER - J. FAJARDO	232	111	-	-	-	0%	-
001-101-0103-4370	MEETINGS & TRAVEL - J. FAJARDO	143	-	-	2,250	-	0%	-
001-101-0103-4380	SUBSCRIPTIONS, DUES & MMBRSHIPS	10	-	-	100	-	0%	-
001-101-0104-4140	WELLNESS BENEFIT C. RODRIGUEZ	-	-	-	600	-	0%	600
001-101-0104-4370	MEETINGS & TRAVEL - C RODRIGUEZ	-	25	4,425	4,500	613	14%	4,500
001-101-0104-4380	MEMBERSHIPS & SUBSCRIPTIONS - C RODRIGU	-	1,000	-	200	-	0%	200
001-101-0107-4140	WELLNESS BENEFIT M. MENDOZA	-	-	141	600	468	78%	600
001-101-0107-4370	MEETINGS & TRAVEL - M MENDOZA	-	50	4,125	4,500	1,344	30%	4,500
001-101-0107-4380	MEMBERSHIPS & SUBSCRIPTIONS - M MENDOZ	-	100	-	200	-	0%	200
001-101-0108-4140	WELLNESS BENEFIT - C. MONTANEZ	-	-	-	600	-	0%	600
001-101-0108-4220	PHONE & PAGER - C MONTAÑEZ	-	242	552	-	255	0%	-
001-101-0108-4370	MEETINGS & TRAVEL - C MONTAÑEZ	-	-	-	4,500	-	0%	4,500
001-101-0108-4380	SUBSCRIPTIONS, DUES & MMBRSHIPS - C MON	-	-	-	200	-	0%	200
001-101-0109-4370	MEETINGS & TRAVEL - A. LOPEZ	3,374	-	-	-	-	0%	-
001-101-0109-4380	SUBSCRIPTIONS, DUES & MEMBRSHIPS	(103)	-	-	-	-	0%	-
001-101-0111-4140	WELLNESS BENEFIT - R. GONZALEZ	123	-	-	-	-	0%	-
001-101-0111-4220	PHONE & PAGER - R. GONZALEZ	75	-	-	-	-	0%	-
001-101-0111-4370	MEETINGS & TRAVEL - R. GONZALEZ	3,518	-	-	-	-	0%	-
001-101-0111-4380	SUBSCRIPTIONS, DUES & MEMBERSHIPS	1,000	-	-	-	-	0%	-
001-105-3689-XXXX	COVID-19 GLOBAL OUTBREAK	-	2,329	2,329	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>		<b>49,465</b>	<b>27,761</b>	<b>66,904</b>	<b>56,625</b>	<b>21,535</b>	<b>38%</b>	<b>59,275</b>
001-101-0000-4706	LIABILITY CHARGE	2,371	-	8,364	7,065	3,534	50%	7,895
001-101-0000-4743	FACILITY MAINTENANCE CHARGE	16,073	15,506	12,948	12,572	6,288	50%	12,261
<b>Internal Service Charges</b>		<b>18,444</b>	<b>15,506</b>	<b>21,312</b>	<b>19,637</b>	<b>9,822</b>	<b>50%</b>	<b>20,156</b>
001-101-0000-4500	CAPITAL EXPENSES	664	-	-	-	5,000	0%	-
<b>Capital Costs</b>		<b>664</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
001-101-0000-4932	TRANSFER TO CAPITAL OUTLAY FD	-	-	25,000	-	-	0%	-
<b>Transfers</b>		<b>-</b>	<b>-</b>	<b>25,000</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Division Total</b>		<b>194,027</b>	<b>155,139</b>	<b>218,120</b>	<b>176,350</b>	<b>84,019</b>	<b>38%</b>	<b>176,616</b>



**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 in improving the quality of life for residents, business community, and visitors of San Fernando..

**Dept: Administration**  
**Div: City Manager's Office**

Account Number & Title		2020	2021	2022	2023	As of	2023	2024
		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
001-105-0000-4101	SALARIES-PERMANENT EMPLOYEES	274,657	271,084	358,259	461,196	247,714	54%	496,961
001-105-0000-4103	WAGES-TEMPORARY & PART-TIME	-	-	7,454	11,074	47	0%	5,252
001-105-0000-4105	OVERTIME	966	3,119	1,259	-	275	0%	-
001-105-0000-4120	O.A.S.D.I.	17,229	16,270	22,817	28,950	13,195	46%	31,488
001-105-0000-4124	RETIREMENT	(1,176)	-	-	-	-	0%	-
001-105-0000-4126	HEALTH INSURANCE	37,308	38,966	46,299	57,198	26,115	46%	40,959
001-105-0000-4128	DENTAL INSURANCE	2,491	2,491	2,715	352	1,582	450%	352
001-105-0000-4129	RETIREE HEALTH SAVINGS	-	-	500	1,800	600	33%	1,800
001-105-0000-4130	WORKER'S COMPENSATION INS.	4,190	4,134	8,318	6,416	7,378	115%	7,587
001-105-0000-4134	LONG TERM DISABILITY INSURANCE	1,449	1,584	1,884	2,399	1,466	61%	3,108
001-105-0000-4136	OPTICAL INSURANCE	600	600	457	215	182	85%	600
001-105-0000-4138	LIFE INSURANCE	180	180	203	293	140	48%	300
001-105-0000-4140	WELLNESS BENEFIT REIMBURSEMENT	600	600	600	600	-	0%	600
001-105-3649-XXXX	YOUTH REINVESTMENT PROG BSCC 582-1	780	-	-	-	-	0%	-
001-105-3689-XXXX	COVID-19 GLOBAL OUTBREAK	-	31,080	11,517	-	-	0%	-
<b>Personnel Costs</b>		<b>339,273</b>	<b>370,108</b>	<b>462,281</b>	<b>570,493</b>	<b>298,695</b>	<b>52%</b>	<b>589,007</b>
001-105-0000-4220	TELEPHONE	772	950	774	800	274	34%	800
001-105-0000-4260	CONTRACTUAL SERVICES	1,550	1,887	1,675	2,660	-	0%	2,660
001-105-0000-4270	PROFESSIONAL SERVICES	2,169	3,548	590	3,003	7,767	259%	3,003
001-105-0000-4300	DEPARTMENT SUPPLIES	4,497	1,607	5,691	7,500	1,628	22%	8,500
001-105-0000-4360	PERSONNEL TRAINING	-	-	50	2,000	-	0%	2,000
001-105-0000-4370	MEETINGS, MEMBERSHIPS & TRAVEL	5,123	4,679	4,393	7,500	4,464	60%	7,500
001-105-0000-4380	SUBSCRIPTIONS DUES & MMBRSHIPS	2,290	2,960	3,588	3,230	2,295	71%	3,230
001-105-0000-4390	VEHICLE ALLOW & MILEAGE	3,621	3,610	3,610	3,600	1,810	50%	3,600
001-105-3689-XXXX	COVID-19 GLOBAL OUTBREAK	-	-	689	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>		<b>20,022</b>	<b>19,241</b>	<b>21,060</b>	<b>30,293</b>	<b>18,238</b>	<b>60%</b>	<b>31,293</b>
001-105-0000-4706	LIABILITY CHARGE	6,264	-	23,100	55,430	27,714	50%	47,848
001-105-0000-4743	FACILITY MAINTENANCE CHARGE	32,146	31,012	25,884	53,180	26,592	50%	39,602
<b>Internal Service Charges</b>		<b>38,410</b>	<b>31,012</b>	<b>48,984</b>	<b>108,610</b>	<b>54,306</b>	<b>50%</b>	<b>87,450</b>
001-105-0000-4500	CAPITAL EXPENSES	-	-	-	-	-	0%	-
<b>Capital Costs</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Division Total</b>		<b>397,705</b>	<b>420,361</b>	<b>532,325</b>	<b>709,396</b>	<b>371,239</b>	<b>52%</b>	<b>707,750</b>

**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 biweekly personnel changes for payroll processing, 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		2020	2021	2022	2023	As of	2023	2024
		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
001-106-0000-4101	SALARIES-PERMANENT EMPLOYEES	187,892	203,824	286,837	319,735	166,837	52%	326,377
001-106-0000-4103	WAGES-PERMANENT EMPLOYEES	33,645	38,393	223	29,907	3,567	12%	25,356
001-106-0000-4105	OVERTIME	51	-	1,966	-	201	0%	-
001-106-0000-4120	O.A.S.D.I.	16,952	18,530	22,111	22,929	10,973	48%	24,890
001-106-0000-4124	RETIREMENT	(894)	-	-	-	-	0%	-
001-106-0000-4126	HEALTH INSURANCE	43,331	45,762	45,917	54,412	22,589	42%	57,220
001-106-0000-4128	DENTAL INSURANCE	4,276	3,767	3,255	1,264	1,406	111%	1,302
001-106-0000-4129	RETIREE HEALTH SAVINGS	-	-	3,403	1,200	1,762	147%	1,200
001-106-0000-4130	WORKER'S COMPENSATION INS.	3,395	3,701	4,401	5,098	2,767	54%	5,423
001-106-0000-4134	LONG TERM DISABILITY INSURANCE	908	944	1,075	1,261	712	56%	1,380
001-106-0000-4136	OPTICAL INSURANCE	771	657	600	215	300	140%	600
001-106-0000-4138	LIFE INSURANCE	225	225	266	293	140	48%	345
<b>Personnel Costs</b>		<b>290,553</b>	<b>315,803</b>	<b>370,054</b>	<b>436,314</b>	<b>211,255</b>	<b>48%</b>	<b>444,093</b>
001-106-0000-4220	TELEPHONE	802	597	585	800	319	40%	800
001-106-0000-4230	ADVERTISING	2,917	3,676	8,258	19,035	1,919	10%	11,535
001-106-0000-4260	CONTRACTUAL SERVICES	12,716	16,208	19,545	22,000	10,057	46%	17,000
001-106-0000-4270	PROFESSIONAL SERVICES	6,114	6,109	4,849	6,000	1,981	33%	6,000
001-106-0000-4300	DEPARTMENT SUPPLIES	3,390	6,265	4,856	5,000	3,527	71%	5,000
001-106-0000-4320	DEPARTMENT EQUIPMENT MAINT	13	-	-	500	-	0%	500
001-106-0000-4360	PERSONNEL TRAINING	-	150	175	250	-	0%	250
001-106-0000-4365	TUITION REIMBURSEMENT	-	1,500	-	-	-	0%	1,500
001-106-0000-4370	MEETINGS, MEMBERSHIPS & TRAVEL	190	-	-	500	-	0%	500
001-106-0000-4380	SUBSCRIPTIONS DUES & MMBRSHIPS	411	225	175	450	-	0%	450
001-106-0000-4390	VEHICLE ALLOW & MILEAGE	63	-	-	200	-	0%	200
001-106-0000-4430	ACTIVITIES AND PROGRAMS	-	-	-	500	-	0%	500
<b>Operations &amp; Maintenance Costs</b>		<b>26,616</b>	<b>34,731</b>	<b>38,442</b>	<b>55,235</b>	<b>17,803</b>	<b>32%</b>	<b>44,235</b>
001-106-0000-4706	LIABILITY CHARGE	5,438	-	19,536	29,470	14,736	50%	36,076
001-106-0000-4743	FACILITY MAINTENANCE CHARGE	43,397	41,866	34,944	40,608	20,304	50%	45,242
<b>Internal Service Charges</b>		<b>48,835</b>	<b>41,866</b>	<b>54,480</b>	<b>70,078</b>	<b>35,040</b>	<b>50%</b>	<b>81,318</b>
001-106-0000-4500	CAPITAL EQUIPMENT	-	-	-	-	-	0%	-
<b>Capital Costs</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Division Total</b>		<b>366,003</b>	<b>392,400</b>	<b>462,976</b>	<b>561,627</b>	<b>264,098</b>	<b>47%</b>	<b>569,646</b>

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 been combined.

**ECONOMIC DEVELOPMENT****DIVISION NO. 107****DIVISION OVERVIEW**

The Economic Development Division is responsible for assisting the City Manager in executing City Council's vision for economic development to create a vibrant and economically sustainable City. The Division implements economic development policies and programs, negotiates and administers development agreements, and represents the City with various economic development organizations and initiatives. The Division strives to create new job opportunities, retain existing businesses, attract new investments, boost commercial activities and sales tax revenues, create vibrant neighborhoods, and improve the quality of life for residents, business community, and visitors of San Fernando.

**Dept: Administration**  
**Div: Economic Development**

Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/22	2023 % Used	2024 Proposed
001-107-0000-4101 SALARIES-PERMANENT EMPLOYEES	-	-	-	210,419	-	0%	193,091
001-107-0000-4103 WAGES-PERMANENT EMPLOYEES	-	-	-	-	-	0%	-
001-107-0000-4105 OVERTIME	-	-	-	-	-	0%	-
001-107-0000-4120 O.A.S.D.I.	-	-	-	12,035	-	0%	12,563
001-107-0000-4124 RETIREMENT	-	-	-	-	-	0%	-
001-107-0000-4126 HEALTH INSURANCE	-	-	-	26,970	-	0%	2,570
001-107-0000-4128 DENTAL INSURANCE	-	-	-	-	-	0%	-
001-107-0000-4129 RETIREE HEALTH SAVINGS	-	-	-	1,800	-	0%	1,200
001-107-0000-4130 WORKER'S COMPENSATION INS.	-	-	-	3,183	-	0%	2,867
001-107-0000-4134 LONG TERM DISABILITY INSURANCE	-	-	-	1,512	-	0%	1,470
001-107-0000-4136 OPTICAL INSURANCE	-	-	-	-	-	0%	-
001-107-0000-4138 LIFE INSURANCE	-	-	-	90	-	0%	94
001-107-0000-4140 WELLNESS BENEFIT REIMBURSEMENT	-	-	-	-	-	0%	600
<b>Personnel Costs</b>	-	-	-	<b>256,009</b>	-	<b>0%</b>	<b>214,455</b>
001-107-0000-4230 ADVERTISING	-	-	-	-	-	0%	4,000
001-107-0000-4260 CONTRACTUAL SERVICES	-	-	-	-	-	0%	10,000
001-107-0000-4270 PROFESSIONAL SERVICES	55,335	42,065	88,141	50,000	-	0%	25,000
001-107-0000-4300 DEPARTMENT SUPPLIES	-	-	-	-	-	0%	4,000
001-107-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	-	-	-	-	-	0%	5,150
001-107-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	-	-	-	-	-	0%	1,850
001-107-0000-4390 VEHICLE ALLOW & MILEAGE	-	-	-	-	-	0%	3,600
<b>Operations &amp; Maintenance Costs</b>	<b>55,335</b>	<b>42,065</b>	<b>88,141</b>	<b>50,000</b>	-	<b>0%</b>	<b>53,600</b>
001-107-0000-4706 LIABILITY CHARGE	-	-	-	-	-	0%	17,421
001-107-0000-4743 FACILITY MAINTENANCE CHARGE	-	-	-	-	-	0%	12,261
<b>Internal Service Charges</b>	-	-	-	-	-	<b>0%</b>	<b>29,682</b>
<b>Division Total</b>	<b>55,335</b>	<b>42,065</b>	<b>88,141</b>	<b>50,000</b>	-	<b>0%</b>	<b>297,737</b>

**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 Law Organization, LLP, to provide City Attorney services.



Dept: Administration  
Div: City Attorney

Account Number & Title	2020	2021	2022	2023	As of	2023	2024
	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
001-110-0000-4270 PROFESSIONAL SERVICES	219,343	225,347	238,021	200,625	71,642	36%	250,000
001-110-3689-4270 COVID-19 GLOBAL OUTBREAK	-	-	441	-	-	0%	-
001-110-0098-4270 SUCCESSOR AGENCY TO THE RDA	-	-	4,368	-	-	0%	-
Operations & Maintenance Costs	219,343	225,347	242,830	200,625	71,642	30%	250,000

**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, consultation on day-to-day disciplinary issues, and conducting of appeals hearings.

Dept: Administration  
Div: Labor Attorney

Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/22	2023 % Used	2024 Proposed
001-112-0000-4270 PROFESSIONAL SERVICES	91,999	114,445	195,760	278,750	61,080	22%	150,000
Operations & Maintenance Costs	91,999	114,445	195,760	278,750	61,080	31%	150,000

**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.



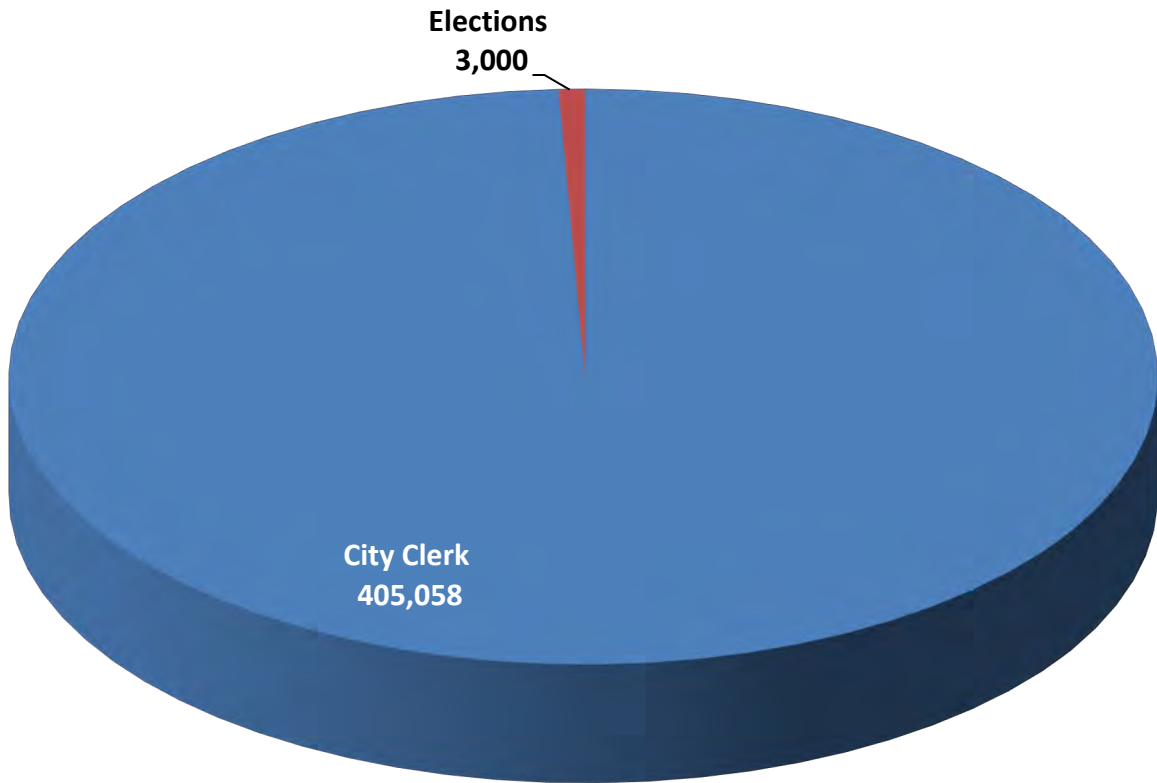
**Dept: Administration**  
**Div: Fire Services (LAFD Contract)**

Account Number & Title	2020 Actual	2021 Actual	2022 Adjusted	2023 Proposed	As of 12/31/22	2022 % Used	2023 Proposed
001-500-0000-4260 CONTRACTUAL SERVICES	2,916,856	2,819,881	3,193,147	3,150,000	1,520,355	48%	3,200,000
<b>Operations &amp; Maintenance Costs</b>	<b>2,916,856</b>	<b>2,819,881</b>	<b>3,193,147</b>	<b>3,150,000</b>	<b>1,520,355</b>	<b>48%</b>	<b>3,200,000</b>

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# CITY CLERK DEPARTMENT



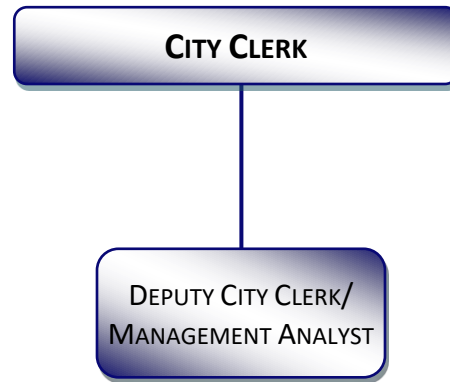


# THE CITY OF SAN FERNANDO

## ORGANIZATIONAL CHART

### CITY CLERK DEPARTMENT

FISCAL YEAR 2023-2024





## MISSION STATEMENT

The City Clerk Department is dedicated to providing courteous, professional, and efficient customer services to the City Council, City staff, and the community in an ethical and neutral manner while ensuring the governmental process is transparent and open, ensure integrity in the democratic process and provide instant access to public records to enhance public trust in local government.

## 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; ensures City compliance with Fair Political Practices Commission (FPPC) regulations regarding annual disclosure statements and campaign contribution statements; prepares and maintains a complete and accurate record of all City Council legislative actions; safeguards the City seal; and implement process improvement and workflows with document digitization; and performs a variety of other administrative duties in support of the City Council as assigned.

## ACCOMPLISHMENTS FOR FY 2022-2023

1. Coordinated with the County of Los Angeles Elections Division, the City's November 8, 2022 General Municipal Election to fill three Councilmember seats for the full 4-year terms; coordinate in-person Vote Centers at San Fernando Recreation Park and Las Palmas Park; monitored activities associated with the permanent Vote-by-Mail Ballot Boxes at City Hall and Pioneer Park; coordinated two "Register to Vote" community engagement events held at the Rudy Ortega Jr. Park during movie night; and at the National Night Out and registered 3 new voters. (Strategic Goal I.1, I.2 and I.6)
2. Expanded knowledge of Edgesoft/Saira Software program to increase public transparency to ensure municipal records are readily available and easily accessible to all. (Strategic Goal I.1 and IV.4)
3. Explored and researched Agenda and Meeting Management Software programs and presented recommendation to the City Manager. (Strategic Goal I.1, I.6 and II.1)

## ACCOMPLISHMENTS FOR FY 2022-2023

4. Increased professional development training courses and increased responsibilities for the Deputy City Clerk/Management Analysts and City Clerk associated with complex City Clerk duties, including, but not limited to regulations for the Fair Policy Practices Commission, Ralph M. Brown Act, and on General Municipal Elections. Invest succession planning and staff retention. (Strategic Goal I.1, I.6 and VII.)

## OBJECTIVES FOR FY 2023-2024

1. Continue conversion of documents to digital format in order to capture City Council's legislative history from 1911 to current including but not limited to minutes, contracts, ordinances, resolutions and minutes. (Strategic Goal II.1 and IV.4)
2. Refine and oversee the management of all City Commissions, Committee, Liaison and Ad hoc Committees, to include, developing a "Commissioner Handbook/Guidelines" policy to foster opportunities for meaningful citizen involvement and individual enrichment. (Strategic Goal I.2, I.3 and I.6)
3. Adopt an updated City-wide records retention and destruction policy and procedure. (Strategic Goal I.6)
4. Continue and expand on training, professional development for the City Clerk and Deputy City Clerk/Management Analysts, associated with complex City Clerk duties, including, but not limited to regulations for the Fair Policy Practices Commission, Ralph M. Brown Act, and on General Municipal Elections. Invest succession planning and staff retention. (Strategic Goal I.1, I.6 and VII.)

## PERFORMANCE MEASURES

CITY CLERK	2021 Actual	2022 Actual	2023 Actual	2024 Estimate
A. # of Agenda Packets Produced	26	32	27	30
B. # of Minutes Approved	38	69	80	120
C. # of Ordinances	4	9	7	7
D. # of Resolutions	59	81	80	80
E. # of Contracts	44	35	45	44
F. # Public Records Requests	161	199	230	250
G. # Records Digitized	**	**	**	
H. # Trainings Conducted	2	2	2	2
I. # Professional Development Hours Completed	20	22	55	60

*\*\* Not Previously Tracked*

## FUNDING SUMMARY FOR FY 2023-2024

### SOURCES:

	2020	2021	2022	2023	2024
CITY CLERK	Actual	Actual	Actual	Adjusted	Proposed
General Revenue	375,293	328,274	351,859	442,263	408,058
General City Election	-	2,976	-	-	-
<b>TOTAL FUNDING SOURCES</b>	<b>375,293</b>	<b>331,250</b>	<b>351,859</b>	<b>442,263</b>	<b>408,058</b>

### USES:

	2020	2021	2022	2023	2024
CITY CLERK	Actual	Actual	Actual	Adjusted	Proposed
01-115 City Clerk	316,021	38,844	-	50,193	405,058
01-116 Elections	-	3,000	-	-	3,000
<b>TOTAL FUNDING USES</b>	<b>316,021</b>	<b>41,844</b>	<b>-</b>	<b>50,193</b>	<b>408,058</b>

### PERSONNEL:

	2020	2021	2022	2023	2024
CITY CLERK	Actual	Actual	Actual	Adjusted	Proposed
City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk/Management Analyst	1.00	1.00	1.00	1.00	1.00
<b>TOTAL CITY CLERK PERSONNEL</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

**CITY CLERK****DIVISION No. 115****DIVISION OVERVIEW**

The responsibilities of the City Clerk's Department include: 1) agenda and packet preparation and distribution for all legislative meetings of the City Council; 2) record and maintain proceedings of 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 City Code; 7) serve as filing officer of the Fair Political Practices Commission (FPPC) responsible for all candidate and campaign committee filings as required by State law and the City's conflict of interest code; 8) provide records research upon request from the public, City Council, and departments, under the Public Records and Freedom of Information Acts; 9) maintain roster of City Council appointments to Commissions and Committees; 10) custodian of the official City Seal; 11) monitor AB1234 Biennial Ethics Training for Elected Officials, Commissioners and City employees; 12) administer oaths and affirmations, including Oath of Office to newly elected officials; 13) as liaison to the Education Commission, facilitates the meetings and performs all follow up assignments.



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

Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/22	2023 % Used	2024 Proposed
001-115-0000-4101 SALARIES-PERMANENT EMPLOYEES	190,524	181,728	216,711	234,664	124,497	53%	247,790
001-115-0000-4103 WAGES-TEMPORARY & PART-TIME	21,241	-	-	-	-	0%	-
001-115-0000-4105 OVERTIME	369.36	-	-	-	-	0%	-
001-115-0000-4111 COMMISSIONER'S REIMBURSEMENT	3,450	3,525	3,750	-	-	0%	-
001-115-0000-4120 O.A.S.D.I.	16,474	14,179	16,855	16,932	9,662	57%	17,894
001-115-0000-4126 HEALTH INSURANCE	12,963	27,063	29,800	39,383	15,333	39%	40,959
001-115-0000-4128 DENTAL INSURANCE	1,011	2,710	2,812	-	1,406	0%	-
001-115-0000-4129 RETIREE HEALTH SAVINGS	-	2,496	2,500	3,000	1,200	40%	3,000
001-115-0000-4130 WORKER'S COMPENSATION INS.	3,283	2,766	3,279	3,497	1,791	51%	3,696
001-115-0000-4134 LONG TERM DISABILITY	998	1,228	1,534	1,704	884	52%	1,895
001-115-0000-4136 OPTICAL INSURANCE	194	492	535	-	268	0%	-
001-115-0000-4138 LIFE INSURANCE	139	149	126	180	94	52%	187
001-115-0000-4140 WELLNESS BENEFIT	600	-	592	600	-	0%	600
001-115-3689-XXXX COVID-19 GLOBAL OUTBREAK	-	202	-	-	-	0%	-
<b>Personnel Costs</b>	<b>251,246</b>	<b>236,537</b>	<b>278,494</b>	<b>299,960</b>	<b>155,134</b>	<b>52%</b>	<b>316,021</b>
001-115-0000-4230 ADVERTISING	11,180	2,091	7,251	5,800	1,657	29%	5,050
001-115-0000-4260 CONTRACTUAL SERVICES	14,938	6,767	9,282	19,744	3,618	18%	24,169
001-115-0000-4300 DEPARTMENT SUPPLIES	1,174	4,217	2,408	1,200	462	38%	1,500
001-115-0000-4360 PERSONNEL TRAINING	35	220	1,410	1,900	1,500	79%	3,075
001-115-0000-4365 TUITION REIMBURSEMENT	3,000	150	-	-	-	0%	-
001-115-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	3,118	730	1,275	1,100	-	0%	-
001-115-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	93	292	499	1,000	-	0%	1,450
001-115-0000-4390 VEHICLE ALLOW & MILEAGE	3,513	3,610	3,610	3,600	1,810	50%	3,600
001-115-0000-4450 OTHER EXP (EDUCATION COMMISSION)	401	-	932	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>37,451</b>	<b>18,076</b>	<b>26,668</b>	<b>34,344</b>	<b>9,047</b>	<b>26%</b>	<b>38,844</b>

**ELECTIONS****DIVISION No. 116****DIVISION OVERVIEW**

**The next General Municipal Election will be held on November 5, 2024.** 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 County of Los Angeles Registrar-Recorder regarding the General Municipal Election and other County elections pertaining to the City. Although consolidated with the Los Angeles County, certain actions are completed by this office including publishing/posting election-related notices and preparing and distributing candidate information binders to prospective candidates during the Nomination Period. The City Clerk Department assists the LA County Registrar-Recorder/County Clerk by securing local polling places, serving as contact for election inquiries, and ensuring City staff assistance for the elections.

**Dept: City Clerk Department**  
**Div: Elections**

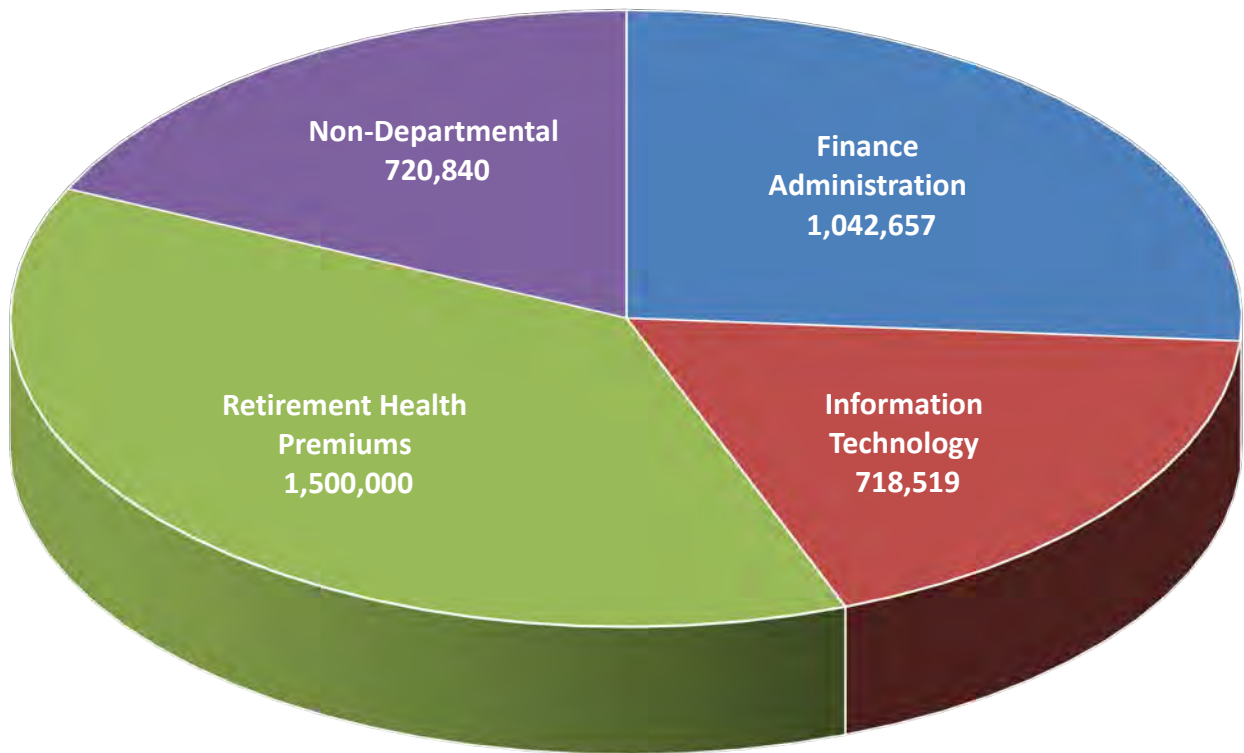
Account Number & Title		2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/22	2023 % Used	2024 Proposed
001-116-0000-4103	WAGES-TEMPORARY & PART-TIME	1,078	2,017	1,444	-	480	0%	-
001-116-0000-4105	OVERTIME	129	1,369	249	2,000	95	5%	-
001-116-0000-4112	TEMP. NON-EMPLOYEE WAGES	-	-	-	-	-	0%	-
001-116-0000-4120	O.A.S.D.I.	92	259	155	-	44	0%	-
001-116-0000-4130	WORKER'S COMPENSATION INS.	77	212	141	-	43	0%	-
<b>Personnel Costs</b>		<b>1,376</b>	<b>3,857</b>	<b>1,988</b>	<b>2,000</b>	<b>662</b>	<b>33%</b>	<b>-</b>
001-116-0000-4230	ADVERTISING	2,581	344	-	1,200	378	32%	-
001-116-0000-4260	CONTRACTUAL SERVICES	49,864	43,064	-	55,000	-	0%	-
001-116-0000-4300	DEPARTMENT SUPPLIES	271	-	-	300	66	22%	-
001-116-0000-4360	PERSONNEL TRAINING	-	-	-	-	-	0%	400
001-116-0000-4370	MEETINGS, MEMBERSHIPS & TRAVEL	-	-	-	3,000	-	0%	2,600
001-116-0000-4390	VEHICLE ALLOW & MILEAGE	48	37	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>		<b>52,764</b>	<b>43,444</b>	<b>-</b>	<b>59,500</b>	<b>444</b>	<b>1%</b>	<b>3,000</b>

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# FINANCE DEPARTMENT



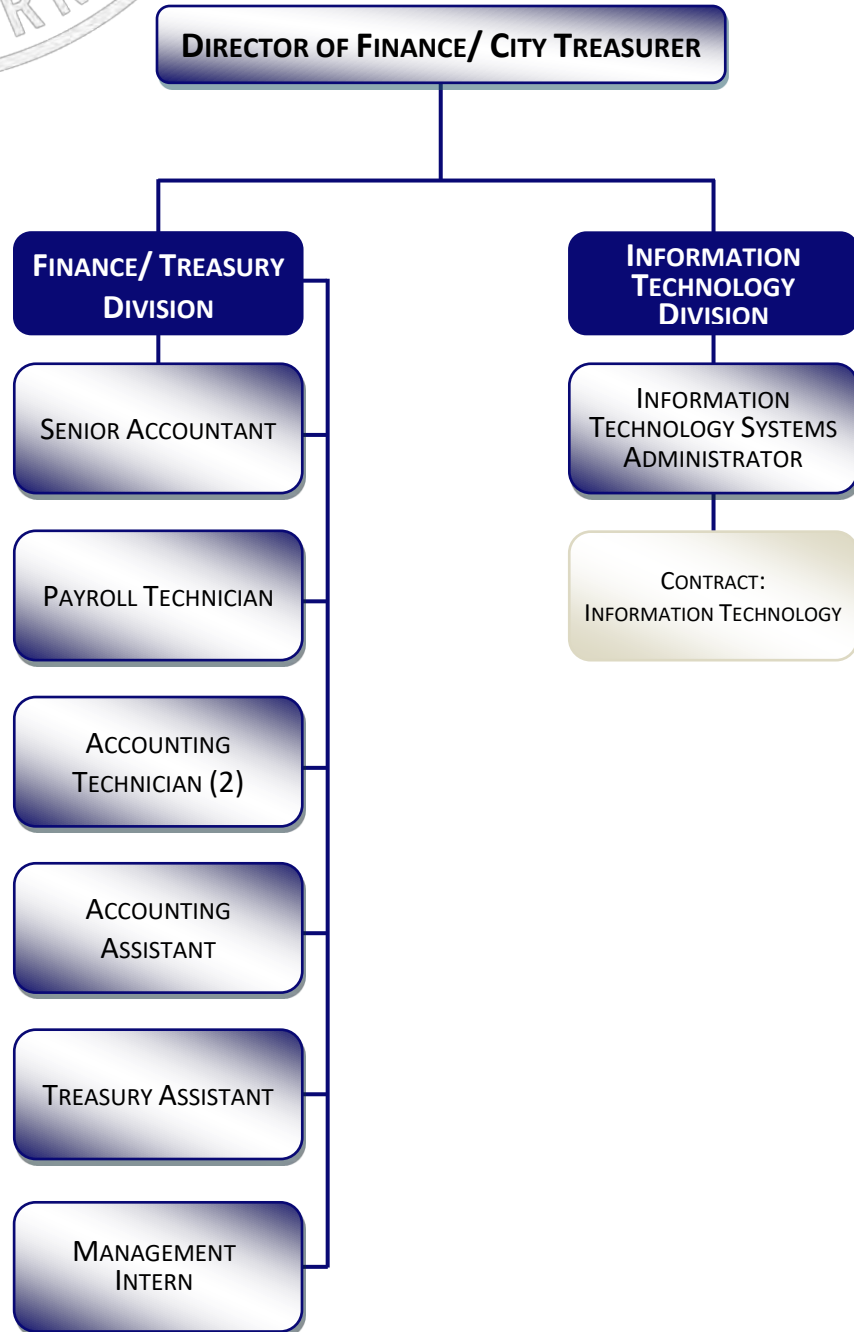


# THE CITY OF SAN FERNANDO

## ORGANIZATIONAL CHART

### FINANCE DEPARTMENT

FISCAL YEAR 2023-2024



## 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 City departments to adhere to the adopted budget, implementing financial control measures, developing financial policies, ensuring liquidity to meet the City's daily, weekly, monthly and annual cash needs, investing funds to generate revenues 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 2022-2023

1. Continued resident and small business support through financial programs and utility bill assistance to help lessen the burden and stress from the COVID-19 Pandemic. (Strategic Goal II.3 and VIII.2)
2. Continued monitoring and reporting Citywide pandemic-related expenses to respective reporting agencies, and complied with funding requirements. (Strategy Goal VIII.3)
3. Hired an Information Technology System Administrator to implement technological improvements in the City's IT infrastructure and increase the capabilities of the networks cybersecurity. (Strategic Goal I.6)
4. Implemented Citywide voice over internet protocol (VoIP) telephone system, transitioning from prior outdated analog technology. (Strategic Goal I.6)
5. Reviewed and updated the City's Purchasing Policy and Procedures Manual to develop and implement strategies that will create efficiencies where possible. (*Anticipated for review and adoption in June 2023*). (Strategic Goal VII.2)

6. Awarded contract for Section 115 Pension Trust and released RFP for an experienced public fund investment manager to assist with managing the City's funds (*Anticipated release in June 2023*). (Strategic Goal VII.3)
7. Received the Government Finance Officers Association *Distinguished Budget Presentation Award* for the Fiscal Year 2022-2023 Adopted Budget and submitted for the *Certificate of Achievement for Excellence in Financial Reporting* for the Fiscal Year 2021-2022. (Strategic Goal VII.6)

## OBJECTIVES FOR FY 2023-2024

1. Assess and determine utility payment software solution to incorporate as a standalone product and into future IT infrastructure to better assist residents with payment options, including credit card and online payments. (Strategic Goal VII.5)
2. Evaluate replacement of City's current accounting system, Tyler Eden, which is scheduled to be decommissioned in December 2024 to better meet financial best practices, enhance reporting capabilities and department goals with aim to initiate Phase I implementation including Financial Management & Grant Accounting Modules (Strategic Goal VII.5)
3. Apply and receive the Government Finance Officers Association *Distinguished Budget Presentation Award* for the Fiscal Year 2023-2024 Adopted Budget and the *Certificate of Achievement for Excellence in Financial Reporting* for the Fiscal Year 2022-2023. (Strategic Goal VII.6)

### **Enhancement to Services:**

4. Implementation of computer replacement project to ensure adequate up-to-date technology for all staff to support basic computing needs and creating standardization of workstation inventory. (Strategic Goal VII.6)
5. Conduct Citywide User Fee Services Study to adequately recover costs for services. (Strategic Goal VII.6)



**PERFORMANCE MEASURES**

<b>FINANCE DEPARTMENT</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Proposed</b>
A. # of Invoices Processed	6,694	7,308	7,500	7,775
B. # of Transactions	43,095	47,741	48,700	50,000
# Digitally	1,602	1,878	2,435	2,500
% Digitally	3.70%	3.90%	5.00%	20.00%
C. # of Participants In Utility Rate Assistance Program	31	21	25	25
D. \$ Return On Investments	\$340,663	\$250,000	\$275,000	\$300,000
E. # of IT Service Tickets	1,809	1,327	1,200	1,100
F. # Professional Development Hours	N/A*	N/A*	85	100
G. GFOA Distinguished Budget Award	✓	✓	✓	✓
H. GFOA Distinguished Financial Reporting Award	✓	✓	✓	✓

\* Prior year data unavailable.

**FUNDING SUMMARY FOR FY 2023-2024**
**SOURCES:**

<b>FINANCE</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Adjusted</b>	<b>2024 Proposed</b>
General Revenue	2,762,864	3,028,677	4,458,114	6,752,820	3,907,516
Business License Processing Fee	65,846	20,720	56,402	65,000	65,000
Business License Permits	7,450	6,660	7,905	7,000	9,500
<b>TOTAL FUNDING SOURCES</b>	<b>2,836,159</b>	<b>3,056,057</b>	<b>4,522,421</b>	<b>6,824,820</b>	<b>3,982,016</b>

**USES:**

<b>FINANCE</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Adjusted</b>	<b>2024 Proposed</b>
01-130 Finance Administration	652,054	731,350	747,198	999,700	1,042,657
01-131 Treasury <sup>1</sup>	128,848	89,427	-	-	-
01-135 Information Technology	403,885	365,450	425,887	673,467	718,519
01-180 Retirement Health Premiums	908,004	1,011,782	1,038,911	1,500,000	1,500,000
01-190 Non-Departmental	743,369	858,048	2,310,424	3,651,654	720,840
<b>TOTAL FUNDING USES</b>	<b>2,836,159</b>	<b>3,056,057</b>	<b>4,522,421</b>	<b>6,824,820</b>	<b>3,982,016</b>

<sup>1</sup> Treasury Division combined with Finance Administration in Fiscal Year 2022-2023

**PERSONNEL:**

<b>FINANCE</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Adjusted</b>	<b>2024 Proposed</b>
Director of Finance/City Treasurer	1.00	1.00	1.00	1.00	1.00
Senior Accountant	1.00	1.00	1.00	1.00	1.00
Treasury Manager	1.00	1.00	0.00	0.00	0.00
Senior Account Clerk	2.00	2.00	0.00	0.00	0.00
Accounting Technician	0.00	0.00	2.00	2.00	2.00
Payroll Technician	1.00	1.00	1.00	1.00	1.00
Office Clerk	1.00	1.00	0.00	0.00	0.00
Treasurer Assistant	0.00	0.00	1.00	1.00	1.00
Finance Office Specialist	1.00	1.00	0.00	0.00	0.00
Accounting Assistant	0.00	0.00	1.00	1.00	1.00
Management Intern	0.00	0.00	0.46	0.46	0.46
Info Technology Systems Administrator	0.00	0.00	0.00	1.00	1.00
<b>TOTAL FINANCE PERSONNEL</b>	<b>8.00</b>	<b>8.00</b>	<b>7.46</b>	<b>8.46</b>	<b>8.46</b>

**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 Annual Budget Book and Annual Comprehensive Financial Report.

Dept: Finance

Div: Finance Administration

Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
001-130-0000-4101 SALARIES-PERMANENT EMPLOYEES	314,554	386,247	378,715	488,265	251,160	51%	529,355
001-130-0000-4103 WAGES-TEMPORARY & PART-TIME	-	-	11,181	21,150	6,031	29%	20,791
001-130-0000-4105 OVERTIME	3,993	3,790	8,559	-	4,085	0%	-
001-130-0000-4112 TEMP. NON-EMPLOYEE WAGES	-	-	-	-	-	0%	-
001-130-0000-4120 O.A.S.D.I.	24,479	28,797	30,695	36,465	19,122	52%	38,994
001-130-0000-4124 RETIREMENT	(340)	-	-	-	-	0%	-
001-130-0000-4126 HEALTH INSURANCE	60,189	64,598	75,977	111,151	40,818	37%	78,314
001-130-0000-4128 DENTAL INSURANCE	6,786	7,313	7,328	4,979	3,783	76%	4,979
001-130-0000-4129 RETIREE HEALTH SAVINGS	684	1,092	91	1,200	500	42%	1,200
001-130-0000-4130 WORKER'S COMPENSATION INS.	9,656	13,473	6,652	7,732	8,359	108%	8,349
001-130-0000-4134 LONG TERM DISABILITY INSURANCE	1,345	1,954	1,140	2,271	1,033	45%	2,610
001-130-0000-4136 OPTICAL INSURANCE	1,223	1,312	1,326	905	695	77%	905
001-130-0000-4138 LIFE INSURANCE	323	360	330	450	164	36%	461
001-130-0000-4140 WELLNESS BENEFIT	600	600	600	600	-	0%	600
001-130-3649-XXXX YOUTH REINVESTMENT PROG BSCC 582-1	540	-	-	-	-	0%	-
001-130-3689-XXXX COVID-19 GLOBAL OUTBREAK	-	13,835	-	-	-	0%	-
<b>Personnel Costs</b>	<b>424,031</b>	<b>523,370</b>	<b>522,592</b>	<b>675,168</b>	<b>335,750</b>	<b>50%</b>	<b>686,558</b>
001-130-0000-4260 CONTRACTUAL SERVICES	69,460	35,954	65,633	98,800	83,348	84%	98,800
001-130-0000-4270 PROFESSIONAL SERVICES	71,482	99,982	51,126	87,350	53,963	62%	112,350
001-130-0000-4300 DEPARTMENT SUPPLIES	6,584	4,044	12,869	9,119	9,091	100%	9,119
001-130-0000-4320 DEPARTMENT EQUIPMENT MAINT	-	-	-	-	-	0%	-
001-130-0000-4360 PERSONNEL TRAINING	35	947	549	6,000	2,250	38%	6,000
001-130-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	3,434	225	2,234	7,500	2,725	36%	7,500
001-130-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	1,305	1,195	1,015	1,945	265	14%	1,945
001-130-0000-4390 VEHICLE ALLOW & MILEAGE	2,209	3,610	2,779	3,800	1,810	48%	3,800
001-130-3689-XXXX COVID-19 GLOBAL OUTBREAK	-	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>154,509</b>	<b>145,956</b>	<b>136,206</b>	<b>214,514</b>	<b>153,450</b>	<b>72%</b>	<b>239,514</b>
001-130-0000-4706 LIABILITY CHARGE	9,222	-	34,356	47,660	23,832	50%	55,772
001-130-0320-4741 EQUIP MAINT CHARGE	-	-	-	-	-	0%	-
001-130-0000-4741 EQUIP REPLACEMENT CHARGE	-	-	-	-	-	0%	-
001-130-0000-4743 FACILITY MAINTENANCE CHARGE	64,292	62,023	51,768	62,358	31,182	50%	60,813
<b>Internal Service Charges</b>	<b>73,514</b>	<b>62,023</b>	<b>86,124</b>	<b>110,018</b>	<b>55,014</b>	<b>50%</b>	<b>116,585</b>
001-130-0000-4500 CAPITAL EQUIPMENT	-	-	-	-	-	0%	-
<b>Capital Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Division Total</b>	<b>652,054</b>	<b>731,350</b>	<b>744,922</b>	<b>999,700</b>	<b>544,215</b>	<b>54%</b>	<b>1,042,657</b>



**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	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
001-135-0000-4101 SALARIES-PERMANENT EMPLOYEES	-	-	-	159,755	-	0%	133,213
001-135-0000-4120 O.A.S.D.I.	-	-	-	13,464	-	0%	9,725
001-135-0000-4126 HEALTH INSURANCE	-	-	-	-	-	0%	28,610
001-135-0000-4130 WORKER'S COMPENSATION INS.	-	-	-	-	-	0%	2,008
001-135-0000-4134 LONG TERM DISABILITY INSURANCE	-	-	-	-	-	0%	1,020
001-135-0000-4138 LIFE INSURANCE	-	-	-	2,781	-	0%	94
<b>Personnel Costs</b>	-	-	-	<b>176,000</b>	-	<b>0%</b>	<b>174,670</b>
001-135-0000-4260 CONTRACTUAL SERVICES	248,813	246,937	295,897	367,984	261,851	71%	362,916
001-135-0420-4260 CONTRACTUAL SERVICES	-	-	1,406	-	-	0%	-
001-135-0000-4270 PROFESSIONAL SERVICES	127,479	118,368	127,719	128,483	128,446	100%	128,483
001-135-0000-4300 DEPARTMENT SUPPLIES	681	145	865	1,000	-	0%	26,000
001-135-3689-XXXX COVID-19 GLOBAL OUTBREAK	-	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>376,973</b>	<b>365,450</b>	<b>425,887</b>	<b>497,467</b>	<b>390,297</b>	<b>78%</b>	<b>517,399</b>
001-135-0000-4706 LIABILITY CHARGE	-	-	-	-	-	0%	14,189
001-135-0320-4741 EQUIP MAINT CHARGE	-	-	-	-	-	0%	-
001-135-0000-4741 EQUIP REPLACEMENT CHARGE	-	-	-	-	-	0%	-
001-135-0000-4743 FACILITY MAINTENANCE CHARGE	-	-	-	-	-	0%	12,261
<b>Internal Service Charges</b>	-	-	-	-	-	<b>0%</b>	<b>26,450</b>
001-135-0000-4500 CAPITAL EQUIPMENT	26,911	-	-	-	-	0%	-
<b>Capital Costs</b>	<b>26,911</b>	-	-	-	-	<b>0%</b>	-
<b>Division Total</b>	<b>403,885</b>	<b>365,450</b>	<b>425,887</b>	<b>673,467</b>	<b>390,297</b>	<b>58%</b>	<b>718,519</b>

**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		2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
001-180-0000-4124	RETIREMENT	-	-	-	-	-	0%	-
001-180-0000-4127	RETIRED EMP. HEALTH INS.	908,004	1,011,782	1,038,911	1,500,000	494,877	33%	1,500,000
<b>Personnel Costs</b>		<b>908,004</b>	<b>1,011,782</b>	<b>1,038,911</b>	<b>1,500,000</b>	<b>494,877</b>	<b>48%</b>	<b>1,500,000</b>
<b>Division Total</b>		<b>908,004</b>	<b>1,011,782</b>	<b>1,038,911</b>	<b>1,500,000</b>	<b>494,877</b>	<b>48%</b>	<b>1,500,000</b>

**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	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
001-190-0000-4101 SALARIES-PERMANENT EMPLOYEES	-	-	-	-	-	0%	89,000
001-190-0000-4111 COMMISSIONER REIMBURSEMENT	-	2,100	1,800	1,800	450	25%	1,800
001-190-0000-4126 HEALTH INS. ADMIN FEE	4,608	4,113	4,047	5,000	2,660	53%	5,000
001-190-0000-4132 UNEMPLOYMENT INSURANCE	4,500	-	-	10,000	-	0%	10,000
001-190-0105-4132 UNEMPLOYMENT INSURANCE	450	-	-	-	-	0%	-
001-190-0150-4132 COMMUNITY DEVELOPMENT	-	508	-	-	-	0%	-
001-190-0152-4132 COMMUNITY PRESERVATION	126	-	-	-	-	0%	-
001-190-0222-4132 POLICE - UNEMPLOYMENT INSURANCE	3,090	5,868	-	-	-	0%	-
001-190-0310-4132 ENGINEERING - UNEMPLOYMENT INS.	1,908	-	-	-	-	0%	-
001-190-0360-4132 SEWER DISPOSAL-UNEMPLOYMENT INS.	1,220	-	-	-	-	0%	-
001-190-0370-4132 TRAFFIC SAFETY-UNEMPLOYMENT INS.	-	11,700	-	-	-	0%	-
001-190-0390-4132 FACILITIES MGMT.-UNEMPLOYMENT INS.	160	3,139	13,914	-	-	0%	-
001-190-0420-4132 RECREATION DEPT - UNEMPLOYMENT INS.	2,396	3,422	-	-	-	0%	-
001-190-3689-XXXX COVID-19 GLOBAL OUTBREAK	-	(1,627)	-	-	-	0%	-
<b>Personnel Costs</b>	<b>18,458</b>	<b>29,223</b>	<b>19,761</b>	<b>16,800</b>	<b>3,110</b>	<b>16%</b>	<b>105,800</b>
001-190-0000-4210 UTILITIES	84	-	-	-	-	0%	-
001-190-0000-4220 TELEPHONE	51,878	59,565	60,474	60,800	25,111	41%	55,000
001-190-0000-4260 CONTRACTUAL SERVICES	144,714	80,244	95,575	109,000	95,000	87%	115,000
001-190-0000-4267 APPROPRIATED RESERVE	24,523	12,297	62,331	36,995	10,921	30%	75,000
001-190-0000-4270 PROFESSIONAL SERVICES	68,197	17,225	10,500	55,807	30,424	55%	61,207
001-190-3608-4270 HAZARD MITIGATION PROGRAM	-	22,519	-	4,625	4,625	100%	-
001-190-3689-4270 PROFESSIONAL SERVICES	-	-	-	-	-	0%	-
001-190-0000-4280 POSTAGE	23,557	21,641	25,544	25,000	9,929	40%	25,000
001-190-0000-4300 DEPARTMENT SUPPLIES	14,713	11,672	4,119	10,100	2,238	22%	10,500
001-190-0000-4320 DEPARTMENT EQUIPMENT MAINT	-	-	-	-	-	0%	-
001-190-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	31,303	32,803	30,953	33,000	22,763	69%	32,000
001-190-0000-4405 INTEREST EXPENSE	32,191	843	50,617	-	-	0%	-
001-190-0000-4420 PRINCIPAL EXPENSE	-	-	-	-	-	0%	-
001-190-0000-4428 SMART METER LOAN PRINCIPAL	17,420	18,361	3,178	-	-	0%	-
001-190-0000-4429 PRINCIPAL	-	514,174	-	-	-	0%	-
001-190-0000-4430 ACTIVITIES & PROGRAMS	250	-	400	-	-	0%	-
001-190-0000-4435 BANK CHARGES	17,332	15,918	19,807	15,000	4,618	31%	10,000
001-190-0000-4437 CASH OVER & SHORT	153	226	11	-	(8)	0%	-
001-190-0220-4437 CASH OVER & SHORT	(31)	75	5	-	(5)	0%	-
001-190-0220-4455 BAD DEBIT EXPENSE	-	-	-	-	-	0%	-
001-190-0000-4450 OTHER EXPENSE	129	1,263	5,283	5,000	-	0%	5,000
<b>Operations &amp; Maintenance Costs</b>	<b>426,411</b>	<b>808,826</b>	<b>368,795</b>	<b>355,327</b>	<b>205,616</b>	<b>56%</b>	<b>388,707</b>
001-190-0000-4500 CAPITAL EXPENSES	-	-	-	-	-	-	-
<b>Capital Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Dept: Finance  
Div: Non-Departmental

Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
001-190-0000-4906 TRANSFER TO SELF-INSURANCE FND							
001-190-0000-4910 TRANSFER TO GRANT FUND							
001-190-0000-4911 TRANSFER TO GAS TAX FUND							
001-190-0000-4918 TRANSFER TO RETIREMENT FUND	-	-	-	226,333	-	0%	226,333
001-190-0000-4926 TRANSFER TO CDBG			-	-	-	0%	
001-190-0000-4927 TRANSFER TO STREET LIGHTING	40,000	20,000	-	-	-	0%	-
001-190-0000-4932 TRANSFER TO CAPITAL OUTLAY FUND			500,000	-	-	0%	
001-190-0178-4932 TRANSFER TO CAPITAL OUTLAY FUND	25,000	-	-	-	-	0%	-
001-190-0842-4932 TRANSFER TO CAPITAL OUTLAY FUND	-	-	-	-	-	0%	-
001-190-0000-4932 TRANSFER TO CAPITAL OUTLAY FUND	-	-	500,000	-	-	0%	-
001-190-0765-4932 TRANSFER TO CAPITAL OUTLAY FUND	-	-	1,217,803	2,500,000	-	0%	-
001-190-0000-4941 TRANSFER TO EQUIP REPLACE FND	153,500	-	72,000	-	-	0%	-
001-190-0000-4943 TRANSFER TO FACILITTY MAINT. FND	80,000	-	129,996	-	-	0%	-
001-190-0000-4972 TRANSFER TO SEWER FUND	-	-	-	-	-	0%	-
001-190-0000-4998 TRANSFER TO SUCCESSOR AGENCY TO RDA						0%	
<b>Transfers</b>	<b>298,500</b>	<b>20,000</b>	<b>2,419,799</b>	<b>2,726,333</b>	<b>-</b>	<b>0%</b>	<b>226,333</b>
<b>Division Total</b>	<b>743,369</b>	<b>858,048</b>	<b>2,808,355</b>	<b>3,098,460</b>	<b>208,726</b>	<b>7%</b>	<b>720,840</b>

# **FINANCE DEPARTMENT:**

## **INTERNAL SERVICE FUND: SELF-INSURANCE**

**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.

The following is a list of the Internal Service Funds used by the City:

**FUND NUMBER      DESCRIPTION****INTERNAL SERVICE FUNDS**

006	Self-Insurance Fund (Finance)
041	Equipment Maintenance and Replacement Fund (See Public Works Budget)
043	Facility Maintenance Fund (See Public Works Budget)

**SELF-INSURANCE FUND****FUND NO. 006****FUND OVERVIEW**

The City of San Fernando is a self-insured entity with deductible and aggregate limits. The City is a member of the Independent Cities Risk Management Authority (ICRMA). ICRMA is comprised of Southern California member cities and is organized under a Joint Powers Agreement pursuant to the California Government Code. The purpose of the Authority is to arrange and administer programs of insurance for the pooling of self-insured losses and to purchase excess insurance coverage. Each city member has a representative on the Board of Directors. This fund is established to provide reserves to offset potential losses due to either personal or property damage.

A. Workers' Compensation: The City maintains a program of self-insurance for any liability to City employees pursuant to the Workers' Compensation Laws of the State of California. The City is self-insured for the first \$500,000 on each claim. The City participates in the ICRMA's worker's compensation program, which provides insurance coverage in excess of the self-insured amount. Worker's compensation administration fees and liability and property insurance are paid from this fund.

B. General Liability: The City belongs to the ICRMA's liability program. Specific coverage includes comprehensive and general automotive liability, personal injury, contractual liability, errors and omissions and certain other coverage. Annual premium payments are paid by member cities and are adjusted retrospectively to cover costs. San Fernando self-insures from the first dollar to a limit of \$250,000 for all cases that fall under the contract with the ICRMA. Participating cities then share above the retention level of \$250,000 to \$20,000,000 per loss occurrence.

C. Revenues and Expenditures: This fund is reimbursed through labor allocations charged to each department. Should the fund not have sufficient monies to offset expenditures, any payments would have to be paid by the individual home department or by the General Fund.

**MAJOR PROJECTS/PROGRAMS**

- Re-establish a reserve to fund unforeseen litigation and claims expenses.
- Continue to implement the safety training program.



**Fund: Self-Insurance Fund**
**Resp. Dept: Finance**

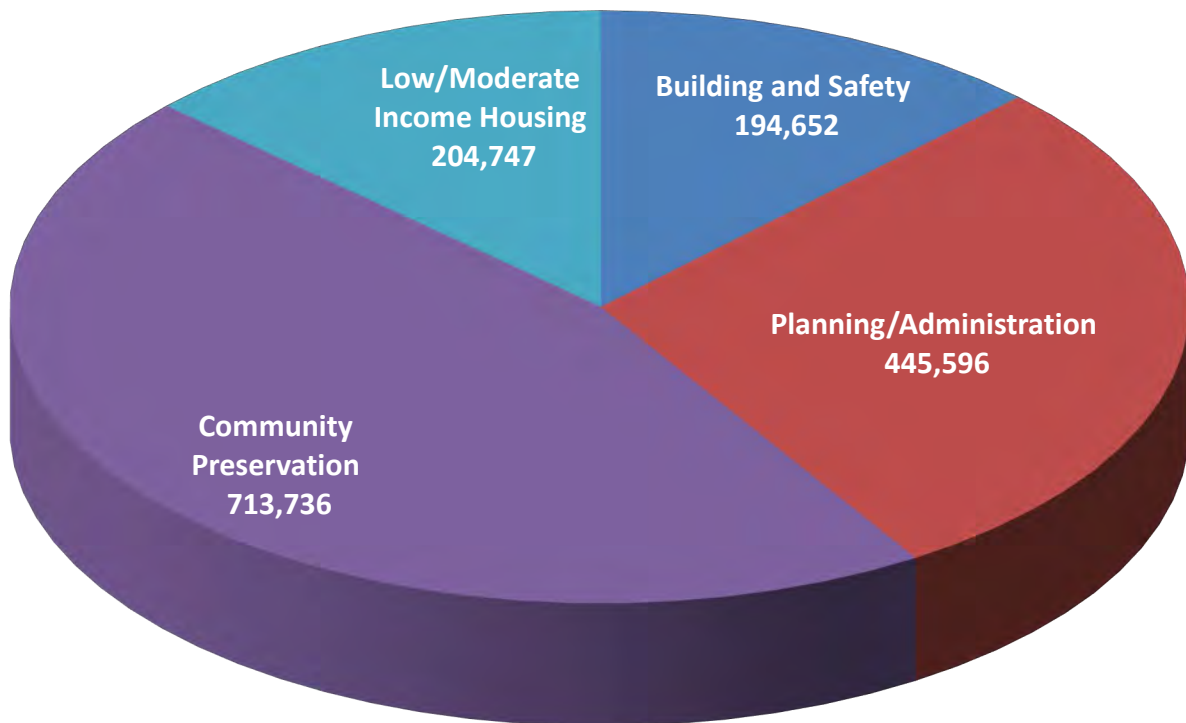
Beginning Fund Balance:		501,338	1,213,533	723,300	800,836	553,572		
REVENUES		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2022	% Used	Proposed
3500-0000	INTEREST INCOME	22,809	12,189	10,219	-	551	0%	-
3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	21,945	(19,211)	(71,223)	-	64,311	0%	-
3901-0000	MISCELLANEOUS REVENUE	11,023	240	25,996	-	198,464	0%	-
3925-0000	WORKER'S COMP PREMIUM TRANSFER	1,225,783	1,164,114	1,256,326	1,249,641	686,215	55%	1,349,641
3951-0000	LIABILITY CHARGE	250,438	-	890,004	1,110,000	555,000	50%	1,010,000
3995-0000	TRANSFER FROM THE WATER FUND	60,000	60,000	60,000	60,000	30,000	50%	60,000
<b>Total Revenue</b>		<b>1,591,998</b>	<b>1,217,332</b>	<b>2,171,322</b>	<b>2,419,641</b>	<b>1,534,541</b>	<b>71%</b>	<b>2,419,641</b>
APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2022	% Used	Proposed
006-190-0000-4240	INSURANCE AND SURETY	243,388	279,278	321,032	360,000	359,178	100%	365,000
006-190-0000-4270	PROFESSIONAL SERVICES	-	-	1,069	-	-	0%	-
006-190-0000-4300	DEPARTMENT SUPPLIES	-	(253)	309	-	-	0%	-
006-190-0000-4800	LIABILITY INSURANCE CLAIMS	(99,287)	150,143	730,874	650,000	148,048	23%	700,000
006-190-0000-4810	WORKER'S COMP CLAIMS	90,613	497,246	41,027	500,000	312,859	63%	500,000
006-190-0000-4830	LIABILITY INS REQUIREMENTS	645,089	781,150	999,475	1,156,905	1,156,905	100%	1,250,000
<b>Operations &amp; Maintenance Costs</b>		<b>879,803</b>	<b>1,707,565</b>	<b>2,093,786</b>	<b>2,666,905</b>	<b>1,976,990</b>	<b>94%</b>	<b>2,815,000</b>
<b>Total Appropriations</b>		<b>879,803</b>	<b>1,707,565</b>	<b>2,093,786</b>	<b>2,666,905</b>	<b>1,976,990</b>	<b>94%</b>	<b>2,815,000</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>712,195</b>	<b>(490,233)</b>	<b>77,536</b>	<b>(247,264)</b>	<b>(442,449)</b>		<b>(395,359)</b>
<b>Ending Balance:</b>		<b>1,213,533</b>	<b>723,300</b>	<b>800,836</b>	<b>553,572</b>			<b>158,213</b>

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

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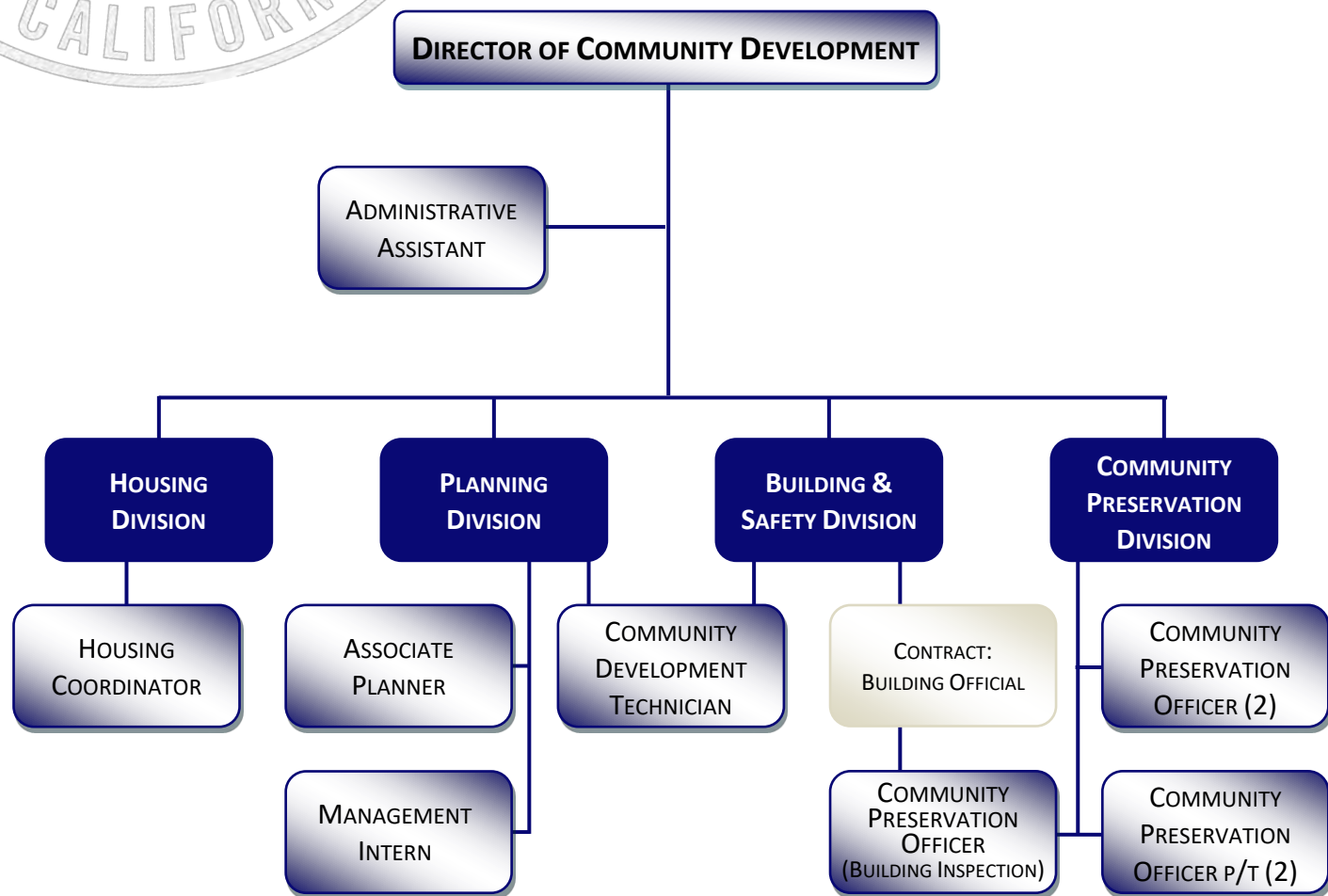
# COMMUNITY DEVELOPMENT DEPARTMENT





# THE CITY OF SAN FERNANDO

## ORGANIZATIONAL CHART COMMUNITY DEVELOPMENT DEPARTMENT FISCAL YEAR 2023-2024



## **MISSION STATEMENT**

The Community Development Department strives to improve the quality of life and economic vitality of the City and its residents through planning, implementing, and administering programs and projects that address community needs and priorities. The Department is committed to serve customers with courtesy and professionalism, promote sustainable development, historic preservation, and affordable housing, and protect public health, safety and general welfare through 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 in the City to address urban planning, environmental, housing, historic and neighborhood preservation, public art, 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;
- Facilitating affordable housing provision and coordination for homeless services;
- Updating local ordinances in compliance with State law, and focusing on developing policies and implementing strategies to improve economic vitality in the City; and
- Providing technical support to the City Council, the Successor Agency, and the Planning and Preservation Commission relating to planning review and approval of new development, neighborhood preservation, and environmental compliance.

## **ACCOMPLISHMENTS FOR FY 2022-2023**

1. Certified the City's 2021-2029 Housing Element with the State Housing and Community Development Department (HCD), which guide the future growth of the City's housing stock to accommodate the State's Regional Housing Needs Assessment (RHNA) allocation of 1,795 housing units. (Strategic Goal III, 1)
2. Established permanent regulations (Ordinance No. 1714) for implementation of Senate Bill 9 (SB 9), urban lot split and 4-unit development, to bring the City's Zoning Code in compliance with SB 9 while helping preserve the character of single-family residential neighborhoods. (Strategic Goal III, 1)



**ACCOMPLISHMENTS FOR FY 2022-2023**

3. Initiated an update to Accessory Dwelling Unit ordinance to comply with state mandates and aligns with the updated Housing Element to ensure that the City meets affordable housing needs. (Strategic Goal III, 5a)
4. Established a temporary moratorium on the installation of artificial turf and synthetic grass (Urgency Ordinance No. 1715-U) to develop regulations and design standards for the use of artificial turf and synthetic grass while minimizing the threat to the health and safety of our residents and enhancing our community character. (Strategic Goal III, 1 and IV, 1)
5. Streamlined and updated regulations and design standards for fences and walls in Section 106-670 of San Fernando Municipal Code to fit San Fernando residential needs (Strategic Goal III, 1)
6. Initiated work on Phase 1 of the City's Climate Adaptation & Resilience Plan (CARP). Phase 1 involved Greenhouse Gas Emissions data collection and climate vulnerability assessment. (Strategic Goal IV, 1)
7. Worked in collaboration with local non-profit organizations to apply for an Adaptation Planning Grant provided by the Governor's Office of Planning and Research to fund Phase 2 of CARP and update to the City's General Plan. (Strategic Goal IV, 1)
8. Hired a full-time Associate Planner, Housing Coordinator, two part-time Planning Interns, and one part-time Community Preservation Officer to serve residents of San Fernando. (Strategic Goal I, 1)
9. Hired a full-time Administrative Assistance to reduce administrative tasks for the Community Development Technician to allow focus on processing of construction plan review and building permits, which resulted in increase in revenues from building permits, and potential property tax and sales tax. (Strategic Goals I, 1, Strategic Goals III, 2, and III, 4 to III, 6)
10. Engaged two professional planning, environmental, and architectural firms to assist with development, environmental, and architectural design review, as well as long-range planning to supplement staff resources and provide additional expertise. (Strategic Goal III, 3 and 4)
11. Created an internal step-by-step instructions for processing Planning applications and reduced a backlog of planning applications (Strategic Goal I, 1)
12. As of March 31, 2023, processed 379 Planning applications (revenue generated \$162,893), 2,251 Building inspections and 756 Building, Mechanical, Electrical, Plumbing, and Inspection Upon Resale permits (revenue generated \$400,274.00.) increase due to two major construction projects including Monster Beverage Company and Target, and 1,467 Code Enforcement cases, inspections, and citations (revenue generated \$29,762), resulted in approximately \$430,036 in revenue from July 1, 2022 to March 31, 2023. (Strategic Goal I, 1 and 6)

## **ACCOMPLISHMENTS FOR FY 2022-2023**

13. Applied for grant funding and initiated process for creating an automated solar permit and “Express Permits” system to empower our residential and commercial owners to obtain permits remotely and instantaneously. (Strategic Goal 1, 6)
14. Continued improving City’s Online Permit Counter to provide more efficient and streamlined process for Planning Application and Building Permit review and approval. (Strategic Goal I, 6)

## **OBJECTIVES FOR FY 2023-2024**

1. Establish a Mixed-Use Overlay and amend Specific Plan 5 to comply with the latest state mandates and facilitate development of affordable housing units in existing commercial corridors to meet the Regional Housing Needs Assessment (RHNA) allocation while protecting the character and charm of existing residential neighborhoods. (Strategic Goal III, 1)
2. Establish Vehicle Miles Travelled (VMT) methodology to comply with State law that requires the City to better align transportation impacts analysis to meet State’s goals of reducing greenhouse gas emissions, and to promote multimodal transportation networks and diversity of land uses. (Strategic Goal IV, 1)
3. Finalize creation of a new outdoor dining program to promote pedestrian friendly and community focused design, as well as supporting post-COVID business model and economic development. (Strategic Goal II, 4)
4. Establish and streamline public art process to encourage integration of San Fernando’s history, art, and culture into private developments, and to promote arts in public spaces such as on utility boxes and public facilities. (Strategic Goal II, 1)
5. Finalize update to Accessory Dwelling Unit ordinance to comply with the latest state mandates and aligns with the Housing Element and Ordinance No. 1714 (SB-9) to ensure that the City meets affordable housing needs. (Strategic Goal III, 5a)
6. Create new landscape regulations and design standards for residential front yards based on the outcome of Lawn Gone! Program to address the challenges of the changing climate and ensure visual attractiveness of front yards in residential areas. (Strategic Goal III, 1 and IV, 1)
7. Complete a Downtown Master Plan to help guide future development and champion place-making efforts in the City’s commercial corridors. (Strategic Goal II, 4)

**OBJECTIVES FOR FY 2023-2024**

8. Apply for a Certified Local Government status with the State Office of Historic Preservation to qualify for State grants for re-launching the City's historic preservation efforts. (Strategic Goal III, 3)
9. Implement an automated solar permit and "Express Permits" system to empower our residential and commercial owners to obtain permits remotely and instantaneously. (Strategic Goal I, 6)
10. Re-establish the Spring Property Maintenance program for Community Preservation Officers to work with the community in addressing overgrown vegetation, bulky items, trash and debris, to ensure the beautification of San Fernando. (Strategic Goal III, 1)
11. Re-establish a Neighborhood Clean-up Day program for residents to bring and dispose green waste materials, bulky trash items, and trash items at certain locations within the City. Multiple City Departments and contracted collection service will also participate in this program. (Strategic Goal III, 1)
12. Re-establish the City's low-income home loan programs to promote homeownership in San Fernando. (Strategic Goals I, 1, Strategic Goals III, 2 and Strategic Goals III, 4 to III, 6)
13. Re-establish the City's rehabilitation program to support restoration of existing housing to enhance the quality of life. (Strategic Goals I, 1 and Strategic Goals III, 4)

**Contingent upon Grant Funding:**

14. Complete Phase 2 of CARP to implement measures recommended by Phase 1 CARP, including the General Plan update and an extensive public outreach process, if funding received from the Adaptation Planning Grant Program (APGP) (up to \$650,000)). (Strategic Goal IV, 1)
15. Develop a comprehensive set of objective design standards for infill mixed-use development, commercial, and various residential uses, to allow for a streamlined ministerial Planning review process in compliance with State mandate, if funding received from the REAP 2.0. grant program provided by the Southern California Association of Governments (up to \$350,000). (Strategic Goal III, 4)
16. Apply for a Certified Local Government (CLG) grant program from the State Office of Historic Preservation (up to \$40,000) to initiate Phase I of Historic Survey Update, if received certification as a CLG. (Strategic Goal III, 3)

**PERFORMANCE MEASURES**

<b>PLANNING/ADMINISTRATION DIVISION</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Estimate</b>
A. # of Public Inquiries at Counter*	-	-	679	910
B. # of Planning Application Submitted	585	633	379	525
C. # of Agenda Items (City Council (CC); Planning and Preservation Commission (PCC))	CC: 9 PCC: 18	CC: 17 PCC: 11	CC: 12 PCC: 17	CC: 16 PCC: 12

\* In-Person Inquiries Only (Does not include Phone/Email)

<b>BUILDING &amp; SAFETY DIVISION</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Estimate</b>
A. # of Building Permit Issued	1,223	1,044	756	680
B. # of Plans Reviewed	79	141	69	62
C. # of Building Inspections Completed	1,116	1,233	2,251	2026
D. # of Presale Inspections	87	110	42	50

<b>COMMUNITY PRESERVATION DIVISION</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Estimate</b>
A. # of Code Violations Initiated	706	674	543	674
B. # of Citation Issued	596	654	496	654
C. # of Code Enforcement Cases Closed	461	626	400	626
D. # of Code Enforcement Follow-Up Inspections	786	895	822	863

<b>HOUSING DIVISION</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Estimate</b>
A. # of Customers Served	**	**	90	120
B. # of Home Loan/Grant Pre-Applications Received	**	**	0	100
C. # of Home Loan/Grant Applications Funded	**	**	0	10
D. # of Outreach Events for Landlord/Tenant Rights	**	**	0	4
E. # of Outreach Events for Unhoused Individuals	**	**	1	4

\*\* Not Previously Tracked

**FUNDING SUMMARY FOR FY 2023-2024**
**SOURCES:**

<b>COMMUNITY DEVELOPMENT</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Adjusted</b>	<b>2024 Proposed</b>
General Revenue	498,530	678,702	374,243	911,929	960,231
Construction Permits	378,484	284,111	262,647	315,000	330,500
Comm. & Home Occupancy Permits	25,493	20,068	23,881	23,000	24,000
Planning Review	36,863	35,442	28,896	32,000	34,500
Garage Sale Permits	1,535	1,128	1,785	1,700	2,000
Banner And Sign Permits	14,789	14,384	10,950	14,000	15,500
Code Enforcement Citations	12,060	16,890	12,428	11,000	13,000
Zoning & Planning Fees	83,565	109,026	123,914	90,000	129,000
Public Notification Fees	122	-	247	440	500
Environmental Assessment Fees	2,400	-	4,800	2,000	2,000
Code Enforcement Inspection Orders	3,258	3,782	6,687	3,500	6,000
Inspection Upon Resale Program	18,265	22,800	26,880	19,000	24,000
Vendor Inspection Fees	14,821	8,013	19,620	15,000	17,500
<b>TOTAL FUNDING SOURCES</b>	<b>1,090,186</b>	<b>1,194,346</b>	<b>896,978</b>	<b>1,438,569</b>	<b>1,558,731</b>

**USES:**

<b>COMMUNITY DEVELOPMENT</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Adjusted</b>	<b>2024 Proposed</b>
01-140 Building and Safety	197,936	191,954	83,569	159,681	194,652
01-150 Planning/Administration	418,574	433,013	391,683	636,493	445,596
01-151 Economic Development <sup>1</sup>	55,335	42,065	33,955	-	-
01-152 Community Preservation	418,341	527,313	387,771	545,383	713,736
01-155 Low/Mod Income Housing	-	-	-	97,012	204,747
<b>TOTAL FUNDING USES</b>	<b>4,185,934</b>	<b>1,090,186</b>	<b>1,194,346</b>	<b>896,978</b>	<b>1,438,569</b>

<sup>1</sup> Economic Development Division moved from Community Development to Community Development in Fiscal Year 2022-2023



**PERSONNEL:**

	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
<b>COMMUNITY DEVELOPMENT</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>Proposed</b>
Director of Community Development	1.00	1.00	1.00	1.00	1.00
Building & Safety Supervisor	1.00	1.00	0.00	0.00	0.00
Associate Planner	1.00	1.00	1.00	1.00	1.00
Community Development Secretary	1.00	1.00	0.00	0.00	0.00
Community Development Technician	0.00	0.00	1.00	1.00	1.00
Administrative Assistant	0.00	0.00	0.00	1.00	1.00
Community Preservation Officer	2.00	2.00	2.00	3.00	3.00
Community Preservation Officer (FTE)	0.95	0.95	0.95	0.95	0.95
City Maintenance Helper - Graffiti (FTE)	0.75	0.75	0.75	0.00	0.00
Management Intern	0.00	0.00	0.46	0.46	0.46
Housing Coordinator	0.00	0.00	0.00	1.00	1.00
<b>TOTAL COMM. DEV. PERSONNEL</b>	<b>7.70</b>	<b>7.70</b>	<b>7.16</b>	<b>9.41</b>	<b>9.41</b>

**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 fiscal year 2021-2022, the Building and Safety Supervisor retired as part of the City's Retirement Incentive Program to reduce costs and align expenditures with projected reduced revenues resulting from the economic restrictions imposed as part of the COVID-19 response. Certain building inspection duties have been added to the Community Preservation Officer job specification as a special pay for employees that earn the required certifications. For fiscal year 2022-2023, the Community Preservation Officer will continue to perform building inspection duties with support from a professional building inspection firm.

**Dept: Community Development**  
**Div: Building & Safety**

Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/22	2023 % Used	2024 Proposed
001-140-0000-4101 SALARIES-PERMANENT EMPLOYEES	113,974	72,948	18,658	60,371	33,397	55%	81,328
001-140-0000-4105 OVERTIME	443	2,165	1,627	-	1,123	0%	-
001-140-0000-4120 O.A.S.D.I.	8,753	5,747	1,552	4,290	2,462	57%	5,870
001-140-0000-4126 HEALTH INSURANCE	28,916	19,113	5,095	5,416	2,340	43%	7,795
001-140-0000-4128 DENTAL INSURANCE	2,673	1,425	353	316	158	50%	316
001-140-0000-4129 RETIREE HEALTH SAVINGS	-	-	-	300	439	146%	600
001-140-0000-4130 WORKER'S COMPENSATION INS.	7,367	4,334	321	908	518	57%	1,235
001-140-0000-4134 LONG TERM DISABILITY INSURANCE	-	-	-	296	156	53%	337
001-140-0000-4136 OPTICAL INSURANCE	482	353	68	96	27	28%	54
001-140-0000-4138 LIFE INSURANCE	113	60	23	45	23	52%	70
001-140-0000-4140 WELLNESS BENEFIT	-	-	-	150	-	0%	150
<b>Personnel Costs</b>	<b>162,720</b>	<b>106,145</b>	<b>27,695</b>	<b>72,188</b>	<b>40,642</b>	<b>56%</b>	<b>97,755</b>
001-140-0000-4220 TELEPHONE	38	132	-	900	-	0%	900
001-140-0000-4270 PROFESSIONAL SERVICES	11,600	62,860	36,535	66,905	1,905	3%	71,196
001-140-0000-4300 DEPARTMENT SUPPLIES	354	2,708	950	2,945	5,140	175%	2,500
001-140-0000-4320 DEPARTMENT EQUIPMENT MAINT	-	-	-	-	-	0%	-
001-140-0000-4360 PERSONNEL TRAINING	102	583	170	1,900	120	6%	1,900
001-140-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	-	-	-	2,261	-	0%	1,850
001-140-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	100	145	315	300	185	62%	515
001-140-0000-4390 VEHICLE ALLOW & MILEAGE	-	-	-	900	450	50%	900
<b>Operations &amp; Maintenance Costs</b>	<b>12,193</b>	<b>66,428</b>	<b>37,970</b>	<b>76,111</b>	<b>7,800</b>	<b>10%</b>	<b>79,761</b>
001-140-0000-4706 LIABILITY CHARGE	2,931	-	1,728	5,096	2,550	50%	7,941
001-140-0320-4741 EQUIP MAINT CHARGE	-	-	-	-	-	0%	-
001-140-0000-4741 EQUIP REPLACEMENT CHARGE	-	-	-	-	-	0%	-
001-140-0000-4743 FACILITY MAINTENANCE CHARGE	20,091	19,382	16,176	6,286	3,144	50%	9,195
<b>Internal Service Charges</b>	<b>23,022</b>	<b>19,382</b>	<b>17,904</b>	<b>11,382</b>	<b>5,694</b>	<b>50%</b>	<b>17,136</b>
001-140-0000-4500 CAPITAL EXPENSES	-	-	-	-	-	0%	-
<b>Capital Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Division Total</b>	<b>197,936</b>	<b>191,954</b>	<b>83,569</b>	<b>159,681</b>	<b>54,136</b>	<b>34%</b>	<b>194,652</b>

**PLANNING/ADMINISTRATION****DIVISION No. 150****DIVISION OVERVIEW**

The Planning/Administration Division administers and implements City land use and development policies, urban design policies, historic preservation program, public art program, and compliance with the California Environmental Quality Act. 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, 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 also update policies and standards to comply with changing State housing and land use laws, promoting economic development and sustainability, and improving public health and the environment.

**Dept: Community Development**  
**Div: Planning/Administration**

Account Number & Title	2020	2021	2022	2023	As of	2023	2024
	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
001-150-0000-4101 SALARIES-PERMANENT EMPLOYEES	279,171	292,296	224,509	158,691	68,156	43%	181,037
001-150-0000-4103 WAGES-TEMPORARY & PART-TIME		3,727	30,372	21,217	79	0%	21,250
001-150-0000-4105 OVERTIME	3,400	8,259	6,577	-	3,123	0%	-
001-150-0000-4111 COMMISSIONER'S REIMBURSEMENT	2,325	2,475	1,875	4,500	600	13%	4,500
001-150-0000-4120 O.A.S.D.I.	19,550	19,818	20,128	16,953	5,102	30%	14,158
001-150-0000-4124 RETIREMENT	(330)	-	-	-	-	0%	-
001-150-0000-4126 HEALTH INSURANCE	38,718	37,178	18,527	19,641	8,206	42%	36,405
001-150-0000-4128 DENTAL INSURANCE	3,881	3,881	1,023	1,306	316	24%	632
001-150-0000-4129 RETIREE HEALTH SAVINGS	2,343	2,068	3,158	1,800	885	49%	3,426
001-150-0000-4130 WORKER'S COMPENSATION INS.	4,383	4,643	4,125	3,546	1,072	30%	3,283
001-150-0000-4134 LONG TERM DISABILITY INSURANCE	1,204	1,070	440	593	311	52%	337
001-150-0000-4136 OPTICAL INSURANCE	728	632	285	342	54	16%	107
001-150-0000-4138 LIFE INSURANCE	225	203	173	270	47	17%	277
001-150-0000-4140 WELLNESS BENEFIT	249	-	600	300	-	0%	150
001-150-3689-XXXX COVID-19 GLOBAL OUTBREAK	-	2,100	-	-	-	0%	-
<b>Personnel Costs</b>	<b>355,847</b>	<b>378,350</b>	<b>311,791</b>	<b>229,159</b>	<b>87,950</b>	<b>38%</b>	<b>265,562</b>
001-150-0000-4220 COMM. DEV. CELL PHONES	-	-	-	-	-	0%	-
001-150-0000-4230 ADVERTISING	1,331	3,405	4,292	10,058	-	0%	4,900
001-150-0000-4270 PROFESSIONAL SERVICES	6,002	4,055	16,389	325,876	188,126	58%	107,000
001-150-3673-4270 PROFESSIONAL SERVICES (EIR DWNTWN)	-	-	-	-	-	0%	-
001-150-0000-4280 OFFICE SUPPLIES	-	-	-	-	-	0%	-
001-150-0000-4300 DEPARTMENT SUPPLIES	2,519	4,251	1,224	6,125	5,406	88%	4,115
001-150-0000-4320 DEPARTMENT EQUIPMENT MAINT	-	-	-	-	-	0%	-
001-150-0000-4360 PERSONNEL TRAINING	95	-	-	700	-	0%	100
001-150-0000-4365 TUITION REIMBURSEMENT	-	-	-	-	-	0%	3,000
001-150-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	1,352	50	50	3,200	633	20%	5,960
001-150-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	1,447	1,547	1,673	2,042	125	6%	1,425
001-150-0000-4390 VEHICLE ALLOW & MILEAGE	3,620	2,591	1,652	1,800	910	51%	1,800
001-150-3689-XXXX COVID-19 GLOBAL OUTBREAK	-	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>16,367</b>	<b>15,898</b>	<b>25,280</b>	<b>349,801</b>	<b>195,200</b>	<b>56%</b>	<b>128,300</b>
001-150-0000-4706 LIABILITY CHARGE	6,178	-	22,260	19,817	9,906	50%	21,573
001-150-0320-4741 EQUIP MAINT CHARGE			-	-	-	0%	
001-150-0000-4741 EQUIP REPLACEMENT CHARGE			-	-	-	0%	
001-150-0000-4743 FACILITY MAINTENANCE CHARGE	40,182	38,765	32,352	37,716	18,858	50%	30,161
<b>Internal Service Charges</b>	<b>46,360</b>	<b>38,765</b>	<b>54,612</b>	<b>57,533</b>	<b>28,764</b>	<b>50%</b>	<b>51,734</b>
<b>Division Total</b>	<b>418,574</b>	<b>433,013</b>	<b>391,683</b>	<b>636,493</b>	<b>311,914</b>	<b>49%</b>	<b>445,596</b>



**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.

**Dept: Community Development**  
**Div: Community Preservation**

Account Number & Title	2020	2021	2022	2023	As of	2023	2024
	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
001-152-0000-4101 SALARIES-PERMANENT EMPLOYEES	174,183	140,779	164,159	249,607	117,494	47%	321,061
001-152-0000-4103 WAGES-TEMPORARY & PART-TIME	52,172	48,155	37,324	69,166	17,238	25%	79,384
001-152-0000-4105 OVERTIME	8,123	3,742	15,033	-	3,344	0%	-
001-152-0000-4120 O.A.S.D.I.	18,009	14,790	16,631	22,054	10,384	47%	24,210
001-152-0000-4124 RETIREMENT	(50)	-	-	-	-	0%	-
001-152-0000-4126 HEALTH INSURANCE	21,320	15,596	20,543	42,350	15,808	37%	74,073
001-152-0000-4128 DENTAL INSURANCE	1,799	1,377	531	316	158	50%	316
001-152-0000-4129 RETIREE HEALTH SAVINGS	134	-	587	900	879	98%	7,338
001-152-0000-4130 WORKER'S COMPENSATION INS.	15,458	12,919	14,659	17,790	7,858	44%	24,435
001-152-0000-4134 LONG TERM DISABILITY INSURANCE	-	-	-	296	156	53%	337
001-152-0000-4136 OPTICAL INSURANCE	311	311	68	96	27	28%	54
001-152-0000-4138 LIFE INSURANCE	338	302	255	315	140	45%	485
001-152-0000-4140 WELLNESS BENEFIT	-	-	-	150	-	0%	150
001-152-3689-4103 COVID-19 GLOBAL OUTBREAK	-	-	7,718	-	-	0%	-
001-152-3689-4120 COVID-19 GLOBAL OUTBREAK	-	-	590	-	-	0%	-
001-152-3689-4130 COVID-19 GLOBAL OUTBREAK	-	-	561	-	-	0%	-
<b>Personnel Costs</b>	<b>291,795</b>	<b>237,971</b>	<b>278,660</b>	<b>403,040</b>	<b>173,485</b>	<b>43%</b>	<b>531,843</b>
001-152-0000-4220 TELEPHONE	1,913	2,898	2,328	2,700	1,239	46%	4,500
001-152-0000-4230 ADVERTISING	-	-	-	2,500	271	11%	1,200
001-152-0000-4260 CONTRACTUAL SERVICES	-	-	-	-	-	0%	-
001-152-0000-4270 PROFESSIONAL SERVICES	-	-	-	25,000	-	0%	25,000
001-152-0000-4300 DEPARTMENT SUPPLIES	7,272	8,746	11,720	5,835	4,022	69%	4,500
001-152-0000-4325 UNIFORM ALLOWANCE	2,403	448	1,183	1,600	1,239	77%	2,000
001-152-0000-4340 SMALL TOOLS	31	-	106	900	-	0%	-
001-152-0000-4360 PERSONNEL TRAINING	560	50	516	500	230	46%	250
001-152-0000-4365 TUITION REIMBURSEMENT	-	-	-	1,500	-	0%	1,500
001-152-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	1,482	670	3,937	2,500	444	18%	2,750
001-152-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	380	285	485	500	485	97%	500
001-152-0000-4390 VEHICLE ALLOW & MILEAGE	-	-	-	900	450	50%	900
001-152-3689-XXXX COVID-19 GLOBAL OUTBREAK	-	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>14,041</b>	<b>13,098</b>	<b>20,275</b>	<b>44,435</b>	<b>8,380</b>	<b>19%</b>	<b>43,100</b>
001-152-0000-4706 LIABILITY CHARGE	5,723	-	14,664	26,588	13,296	50%	43,204
001-152-0320-4741 EQUIP MAINT CHARGE	38,919	37,102	18,672	22,943	11,472	50%	33,589
001-152-0000-4741 EQUIP REPLACEMENT CHARGE	4,375	4,375	4,380	4,375	2,190	50%	4,375
001-152-0000-4743 FACILITY MAINTENANCE CHARGE	63,488	61,248	51,120	44,002	22,002	50%	57,625
<b>Internal Service Charges</b>	<b>112,505</b>	<b>102,725</b>	<b>88,836</b>	<b>97,908</b>	<b>48,960</b>	<b>50%</b>	<b>138,793</b>
001-152-0000-4500 CAPITAL EXPENSES	-	139,265	-	-	-	0%	-
<b>Capital Costs</b>	<b>-</b>	<b>139,265</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Division Total</b>	<b>418,341</b>	<b>493,060</b>	<b>387,771</b>	<b>545,383</b>	<b>230,826</b>	<b>42%</b>	<b>713,736</b>

**HOUSING****DIVISION NO. 155****DIVISION OVERVIEW**

The Housing Division develops and implements strategies to address homelessness and to promote and maintain affordable housing in San Fernando. The Division is responsible for implementing programs in the Housing Element and Homeless Action Plan, tracking affordable housing units to ensure long-term affordability and quality of affordable housing stock, and administering loan programs to promote homeownership and restoration of existing housing to enhance the quality of life. The Division works with third party consultants, non-profit organizations, and the greater San Fernando community to bring and maintain quality affordable housing, and manage homeless services coordination with neighboring jurisdictions and community outreach.

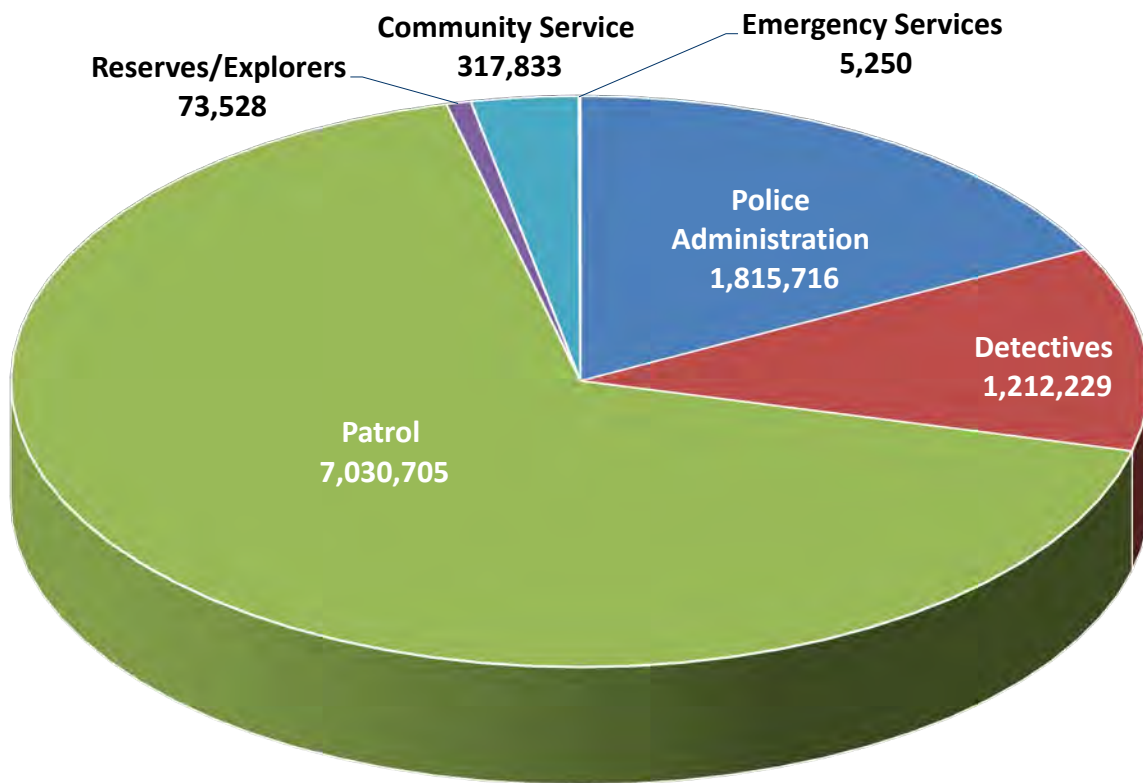
**Dept: Community Development**  
**Div: Low/Moderate Income Housing**

Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/22	2023 % Used	2024 Proposed
001-155-0000-4101 SALARIES-PERMANENT EMPLOYEES	-	-	-	49,736	20,945	42%	127,767
001-155-0000-4103 WAGES-TEMPORARY & PART-TIME	-	-	-	-	-	0%	-
001-155-0000-4105 OVERTIME	-	-	-	-	-	0%	-
001-155-0000-4120 O.A.S.D.I.	-	-	-	5,050	1,599	32%	9,454
001-155-0000-4126 HEALTH INSURANCE	-	-	-	20,632	-	0%	29,253
001-155-0000-4128 DENTAL INSURANCE	-	-	-	-	-	0%	-
001-155-0000-4129 RETIREE HEALTH SAVINGS	-	-	-	450	450	100%	1,050
001-155-0000-4130 WORKER'S COMPENSATION INS.	-	-	-	4,799	1,523	32%	1,975
001-155-0000-4134 LONG TERM DISABILITY INSURANCE	-	-	-	-	-	0%	337
001-155-0000-4136 OPTICAL INSURANCE	-	-	-	-	-	0%	-
001-155-0000-4138 LIFE INSURANCE	-	-	-	68	18	26%	117
001-155-0000-4140 WELLNESS BENEFIT	-	-	-	-	-	0%	150
<b>Personnel Costs</b>	-	-	-	<b>80,735</b>	<b>24,534</b>	<b>30%</b>	<b>170,103</b>
001-155-0000-4220 COMM. DEV. CELL PHONES	-	-	-	-	-	0%	-
001-155-0000-4230 ADVERTISING	-	-	-	-	-	0%	-
001-155-0000-4270 PROFESSIONAL SERVICES	-	-	-	-	-	0%	-
001-155-0000-4280 OFFICE SUPPLIES	-	-	-	-	-	0%	-
001-155-0000-4300 DEPARTMENT SUPPLIES	-	-	-	-	-	0%	3,500
001-155-0000-4320 DEPARTMENT EQUIPMENT MAINT	-	-	-	-	-	0%	-
001-155-0000-4360 PERSONNEL TRAINING	-	-	-	-	-	0%	-
001-155-0000-4365 TUITION REIMBURSEMENT	-	-	-	-	-	0%	-
001-155-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	-	-	-	-	-	0%	1,700
001-155-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	-	-	-	-	-	0%	300
001-155-0000-4390 VEHICLE ALLOW & MILEAGE	-	-	-	-	-	0%	-
001-155-3689-XXXX COVID-19 GLOBAL OUTBREAK	-	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	-	-	-	-	-	<b>0%</b>	<b>5,500</b>
001-155-0000-4706 LIABILITY CHARGE	-	-	-	6,848	3,426	50%	13,818
001-155-0320-4741 EQUIP MAINT CHARGE	-	-	-	-	-	0%	-
001-155-0000-4741 EQUIP REPLACEMENT CHARGE	-	-	-	-	-	0%	-
001-155-0000-4743 FACILITY MAINTENANCE CHARGE	-	-	-	9,429	4,716	50%	15,326
<b>Internal Service Charges</b>	-	-	-	<b>16,277</b>	<b>8,142</b>	<b>50%</b>	<b>29,144</b>
<b>Division Total</b>	-	-	-	<b>97,012</b>	<b>32,676</b>	<b>34%</b>	<b>204,747</b>

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# POLICE DEPARTMENT

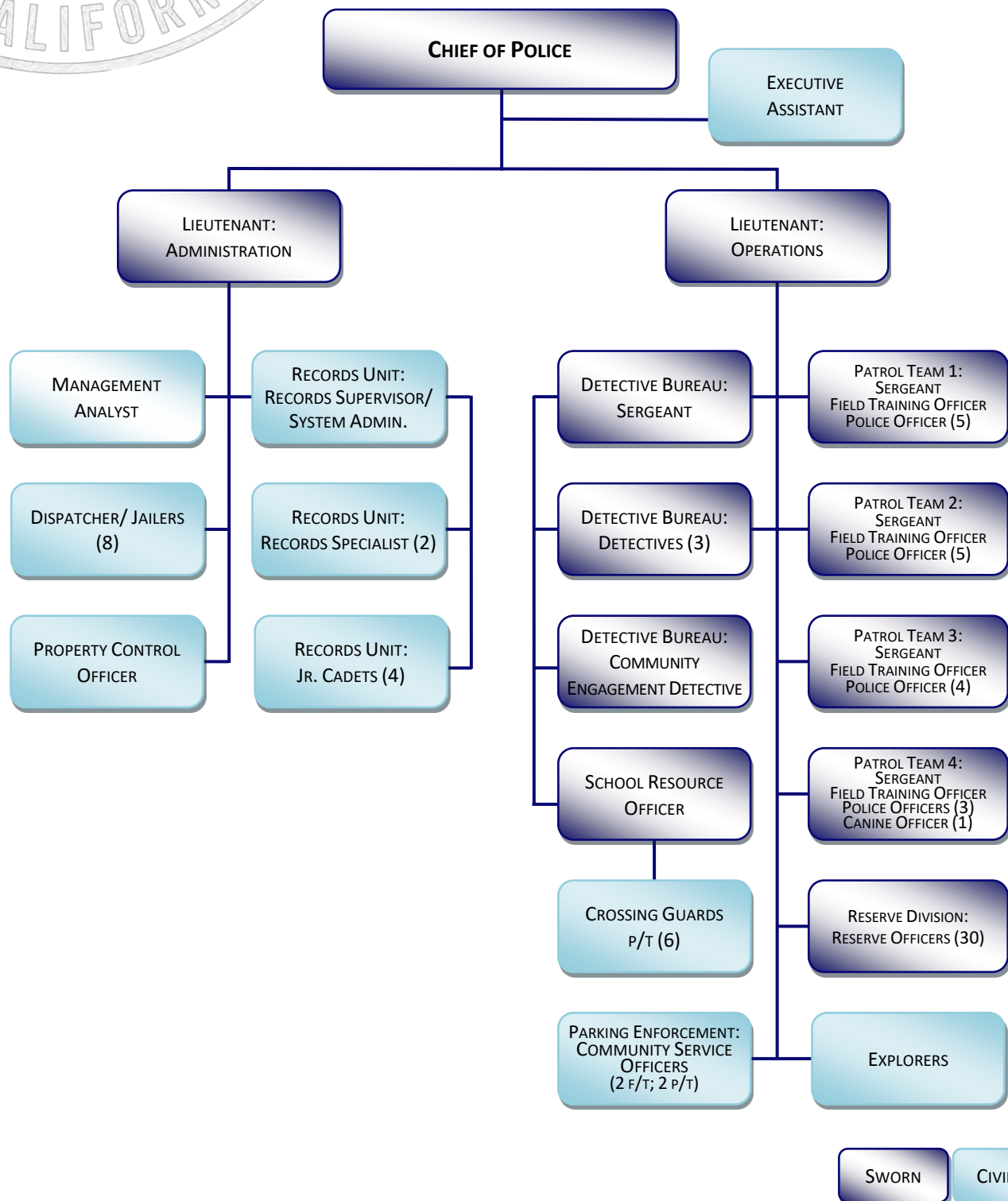




# THE CITY OF SAN FERNANDO

## ORGANIZATIONAL CHART

### POLICE DEPARTMENT FISCAL YEAR 2023-2024



## MISSION STATEMENT

The Police Department exists to safeguard life and protect property. The Department is mindful of the community's well-being in its pursuit of preserving peace, reducing crime, and creating an overall feeling of safety and security; working in conjunction with our stakeholders and law enforcement partners to achieve a better quality of life for the San Fernando Community.

## 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 2022-2023

1. Restructured Police Department into two Operative Divisions: Administrative Services Division and Operations Division. (Strategic Goal I.1 )
2. Successfully filled a fourth Detective position whose caseload includes Quality of Life programs such as Community Policing, grant operations (including ABC and Tobacco Details), and investigations of gang-related crimes, Parole and Probation compliance operations, gang-related vandalism, and homeless outreach. (Strategic Goal I.1, I.2 & I.4, I.6)
3. Pursued and received grant funding from Alcohol Beverage Control (ABC) and Law Enforcement Mental Health and Wellness Act (LEMHWA). Completed the third year of Tobacco Grant and De-escalation Grant implementation. (Strategic Goals I.1, I.4, I.6 & VII.5)
4. Established and conducted 15 Traffic Enforcement details, one (1) Education, and other special details including, six (6) ABC operations, and five (5) Tobacco details throughout the year. (Strategic Goal I.1, I.4 & I.7)
5. Participated in active shooter training for personnel (including Metrolink Active Shooter Training) and conducted one (1) active shooter community presentation. (Strategic Goal I.1, I.2, I.4 & I.6)
6. Implemented use of 11 in-car cameras (Strategic Goal I.4 & I.6)
7. Began process of replacing and upgrading access control of police facility using UASI Grant funds. (Strategic Goal I.4 & I.6)
8. Initiated wellness program for Police Department staff. Held (16) Jujitsu and (17) Yoga courses. (Strategic Goal I.4)

**ACCOMPLISHMENTS FOR FY 2022-2023**

9. Hired critical personnel including four (4) Police Officers, a Community Service Officer, Management Analyst, Police Records Specialist, and Dispatcher/Jailer. (Strategic Goal I.1 & I.4)
10. Expanded outreach efforts within the Community, by conducting regular Community Academy Meetings with an average attendance of 11 participants and six (6) Parent Academy meetings with an average attendance of 14 participants. In addition, participated in the Community Little League Parade and Special Olympics. (Strategic Goal I.1)
11. Held National Night Out with approximately 1,000 community members in attendance. (Strategic Goal I.1, & I.2)
12. Conducted 13 Chat with the Chief Events with an average attendance of eight (8). (Strategic Goal I.1 & I.2)
13. Published inaugural issue of "Our Vision," a newsletter for current and retired personnel. (Strategic Goal I.1)
14. Purchased/replaced equipment including, a) four (4) vehicles and transfer/replacement of equipment, b) Ballistic vests purchased with a 50% match from a state grant, c) bicycle equipment for two (2) new bicycles and update equipment on 4 existing bicycles. (Strategic Goal I.4)
15. Completed training as recommended with the Department succession plan, including a) One sergeant graduating from the Supervisor Leadership Institute (SLI) course, b) POST Supervisor Course for two Sergeants, c) LA Police Protective League Leadership Course for one FTO, d) Community Policing Training, and e) Employee Development Training. (Strategic Goal I.1, I.2, I.4 & I.6)
16. Hosted Police Department Open House. (Strategic Goals I.1 & I.2)
17. Collaborated with the State Department of Corrections and Rehabilitation to have one Parole Agent stationed at the Police Department two to three days per week, allowing Department personnel direct access to parolee intelligence and CDCR resources. (Strategic Goal I.1 & I.4)
18. Received POST approval for Field Training Officer Manual. (Strategic Goal I.1, I.4 & I.6)
19. Implemented Jail Manual and daily training for jail and law enforcement personnel. (Strategic Goal I.4)
20. Purchased and received Traffic Trailer using UASI Grant Funds. (Strategic Goals I.1, I.4, & I.6)

## ACCOMPLISHMENTS FOR FY 2022-2023

21. Implemented the InVeris simulator system, provided under DOJ COPS de-escalation grant, for employee training and stakeholder education. (Strategic Goals I.1, I.4, & I.6)
22. Collaborative participation with Alcohol Beverage Control Agents, DMV Investigators, LA School Police and City of San Fernando Employees in the 2022 Special Olympics Torch Run. (Strategic Goal I.2)
23. Co-hosted a Homeless Connect Day with LA Family Housing and the City's Recreation and Community Services Department and distributed approximately 120 backpacks containing blankets and hygiene kits to persons experiencing homelessness. (Strategic Goals I.1, I.2, I.7)
24. Collaborated with the Special Olympics of Southern California to host the regional swim competition at the San Fernando Regional Pool Facilities. (Strategic Goal I.2)
25. Sponsored a Holiday Basket Giveaway and donated 100 gift baskets. (Strategic Goals I.2 & I.7)
26. Highlighted Department personnel in "A Day in the Life" videos on Department website. (I.1 & I.6)

## OBJECTIVES FOR FY 2023-2024

1. Implement the Law Enforcement Mental Health and Wellness Act (LEMHWA) Grant to include peer counseling and leadership training to develop and support a mentally healthy organization. (Strategic Goal I.4)
2. Provide three (3) seminars/workshops for law enforcement family members, one (1) eight-hour session for all personnel, and one (1) eight-hour session for Department Leadership on mental wellness and suicide prevention using grant funds and establish a relationship with The Counseling Team International (TCTI) for critical incident response. (Strategic Goal I.4)
3. Implement a Mental Health evaluation program to include a mental health Clinician through funding provided by Congressman Cardenas. (Strategic Goals I.1 & I.4)
4. Surplus three vehicles upon receipt of new vehicles purchased in 2022/23. (Strategic Goal I.4)
5. Conduct Team Building Workshop to include command staff, sworn and professional staff supervisors, and key administrative staff. (Strategic Goals I.1 & I.4)
6. Pursue funding through the Organized Retail Theft Grant Program to help deter retail and property theft crimes. (Strategic Goals I.1, I.4, I.6)



## OBJECTIVES FOR FY 2023-2024

7. Send one Sergeant to SLI Training. (Strategic Goals I.1, I.2, I.4, & I.6)
8. Hold 11 Citizen Academy Sessions and six (6) Parent Academy Sessions between July 1, 2023 and June 30, 2024. (Strategic Goals I.1 & I.2)
9. Hold 10 Neighborhood Watch and Business Watch Meetings. (Strategic Goals I.1 & I.2)
10. Host at least one (1) Police Department Open House. (Strategic Goals I.1 & I.2)
11. Host a National Night Out in October 2023. (Strategic Goals I.1 & I.2)
12. Sponsor Annual Holiday Basket Giveaway. (Strategic Goal I.2 & I.7)
13. Enter into an MOU with the Drug Enforcement Agency (DEA) for the assignment of one SFPD officer to a multi-agency drug enforcement task force. (Strategic Goal I.1 & I.4)
14. Purchase and integrate electronic ticket writers in Patrol operations. (Strategic Goal I.1 & I.6)

## PERFORMANCE MEASURES

<b>POLICE ADMINISTRATION DIVISION</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Proposed</b>
A. # of Part 1 Crimes Reported to DOJ	441	617	600	674
B. # of Employee Trainings/Hours	3,696	3,938	4,000	3,878
C. # of Reports Processed	2,657	2,920	2,949	2929
D. # of Walk Up Service Window Patrons	3,930	3,407	4,090	5124
E. % of Timeliness of Answering 911 Calls ( <i>less or equal 10 seconds</i> )*	92.345	93.411	93.250	96.33
F. # of Police Applicants	45	64	64	80

<b>DETECTIVES DIVISION</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Proposed</b>
A. # of Cases Assigned	1938	1909	1935	1697
B.# of Cases Closed	1770	1405	1207	1461
C. # of Cases Filed with District Attorney	469	454	450	457
D. # of Community Outreach Events (incl. school presentations beginning 2023)	24	33	74	44

<b>PATROL DIVISION</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Proposed</b>
A. Average Response Time	4:27	4:28	4.26	4.10
B. # of Customer Satisfaction Surveys	0	10	144	144
C. Average Rating from Customer Satisfaction Surveys	0	4.5	4.5	4.5
D. # and % Change In Traffic Collisions	229	257	233	239
E. # of Sustained and Unsustained Internal and External Community Complaints	1/9	0/2	1/2	0/4

<b>RESERVES/EXPLORER DIVISION</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Proposed</b>
A. # of Events Participated In	14	14	14	14
B. # of Reserve officer Volunteer Hours	3,737	3,729	3,700	3722
C. # of Explorers	10	8	8	8

<b>COMMUNITY SERVICES DIVISION</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Proposed</b>
A. # of Parking Citations Written	6,321	7,349	6,835	7387
B. # of Abandoned Vehicles Removed	29	9	21	20
C. # of Parking Calls for Service	729	840	792	964
D. # of Parking Appeals	475	271	448	255

<b>EMERGENCY SERVICES DIVISION</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Proposed</b>
A. # of EOC Training/Practical Exercises	9	7	2	6
B. # of EOC Activations	5	0	1	2
C. # of Successful FEMA Reimbursements	**	**	1	1
D. # of EOC Training/Practical Exercises	9	7	2	6

\* Training Only

\*\* Not Previously Tracked

**FUNDING SUMMARY FOR FY 2023-2024**

**SOURCES:**

<b>POLICE</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Adjusted</b>	<b>2024 Proposed</b>
General Revenue	7,592,627	8,515,742	8,458,926	9,244,338	9,513,761
Vehicle Tow Franchise Fee	25,355	31,861	28,997	29,000	20,500
Vehicle Repossession Fees	650	950	660	800	1,000
General Court Fines	2,892	4,869	4,073	3,800	5,000
Parking Citations	579,735	476,121	416,004	450,000	425,000
P.O.S.T. Reimbursement	21,894	4,444	17,397	15,000	11,500
Corrections Training	6,068	2,112	6,864	5,000	7,500
Duplicating Fees	19,089	15,850	19,050	17,000	21,000
Special Police Services	151,581	149,683	95,012	165,000	150,000
Fingerprint Services	28,831	33,020	30,368	33,000	35,500
Booking & Processing Fee Reimb.	9,563	10,870	3,910	-	-
Vehicle Inspection Fees	9,230	4,940	2,330	8,570	4,500
Court Commitment Program	39,980	22,051	41,197	100,000	40,000
Impounded Vehicles	27,515	31,775	31,889	25,000	29,500
Vehicle Admin. Processing Fee	7,080	7,630	9,205	7,500	9,000
Alarm Fees	27,890	28,479	27,047	25,000	31,500
Trnsfr From COPS SLESF Fund 2	125,000	125,000	125,004	150,000	150,000
<b>TOTAL FUNDING SOURCES</b>	<b>8,677,664</b>	<b>9,465,397</b>	<b>9,317,932</b>	<b>10,279,008</b>	<b>10,455,261</b>

**USES:**

<b>POLICE</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Adjusted</b>	<b>2024 Proposed</b>
01-222 Police Administration	1,279,467	250,949	-	285,300	1,815,716
01-224 Detectives	957,454	30,116	-	224,659	1,212,229
01-225 Patrol	5,802,148	89,890	-	1,138,667	7,030,705
01-226 Reserves/Explorers	39,552	22,365	-	11,611	73,528
01-230 Community Service	256,176	4,065	-	57,592	317,833
01-250 Emergency Services	-	5,250	-	-	5,250
<b>TOTAL FUNDING USES</b>	<b>8,334,797</b>	<b>402,635</b>	<b>-</b>	<b>1,717,829</b>	<b>10,455,261</b>

**PERSONNEL:**

<b>POLICE</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Adjusted</b>	<b>2024 Proposed</b>
Chief of Police	1.00	1.00	1.00	1.00	1.00
Police Lieutenant	2.00	2.00	2.00	2.00	2.00
Police Sergeant	5.00	5.00	5.00	5.00	5.00
Police Officer	23.00	23.00	27.00	27.00	27.00
Administrative Assistant	1.00	1.00	0.00	0.00	0.00
Police Executive Assistant	0.00	0.00	1.00	1.00	1.00
Senior Desk Officer	0.00	0.00	0.00	1.00	1.00
Police Desk Officer	8.00	8.00	8.00	7.00	7.00
Management Analyst	0.00	0.00	0.00	1.00	1.00
Police Records Administrator	1.00	1.00	1.00	1.00	1.00
Police Records Specialist	1.46	1.46	2.00	2.00	2.00
Property Control Officer	1.00	1.00	1.00	1.00	1.00
Community Service Officer (FTE)	3.00	3.00	3.00	3.00	3.00
Crossing Guard (FTE)	1.00	1.00	1.00	1.00	1.00
Junior Cadet (FTE)	1.50	1.50	1.96	1.96	1.96
<b>TOTAL POLICE PERSONNEL</b>	<b>48.96</b>	<b>48.96</b>	<b>53.96</b>	<b>54.96</b>	<b>54.96</b>

**ADMINISTRATIVE****DIVISION No. 222****DIVISION OVERVIEW**

Police Department Administrative and Support Services is comprised of the Office of the Chief of Police, the Administrative Division Commander, Records Bureau, Cadet Program, Property and Evidence, and the Management Analyst.

**ADMINISTRATIVE DIVISION COMMANDER**

The Administrative Division Commander manages the Division's various units and oversees budget preparation and administration, procurement management, soliciting/managing grants, Emergency Services, and is the Jail Administrator and Custodian of Records for the Department.

**RECORDS BUREAU**

The Records Bureau processes and maintains Department records, serves the public, provides applicant fingerprinting, and vehicle inspections. The Bureau also compiles Department statistics and manages the Court Commitment Program, criminal and sex registrant compliance, mandated State and Federal reporting, and purchasing.

**JAIL BUREAU**

The San Fernando Police Jail facility is a Type 1 facility and consists of 17 beds. Individuals in custody may stay at the facility for up to 96 hours, excluding holidays as set forth under Title 15 of California Code of Regulations. The department also allows post-conviction custodies on a fee basis of \$100 per night for nonviolent offenders as sentenced by a magistrate when meeting criteria set forth by the department to qualify.

**PROPERTY CONTROL/EVIDENCE BUREAU**

The Property Control Officer is responsible for evidence management and disposition, property, and subpoena control.

**MANAGEMENT ANALYST**

The Management Analyst is primarily responsible for crime and other data analysis, budget preparation and administration, creating and presenting staff reports, procurement management, grants management, training scheduling and compliance.



**Dept: Police**  
**Div: Police Support Services**

Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
001-222-0000-4101 SALARIES-PERMANENT EMPLOYEES	494,335	537,166	625,746	828,570	342,986	41%	853,427
001-222-0000-4103 WAGES-TEMPORARY & PART-TIME	64,985	68,601	139,617	156,812	52,727	34%	161,516
001-222-0000-4105 OVERTIME	26,458	13,177	46,052	35,000	29,970	86%	35,000
001-222-0000-4109 OVERTIME-CONTRACT DUTY	14,842	1,781	1,801	-	642	0%	-
001-222-0000-4120 O.A.S.D.I.	20,764	20,374	33,853	40,095	20,125	50%	41,298
001-222-0000-4124 RETIREMENT	(1,014)	-	-	-	-	0%	-
001-222-0000-4126 HEALTH INSURANCE	73,329	74,503	84,999	122,420	50,087	41%	87,550
001-222-0000-4128 DENTAL INSURANCE	5,464	6,215	6,678	2,138	3,007	141%	6,901
001-222-0000-4129 RETIREE HEALTH SAVINGS	-	-	1,287	2,100	1,038	49%	2,163
001-222-0000-4130 WORKER'S COMPENSATION INS.	75,599	79,320	89,894	84,453	44,959	53%	86,987
001-222-0000-4134 LONG TERM DISABILITY INSURANCE	2,289	2,552	1,881	1,639	1,599	98%	2,060
001-222-0000-4136 OPTICAL INSURANCE	1,160	1,135	1,368	386	750	194%	1,545
001-222-0000-4138 LIFE INSURANCE	615	408	514	990	281	28%	1,020
001-222-0000-4140 WELLNESS BENEFIT	269	-	-	-	-	0%	-
001-222-3689-41XX COVID-19 GLOBAL OUTBREAK	-	376	-	-	-	0%	-
<b>Personnel Costs</b>	<b>779,095</b>	<b>805,608</b>	<b>1,033,690</b>	<b>1,274,603</b>	<b>548,172</b>	<b>43%</b>	<b>1,279,467</b>
-	-	-	-	-	-	-	-
001-222-0000-4220 TELEPHONE	66,724	74,087	66,276	61,790	34,429	56%	61,790
001-222-0000-4260 CONTRACTUAL SERVICES	14,361	14,040	8,643	11,300	4,801	42%	11,300
001-222-0000-4270 PROFESSIONAL SERVICES	1,102	10,047	22,634	16,800	12,020	72%	38,600
001-222-0000-4300 DEPARTMENT SUPPLIES	77,406	102,281	90,311	92,480	96,746	105%	100,395
001-222-0000-4320 DEPARTMENT EQUIPMENT MAINT	8,471	9,886	4,440	14,800	1,435	10%	19,800
001-222-0000-4325 UNIFORM ALLOWANCE	-	-	2,428	1,500	1,500	100%	-
001-222-0000-4330 BLDG MAINT & REPAIRS	-	-	67	-	-	0%	-
001-222-0000-4350 CARE OF PERSONS	-	-	-	-	-	0%	-
001-222-0000-4360 PERSONNEL TRAINING	1,969	3,227	5,156	7,769	356	5%	7,769
001-222-0000-4370 MEETINGS, CONFERENCES & TRAVEL	2,127	2,997	3,726	9,200	5,314	58%	9,200
001-222-0000-4380 SUBSCRIPTIONS, DUES & MILEAGE	618	1,820	2,200	2,095	345	16%	2,095
001-222-0000-4390 VEHICLE ALLOW & MILEAGE	-	-	1,276	-	1,810	0%	-
001-222-3689-4300 COVID-19 GLOBAL OUTBREAK	-	-	1,205	-	462	0%	-
001-222-3721-4260 CONTRACTUAL SERVICES	-	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>172,777</b>	<b>218,384</b>	<b>208,361</b>	<b>217,734</b>	<b>159,219</b>	<b>73%</b>	<b>250,949</b>
001-222-0000-4706 LIABILITY CHARGE	13,630	-	56,832	78,994	39,498	50%	103,937
001-222-0320-4741 EQUIP MAINT CHARGE	29,189	18,551	14,004	22,943	11,472	50%	41,987
001-222-0000-4741 EQUIPMENT REPLACEMENT CHRG	-	-	-	10,000	4,998	50%	5,000
001-222-0000-4743 FACILITY MAINTENANCE CHARGE	88,401	85,282	71,184	130,750	65,376	50%	134,376
<b>Internal Service Charges</b>	<b>131,220</b>	<b>103,833</b>	<b>142,020</b>	<b>242,687</b>	<b>121,344</b>	<b>50%</b>	<b>285,300</b>
001-222-000-4500 CAPTIAL EQUIPMENT	-	-	-	-	-	0%	-
<b>Capital Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Division Total</b>	<b>1,083,093</b>	<b>1,127,825</b>	<b>1,384,071</b>	<b>1,735,024</b>	<b>828,735</b>	<b>48%</b>	<b>1,815,716</b>

## OPERATIONS

### DIVISION OVERVIEW

The Operations Division is comprised of the Operations Division Commander, and the Patrol, Detective, Communications, Community Service (Parking Enforcement), Emergency Services, Reserves and Explorer Bureaus. Community Engagement, including Neighborhood Watch, Business Watch and other community programs are the responsibility of the Operations.

#### OPERATIONS DIVISION COMMANDER

The Operations Commander manages deployment of all field personnel, which includes civilian and sworn field personnel, mid-line field supervisors, the Reserve Officer Program, the Community Service Officers and serves as Incident Commander for all critical incidents and scheduling.

#### DETECTIVE BUREAU

NO. 224

The primary responsibility of the Detective Bureau 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 day-to-day supervision of the Detective Bureau is the responsibility of the Detective Sergeant. The Sergeant manages criminal investigations, 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 Bureau assists the public through advocacy programs and referrals to counseling centers, as well as with releases for impounded and recovered vehicles. The Detective Sergeant is also responsible for overseeing community engagement programs including the Community Engagement Detective Assignment, Neighborhood Watch, Business Watch and special projects as assigned by the Operations Commander.

The School Resource Officer (SRO) responsibilities include protecting lives and property of students, school personnel and parents while present at school campuses, working to improve and maintain a positive image of law enforcement personnel in the school community. The SRO will develop expertise to work with local public and private schools to deliver programs and presentations on drug awareness, anti-bullying, and campus safety, and assisting in collaboration with school officials in developing campus threat assessments to improve campus safety. The SRO will also help coordinate and develop expertise to deliver active shooter training to students and school staff, support campus efforts to reduce absenteeism and improve school attendance rates, and handle special projects as directed by the Detective Sergeant.

**PATROL BUREAU****NO. 225**

The Patrol Bureau represents the first contact that community members have with the Department, either through the Police Dispatchers operating the 24-hour Communications Center or uniformed personnel on patrol. The Patrol Bureau receives initial calls for service, responds and utilizes varied resources, conducts preliminary investigations, apprehends criminal suspects, and documents these activities through professional police reports.

**COMMUNICATIONS BUREAU**

Police Dispatchers operate the 24-hour Communications Center, receive initial calls for service and assign calls to field personnel. They receive emergency and non-emergency calls, refer emergency calls to fire and paramedic or other agencies outside of city boundaries, support patrol activities, maintain responsibility of monitoring the whereabouts and safety of field personnel, provide radio communications in emergency situations, conduct record checks, and act in the role of first responder. They often have to de-escalate situations in which people are experiencing crises, conduct record checks for officers in the field, and relay critical information.

**RESERVES/EXPLORERS BUREAUS****NO. 226**

The Police Reserves are dedicated volunteers who donate their time to serving the residents, businesses, and visitors of San Fernando. Reserve personnel augment every segment of the Department by 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 dedicated youth between the ages of 14-21 years old 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, Relay for Life, 4th of July celebrations and Child ID, just to name a few. The goal of mentoring Explorers is the development of future law enforcement professionals.

**COMMUNITY SERVICE/PARKING ENFORCEMENT BUREAU****NO. 230**

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

**ADMINISTRATION/EMERGENCY SERVICES****NO. 250**

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. The Administrative Commander serve as the Emergency Services Coordinator.

**Dept: Police**  
**Div: Police Detectives**

Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
001-224-0000-4101 SALARIES-PERMANENT EMPLOYEES	672,432	621,883	688,806	619,330	328,872	53%	637,910
001-224-0000-4103 WAGES-TEMPORARY & PART-TIME	-	-	-	-	-	0%	-
001-224-0000-4105 OVERTIME	27,280	25,813	60,321	30,000	22,779	76%	30,000
001-224-0000-4109 OVERTIME-CONTRACT DUTY	22,079	33,236	19,196	-	29,642	0%	-
001-224-0000-4120 O.A.S.D.I.	19,560	16,061	19,275	12,730	7,590	60%	19,853
001-224-0000-4124 RETIREMENT	(612)	-	-	-	-	0%	-
001-224-0000-4126 HEALTH INSURANCE	106,973	114,508	114,192	101,772	45,382	45%	117,618
001-224-0000-4128 DENTAL INSURANCE	8,021	7,157	10,270	3,839	2,651	69%	10,578
001-224-0000-4129 RETIREE HEALTH SAVINGS	600	936	3,973	4,500	2,043	45%	4,635
001-224-0000-4130 WORKER'S COMPENSATION INS.	113,099	114,187	126,010	109,997	69,108	63%	129,790
001-224-0000-4134 LONG TERM DISABILITY INSURANCE	3,011	3,728	4,310	2,235	1,975	88%	4,440
001-224-0000-4136 OPTICAL INSURANCE	1,586	1,559	1,971	1,135	761	67%	2,030
001-224-0000-4138 LIFE INSURANCE	540	476	540	450	178	40%	600
001-224-3689-41XX COIVD-19 GLOBAL OUTBREAK	-	10,519	-	-	-	0%	-
<b>Personnel Costs</b>	<b>974,571</b>	<b>950,062</b>	<b>1,048,863</b>	<b>885,988</b>	<b>510,982</b>	<b>58%</b>	<b>957,454</b>
001-224-0000-4260 CONTRACTUAL SERVICES	-	150	-	-	-	0%	-
001-224-0000-4270 PROFESSIONAL SERVICES	5,790	5,659	4,542	10,000	7,541	75%	10,000
001-224-0000-4300 DEPARTMENT SUPPLIES	600	2,224	2,405	-	-	0%	-
001-224-0000-4325 UNIFORM ALLOWANCE-FULL TIME EMP.	-	-	-	400	400	100%	-
001-224-0000-4360 PERSONNEL TRAINING	3,181	3,163	5,818	21,101	423	2%	16,501
001-224-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	60	1,239	-	3,555	-	0%	3,555
001-224-0000-4380 SUBSCRIPTIONS, MEMBERSHIPS & DUES	-	-	-	60	-	0%	60
<b>Operations &amp; Maintenance Costs</b>	<b>9,630</b>	<b>12,436</b>	<b>12,765</b>	<b>35,116</b>	<b>8,364</b>	<b>24%</b>	<b>30,116</b>
001-224-0000-4706 LIABILITY CHARGE	15,897	-	56,100	62,542	31,272	50%	77,779
001-224-0320-4741 EQUIP MAINT CHARGE	97,298	92,755	46,692	61,181	30,588	50%	75,577
001-224-0000-4741 EQUIP REPLACEMENT CHARGE	15,000	15,000	5,004	10,000	4,998	50%	10,000
001-224-0000-4743 FACILITY MAINTENANCE CHARGE	96,437	93,035	77,652	62,861	31,428	50%	61,303
<b>Internal Service Charges</b>	<b>224,632</b>	<b>200,790</b>	<b>185,448</b>	<b>196,584</b>	<b>98,286</b>	<b>50%</b>	<b>224,659</b>
<b>Division Total</b>	<b>1,208,833</b>	<b>1,163,289</b>	<b>1,247,076</b>	<b>1,117,688</b>	<b>617,632</b>	<b>55%</b>	<b>1,212,229</b>



**Dept: Police**  
**Div: Police Patrol**

Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
001-225-0000-4101 SALARIES-PERMANENT EMPLOYEES	3,232,809	3,146,898	3,240,571	3,910,893	1,809,395	46%	4,028,220
001-225-0000-4103 WAGES-TEMPORARY & PART-TIME	-	-	-	-	-	0%	-
001-225-0000-4105 OVERTIME	406,046	414,336	731,076	130,000	580,100	446%	145,000
001-225-0000-4107 OVERTIME-COURT	43,913	27,662	24,687	25,000	8,202	33%	30,000
001-225-0000-4109 OVERTIME-CONTRACT DUTY	123,080	121,896	91,215	165,000	45,718	28%	175,000
001-225-0000-4120 O.A.S.D.I.	95,671	90,426	104,137	95,105	66,349	70%	107,120
001-225-0000-4126 HEALTH INSURANCE	514,153	504,267	498,356	704,794	249,083	35%	503,670
001-225-0000-4128 DENTAL INSURANCE	44,594	42,604	41,738	44,789	22,113	49%	44,092
001-225-0000-4129 RETIREE HEALTH SAVINGS	21,284	19,524	21,348	31,500	13,115	42%	33,300
001-225-0000-4130 WORKER'S COMPENSATION INS.	648,781	632,480	684,970	700,119	402,168	57%	705,518
001-225-0000-4134 LONG TERM DISABILITY INSURANCE	18,254	18,046	18,282	14,299	10,680	75%	18,540
001-225-0000-4136 OPTICAL INSURANCE	8,383	7,933	7,721	8,017	3,821	48%	8,258
001-225-0000-4138 LIFE INSURANCE	2,745	2,585	2,631	3,330	1,515	46%	3,430
001-225-3683-4109 HOMELESS OUTREACH SERV PROJ	-	-	-	-	-	0%	-
001-225-3689-4101 SALARIES-PERMANENT EMPLOYEES	-	-	1,028	-	-	0%	-
001-225-3689-4120 COVID-19 GLOBAL OUTBREAK	-	-	79	-	-	0%	-
001-225-3689-4130 COVID-19 GLOBAL OUTBREAK	-	-	16	-	-	0%	-
<b>Personnel Costs</b>	<b>5,159,714</b>	<b>5,028,658</b>	<b>5,467,854</b>	<b>5,832,846</b>	<b>3,212,259</b>	<b>55%</b>	<b>5,802,148</b>
001-225-0000-4260 CONTRACTUAL SERVICES	-	-	-	-	-	0%	-
001-225-0000-4270 PROFESSIONAL SERVICES	3,160	4,293	4,521	6,000	1,496	25%	6,000
001-225-0000-4300 DEPARTMENT SUPPLIES	1,665	677	16,344	60,744	20,502	34%	2,000
001-225-0000-4320 DEPARTMENT EQUIPMENT MAINT.	-	-	200	-	-	0%	-
001-225-0000-4325 UNIFORM ALLOW FULL TIME EMP	-	3,263	4,055	15,600	5,600	36%	-
001-225-0000-4350 CARE OF PERSONS	23,521	19,485	22,625	36,500	24,416	67%	36,500
001-225-0000-4360 PERSONNEL TRAINING	14,519	14,042	9,119	32,605	26,685	82%	34,105
001-225-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	7,060	1,821	500	4,185	228	5%	4,185
001-225-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	-	155	-	500	125	25%	500
001-225-3688-4360 CORRECTIONS TRAINING (STC)	2,186	7,201	11,606	6,600	15	0%	6,600
001-225-3689-4300 COVID-19 GLOBAL OUTBREAK	2,186	7,201	100	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>54,298</b>	<b>58,139</b>	<b>69,071</b>	<b>162,734</b>	<b>79,068</b>	<b>49%</b>	<b>89,890</b>
001-225-0000-4706 LIABILITY CHARGE	88,599	-	328,548	371,741	185,868	50%	471,336
001-225-0320-4741 EQUIP MAINT CHARGE	175,136	139,133	84,048	122,362	61,182	50%	167,948
001-225-0000-4741 EQUIP REPLACEMENT CHARGE	58,250	58,250	18,000	80,500	40,248	50%	58,000
001-225-0000-4743 FACILITY MAINTENANCE CHARGE	530,405	511,692	427,044	465,169	232,584	54%	441,383
<b>Internal Service Charges</b>	<b>852,390</b>	<b>709,075</b>	<b>857,640</b>	<b>1,039,772</b>	<b>519,882</b>	<b>61%</b>	<b>1,138,667</b>
001-225-0000-4500 CAPITAL EQUIPMENT	-	1,028,566	-	-	-	0%	-
<b>Capital Costs</b>	<b>-</b>	<b>1,028,566</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Division Total</b>	<b>6,066,401</b>	<b>6,824,437</b>	<b>6,394,565</b>	<b>7,035,352</b>	<b>3,811,210</b>	<b>54%</b>	<b>7,030,705</b>

**Dept: Police**  
**Div: Police Reserves/Explorers**

Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
001-226-0000-4103 PART-TIME EMPLOYEES	27,351	33,833	36,536	34,100	29,725	87%	35,123
001-226-0000-4120 O.A.S.D.I.	1,333	1,926	1,838	1,000	2,246	225%	1,854
001-226-0000-4130 WORKERS COMPENSATION INS	2,425	3,619	2,517	9,900	4,754	48%	2,575
<b>Personnel Costs</b>	<b>31,110</b>	<b>39,379</b>	<b>40,891</b>	<b>45,000</b>	<b>36,726</b>	<b>82%</b>	<b>39,552</b>
001-226-0000-4300 DEPARTMENT SUPPLIES	-	234	1,389	-	-	0%	-
001-226-0000-4360 PERSONNEL TRAINING-RESERVES	-	-	3,884	500	-	0%	500
001-226-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	-	-	-	-	-	0%	-
001-226-0000-4370 MEETINGS, CONFERENCES & TRAVEL	-	-	-	2,000	765	38%	11,015
001-226-0230-4380 CONFERENCES, EXPLORER/ADVISOR MEMBERS	4,718	-	2,695	4,000	2,726	68%	4,000
001-226-0230-4430 EXPLORER POST PROGRAM	4,372	1,568	5,971	6,850	1,290	19%	6,850
<b>Operations &amp; Maintenance Costs</b>	<b>9,090</b>	<b>1,803</b>	<b>13,938</b>	<b>13,350</b>	<b>4,781</b>	<b>36%</b>	<b>22,365</b>
001-226-0000-4706 LIABILITY CHARGE	927	-	2,784	3,177	1,590	50%	3,213
001-226-0320-4741 EQUIP MAINT CHARGE	9,730	9,276	4,668	7,648	3,822	50%	8,398
001-226-0000-4741 EQUIP REPLACEMENT CHARGE	-	-	-	-	-	0%	-
001-226-0000-4743 FACILITY MAINTENANCE CHARGE	-	-	-	-	-	0%	-
<b>Internal Service Charges</b>	<b>10,657</b>	<b>9,276</b>	<b>7,452</b>	<b>10,825</b>	<b>5,412</b>	<b>50%</b>	<b>11,611</b>
<b>Division Total</b>	<b>50,856</b>	<b>50,458</b>	<b>62,281</b>	<b>69,175</b>	<b>46,919</b>	<b>68%</b>	<b>73,528</b>

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**Dept: Police**

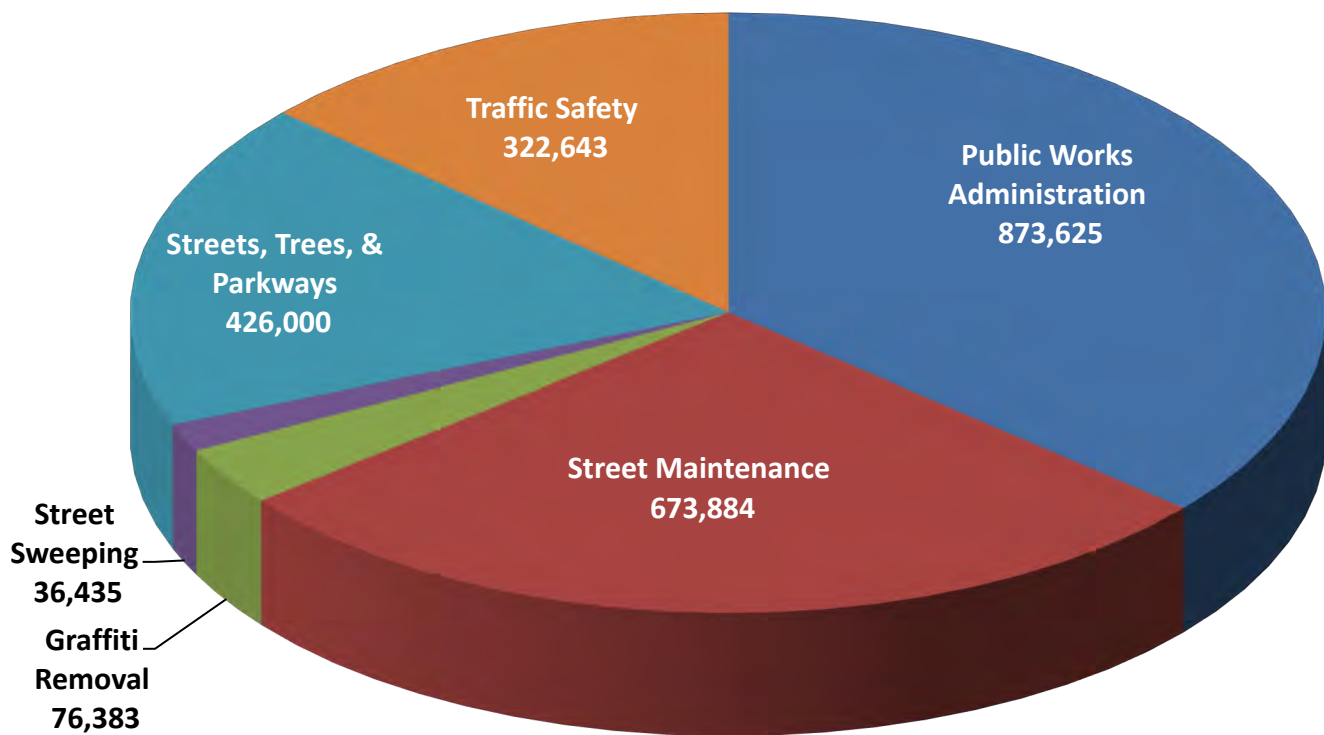
**Div: Community Services Program**

Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
001-230-0000-4101 SALARIES-PERMANENT EMPLOYEES	117,595	124,773	124,213	129,432	58,043	45%	133,315
001-230-0000-4103 WAGES-TEMPORARY & PART-TIME	38,973	47,733	252	57,566	24,273	42%	59,248
001-230-0000-4105 OVERTIME	92	-	-	-	-	0%	-
001-230-0000-4120 O.A.S.D.I.	11,858	12,945	9,392	14,267	6,297	44%	14,695
001-230-0000-4126 HEALTH INSURANCE	36,476	40,396	31,364	44,218	15,441	35%	32,305
001-230-0000-4128 DENTAL INSURANCE	2,612	2,612	1,938	-	913	0%	1,995
001-230-0000-4130 WORKER'S COMPENSATION INS.	10,577	12,487	8,987	13,558	5,522	41%	13,965
001-230-0000-4136 OPTICAL INSURANCE	514	514	364	-	195	0%	375
001-230-0000-4138 LIFE INSURANCE	270	270	180	270	116	43%	278
<b>Personnel Costs</b>	<b>218,967</b>	<b>241,729</b>	<b>176,691</b>	<b>259,311</b>	<b>110,800</b>	<b>43%</b>	<b>256,176</b>
001-230-0000-4325 UNIFORM ALLOWANCE	-	412	775	1,815	1,500	83%	4,065
<b>Operations &amp; Maintenance Costs</b>	<b>-</b>	<b>412</b>	<b>775</b>	<b>1,815</b>	<b>1,500</b>	<b>83%</b>	<b>4,065</b>
001-230-0000-4706 LIABILITY CHARGE	4,124	-	10,428	18,305	9,150	50%	20,810
001-230-0320-4741 EQUIP MAINT CHARGE	-	9,276	-	-	-	0%	-
001-230-0000-4741 EQUIP REPLACEMENT CHARGE	-	9,276	-	-	-	0%	-
001-230-0000-4743 FACILITY MAINTENANCE CHARGE	47,576	45,897	38,304	37,088	18,546	50%	36,782
<b>Internal Service Charges</b>	<b>51,700</b>	<b>64,449</b>	<b>48,732</b>	<b>55,393</b>	<b>27,696</b>	<b>50%</b>	<b>57,592</b>
<b>Division Total</b>	<b>270,667</b>	<b>306,590</b>	<b>226,198</b>	<b>316,519</b>	<b>139,996</b>	<b>44%</b>	<b>317,833</b>

**Dept: Police**  
**Div: Emergency Services**

Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
001-250-0000-4260 CONTRACTUAL SERVICES	-	-	-	-	-	0%	-
001-250-0000-4300 DEPARTMENT SUPPLIES	-	-	3,742	5,250	2,256	21%	5,250
001-250-0000-4360 PERSONNEL TRAINING	-	-	-	-	-	0%	-
001-250-3689-XXXX COVID-19 GLOBAL OUTBREAK	-	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	-	-	<b>3,742</b>	<b>5,250</b>	<b>2,256</b>	<b>43%</b>	<b>5,250</b>
<b>Division Total</b>	-	-	<b>3,742</b>	<b>5,250</b>	<b>2,256</b>	<b>43%</b>	<b>5,250</b>

# PUBLIC WORKS DEPARTMENT





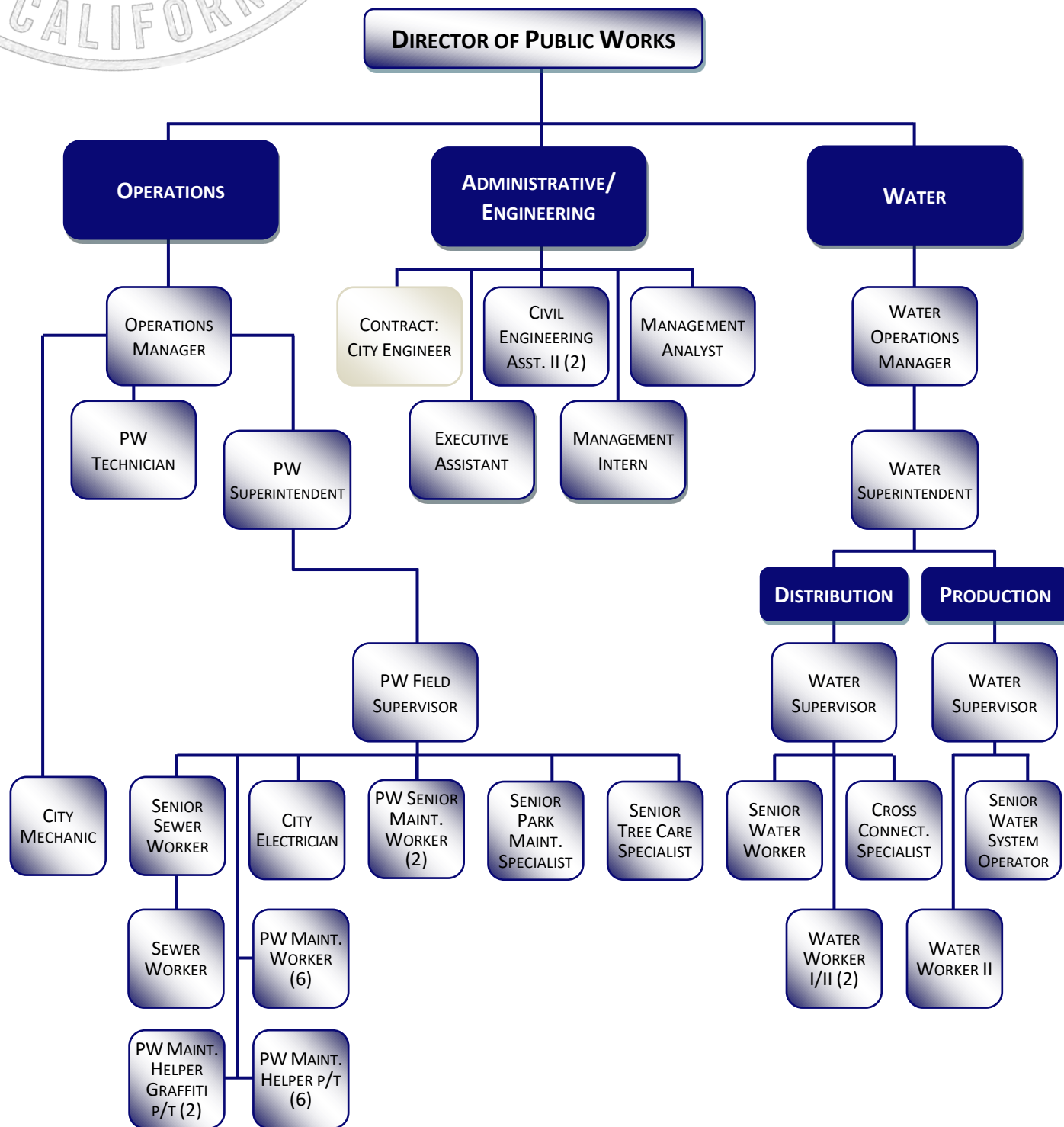


# THE CITY OF SAN FERNANDO

## ORGANIZATIONAL CHART

### PUBLIC WORKS DEPARTMENT

FISCAL YEAR 2023-2024



## **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 2022-2023**

1. Completed the resurfacing of 30 miles of streets (60 percent of City Streets). In addition to street resurfacing with slurry seal, the project included the removal and replacement of certain sections of curb and gutter, sidewalk, and drive approaches, as well as restriping of streets and painting of address numbers on curbs. (Strategic Goal VI.2.a, Strategic Goal VI.1)
2. Completed construction of the San Fernando Regional Park Infiltration Projection, which will divert approximately 130 million gallons of storm water runoff to recharge groundwater reserves. In addition to the water quality improvements, the project saw the installation of new turf, irrigation, and lighting at the baseball field. (Strategic Goal IV.3.a)
3. Began construction of new 1.1-million gallon reservoir for the water system, which when completed by June 2024, will increase the City's water storage capacity by 2 million gallons per day. (Strategic Goal IV.3)
4. Completed the construction and installation of a new nitrate removal treatment system for Well No. 3, which can treat up to 50 percent of the City's potable water demand. (Strategic Goal IV.3)
5. Began work on the Urban Forestry Management Plan, which will provide a blueprint for how the City will increase and maintain its tree canopy into the future. To date, staff has completed an updated tree inventory across the City and conducted educational workshops with the Community on the UFMP effort. (Strategic Goal IV.2.b)
6. Calles Verdes Project – installed 294 new trees through partnership with TreePeople and community volunteers, as well as through Public Works staff. (Strategic Goal IV.2)

**ACCOMPLISHMENTS FOR FY 2022-2023**

7. Completed the Glenoaks Boulevard Bridge Improvements Project, which included new fencing up to 6 feet in height on both sides of the bridge that spans the Pacoima Wash and closed unsafe gaps to the Pacoima Wash from the street. (Strategic Goal VI.1)
8. Public Works staff responded to approximately 2,300 requests for pothole and sidewalk repairs, graffiti removal, illegal dumping, traffic signals, street signs, streetlight, street tree, water line repairs, and sewer maintenance throughout the year. (Strategic Goal VI, Strategic Goal IV.2)
9. Began construction for the Pacoima Wash Bikeway Project, which will create a 1.34-mile long bike and pedestrian path between 4<sup>th</sup> and 8<sup>th</sup> Street along the Pacoima Wash and a bioretention swale for storm water treatment and infiltration. (Strategic Goal V.7, Strategic Goal IV.3)
10. Began construction on the HVAC system replacement at the Police Department, which will replace the facility's 36-year old system. The work includes the upgrade controls throughout the building, and a reduction in operational and maintenance costs through a switch over to electrical from natural gas. (Strategic Goal IV.4)

**OBJECTIVES FOR FY 2023-2024****Construction:**

1. Begin the design of the Well 2 Nitrate Treatment Removal System, which when constructed can treat up to 100 percent of the City's potable water demand. (Strategic Goal IV.3)
2. Continue construction phase for the Upper Reservoir Replacement Project. (Strategic Goal IV.3)
3. Complete the construction phase of the Pacoima Wash Bikeway Project. (Strategic Goal V.7, Strategic Goal IV.3)
4. Complete the HVAC system replacement at the Police Department. (Strategic Goal IV.4)
5. Complete the Annual Street Resurfacing Program, including paving of approximately 6 miles of streets with slurry seal treatment. (Strategic Goal VI.2.a)
6. Complete next phase of bus shelter upgrades throughout the City, which will all shade and comfort at up to ten bus stops around the City. (Strategic Goal V.5)
7. Complete the design phase and begin the construction phase for traffic signal improvement projects throughout the City, which will upgrade signals at intersections along Truman Street and San Fernando Road. It will also synchronize all the traffic signals across the City and with those in the City of Los Angeles. (Strategic Goal V)

## OBJECTIVES FOR FY 2023-2024

8. Award contract for sidewalk repair efforts. It is estimated that up to 2.5 miles of the City's sidewalks and 50 curb ramps will be replaced. (Strategic Goal VI.1, Strategic Goal VI.3)

### Planning and Grant Funding Efforts:

9. Pursue funding for water system improvements, including additional funds for the Nitrate Treatment Removal System at Well 2A and a new reservoir at the Foothill Boulevard property. (Strategic Goal IV.3)

### Enhancement to Services:

10. Increase funding for graffiti removal supplies to keep the City's signs, right of way, and parks free of graffiti. (Strategic Goal I.1, Strategic Goal II.7) (Ongoing: \$10,000)

## PERFORMANCE MEASURES

PUBLIC WORKS DEPARTMENT	2021 Actual	2022 Actual	2023 Actual	2024 Estimate
A. # of Miles of Paving	2.0	0.4	30.0	6.0
B. # of Trees Planted	75	210	294	500
C. # of Miles of Sewer Lines Cleaned and Inspected	2	2	12	20
D. # of linear feet of Sidewalks Installed/Repaired	3,000	2,640	3,000	13,000
E. # of Service Requests Filled	1,535	2,061	2300	2500
F. # of Gallons Water Used	879,000,000	901,000,000	820,000,000	800,000,000
G. # Professional Development Hours Completed	300	400	660	750
H. # of Permits	230	275	220	250
# Digitally	0	0	0	125
% Digitally	0	0	0	50
I. # of Graffiti Removals*	*	*	*	*

\* Prior year data unavailable.

## FUNDING SUMMARY FOR FY 2023-2024

### SOURCES:

	2020	2021	2022	2023	2024
FINANCE	Actual	Actual	Actual	Adjusted	Proposed
General Revenue	768,618	1,011,651	914,193	2,041,202	2,003,970
Engineering & Inspection Fees	82,037	94,530	119,760	85,000	104,500
Parking Meter Rev-Civic Center	54,681	40,621	50,426	50,000	50,500
Transfer From Gas Tax Fund	273,805	205,000	228,036	250,000	250,000
<b>TOTAL FUNDING SOURCES</b>	<b>1,179,142</b>	<b>1,351,802</b>	<b>1,312,414</b>	<b>2,426,202</b>	<b>2,408,970</b>

### USES:

		2020	2021	2022	2023	2024
FINANCE		Actual	Actual	Actual	Adjusted	Proposed
01-310	PW Administration	572,071	623,282	736,703	1,009,499	873,625
01-311	Street Maintenance	256,650	432,280	250,118	699,717	673,884
01-312	Graffiti Removal	-	-	-	48,882	76,383
01-320	Equipment Maintenance	-	-	2,441	-	-
01-343	Street Sweeping	29,775	34,700	34,700	36,435	36,435
01-346	Streets, Trees, & Parkways	121,111	60,782	116,244	310,997	426,000
01-370	Traffic Safety	149,906	142,921	89,505	260,672	322,643
01-371	Traffic Signals	49,507	57,837	81,898	60,000	-
01-390	Facility Maintenance***	-	-	804	-	-
<b>TOTAL FUNDING USES</b>		<b>1,179,142</b>	<b>1,351,802</b>	<b>1,312,414</b>	<b>2,426,202</b>	<b>2,408,970</b>

<sup>1</sup> Treasury Division combined with Finance Administration in Fiscal Year 2022-2023

**PERSONNEL:**

<b>PUBLIC WORKS</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Adjusted</b>	<b>2024 Proposed</b>
Director of Public Works/City Engineer	1.00	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00	1.00
Civil Engineering Assistant II	2.00	2.00	2.00	2.00	2.00
Office Specialist	2.00	2.00	0.00	0.00	0.00
Executive Assistant	0.00	0.00	1.00	1.00	1.00
Public Works Technician	0.00	0.00	1.00	1.00	1.00
Administrative Coordinator	1.00	1.00	0.00	0.00	0.00
Management Intern (FTE)	0.00	0.00	0.46	0.46	0.46
City Electrician	0.00	0.00	1.00	1.00	1.00
Electrical Supervisor	1.00	1.00	0.00	0.00	0.00
Bldg. Maint. Worker/Electrical Helper	1.00	1.00	0.00	0.00	0.00
Operations Manager	0.00	0.00	1.00	1.00	1.00
Equipment & Materials Supervisor	1.00	1.00	0.00	0.00	0.00
Public Works Supervisor	0.00	0.00	0.00	1.00	1.00
City Mechanic	1.00	1.00	1.00	1.00	1.00
Public Works Superintendent	3.00	3.00	2.00	1.00	1.00
Water Superintendent	0.00	0.00	0.00	1.00	1.00
Maintenance Worker	8.00	8.00	7.00	6.00	6.00
Field Supervisor II	3.00	3.00	2.00	0.00	0.00
Field Supervisor I	1.00	1.00	1.00	0.00	0.00
Water Supervisor	0.00	0.00	0.00	2.00	2.00
Senior Maintenance Worker	6.00	6.00	4.00	2.00	2.00
Senior Water Worker	0.00	0.00	0.00	1.00	1.00
Water Worker I	0.00	0.00	0.00	1.00	1.00
Water Worker II	0.00	0.00	0.00	2.00	2.00
Meter Technician	1.00	1.00	1.00	0.00	0.00
Cross Connection Specialist	0.00	0.00	0.00	1.00	1.00
Senior Water System Operator	0.00	0.00	0.00	1.00	1.00
Water Pumping Operator/Backflow Tech.	1.00	1.00	2.00	0.00	0.00
Water Operations Manager	0.00	0.00	1.00	1.00	1.00
Senior Park Maintenance Worker	0.00	0.00	0.00	1.00	1.00
Street Tree Trimmer	0.00	0.00	0.00	1.00	1.00
Senior Sewer Worker	0.00	0.00	0.00	1.00	1.00
Sewer Worker	0.00	0.00	0.00	1.00	1.00
City Maintenance Helper - Graffiti (FTE)	0.00	0.00	0.00	0.75	0.75
Maintenance Helper (FTE)	0.80	0.80	2.76	2.30	2.30
<b>TOTAL PUBLIC WORKS PERSONNEL</b>	<b>34.80</b>	<b>34.80</b>	<b>32.22</b>	<b>36.51</b>	<b>36.51</b>



**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	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
001-310-0000-4101 SALARIES-PERMANENT EMPLOYEES	249,414	316,286	285,659	354,473	195,041	55%	373,911
001-310-0000-4103 WAGES-TEMPORARY & PART-TIME	-	-	15,829	19,956	7,593	38%	21,837
001-310-0000-4105 OVERTIME	6,802	3,755	9,362	-	4,998	0%	-
001-310-0000-4111 COMMISSIONER'S REIMBURSEMENT	2,325	3,525	2,625	4,500	1,200	27%	4,500
001-310-0000-4120 O.A.S.D.I.	20,561	24,621	22,792	26,578	14,435	54%	28,092
001-310-0000-4124 RETIREMENT	(153)	-	-	1,669	(35)	-2%	-
001-310-0000-4126 HEALTH INSURANCE	45,598	57,202	48,233	68,174	28,916	42%	71,902
001-310-0000-4128 DENTAL INSURANCE	4,247	5,316	4,467	3,392	2,658	78%	3,178
001-310-0000-4129 RETIREE HEALTH SAVINGS	-	598	540	600	300	50%	600
001-310-0000-4130 WORKER'S COMPENSATION INS.	12,722	18,340	16,351	15,361	10,776	70%	15,517
001-310-0000-4134 LONG TERM DISABILITY INSURANCE	323	876	904	1,121	591	53%	1,252
001-310-0000-4136 OPTICAL INSURANCE	787	980	822	633	490	77%	595
001-310-0000-4138 LIFE INSURANCE	225	269	225	369	140	38%	364
001-310-0000-4140 WELLNESS BENEFIT	-	-	-	300	-	0%	300
001-310-3689-XXXX COVID-19 GLOBAL OUTBREAK	-	985	-	-	-	0%	-
<b>Personnel Costs</b>	<b>342,851</b>	<b>432,752</b>	<b>407,808</b>	<b>497,126</b>	<b>267,104</b>	<b>54%</b>	<b>522,048</b>
001-310-0000-4210 UTILITIES	-	-	-	-	-	0%	-
001-310-0000-4220 TELEPHONE	2,673	2,239	2,015	2,500	962	38%	2,500
001-310-0000-4260 CONTRACTUAL SERVICES	-	-	-	6,000	-	0%	-
001-310-0000-4270 PROFESSIONAL SERVICES	166,890	133,319	115,947	347,561	188,891	54%	227,500
001-310-0000-4300 DEPARTMENT SUPPLIES	9,507	6,577	5,832	7,000	9,101	130%	7,000
001-310-0000-4310 EQUIPMENT AND SUPPLIES	1,291	763	1,961	8,327	800	10%	8,327
001-310-0000-4320 DEPARTMENT EQUIPMENT MAINT	-	-	-	357	-	0%	2,000
001-310-0000-4360 PERSONNEL TRAINING	31	-	299	2,020	1,394	69%	1,500
001-310-0000-4365 TUITION REIMBURSEMENT	-	-	-	-	-	0%	-
001-310-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	24	-	-	2,123	1,054	50%	1,000
001-310-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	865	890	1,340	2,000	1,791	90%	2,000
001-310-0000-4390 VEHICLE ALLOW & MILEAGE	55	1,805	1,625	1,800	904	50%	1,800
001-310-0000-4430 ACTIVITIES AND PROGRAMS	38	-	-	-	-	0%	-
001-310-0000-4450 OTHER EXPENSE	-	-	-	-	-	0%	-
001-310-0159-4260 CONTRACTUAL SERVICES	-	-	-	-	-	0%	-
001-310-0628-4270 PROFESSIONAL SERVICES	-	6,173	9,228	-	-	0%	-
001-310-3636-4230 ADVERTISING	-	-	-	-	-	0%	-
001-310-3636-4270 PROFESSIONAL SERVICES	-	-	-	-	-	0%	-
001-310-3689-XXXX COVID-19 GLOBAL OUTBREAK	-	-	-	-	-	0%	-
001-310-3697-4270 CLEAN TRANSP MSRC NO. ML14062	-	-	-	-	-	0%	-
001-310-6673-4270 PROFESSIONAL SERVICES	-	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>181,374</b>	<b>151,765</b>	<b>138,247</b>	<b>379,688</b>	<b>204,897</b>	<b>54%</b>	<b>253,627</b>
001-310-0000-4706 LIABILITY CHARGE	7,664	-	28,116	34,185	17,094	50%	43,394
001-310-0320-4741 EQUIP MAINT CHARGE	-	-	-	-	-	0%	-
001-310-0000-4741 EQUIP REPLACEMENT CHARGE	-	-	-	-	-	0%	-
001-310-0000-4743 FACILITY MAINTENANCE CHARGE	40,182	38,765	32,352	43,500	21,750	50%	42,422
<b>Internal Service Charges</b>	<b>47,846</b>	<b>38,765</b>	<b>60,468</b>	<b>77,685</b>	<b>38,844</b>	<b>50%</b>	<b>85,816</b>
001-310-0000-4941 TRANSFER TO EQUIP. REPLACEMENT FND	-	-	125,000	-	-	0%	-
001-310-0000-4943 TRANSFER TO FACILITY MAINTENANCE FUND	-	-	-	55,000	27,500	50%	-
<b>Transfers</b>	<b>-</b>	<b>-</b>	<b>125,000</b>	<b>55,000</b>	<b>27,500</b>	<b>0%</b>	<b>-</b>
001-310-0000-4500 CAPITAL EQUIPMENT	-	-	5,180	-	-	0%	-
<b>Capital Costs</b>	<b>-</b>	<b>-</b>	<b>5,180</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Division Total</b>	<b>572,071</b>	<b>623,282</b>	<b>736,703</b>	<b>1,009,499</b>	<b>538,345</b>	<b>53%</b>	<b>861,491</b>

**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 divisions is included for historical purposes.

**Dept: Public Works**  
**Div: Street Maintenance**

Account Number & Title		2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
001-311-0000-4101	SALARIES-PERMANENT EMPLOYEES	39,010	31,759	35,564	162,419	123,908	76%	257,431
001-311-0000-4103	WAGES-TEMPORARY & PART-TIME	6,149	16,702	19,529	108,280	10,476	10%	19,430
001-311-0000-4105	OVERTIME	28,963	8,087	21,480	-	11,332	0%	-
001-311-0000-4120	O.A.S.D.I.	5,670	4,326	5,858	20,385	10,975	54%	20,867
001-311-0000-4126	HEALTH INSURANCE	8,124	6,305	9,582	63,679	28,703	45%	58,499
001-311-0000-4128	DENTAL INSURANCE	643	507	324	1,124	1,804	161%	1,124
001-311-0000-4129	RETIREE HEALTH SAVINGS	354	505	986	1,800	1,196	66%	1,800
001-311-0000-4130	WORKER'S COMPENSATION INS.	9,331	6,359	7,516	30,862	18,485	60%	31,156
001-311-0000-4134	LONG TERM DISABILITY	-	-	-	294	152	52%	333
001-311-0000-4136	OPTICAL INSURANCE	161	103	47	354	412	117%	354
001-311-0000-4138	LIFE INSURANCE	49	33	41	360	125	35%	366
001-311-3689-XXXX	COVID-19 GLOBAL OUTBREAK	-	172	-	-	-	0%	-
<b>Personnel Costs</b>		<b>98,453</b>	<b>74,857</b>	<b>100,927</b>	<b>389,557</b>	<b>207,567</b>	<b>53%</b>	<b>391,360</b>
001-311-0000-4210	UTILITIES-LOT 6N LIGHTING							
001-311-0000-4260	CONTRACTUAL SERVICES	59,060	68,962	75,337	97,500	30,520	31%	97,500
001-311-0000-4300	DEPARTMENT SUPPLIES	21,641	16,860	30,451	47,668	34,696	73%	47,668
001-311-0000-4310	EQUIPMENT AND SUPPLIES	512	440	-	4,350	290	7%	4,350
001-311-0000-4325	UNIFORM ALLOWANCE	-	-	-	200	-	0%	200
001-311-0000-4330	BLDG MAINT & REPAIRS	-	-	-	-	-	0%	-
001-311-0000-4360	PERSONNEL TRAINING	-	-	-	-	-	0%	-
001-311-0000-4400	VEHICLE OPERATIONS & MAINT.	-	-	-	-	-	0%	-
001-311-0000-4430	ACTIVITIES AND PROGRAMS	-	-	-	1,850	684	37%	1,850
001-311-0301-4300	PW MAINT. & REPAIR SUPPLIES	2,100	14,225	-	-	-	0%	-
001-311-3689-XXXX	COVID-19 GLOBAL OUTBREAK	-	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>		<b>83,313</b>	<b>100,488</b>	<b>105,788</b>	<b>151,568</b>	<b>66,190</b>	<b>44%</b>	<b>151,568</b>
001-311-0000-4706	LIABILITY CHARGE	1,195	-	1,740	27,499	13,752	50%	31,792
001-311-0000-4741	EQUIP REPLACEMENT CHARGE	16,200	16,200	11,196	11,200	5,598	50%	41,987
001-311-0320-4741	EQUIP MAINT CHARGE	48,649	55,653	23,352	61,181	30,588	50%	11,200
001-311-0000-4743	FACILITY MAINTENANCE CHARGE	8,840	8,528	7,116	58,712	29,358	50%	45,977
<b>Internal Service Charges</b>		<b>74,884</b>	<b>80,381</b>	<b>43,404</b>	<b>158,592</b>	<b>79,296</b>	<b>50%</b>	<b>130,956</b>
001-311-0000-4500	CAPITAL EQUIPMENT	-	174,379	-	-	-	0%	-
<b>Capital Costs</b>		<b>-</b>	<b>174,379</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Division Total</b>		<b>256,650</b>	<b>430,104</b>	<b>250,118</b>	<b>699,717</b>	<b>353,053</b>	<b>50%</b>	<b>673,884</b>

**Dept: Public Works**  
**Div: Graffiti Removal**

Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
001-312-0000-4101 SALARIES-PERMANENT EMPLOYEES	-	-	-	28,233	1,161	4%	35,342
001-312-0000-4120 O.A.S.D.I.	-	-	-	2,160	816	38%	2,704
001-312-0000-4126 HEALTH INSURANCE	-	-	-	-	-	0%	11,995
001-312-0000-4128 DENTAL INSURANCE	-	-	-	-	-	0%	315
001-312-0000-4129 RETIREE HEALTH SAVINGS	-	-	-	-	-	0%	450
001-312-0000-4130 WORKER'S COMPENSATION INS.	-	-	-	4,015	1,517	38%	2,490
001-312-0000-4136 OPTICAL INSURANCE	-	-	-	-	-	0%	54
001-312-0000-4138 LIFE INSURANCE	-	-	-	90	23	26%	45
<b>Personnel Costs</b>	-	-	-	<b>34,498</b>	<b>3,517</b>	<b>10%</b>	<b>53,395</b>
001-312-0000-4300 DEPARTMENT SUPPLIES	-	-	-	2,120	6,477	306%	12,120
001-312-0000-4325 UNIFORM ALLOWANCE	-	-	-	400	-	0%	400
<b>Operations &amp; Maintenance Costs</b>	-	-	-	<b>2,520</b>	<b>6,477</b>	<b>257%</b>	<b>12,520</b>
001-312-0000-4706 LIABILITY CHARGE	-	-	-	2,435	1,218	50%	4,338
001-312-0000-4743 FACILITY MAINTENANCE CHARGE	-	-	-	9,429	4,716	50%	6,130
<b>Internal Service Charges</b>	-	-	-	<b>11,864</b>	<b>5,934</b>	<b>50%</b>	<b>10,468</b>
<b>Division Total</b>	-	-	-	<b>48,882</b>	<b>15,928</b>	<b>33%</b>	<b>76,383</b>

**Dept: Public Works**  
**Div: Street Cleaning**

Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
001-343-0000-4260 CONTRACTUAL SERVICES	29,775	34,700	34,700	36,435	36,435	100%	36,435
Operations & Maintenance Costs	29,775	34,700	34,700	36,435	36,435	100%	36,435
<b>Division Total</b>	<b>29,775</b>	<b>34,700</b>	<b>34,700</b>	<b>36,435</b>	<b>36,435</b>	<b>100%</b>	<b>36,435</b>



**STREETS, TREES AND PARKWAYS****DIVISION NO. 346****DIVISION OVERVIEW**

The Streets Trees and Parkways Division provides a program of tree general maintenance for 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	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
001-346-0000-4101 SALARIES-PERMANENT EMPLOYEES	24,047	15,070	41,727	252,709	16,887	7%	202,658
001-346-0000-4103 WAGES-TEMPORARY & PART-TIME	-	-	-	-	-	0%	-
001-346-0000-4105 OVERTIME	24,973	5,931	16,505	5,000	9,553	191%	5,000
001-346-0000-4120 O.A.S.D.I.	3,751	1,607	4,456	2,502	2,023	81%	15,503
001-346-0000-4126 HEALTH INSURANCE	3,480	2,642	12,448	11,651	5,147	44%	83,966
001-346-0000-4128 DENTAL INSURANCE	290	171	577	316	559	177%	-
001-346-0000-4129 RETIREE HEALTH SAVINGS	101	43	768	450	222	49%	5,130
001-346-0000-4130 WORKER'S COMPENSATION INS.	6,044	2,087	7,152	2,304	2,520	109%	28,818
001-346-0000-4136 OPTICAL INSURANCE	73	34	242	54	99	184%	-
001-346-0000-4138 LIFE INSURANCE	27	15	74	45	23	52%	288
001-346-0000-4140 WELLNESS BENEFIT	-	-	-	-	-	0%	-
001-346-7510-4105 OVERTIME - NORTH MACLAY STREETSCAPE			-	-	-	0%	
001-346-7510-4120 O.A.S.D.I.			-	-	-	0%	
001-346-7510-4130 WORKER'S COMPENSATION INS.			-	-	-	0%	
<b>Personnel Costs</b>	<b>62,786</b>	<b>27,601</b>	<b>83,948</b>	<b>275,031</b>	<b>37,033</b>	<b>13%</b>	<b>341,363</b>
001-346-0000-4250 RENTS AND LEASES							
001-346-0000-4260 CONTRACTUAL SERVICES	1,215	12,000	285	5,500	5,615	102%	5,500
001-346-0000-4270 PROFESSIONAL SERVICES		-	-	-	-	0%	-
001-346-0000-4300 DEPARTMENT SUPPLIES	2,389	-	4,147	5,000	4,916	98%	5,000
001-346-0000-4310 EQUIPMENT AND SUPPLIES	546	7,253	-	-	-	0%	-
001-346-0000-4320 DEPARTMENT EQUIPMENT MAINT	-	-	-	-	-	0%	-
001-346-0000-4325 UNIFORM ALLOWANCE		-	-	-	-	0%	-
001-346-0000-4340 SMALL TOOLS	-	-	-	-	-	0%	-
001-346-0000-4360 PERSONNEL TRAINING		-	-	-	-	0%	-
001-346-0000-4390 VEHICLE ALLOW & MILEAGE	-	-	-	-	-	0%	-
001-346-0000-4430 ACTIVITIES AND PROGRAMS	-	-	-	-	-	0%	-
001-346-0301-4300 PW MAINT. & REPAIR SUPPLIES	-	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>4,150</b>	<b>19,253</b>	<b>4,432</b>	<b>10,500</b>	<b>10,531</b>	<b>100%</b>	<b>10,500</b>
001-346-0000-4706 LIABILITY CHARGE	704	-	624	3,885	1,944	50%	27,731
001-346-0320-4741 EQUIP MAINT CHARGE	48,649	9,276	23,352	15,295	7,650	50%	8,398
001-346-0000-4741 EQUIP REPLACEMENT CHARGE		-	-	-	-	0%	-
001-346-0000-4743 FACILITY MAINTENANCE CHARGE	4,822	4,652	3,888	6,286	3,144	50%	38,008
<b>Internal Service Charges</b>	<b>54,175</b>	<b>13,928</b>	<b>27,864</b>	<b>25,466</b>	<b>12,738</b>	<b>50%</b>	<b>74,137</b>
001-346-0000-4500 CAPITAL EQUIPMENT	-	-	-	-	-	0%	-
<b>Capital Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Division Total</b>	<b>121,111</b>	<b>60,782</b>	<b>116,244</b>	<b>310,997</b>	<b>60,302</b>	<b>19%</b>	<b>426,000</b>

**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 with 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.

**Dept: Public Works**  
**Div: Traffic Safety**

Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
001-370-0000-4101 SALARIES-PERMANENT EMPLOYEES	56,385	21,786	24,168	64,493	33,912	53%	130,541
001-370-0000-4103 WAGES-TEMPORARY & PART-TIME	-	-	-	-	-	0%	-
001-370-0000-4105 OVERTIME	2,737	3,576	4,644	15,000	3,208	21%	15,000
001-370-0000-4120 O.A.S.D.I.	4,523	1,940	2,204	4,934	2,840	58%	8,976
001-370-0000-4126 HEALTH INSURANCE	12,174	5,800	9,477	24,592	10,066	41%	28,060
001-370-0000-4128 DENTAL INSURANCE	1,095	409	536	-	944	0%	1,069
001-370-0000-4129 RETIREE HEALTH SAVINGS	846	2	211	1,530	827	54%	300
001-370-0000-4130 WORKER'S COMPENSATION INS.	7,148	2,164	3,178	9,171	5,277	58%	3,562
001-370-0000-4134 LONG TERM DISABILITY	-	-	-	-	-	0%	626
001-370-0000-4136 OPTICAL INSURANCE	210	109	155	-	165	0%	193
001-370-0000-4138 LIFE INSURANCE	81	25	33	99	40	40%	92
001-370-0000-4140 WELLNESS BENEFIT	-	-	-	-	-	0%	150
<b>Personnel Costs</b>	<b>85,200</b>	<b>35,810</b>	<b>44,605</b>	<b>119,819</b>	<b>57,279</b>	<b>48%</b>	<b>188,569</b>
001-370-0000-4260 CONTRACTUAL SERVICES	-	-	-	-	-	0%	-
001-370-0000-4300 DEPARTMENT SUPPLIES	82	-	11,324	11,383	17,191	151%	11,383
001-370-0000-4310 EQUIPMENT AND SUPPLIES	1,074	579	-	-	384	0%	-
001-370-0000-4320 DEPARTMENT EQUIPMENT MAINT	-	-	-	-	-	0%	-
001-370-0000-4340 SMALL TOOLS	-	-	-	-	-	0%	-
001-370-0000-4360 PERSONNEL TRAINING	-	-	-	6,000	395	7%	6,000
001-370-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	-	-	-	-	-	0%	-
001-370-0000-4430 ACTIVITIES AND PROGRAMS	-	-	-	-	-	0%	-
001-370-0301-4300 PW MAINT. & REPAIR SUPPLIES	13,488	9,096	-	32,325	31,150	96%	32,325
<b>Operations &amp; Maintenance Costs</b>	<b>14,644</b>	<b>9,676</b>	<b>11,324</b>	<b>49,708</b>	<b>49,120</b>	<b>99%</b>	<b>49,708</b>
001-370-0000-4706 LIABILITY CHARGE	1,607	-	3,120	8,458	4,230	50%	15,318
001-370-0320-4741 EQUIP MAINT CHARGE	29,189	83,480	14,004	45,886	22,944	50%	41,987
001-370-0000-4741 EQUIP REPLACEMENT CHARGE	4,800	-	4,800	14,800	7,398	50%	14,800
001-370-0000-4743 FACILITY MAINTENANCE CHARGE	14,466	13,955	11,652	22,001	10,998	50%	12,261
<b>Internal Service Charges</b>	<b>50,062</b>	<b>97,435</b>	<b>33,576</b>	<b>91,145</b>	<b>45,570</b>	<b>50%</b>	<b>84,366</b>
<b>Division Total</b>	<b>149,906</b>	<b>142,921</b>	<b>89,505</b>	<b>260,672</b>	<b>151,969</b>	<b>58%</b>	<b>322,643</b>

**PUBLIC WORKS:**

**INTERNAL SERVICE  
AND  
ENTERPRISE  
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****INTERNAL SERVICE FUNDS**

006	Self-Insurance Fund ( <i>See Finance Budget</i> )
041	Equipment Maintenance and Replacement Fund
043	Facility Maintenance Fund

**ENTERPRISE FUNDS**

070	Water Fund
072	Sanitary Sewer Fund
073	Refuse Fund (Inactive)
074	Compressed Natural Gas Fund



**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, 13 mid-duty trucks, 11 light-duty trucks, 10 heavy-duty pieces of equipment, 12 compressed natural gas (CNG) fueled vehicles, 2 electric vehicles, 27 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:	597,481	790,818	1,043,666	1,023,743		719,235
REVENUES		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2022	% Used	Proposed
3500-0000	INTEREST INCOME	16,395	11,295	8,780	-	1,429	0%	-
3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	13,987	(10,160)	(48,228)	-	42,251	0%	-
3910-0000	SALE OF PROPERTY & EQUIPMENT	-	-	12,550	-	-	0%	-
3941-0152	EQUIP REPLACEMENT REIMB	4,375	4,375	4,380	4,375	2,190	50%	4,375
3941-0222	ANNUAL EQUIP REPLACE REIM	-	-	-	10,000	4,998	50%	10,000
3941-0224	EQUIP REPLACE REIMB-DETECTIVE	15,000	15,000	5,004	10,000	4,998	50%	10,000
3941-0225	ANNUAL EQUIP REPLACE REIM	58,250	58,250	18,000	80,500	40,248	50%	80,500
3941-0230	ANNUAL EQUIP REPLACE REIM	-	9,276	-	-	-	0%	-
3941-0311	EQUIP REPLACE REIMB-PW STREETS	16,200	16,200	11,196	11,200	5,598	50%	11,200
3941-0360	ANNUAL EQUIP REPLACEMNT REIMB	11,250	11,250	11,256	11,250	5,628	50%	11,250
3941-0370	ANNUAL EQUIP REPLACEMNT REIMB	4,800	-	4,800	14,800	7,398	50%	14,800
3941-0371	ANNUAL EQUIP REPLACEMENT REIMB	-	-	-	-	-	0%	-
3941-0381	ANNUAL EQUIP REPLACEMNT REIMB	30,183	30,183	30,180	33,117	16,560	50%	33,117
3941-0390	EQUIP REPLACE REIMB-FCLTY MNGE	5,500	5,500	5,496	4,500	2,250	50%	4,500
3941-0420	EQUIP REPLACE REIMB-RECREATION	-	-	-	-	-	0%	-
3950-0000	PROPERTY DAMAGE REIMBURSEMENT	8,753	-	13,535	-	-	0%	-
3970-0000	TRANSFER FROM GENERAL FUND	153,500	-	197,000	-	-	0%	-
3995-0000	TRANSFER FROM THE WATER FUND	-	-	-	-	-	0%	-
3952-0000	EQUIPMENT MAINTENANCE CHARGE	720,259	683,920	326,196	509,850	254,928	50%	662,283
<b>Total Revenue</b>		<b>1,058,453</b>	<b>835,089</b>	<b>600,146</b>	<b>689,592</b>	<b>388,476</b>	<b>56%</b>	<b>842,025</b>

APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2022	% Used	Proposed
041-180-0000-4127	RETIRED EMP. HEALTH INS.	-	4,587	16,675	-	8,637	0%	-
041-320-0000-4101	SALARIES-PERMANENT EMPLOYEES	205,110	161,978	107,807	122,464	61,160	50%	132,142
041-320-0000-4105	OVERTIME	3,593	1,658	4,865	-	5,414	0%	-
041-320-0000-4120	O.A.S.D.I.	15,966	12,518	8,609	9,045	4,920	54%	9,796
041-320-0000-4124	RETIREMENT	49,016	38,666	26,548	29,009	14,862	51%	31,934
041-320-0000-4126	HEALTH INSURANCE	53,977	48,882	34,010	33,988	16,330	48%	37,029
041-320-0000-4128	DENTAL INSURANCE	4,783	3,881	2,819	2,240	1,387	62%	2,240
041-320-0000-4130	WORKER'S COMPENSATION INS.	27,790	21,470	14,010	9,783	7,947	81%	10,577
041-320-0000-4134	LONG TERM DISABILITY INSURANCE	-	106	188	294	152	52%	333
041-320-0000-4136	OPTICAL INSURANCE	856	681	506	401	249	62%	401
041-320-0000-4138	LIFE INSURANCE	243	201	126	126	66	52%	127
041-320-3661-4105	OVERTIME	-	-	-	-	-	0%	-
041-320-3661-4120	CNG FUELING STATION	-	-	-	-	-	0%	-
041-320-3661-4130	CNG FUELING STATION	-	-	-	-	-	0%	-
041-320-3689-4101	SALARIES-PERMANENT EMPLOYEES	-	160	-	-	-	0%	-
041-320-3689-4120	O.A.S.D.I.	-	12	-	-	-	0%	-
041-320-3689-4124	RETIREMENT	-	40	-	-	-	0%	-
041-320-3689-4130	WORKER'S COMPENSATION INS.	-	23	-	-	-	0%	-
<b>Personnel Costs</b>		<b>361,333</b>	<b>294,865</b>	<b>216,163</b>	<b>207,350</b>	<b>121,124</b>	<b>58%</b>	<b>224,578</b>

041-320-0000-4220	TELEPHONE	308	239	315	200	153	76%	200
041-320-0000-4260	CONTRACTUAL SERVICES	1,863	1,377	3,088	9,800	1,200	12%	9,800
041-320-0000-4300	DEPARTMENT SUPPLIES	4,044	3,823	3,950	4,000	1,473	37%	4,000
041-320-0000-4310	EQUIPMENT AND SUPPLIES	5,948	5,103	4,632	5,000	1,353	27%	5,000
041-320-0000-4320	DEPARTMENT EQUIPMENT MAINT	1,255	3,393	6,829	6,000	751	13%	6,000
041-320-0000-4340	SMALL TOOLS	1,955	2,225	2,320	2,250	-	0%	2,250
041-320-0000-4360	PERSONNEL TRAINING	-	-	15	5,000	-	0%	5,000
041-320-0000-4400	VEHICLE OPERATION & MAINT	-	-	18	-	-	0%	-

**Dept: Public Works**  
**Div: Equipment/Vehicle Maintenance**

APPROPRIATIONS (Continued)		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2022	% Used	Proposed
041-320-0000-4402	FUEL	-	258	-	-	-	0%	-
041-320-0000-4450	OTHER EXPENSE	1,630	1,150	1,396	6,450	1,253	19%	6,450
041-320-0152-4400	CDBG ADMINISTRATION	910	2,782	3,211	2,000	1,144	57%	2,000
041-320-0152-4402	FUEL	3,555	3,661	3,469	4,000	1,433	36%	4,000
041-320-0152-4450	COMMUNITY PRESERVATION	-	-	-	-	-	0%	-
041-320-0221-4400	VEHICLE OPERATION & MAINT	1,472	294	92	1,000	479	48%	1,000
041-320-0221-4402	FUEL	2,172	2,516	7,054	2,500	3,847	154%	2,500
041-320-0221-4450	OTHER EXPENSE	-	-	-	-	-	0%	-
041-320-0222-4400	VEHICLE OPERATION & MAINT	581	685	4,074	5,000	1,630	33%	1,000
041-320-0222-4402	FUEL	1,977	1,936	2,339	2,500	1,283	51%	2,500
041-320-0224-4400	VEHICLE OPERATION & MAINT	6,948	4,803	13,660	6,000	2,541	42%	8,000
041-320-0224-4402	FUEL	9,664	8,823	20,104	10,000	11,590	116%	10,000
041-320-0224-4450	OTHER EXPENSE	-	-	-	-	-	0%	-
041-320-0225-4400	VEHICLE OPERATION & MAINT	34,832	58,825	76,976	50,000	12,444	25%	50,000
041-320-0225-4402	FUEL	55,533	46,710	61,519	50,000	31,191	62%	50,000
041-320-0225-4450	OTHER EXPENSE	-	-	-	-	-	0%	-
041-320-0226-4400	VEHICLE OPERATION & MAINT	-	-	-	-	-	0%	-
041-320-0226-4402	FUEL	224	-	-	-	-	0%	-
041-320-0226-4450	OTHER EXPENSE	-	-	-	-	-	0%	-
041-320-0228-4400	VEHICLE OPERATION & MAINT	927	1,632	3,684	3,000	1,093	36%	5,000
041-320-0228-4402	FUEL	6,342	7,499	8,544	6,500	2,301	35%	6,500
041-320-0311-4400	VEHICLE OPERATION & MAINT	18,181	11,720	13,263	12,000	5,450	45%	12,000
041-320-0311-4402	FUEL	8,751	7,226	12,269	10,000	5,639	56%	10,000
041-320-0311-4450	STREET MAINTENANCE	-	-	-	-	-	0%	-
041-320-0312-4400	VEHICLE OPERATION & MAINT	-	-	-	-	-	0%	-
041-320-0312-4402	FUEL	1,762	657	320	-	-	0%	-
041-320-0320-4400	VEHICLE OPERATION & MAINT	1,616	2,766	3,499	3,000	737	25%	3,000
041-320-0320-4402	FUEL	2,305	797	2,499	1,500	839	56%	1,500
041-320-0346-4400	VEHICLE OPERATION & MAINT	80	-	-	29,805	21,079	71%	10,000
041-320-0346-4402	FUEL	910	908	692	1,000	68	7%	1,000
041-320-0370-4400	VEHICLE OPERATION & MAINT	9,634	1,778	4,187	10,000	421	4%	10,000
041-320-0370-4402	FUEL	11,596	5,836	12,571	10,000	7,383	74%	10,000
041-320-0371-4400	VEHICLE OPERATION & MAINT	-	-	-	-	-	0%	-
041-320-0371-4402	FUEL	-	-	-	-	-	0%	-
041-320-0371-4450	OTHER EXPENSE	-	-	-	-	-	0%	-
041-320-0390-4400	VEHICLE OPERATION & MAINT	24,178	7,181	11,603	7,500	4,847	65%	7,500
041-320-0390-4402	FUEL	15,271	14,415	24,183	15,000	11,290	75%	15,000
041-320-0420-4400	RECREATION DEPT	2,513	296	-	1,000	-	0%	1,000
041-320-0420-4402	FUEL	152	112	70	-	-	0%	-
041-320-3661-4402	FUEL	-	-	-	-	-	0%	-
041-320-3661-4430	ACTIVITIES AND PROGRAMS	-	-	-	-	-	0%	-
041-320-3661-4435	BANK CHARGES	-	-	-	-	-	0%	-
041-320-3661-4450	OTHER EXPENSE	-	-	-	-	-	0%	-
041-190-0000-4457	EXCISE TAX RETURN	-	-	-	-	-	0%	-
041-320-3661-4457	EXCISE TAX RETURN	-	-	-	-	-	0%	-
041-320-3689-4300	DEPARTMENT SUPPLIES-COVID-19	-	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>		<b>239,089</b>	<b>211,426</b>	<b>312,440</b>	<b>282,005</b>	<b>134,912</b>	<b>48%</b>	<b>262,200</b>

**Dept: Public Works**  
**Div: Equipment/Vehicle Maintenance**

APPROPRIATIONS (Continued)		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2022	% Used	Proposed
041-320-0000-4706	LIABILITY CHARGE	6,562	-	21,936	14,637	7,320	50%	18,244
041-320-0320-4741	EQUIP MAINT & REPLACEMENT CHARGE	29,189	27,827	14,004	15,295	7,650	50%	25,192
041-320-0000-4741	EQUIP REPLACEMENT CHARGE	-	-	-	-	-	0%	-
041-320-0000-4743	FACILITY MAINTENANCE CHARGE	43,400	43,400	34,944	17,601	8,778	50%	17,164
041-320-0000-4820	DEPRECIATION EXPENSE	-	-	20,582	-	-	0%	22,000
<b>Internal Service Charges</b>		<b>79,151</b>	<b>71,227</b>	<b>91,466</b>	<b>47,533</b>	<b>23,748</b>	<b>50%</b>	<b>82,600</b>
041-152-0000-4500	CAPITAL EXPENSES	-	-	-	14,867	-	0%	-
041-224-0000-4500	CAPITAL EXPENSES	36,582	-	-	138,310	-	0%	-
041-225-0000-4500	CAPITAL EXPENSES	7,280	-	(0)	93,650	71,041	76%	-
041-230-0000-4500	CAPITAL EXPENSES	26,388	4,723	-	-	-	0%	-
041-311-0000-4500	CAPITAL EXPENSES	-	-	-	201,857	-	0%	-
041-346-0000-4500	CAPITAL EXPENSES	-	-	-	-	-	0%	-
041-370-0000-4500	CAPITAL EXPENSES	109,492	-	-	-	-	0%	-
041-390-0000-4500	CAPITAL EXPENSES	5,800	-	-	-	-	0%	-
041-420-0000-4500	CAPITAL EXPENSES	-	-	-	8,528	-	0%	-
<b>Capital Projects</b>		<b>185,542</b>	<b>4,723</b>	<b>(0)</b>	<b>457,212</b>	<b>71,041</b>	<b>16%</b>	<b>-</b>
041-320-3661-4974	TRANSFER TO CNG FUND	-	-	-	-	-	0%	-
<b>Transfers</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Total Appropriations</b>		<b>865,116</b>	<b>582,241</b>	<b>620,069</b>	<b>994,100</b>	<b>350,825</b>	<b>57%</b>	<b>569,378</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>193,337</b>	<b>252,848</b>	<b>(19,923)</b>	<b>(304,508)</b>	<b>37,651</b>		<b>272,647</b>
<b>Ending Balance:</b>		<b>790,818</b>	<b>1,043,666</b>	<b>1,023,743</b>	<b>719,235</b>			<b>991,881</b>

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.

**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**

- Complete projects focused on modernization of City facilities, including a new HVAC system at the Police facility and a new personnel trailer at the City Yard facility.
- Complete the installation of permanent back-up generator units at San Fernando Recreation Park and Las Palmas Park. The units will provide emergency power at the parks, which are used as cooling centers during periods of hot weather and act as shelter locations during emergencies.

**Dept: Public Works**  
**Div: Facilities Management**

Beginning Fund Balance:		(44,901)	148,459	166,947	110,067	5,259		
REVENUES		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2022	% Used	Proposed
3500-0000	INTEREST INCOME	3,429	3,011	2,353	-	337	0%	-
3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	4,022	(3,406)	(12,798)	-	11,373	0%	-
3737-0000	EV CHARGING STATIONS	1,474	1,748	1,809	-	1,286	0%	-
3953-0000	FACILITY MAINTENANCE CHARGE	1,667,003	1,609,721	1,323,480	1,525,000	762,498	50%	1,575,000
3970-0000	TRANSFER FROM GENERAL FUND	80,000	-	129,996	55,000	27,500	50%	-
3992-0000	TRANSFER FROM SEWER FUND	-	-	20,004	20,000	10,002	50%	-
3995-0000	TRANSFER FROM WATER FUND	-	-	20,004	20,000	10,002	50%	-
<b>Total Revenue</b>		<b>1,755,927</b>	<b>1,611,074</b>	<b>1,484,849</b>	<b>1,620,000</b>	<b>822,998</b>	<b>51%</b>	<b>1,575,000</b>
APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2022	% Used	Proposed
043-180-0000-4127	RETIRED EMP. HEALTH INS.	-	8,631	32,677	-	20,630	0%	-
043-390-0000-4101	SALARIES-PERMANENT EMPLOYEES	421,352	413,489	336,948	381,286	192,382	50%	334,557
043-390-3689-4101	SALARIES-PERMANENT EMPLOYEES	-	6,733	1,262	-	-	0%	-
043-390-0000-4103	WAGES-TEMPORARY & PART-TIME	16,418	12,381	13,618	16,864	3,599	21%	84,287
043-390-0000-4105	OVERTIME	8,286	9,402	33,782	-	24,999	0%	-
043-390-0000-4120	O.A.S.D.I.	34,123	33,299	29,398	29,811	16,558	56%	31,728
043-390-3689-4120	O.A.S.D.I.	-	515	97	-	-	0%	-
043-390-0000-4124	RETIREMENT	80,124	77,636	52,453	61,278	31,633	52%	52,350
043-390-3689-4124	RETIREMENT	-	1,442	294	-	-	0%	-
043-390-0000-4126	HEALTH INSURANCE	118,061	128,061	75,040	105,285	51,014	48%	95,737
043-390-0000-4128	DENTAL INSURANCE	8,889	7,926	5,215	3,304	3,883	118%	3,216
043-390-0000-4129	RETIREE HEALTH SAVINGS	4,338	5,385	4,368	4,800	2,203	46%	4,800
043-390-3689-4129	RETIREE HEALTH SAVINGS	-	67	8	-	-	0%	-
043-390-0000-4130	WORKER'S COMPENSATION INS.	60,789	59,114	50,172	43,702	27,340	63%	51,346
043-390-3689-4130	WORKER'S COMPENSATION INS.	-	957	179	-	-	0%	-
043-390-0000-4134	LONG TERM DISABILITY INSURANCE	-	106	94	589	304	52%	333
043-390-0000-4136	OPTICAL INSURANCE	2,001	1,842	969	782	726	93%	685
043-390-0000-4138	LIFE INSURANCE	657	597	378	518	240	46%	639
043-390-3689-4101	COVID-19 GLOBAL OUTBREAK	-	-	1,262	-	-	0%	-
043-390-3689-4120	COVID-19 GLOBAL OUTBREAK	-	-	97	-	-	0%	-
043-390-3689-4124	COVID-19 GLOBAL OUTBREAK	-	-	294	-	-	0%	-
043-390-3689-4129	COVID-19 GLOBAL OUTBREAK	-	-	8	-	-	0%	-
043-390-3689-4130	COVID-19 GLOBAL OUTBREAK	-	-	179	-	-	0%	-
<b>Personnel Costs</b>		<b>755,038</b>	<b>767,582</b>	<b>638,789</b>	<b>648,219</b>	<b>375,512</b>	<b>58%</b>	<b>659,678</b>
043-390-0000-4210	UTILITIES	343,767	392,030	404,832	375,000	190,684	51%	375,000
043-390-0000-4220	TELEPHONE	308	239	315	-	153	0%	-
043-390-0000-4250	RENTS AND LEASES	1,688	-	392	-	-	0%	-
043-390-0000-4260	CONTRACTUAL SERVICES	255,453	256,555	234,556	269,055	96,266	36%	274,055
043-390-0000-4290	OFFICE EQUIPMENT MAINTENANCE	-	-	-	-	-	0%	-
043-390-0000-4300	DEPARTMENT SUPPLIES	46,493	39,334	56,243	55,000	19,902	36%	50,000
043-390-0000-4310	EQUIPMENT AND SUPPLIES	3,893	7,884	3,191	4,500	1,306	29%	4,500
043-390-0000-4320	DEPARTMENT EQUIPMENT MAINT	-	-	-	-	-	0%	-
043-390-0000-4322	UNIFORM ALLOWANCE	-	-	-	-	-	0%	100
043-390-0000-4325	UNIFORM ALLOW-FULL TIME EMP	-	-	-	100	-	0%	100
043-390-0000-4330	BLDG MAINT & REPAIRS	25,098	36,973	47,660	31,043	16,945	55%	30,000
043-390-0000-4340	SMALL TOOLS	2,999	2,699	1,322	3,000	-	0%	3,000
043-390-0000-4360	PERSONNEL TRAINING	565	309	1,859	7,875	150	2%	7,875
043-390-0000-4450	ACTIVITIES AND PROGRAMS	-	-	-	-	-	0%	-
043-390-3689-4260	COVID-19 GLOBAL OUTBREAK	-	-	21,750	-	-	0%	-
043-390-3698-4405	PUBLIC SAFETY RADIOS/BODY CAMERAS (BSCC)	-	-	3,804	1,930	1,930	100%	-
<b>Operations &amp; Maintenance Costs</b>		<b>680,265</b>	<b>736,023</b>	<b>775,923</b>	<b>747,503</b>	<b>327,336</b>	<b>44%</b>	<b>744,630</b>



**Dept: Public Works**  
**Div: Facilities Management**

APPROPRIATIONS (Continued)		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2022	% Used	Proposed
043-390-0000-4706	LIABILITY CHARGE	13,879	-	46,404	45,758	22,878	50%	53,589
043-390-0320-4741	EQUIP MAINT & REPLACEMENT CHARGE	87,568	83,480	42,024	68,828	34,416	50%	109,167
043-390-0000-4741	EQUIP MAINT & REPLACEMENT CHARGE	5,500	5,500	5,496	4,500	2,250	50%	4,500
043-390-0000-4820	DEPRECIATION EXPENSE	-	-	33,092	-	-	0%	35,000
<b>Internal Service Charges</b>		<b>106,947</b>	<b>88,980</b>	<b>127,016</b>	<b>119,086</b>	<b>59,544</b>	<b>50%</b>	<b>202,256</b>
043-390-0000-4500	CAPITAL EXPENSES	20,317	-	-	210,000	85,948	41%	-
<b>Capital Costs</b>		<b>20,317</b>	<b>-</b>	<b>-</b>	<b>210,000</b>	<b>85,948</b>	<b>41%</b>	<b>-</b>
<b>Total Appropriations</b>		<b>1,562,567</b>	<b>1,592,586</b>	<b>1,541,729</b>	<b>1,724,808</b>	<b>848,340</b>	<b>49%</b>	<b>1,606,564</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>193,360</b>	<b>18,488</b>	<b>(56,880)</b>	<b>(104,808)</b>	<b>(25,342)</b>		<b>(31,564)</b>
<b>Ending Balance:</b>		<b>148,459</b>	<b>166,947</b>	<b>110,067</b>	<b>5,259</b>			<b>(26,305)</b>

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

**Dept: Public Works**  
**Div: Facilities Management**

		Beginning Fund Balance:						
		(44,901)	148,459	166,947	110,067			5,259
REVENUES		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2022	% Used	Proposed
3500-0000	INTEREST INCOME	3,429	3,011	2,353	-	337	0%	-
3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	4,022	(3,406)	(12,798)	-	11,373	0%	-
3737-0000	EV CHARGING STATIONS	1,474	1,748	1,809	-	1,286	0%	-
3953-0000	FACILITY MAINTENANCE CHARGE	1,667,003	1,609,721	1,323,480	1,525,000	762,498	50%	1,575,000
3970-0000	TRANSFER FROM GENERAL FUND	80,000	-	129,996	55,000	27,500	50%	-
3992-0000	TRANSFER FROM SEWER FUND	-	-	20,004	20,000	10,002	50%	-
3995-0000	TRANSFER FROM WATER FUND	-	-	20,004	20,000	10,002	50%	-
<b>Total Revenue</b>		<b>1,755,927</b>	<b>1,611,074</b>	<b>1,484,849</b>	<b>1,620,000</b>	<b>822,998</b>	<b>51%</b>	<b>1,575,000</b>
APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2022	% Used	Proposed
043-180-0000-4127	RETIRED EMP. HEALTH INS.	-	8,631	32,677	-	20,630	0%	-
043-390-0000-4101	SALARIES-PERMANENT EMPLOYEES	421,352	413,489	336,948	381,286	192,382	50%	334,557
043-390-3689-4101	SALARIES-PERMANENT EMPLOYEES	-	6,733	1,262	-	-	0%	-
043-390-0000-4103	WAGES-TEMPORARY & PART-TIME	16,418	12,381	13,618	16,864	3,599	21%	84,287
043-390-0000-4105	OVERTIME	8,286	9,402	33,782	-	24,999	0%	-
043-390-0000-4120	O.A.S.D.I.	34,123	33,299	29,398	29,811	16,558	56%	31,728
043-390-3689-4120	O.A.S.D.I.	-	515	97	-	-	0%	-
043-390-0000-4124	RETIREMENT	80,124	77,636	52,453	61,278	31,633	52%	52,350
043-390-3689-4124	RETIREMENT	-	1,442	294	-	-	0%	-
043-390-0000-4126	HEALTH INSURANCE	118,061	128,061	75,040	105,285	51,014	48%	95,737
043-390-0000-4128	DENTAL INSURANCE	8,889	7,926	5,215	3,304	3,883	118%	3,216
043-390-0000-4129	RETIREE HEALTH SAVINGS	4,338	5,385	4,368	4,800	2,203	46%	4,800
043-390-3689-4129	RETIREE HEALTH SAVINGS	-	67	8	-	-	0%	-
043-390-0000-4130	WORKER'S COMPENSATION INS.	60,789	59,114	50,172	43,702	27,340	63%	51,346
043-390-3689-4130	WORKER'S COMPENSATION INS.	-	957	179	-	-	0%	-
043-390-0000-4134	LONG TERM DISABILITY INSURANCE	-	106	94	589	304	52%	333
043-390-0000-4136	OPTICAL INSURANCE	2,001	1,842	969	782	726	93%	685
043-390-0000-4138	LIFE INSURANCE	657	597	378	518	240	46%	639
043-390-3689-4101	COVID-19 GLOBAL OUTBREAK	-	-	1,262	-	-	0%	-
043-390-3689-4120	COVID-19 GLOBAL OUTBREAK	-	-	97	-	-	0%	-
043-390-3689-4124	COVID-19 GLOBAL OUTBREAK	-	-	294	-	-	0%	-
043-390-3689-4129	COVID-19 GLOBAL OUTBREAK	-	-	8	-	-	0%	-
043-390-3689-4130	COVID-19 GLOBAL OUTBREAK	-	-	179	-	-	0%	-
<b>Personnel Costs</b>		<b>755,038</b>	<b>767,582</b>	<b>638,789</b>	<b>648,219</b>	<b>375,512</b>	<b>58%</b>	<b>659,678</b>
043-390-0000-4210	UTILITIES	343,767	392,030	404,832	375,000	190,684	51%	375,000
043-390-0000-4220	TELEPHONE	308	239	315	-	153	0%	-
043-390-0000-4250	RENTS AND LEASES	1,688	-	392	-	-	0%	-
043-390-0000-4260	CONTRACTUAL SERVICES	255,453	256,555	234,556	269,055	96,266	36%	274,055
043-390-0000-4290	OFFICE EQUIPMENT MAINTENANCE	-	-	-	-	-	0%	-
043-390-0000-4300	DEPARTMENT SUPPLIES	46,493	39,334	56,243	55,000	19,902	36%	50,000
043-390-0000-4310	EQUIPMENT AND SUPPLIES	3,893	7,884	3,191	4,500	1,306	29%	4,500
043-390-0000-4320	DEPARTMENT EQUIPMENT MAINT	-	-	-	-	-	0%	-
043-390-0000-4322	UNIFORM ALLOWANCE	-	-	-	-	-	0%	100
043-390-0000-4325	UNIFORM ALLOW-FULL TIME EMP	-	-	-	100	-	0%	100
043-390-0000-4330	BLDG MAINT & REPAIRS	25,098	36,973	47,660	31,043	16,945	55%	30,000
043-390-0000-4340	SMALL TOOLS	2,999	2,699	1,322	3,000	-	0%	3,000
043-390-0000-4360	PERSONNEL TRAINING	565	309	1,859	7,875	150	2%	7,875
043-390-0000-4450	ACTIVITIES AND PROGRAMS	-	-	-	-	-	0%	-
043-390-3689-4260	COVID-19 GLOBAL OUTBREAK	-	-	21,750	-	-	0%	-
043-390-3698-4405	PUBLIC SAFETY RADIOS/BODY CAMERAS (BSCC)	-	-	3,804	1,930	1,930	100%	-
<b>Operations &amp; Maintenance Costs</b>		<b>680,265</b>	<b>736,023</b>	<b>775,923</b>	<b>747,503</b>	<b>327,336</b>	<b>44%</b>	<b>744,630</b>

**Dept: Public Works**  
**Div: Facilities Management**

APPROPRIATIONS (Continued)		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2022	% Used	Proposed
043-390-0000-4706	LIABILITY CHARGE	13,879	-	46,404	45,758	22,878	50%	53,589
043-390-0320-4741	EQUIP MAINT & REPLACEMENT CHARGE	87,568	83,480	42,024	68,828	34,416	50%	109,167
043-390-0000-4741	EQUIP MAINT & REPLACEMENT CHARGE	5,500	5,500	5,496	4,500	2,250	50%	4,500
043-390-0000-4820	DEPRECIATION EXPENSE	-	-	33,092	-	-	0%	35,000
<b>Internal Service Charges</b>		<b>106,947</b>	<b>88,980</b>	<b>127,016</b>	<b>119,086</b>	<b>59,544</b>	<b>50%</b>	<b>202,256</b>
043-390-0000-4500	CAPITAL EXPENSES	20,317	-	-	210,000	85,948	41%	-
<b>Capital Costs</b>		<b>20,317</b>	<b>-</b>	<b>-</b>	<b>210,000</b>	<b>85,948</b>	<b>41%</b>	<b>-</b>
<b>Total Appropriations</b>		<b>1,562,567</b>	<b>1,592,586</b>	<b>1,541,729</b>	<b>1,724,808</b>	<b>848,340</b>	<b>49%</b>	<b>1,606,564</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>193,360</b>	<b>18,488</b>	<b>(56,880)</b>	<b>(104,808)</b>	<b>(25,342)</b>		<b>(31,564)</b>
<b>Ending Balance:</b>		<b>148,459</b>	<b>166,947</b>	<b>110,067</b>	<b>5,259</b>			<b>(26,305)</b>

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

**CITY OF SAN FERNANDO  
ENTERPRISE FUNDS  
SUMMARY OF REVENUES AND APPROPRIATIONS  
FISCAL YEAR 2023-2024**

**Fund: Water Enterprise Fund**

		<b>Beginning Balance:</b>		<b>7,108,141</b>	<b>7,659,143</b>	<b>8,183,293</b>	<b>6,204,619</b>		<b>1,430,702</b>
<b>REVENUE</b>		<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>As of</b>	<b>2023</b>	<b>2024</b>	
	<b>Account Number &amp; Title</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>12/31/2022</b>	<b>% Used</b>	<b>Proposed</b>	
3500-0000	INTEREST INCOME	112,161	69,015	54,301	50,000	8,905	18%	50,000	
3508-0000	NET INCR/DECR FAIR VAL INVEST.	93,718	(77,216)	(286,244)	-	252,381	0%	-	
3699-0000	MISCELLANEOUS REIMBURSEMENT	30,000	-	-	-	-	0%	-	
3810-0000	SALE OF WATER	4,141,003	4,605,456	4,789,524	5,371,804	1,944,388	36%	5,371,804	
3820-0000	DELINQUENT PENALTIES	51,793	-	-	-	-	0%	-	
3830-0000	METER & FIRE SERVICE	132,372	130,234	129,615	128,385	49,009	38%	128,385	
3835-0000	WATER INSTALLATION CHARGE	88,222	139,103	92,172	90,688	24,381	27%	90,688	
3840-0000	CAPITAL FACILITY CHARGES	115,951	43,042	130,331	58,313	12,285	21%	58,313	
3885-0000	BACKFLOW PREVENTION FEE	74,869	79,150	79,790	42,442	30,487	72%	42,442	
3901-0000	MISCELLANEOUS REVENUE	19,516	(3,686)	5,089	9,316	-	0%	9,316	
3910-0000	SALE OF PROPERTY & EQUIPMENT	-	-	7,600	-	-	0%	-	
3945-0000	BOND/LOAN PROCEEDS	-	-	-	-	-	0%	-	
3950-0000	PROPERTY DAMAGE REIMBURSEMENT	3,020	-	-	-	-	0%	-	
3996-0000	TRANSFER FROM OPERATING GRANT FD	-	-	163,673	-	-	0%	-	
<b>Total Revenue</b>		<b>4,862,625</b>	<b>4,985,098</b>	<b>5,165,852</b>	<b>5,750,948</b>	<b>2,321,836</b>	<b>40%</b>	<b>5,750,948</b>	
<b>APPROPRIATIONS</b>		<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>As of</b>	<b>2023</b>	<b>2024</b>	
	<b>Account Number &amp; Title</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>12/31/2022</b>	<b>% Used</b>	<b>Proposed</b>	
070-110	Water Attorney	18,482	483	229	-	-	0%	1,000	
070-180	Water Retirement	119,615	326,728	1,052,006	421,258	250,778	60%	407,483	
070-381	Water Administration	2,058,151	1,962,197	2,083,785	2,851,114	1,228,667	43%	3,008,025	
070-382	Utility Billing	305,390	337,211	311,561	243,117	115,711	48%	273,727	
070-383	Water Distribution	124,747	90,929	109,580	157,700	106,378	67%	184,982	
070-384	Water Production	802,141	793,944	1,367,134	2,224,975	1,372,603	62%	911,373	
070-385	Water Capital Projects	883,096	949,456	2,220,229	4,626,702	832,992	18%	933,509	
<b>Total Appropriations</b>		<b>4,311,623</b>	<b>4,460,948</b>	<b>7,144,525</b>	<b>10,524,866</b>	<b>3,907,130</b>	<b>37%</b>	<b>5,720,099</b>	
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>551,002</b>	<b>524,150</b>	<b>(1,978,674)</b>	<b>(4,773,918)</b>	<b>(1,585,294)</b>	<b>33%</b>	<b>30,850</b>	
<b>Ending Balance:</b>		<b>7,659,143</b>	<b>8,183,293</b>	<b>6,204,619</b>	<b>1,430,702</b>			<b>1,461,551</b>	

**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	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
070-180-0000-4123 OPEB EXPENSE GASB 75	67,163	(348,344)	(41,227)	50,000	-	0%	50,000
070-180-0000-4124 RETIREMENT	240,153	281,868	2,685,716	-	-	0%	-
070-180-0000-4125 PENSION EXPENSE-GASB 68	(256,673)	307,667	(1,740,880)	50,000	-	0%	50,000
070-180-0000-4127 RETIRED EMP. HEALTH INS.	68,972	85,537	94,952	115,000	44,631	39%	115,000
<b>Personnel Costs</b>	<b>119,615</b>	<b>326,728</b>	<b>998,561</b>	<b>215,000</b>	<b>44,631</b>	<b>21%</b>	<b>215,000</b>
070-180-0000-4265 ADMINISTRATIVE EXPENSE	-	-	22,828	-	-	0%	-
070-180-0872-4405 PENSION OBLIGATION BONDS-INTEREST	-	-	30,618	89,258	89,148	100%	82,983
070-180-0872-4429 PENSION OBLIGATION BONDS-PRIN	-	-	-	117,000	117,000	100%	109,500
<b>Operations &amp; Maintenance Costs</b>	<b>-</b>	<b>-</b>	<b>53,446</b>	<b>206,258</b>	<b>206,148</b>	<b>100%</b>	<b>192,483</b>
<b>Division Total</b>	<b>119,615</b>	<b>326,728</b>	<b>1,052,006</b>	<b>421,258</b>	<b>250,778</b>	<b>60%</b>	<b>407,483</b>



**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	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
070-381-0000-4101 SALARIES-PERMANENT EMPLOYEES	574,261	558,293	610,060	951,882	382,012	40%	1,030,536
070-381-0000-4103 WAGES-TEMPORARY & PART-TIME	8,312	-	-	-	-	0%	-
070-381-0000-4105 OVERTIME	64,131	46,807	59,559	-	34,664	0%	-
070-381-0000-4120 O.A.S.D.I.	50,659	46,409	50,678	67,060	31,151	46%	77,180
070-381-0000-4124 RETIREMENT	110,560	103,894	107,160	123,688	60,289	49%	161,300
070-381-0000-4126 HEALTH INSURANCE	165,126	150,661	138,920	248,337	73,970	30%	249,450
070-381-0000-4128 DENTAL INSURANCE	10,588	8,718	7,900	4,404	4,118	94%	3,686
070-381-0000-4129 RETIREE HEALTH SAVINGS	3,439	3,876	3,522	9,300	3,968	43%	12,450
070-381-0000-4130 WORKER'S COMPENSATION INS.	81,496	74,081	81,998	94,323	54,821	58%	110,096
070-381-0000-4133 COMPENSATED ABSENCES	(2,474)	(12,498)	9,502	-	-	0%	-
070-381-0000-4134 LONG TERM DISABILITY INSURANCE	161	438	502	1,665	296	18%	1,935
070-381-0000-4136 OPTICAL INSURANCE	2,578	2,434	2,298	1,617	1,260	78%	1,173
070-381-0000-4138 LIFE INSURANCE	1,122	694	700	968	426	44%	1,086
070-381-0000-4140 WELLNESS BENEFIT	-	-	-	150	-	0%	150
070-381-3689-XXXX COVID-19 GLOBAL OUTBREAK	-	-	2,844	-	-	0%	-
<b>Personnel Costs</b>	<b>1,069,960</b>	<b>983,807</b>	<b>1,075,643</b>	<b>1,503,394</b>	<b>646,977</b>	<b>43%</b>	<b>1,649,041</b>
070-381-0000-4210 UTILITIES	353	230	99	-	9	0%	-
070-381-0000-4260 CONTRACTUAL SERVICES	14,112	1,993	25,179	18,960	7,376	39%	25,960
070-381-0000-4270 PROFESSIONAL SERVICES	18,393	47,091	43,905	44,998	17,873	40%	47,700
070-381-0000-4290 OFFICE EQUIPMENT MAINTENANCE	395	720	-	-	-	0%	-
070-381-0000-4300 DEPARTMENT SUPPLIES	3,980	2,444	4,197	3,000	564	19%	3,000
070-381-0000-4320 DEPARTMENT EQUIPMENT MAINT	6,991	1,415	-	-	-	0%	1,500
070-381-0000-4325 UNIFORM ALLOWANCE	-	-	-	-	-	0%	-
070-381-0000-4360 PERSONNEL TRAINING	955	2,380	1,580	3,000	1,700	57%	3,000
070-381-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	277	286	767	3,000	302	10%	3,000
070-381-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	220	-	55	2,540	487	19%	7,540
070-381-0000-4390 VEHICLE ALLOW & MILEAGE	27	903	903	900	452	50%	900
070-381-0000-4400 VEHICLE OPERATION & MAINT	47	930	1,514	675	45	7%	675
070-381-0000-4402 FUEL	470	797	1,080	450	376	83%	450
070-381-0000-4405 INTEREST EXPENSE	17,207	5,304	3,601	5,738	-	0%	9,656
070-381-0000-4429 PRINCIPAL	-	-	-	137,997	-	0%	143,734
070-381-0000-4430 ACTIVITIES AND PROGRAMS	4,829	6,376	3,000	7,000	505	7%	7,000
070-381-0000-4450 OTHER EXPENSE	48,953	49,485	46,203	55,404	23,197	42%	55,404
070-381-0000-4480 COST ALLOCATION	511,160	520,072	520,068	607,954	303,977	50%	607,954
070-381-3689-XXXX COVID-19 GLOBAL OUTBREAK	-	6,984	-	-	-	0%	-
070-381-0450-4260 CONTRACTUAL SERVICES	-	-	-	6,453	-	0%	6,453
070-381-0450-4300 DEPARTMENT SUPPLIES	-	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>628,370</b>	<b>647,409</b>	<b>652,151</b>	<b>898,069</b>	<b>356,864</b>	<b>40%</b>	<b>923,926</b>
070-381-0000-4706 LIABILITY CHARGE	19,106	-	73,944	102,158	51,072	50%	133,959
070-381-0320-4741 EQUIP MAINT CHARGE	82,040	76,134	24,504	39,226	19,614	50%	3,920
070-381-0000-4741 EQUIP REPLACEMENT CHARGE	30,183	30,183	30,180	33,117	16,560	50%	33,117
070-381-0000-4743 FACILITY MAINTENANCE CHARGE	108,492	104,664	87,360	135,150	67,578	50%	144,062
<b>Internal Service Charges</b>	<b>239,821</b>	<b>210,981</b>	<b>215,988</b>	<b>309,651</b>	<b>154,824</b>	<b>50%</b>	<b>315,058</b>
070-381-0000-4901 TRANSFER TO GENERAL FUND	60,000	60,000	60,000	60,000	30,000	50%	60,000
070-381-0000-4906 TRANSFER TO SELF-INSURANCE FND	60,000	60,000	60,000	60,000	30,000	50%	60,000
070-381-0000-4918 TRANSFER TO RETIREMENT FUND	-	-	-	-	-	0%	-
070-381-0000-4943 TRANSFER TO FACILITY MAINT. FND	-	-	20,004	20,000	10,002	50%	-
<b>Transfers</b>	<b>120,000</b>	<b>120,000</b>	<b>140,004</b>	<b>140,000</b>	<b>70,002</b>	<b>50%</b>	<b>120,000</b>
<b>Division Total</b>	<b>2,058,151</b>	<b>1,962,197</b>	<b>2,083,785</b>	<b>2,851,114</b>	<b>1,228,667</b>	<b>43%</b>	<b>3,008,025</b>

**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	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
070-382-0000-4101 SALARIES-PERMANENT EMPLOYEES	110,255	99,118	103,077	95,947	50,332	52%	103,625
070-382-0000-4103 WAGES-TEMPORARY & PART-TIME	-	-	-	-	-	0%	-
070-382-0000-4105 OVERTIME	518	469	867	-	438	0%	-
070-382-0000-4120 O.A.S.D.I.	8,475	7,619	7,952	7,244	3,884	54%	7,824
070-382-0000-4124 RETIREMENT	22,972	21,325	22,342	21,141	11,163	53%	22,848
070-382-0000-4126 HEALTH INSURANCE	30,192	28,827	27,603	28,267	13,857	49%	33,447
070-382-0000-4128 DENTAL INSURANCE	3,010	2,544	2,475	2,475	1,238	50%	2,475
070-382-0000-4130 WORKER'S COMPENSATION INS.	1,728	1,570	1,640	1,496	802	54%	1,617
070-382-0000-4134 LONG TERM DISABILITY INSURANCE	169	58	-	-	-	0%	-
070-382-0000-4136 OPTICAL INSURANCE	557	478	460	460	230	50%	460
070-382-0000-4138 LIFE INSURANCE	158	143	142	135	79	59%	135
<b>Personnel Costs</b>	<b>178,033</b>	<b>162,151</b>	<b>166,559</b>	<b>157,165</b>	<b>82,022</b>	<b>52%</b>	<b>172,431</b>
		-					
070-382-0000-4260 CONTRACTUAL SERVICES	8,469	8,728	8,989	10,000	9,368	94%	10,000
070-382-0000-4270 PROFESSIONAL SERVICES	-	-	-	-	-	0%	2,500
070-382-0000-4280 OFFICE SUPPLIES	-	-	-	-	-	0%	-
070-382-0000-4300 DEPARTMENT SUPPLIES	16,348	15,463	10,949	15,000	6,182	41%	15,000
070-382-0000-4320 DEPARTMENT EQUIPMENT MAINT	1,439	1,302	1,302	-	-	0%	2,000
070-382-0000-4390 VEHICLE ALLOW & MILEAGE	-	-	-	-	-	0%	-
070-382-0000-4400 VEHICLE OPERATION & MAINT	571	1,467	1,612	2,000	298	15%	2,000
070-382-0000-4402 FUEL	7,311	6,320	7,711	4,000	2,860	71%	4,000
070-382-0000-4455 BAD DEBTS EXPENSE	58,274	110,769	79,315	25,000	-	0%	25,000
<b>Operations &amp; Maintenance Costs</b>	<b>92,411</b>	<b>144,049</b>	<b>109,878</b>	<b>56,000</b>	<b>18,707</b>	<b>33%</b>	<b>60,500</b>
070-382-0000-4706 LIABILITY CHARGE	2,800	-	9,240	11,094	5,550	50%	14,007
070-382-0320-4741 EQUIP MAINT CHARGE			-	-	-	0%	8,398
070-382-0000-4741 EQUIP REPLACEMENT CHARGE			-	-	-	0%	-
070-382-0000-4743 FACILITY MAINTENANCE CHARGE	32,146	31,012	25,884	18,858	9,432	50%	18,391
<b>Internal Service Charges</b>	<b>34,946</b>	<b>31,012</b>	<b>35,124</b>	<b>29,952</b>	<b>14,982</b>	<b>50%</b>	<b>40,796</b>
<b>Division Total</b>	<b>305,390</b>	<b>337,211</b>	<b>311,561</b>	<b>243,117</b>	<b>115,711</b>	<b>48%</b>	<b>273,727</b>

**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, 5,264 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 City's water mains
- Replace or install new water services
- Repair and maintain City's fire hydrant
- Testing backflow devices per City's backflow and cross-connection program

**Dept: Public Works/Water Fund**  
**Div: Water Distribution**

Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
070-383-0000-4101 SALARIES-PERMANENT EMPLOYEES	-	-	-	-	-	0%	-
070-383-0000-4105 OVERTIME	-	-	-	-	-	0%	-
070-383-0000-4112 TEMP. NON-EMPLOYEE WAGES	-	-	-	-	-	0%	-
070-383-0000-4120 O.A.S.D.I.	-	-	-	-	-	0%	-
070-383-0000-4124 RETIREMENT	-	-	-	-	-	0%	-
070-383-0000-4126 HEALTH INSURANCE	-	-	-	-	-	0%	-
070-383-0000-4127 RETIRED EMP. HEALTH INS.	-	-	-	-	-	0%	-
070-383-0000-4128 DENTAL INSURANCE	-	-	-	-	-	0%	-
070-383-0000-4130 WORKER'S COMPENSATION INS.	-	-	-	-	-	0%	-
<b>Personnel Costs</b>	-	-	-	-	-	<b>0%</b>	-
070-383-0000-4260 CONTRACTUAL SERVICES	16,374	4,797	19,991	32,000	23,564	74%	22,000
070-383-0000-4270 PROFESSIONAL SERVICES	2,200	2,200	1,154	4,000	2,460	62%	4,000
070-383-0000-4300 DEPARTMENT SUPPLIES	1,978	304	2,991	6,700	1,441	22%	6,700
070-383-0000-4310 EQUIPMENT AND SUPPLIES	14,731	9,681	67,177	93,500	66,975	72%	77,000
070-383-0000-4320 DEPARTMENT EQUIPMENT MAINT	34	198	138	-	-	0%	-
070-383-0000-4330 BLDG MAINT & REPAIRS	-	89	-	-	-	0%	-
070-383-0000-4340 SMALL TOOLS	3,500	2,087	2,395	2,500	1,332	53%	2,500
070-383-0000-4360 PERSONNEL TRAINING	-	-	-	-	-	0%	-
070-383-0000-4400 VEHICLE OPERATION & MAINT	4,316	3,962	3,840	10,000	2,551	26%	5,000
070-383-0000-4402 FUEL	9,578	8,211	11,894	9,000	8,055	89%	9,000
070-383-0301-4300 PW MAINT. & REPAIR SUPPLIES	72,035	59,231	-	-	-	0%	-
070-383-3689-4310 COVID-19 GLOBAL OUTBREAK	-	168	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>124,747</b>	<b>90,929</b>	<b>109,580</b>	<b>157,700</b>	<b>106,378</b>	<b>67%</b>	<b>126,200</b>
070-383-0000-4500 CAPITAL EQUIPMENT	-	-	-	-	-	0%	-
070-383-0000-4600 CAPITAL PROJECTS	-	-	-	-	-	0%	-
<b>Capital Costs</b>	-	-	-	-	-	<b>0%</b>	-
070-383-0320-4741 EQUIP MAINT CHARGE	-	-	-	-	-	0%	58,782
<b>Internal Service Charges</b>	-	-	-	-	-	<b>0%</b>	<b>58,782</b>
<b>Division Total</b>	<b>124,747</b>	<b>90,929</b>	<b>109,580</b>	<b>157,700</b>	<b>106,378</b>	<b>67%</b>	<b>184,982</b>



**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 and the Supervisory Control and Data Acquisition (SCADA). All the wells are in the Sylmar area with power being supplied by the Los Angeles Department of Water and Power (LADWP) and two pressure regulation stations located within City limits are supplied by 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 and Submit Annual Water Quality Report
- Daily and other required EPA & State Lab Water Sampling
- Coordinate operation of water quality treatment system to treat groundwater

**Dept: Public Works/Water Fund**  
**Div: Water Production**

Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
070-384-0000-4101 SALARIES-PERMANENT EMPLOYEES	-	-	-	-	-	0%	-
070-384-0000-4105 OVERTIME	-	-	-	-	-	0%	-
070-384-0000-4120 O.A.S.D.I.	-	-	-	-	-	0%	-
070-384-0000-4130 WORKER'S COMPENSATION INS.	-	-	-	-	-	0%	-
<b>Personnel Costs</b>	-	-	-	-	-	<b>0%</b>	-
070-384-0000-4210 UTILITIES	477,919	488,685	470,465	300,000	124,124	41%	400,000
070-384-0000-4220 TELEPHONE	19,570	20,674	21,511	20,000	11,315	57%	20,000
070-384-0000-4250 RENTS AND LEASES	-	149	169	-	-	0%	-
070-384-0000-4260 CONTRACTUAL SERVICES	127,631	122,583	98,456	132,500	36,089	27%	149,000
070-384-0000-4300 DEPARTMENT SUPPLIES	9,448	35,138	54,527	88,000	24,548	28%	126,500
070-384-0000-4310 EQUIPMENT AND SUPPLIES	4,856	4,506	4,422	5,400	3,443	64%	5,400
070-384-0000-4320 DEPARTMENT EQUIPMENT MAINT	4,979	6,048	4,889	5,000	2,364	47%	5,000
070-384-0000-4330 BLDG MAINT & REPAIRS	6,964	8,417	5,422	6,500	2,463	38%	6,500
070-384-0000-4340 SMALL TOOLS	-	900	359	1,000	366	37%	1,000
070-384-0000-4360 PERSONNEL TRAINING	195	420	-	1,000	105	11%	1,000
070-384-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	445	459	-	1,075	-	0%	1,075
070-384-0000-4400 VEHICLE OPERATION & MAINT	6,500	1,681	1,133	3,000	53	2%	3,000
070-384-0000-4402 FUEL	3,367	2,845	4,393	3,000	3,292	110%	3,000
070-384-0000-4430 ACTIVITIES AND PROGRAMS	1,212	-	-	1,500	-	0%	1,500
070-384-0000-4450 OTHER EXPENSE	-	-	589,838	1,477,000	1,133,182	77%	-
070-384-0301-4300 PW MAINT. & REPAIR SUPPLIES	10,951	6,558	-	-	-	0%	-
070-384-0842-4260 PIPE INSTALLATION SYSTEM	-	-	-	-	-	0%	-
070-384-0857-4260 NITRATE REMOVAL SYSTEM	120,445	94,882	111,550	180,000	31,258	17%	180,000
070-384-0857-4300 NITRATE REMOVAL SYSTEM	7,660	-	-	-	-	0%	-
070-384-0857-4600 NITRATE REMOVAL SYSTEM	-	-	-	-	-	0%	-
070-384-0862-4260 NPDES & WATERSHED COMPLIANCE	-	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>802,141</b>	<b>793,944</b>	<b>1,367,134</b>	<b>2,224,975</b>	<b>1,372,603</b>	<b>62%</b>	<b>902,975</b>
070-384-0000-4500 CAPITAL EQUIPMENT	-	-	-	-	-	0%	-
070-384-0000-4600 CAPITAL PROJECTS	-	-	-	-	-	0%	-
<b>Capital Costs</b>	-	-	-	-	-	<b>0%</b>	-
070-383-0320-4741 EQUIP MAINT CHARGE	-	-	-	-	-	0%	8,398
<b>Internal Service Charges</b>	-	-	-	-	-	0%	<b>8,398</b>
070-384-0000-4901 TRANSFER TO GENERAL FUND	-	-	-	-	-	0%	-
070-384-0000-4912 TRANSFER TO MEASURE R	-	-	-	-	-	0%	-
<b>Transfers</b>	-	-	-	-	-	<b>0%</b>	-
<b>Division Total</b>	<b>802,141</b>	<b>793,944</b>	<b>1,367,134</b>	<b>2,224,975</b>	<b>1,372,603</b>	<b>62%</b>	<b>911,373</b>

**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 (FY) 2022-2023 saw the beginning of the Upper Reservoir Replacement Project and completion of a new Ion Exchange (IX) Nitrate Removal Treatment System at Well 3. A new pump and motor assembly was installed at Well 3.

In FY2023-2024, construction will continue on the Upper Reservoir and design will begin on the Well 2A Nitrate Removal Treatment System project.

**MAJOR PROJECTS/PROGRAMS**

- Water Main Replacement – Replacement of deteriorated water mains in conjunction with street resurfacing projects
- Water Meter Replacement Program
- Water Service Replacement (on an as-needed basis)
- Fire Hydrant Repair (on an as-needed basis due to knockdowns)
- Upper Reservoir Replacement Project
- Ion Exchange Nitrate Removal Treatment System – Well 2A

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

Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
070-385-0716-4101 UPPER RESERVOIR REPLACEMENT-DWR	-	-	-	-	542	0%	-
070-385-0716-4120 UPPER RESERVOIR REPLACEMENT-DWR	-	-	-	-	41	0%	-
070-385-0716-4124 UPPER RESERVOIR REPLACEMENT-DWR	-	-	-	-	91	0%	-
070-385-0716-4130 UPPER RESERVOIR REPLACEMENT-DWR	-	-	-	-	25	0%	-
<b>Personnel Costs</b>	-	-	-	-	<b>699</b>	<b>0%</b>	-
070-385-0000-4260 CONTRACTUAL SERVICES	21,000	11,146	4,875	1,063	1,062	100%	-
070-385-0000-4270 PROFESSIONAL SERVICES	27,781	83,388	19,015	-	75	0%	-
070-385-0000-4320 DEPT EQUIP. MAINTENANCE	7,725	3,903	98,145	-	-	0%	-
070-385-0000-4500 CAPITAL EQUIPMENT	-	-	36,738	92,158	27,396	30%	-
070-385-0000-4600 CAPITAL PROJECTS	-	-	602	-	-	0%	-
070-385-0178-4600 CAPITAL PROJECTS	-	-	-	-	-	0%	-
070-385-0560-4600 CP-STREET RESURFACING PROGRAM	-	-	(0)	49,733	-	0%	-
070-385-0635-4600 WATER MAIN REPLACEMENT	-	-	-	-	-	0%	-
070-385-0700-4500 CP-WTR MTR REPLACEMENT	-	-	-	-	-	0%	-
070-385-0700-4600 CP-WTR MTR REPLACEMENT	58,840	69,764	22,118	82,404	54,060	66%	100,000
070-385-0701-4500 CP-FIRE HYDRANT UPGRADE	-	-	-	-	-	0%	-
070-385-0701-4600 CP-FIRE HYDRANT UPGRADE	28,334	25,889	9,924	3,000	2,461	82%	50,000
070-385-0716-4600 UPPER RESERVOIR REPL PROJ	-	-	0	2,667,626	105,165	4%	-
070-385-0763-4600 CP-STORMWATER INFILTRATION PROJECT	-	-	-	-	-	0%	-
070-385-0763-4615 LAND ACQUISITION	-	-	-	-	-	0%	-
070-385-0765-4932 SELF GENERATION INCENTIVE PRG.	-	-	169,926	-	-	0%	-
070-385-0806-4270 13441 FOOTHILL PROPERTY ACQUISITION	67,838	8,190	15,850	-	-	0%	-
070-385-0806-4600 13441 FOOTHILL PROPERTY ACQUISITION	-	-	-	-	-	0%	-
070-385-0806-4405 INTEREST EXPENSE	6,769	25,650	23,268	-	10,450	0%	18,430
070-385-0806-4429 PRINCIPAL	-	-	-	-	-	0%	130,000
070-385-0857-4270 NITRATE REMOVAL SYSTEM	-	-	-	-	-	0%	-
070-385-0857-4600 NITRATE REMOVAL SYSTEM	-	-	1,063,472	588,639	490,833	83%	-
070-385-0859-4600 WELL 2A, 3 & LOWER RESERVOIR UPGRADES	-	-	-	515,398	139,112	27%	-
070-385-3698-4405 PUBLIC SAFETY RADIOS/BODY CAMERAS	-	-	3,312	1,681	1,680	100%	1,681
070-385-6673-4600 CP-GLENOAKS RESURFACING PROJECT	-	-	-	-	-	0%	-
<b>Capital Costs</b>	<b>218,286</b>	<b>227,930</b>	<b>1,467,243</b>	<b>4,001,702</b>	<b>832,293</b>	<b>21%</b>	<b>300,111</b>
072-365-0320-4741 EQUIP MAINT CHARGE	-	-	-	-	-	0%	8,398
<b>Internal Service Charges</b>	-	-	-	-	-	<b>0%</b>	<b>8,398</b>
070-385-0000-4820 DEPRECIATION EXPENSE	664,810	721,526	752,986	625,000	-	0%	625,000
<b>Depreciation Expense</b>	<b>664,810</b>	<b>721,526</b>	<b>752,986</b>	<b>625,000</b>	-	<b>0%</b>	<b>625,000</b>
<b>Division Total</b>	<b>883,096</b>	<b>949,456</b>	<b>2,220,229</b>	<b>4,626,702</b>	<b>832,992</b>	<b>18%</b>	<b>933,509</b>

**CITY OF SAN FERNANDO  
ENTERPRISE FUNDS  
SUMMARY OF REVENUES AND APPROPRIATIONS  
FISCAL YEAR 2023-2024**

**Fund: Sewer Enterprise Fund**

		<b>Beginning Balance:</b>	<b>3,675,482</b>	<b>4,496,231</b>	<b>5,478,538</b>	<b>3,853,614</b>		<b>2,928,383</b>
<b>REVENUE</b>		<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>As of</b>	<b>2023</b>	<b>2024</b>
	<b>Account Number &amp; Title</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>12/31/2022</b>	<b>% Used</b>	<b>Proposed</b>
3500-0000	INTEREST INCOME	88,311	54,670	42,944	-	5,662	0%	-
3508-0000	NET INCR/DECR FAIR VAL INVEST.	50,183	(39,578)	(228,084)	-	203,971	0%	-
3745-0000	SEWER SERVICE CHARGES	3,470,084	3,952,029	3,790,433	4,111,691	1,526,299	37%	4,125,000
3810-0000	SEWER COLLECTIONS-MO. BILLS	-	-	-	-	-	0%	-
3820-0000	DELINQUENT PENALTIES	23,792	-	-	-	-	0%	-
3821-0000	INDUSTRIAL WASTE PERMITS	39,618	46,316	33,027	39,641	15,579	39%	40,000
3840-0000	CAPITAL FACILITY CHARGES	46,932	26,741	42,833	35,729	1,955	5%	35,729
3885-0000	BACKFLOW PREVENTION FEE	-	-	-	-	-	0%	-
3945-0000	BOND/LOAN PROCEEDS	-	-	-	-	-	0%	-
3950-0000	PROPERTY DAMAGE REIMBURSEMENT	62,750	-	-	-	-	0%	-
3970-0000	TRANS FROM GENERAL FUND	-	-	-	-	-	0%	-
3996-0000	TRANS FROM OPERATING GRANT FUND	-	-	93,559	-	-	0%	-
3978-0000	TRANS FROM RETIREMENT TAX FUND	-	-	-	-	-	0%	-
<b>Total Revenue</b>		<b>3,781,670</b>	<b>4,040,178</b>	<b>3,774,711</b>	<b>4,187,061</b>		<b>0%</b>	<b>4,200,729</b>
<b>APPROPRIATIONS</b>		<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>As of</b>	<b>2023</b>	<b>2024</b>
	<b>Account Number &amp; Title</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>12/31/2022</b>	<b>% Used</b>	<b>Proposed</b>
072-110	Sewer Attorney	11,547	-	-	1,000	-	0%	1,000
072-180	Sewer Retirement	(113,066)	(481,342)	1,715,460	508,175	86,506	17%	471,192
072-360	Sewer Maintenance	2,024,497	2,450,061	2,583,441	2,757,371	561,313	20%	2,747,031
072-365	Sewer Capital Projects	1,037,944	1,089,151	1,100,735	1,845,745	-	0%	1,250,000
<b>Total Appropriations</b>		<b>2,960,921</b>	<b>3,057,870</b>	<b>5,399,636</b>	<b>5,112,291</b>	<b>647,820</b>	<b>13%</b>	<b>4,469,223</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>820,749</b>	<b>982,308</b>	<b>(1,624,925)</b>	<b>(925,230)</b>	<b>(647,820)</b>	<b>70%</b>	<b>(268,494)</b>
<b>Ending Balance:</b>		<b>4,496,231</b>	<b>5,478,538</b>	<b>3,853,614</b>	<b>2,928,383</b>			<b>2,659,889</b>

**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**

- Inspection – Closed Captioned Television Inspection, Root Clearing of Sewer System.
- 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.
- Sewer Cleaning – Maintenance of sewer system through use of City's sewer combination truck and trained and certified staff.

**Dept: Public Works/Sewer Fund**  
**Div: Sewer Maintenance**

Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
072-360-0000-4706 LIABILITY CHARGE	11,722	-	53,496	31,418	15,708	50%	82,940
072-360-0320-4741 EQUIP MAINT CHARGE	25,243	23,426	7,536	11,768	5,880	50%	11,759
072-360-0000-4741 EQUIP REPLACEMENT CHARGE	11,250	11,250	11,256	11,250	5,628	50%	11,250
072-360-0000-4743 FACILITY MAINTENANCE CHARGE	92,419	89,158	74,412	31,430	15,714	50%	42,912
<b>Internal Service Charges</b>	<b>140,634</b>	<b>123,834</b>	<b>146,700</b>	<b>85,866</b>	<b>42,930</b>	<b>50%</b>	<b>148,861</b>
072-360-0000-4500 CAPITAL EQUIPMENT	-	-	-	6,578	6,577	100%	-
072-360-0000-4600 CAPITAL PROJECTS	-	-	-	-	-	0%	-
072-360-0754-4600 CAPITAL PROJECTS	-	-	-	-	-	0%	-
072-360-0000-4820 DEPRECIATION EXPENSE	-	-	-	-	-	0%	-
<b>Capital Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,578</b>	<b>6,577</b>	<b>100%</b>	<b>-</b>
072-360-0000-4901 TRANSFER TO GENERAL FUND	60,000	60,000	60,000	60,000	30,000	50%	60,000
072-360-0000-4918 TRANSFER TO RETIREMENT FUND	-	-	-	-	-	0%	-
072-360-0000-4943 TRANSFER TO FACILITY MAINT. FUND	-	-	20,004	20,000	10,002	50%	-
<b>Transfers</b>	<b>60,000</b>	<b>60,000</b>	<b>80,004</b>	<b>80,000</b>	<b>40,002</b>	<b>50%</b>	<b>60,000</b>
<b>Division Total</b>	<b>1,922,978</b>	<b>1,968,719</b>	<b>4,298,901</b>	<b>3,266,546</b>	<b>647,820</b>	<b>20%</b>	<b>3,219,223</b>



**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**

- 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.

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

Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
072-365-0000-4260 CONTRACT SERVICES	4,760	1,300	21,747	3,253	-	0%	-
072-365-0000-4300 DEPARTMENT SUPPLIES	-	-	-	-	-	0%	-
<b>Operations &amp; Maintenance</b>	<b>4,760</b>	<b>1,300</b>	<b>21,747</b>	<b>3,253</b>	<b>-</b>	<b>0%</b>	<b>-</b>
072-365-0000-4500 CAPITAL EXPENSES	-	-	-	398,890	-	0%	-
072-365-0000-4600 CAPITAL PROJECTS	-	-	-	-	-	0%	-
072-365-0560-4600 CAPITAL PROJECTS	-	-	(0)	283,602	-	0%	-
072-365-0629-4600 CAPITAL PROJECTS	893,541	928,631	819,340	1,000,000	-	0%	1,000,000
<b>Capital Projects</b>	<b>893,541</b>	<b>928,631</b>	<b>819,339</b>	<b>1,682,492</b>	<b>-</b>	<b>0%</b>	<b>1,000,000</b>
072-365-0000-4820 DEPRECIATION EXPENSE	139,643	159,220	231,328	160,000	-	0%	250,000
<b>Depreciation Expense</b>	<b>139,643</b>	<b>159,220</b>	<b>231,328</b>	<b>160,000</b>	<b>-</b>	<b>0%</b>	<b>250,000</b>
072-365-0765-4932 HVAC SYSTEM FOR PD FACILITY	-	-	28,321	-	-	0%	-
<b>Transfers</b>	<b>-</b>	<b>-</b>	<b>28,321</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Division Total</b>	<b>1,037,944</b>	<b>1,089,151</b>	<b>1,100,735</b>	<b>1,845,745</b>	<b>-</b>	<b>0%</b>	<b>1,250,000</b>

**CITY OF SAN FERNANDO  
ENTERPRISE FUNDS  
SUMMARY OF REVENUES AND APPROPRIATIONS  
FISCAL YEAR 2023-2024**

**Fund: Refuse Fund**

		Beginning Balance:	67,706	66,130	60,285	50,272			(728)
REVENUE		2020	2021	2022	2023	As of	2023	2024	
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2022	% Used	Proposed	
3500-0000	INTEREST INCOME	795	511	1,533	-	70	0%	-	
3508-0000	NET INCR/DECR FAIR VAL INVEST.	635	(510)	(8,143)	-	2,106	0%	-	
3682-0350	BEV CNTNR & LTTR REDUCTION	-	114	-	-	-	0%	-	
3755-0000	REFUSE COLLECTION FEES	-	-	-	-	-	0%	-	
3760-0000	RECYCLING PROGRAM FEES	-	-	-	-	-	0%	-	
3820-0000	DELINQUENT PENALTIES	-	-	-	-	-	0%	-	
3901-0000	MISCELLANEOUS REVENUE	278	-	-	-	-	0%	-	
3956-0000	LIQUIDATED DAMAGES	-	-	-	-	-	0%	-	
3970-0000	TRANS FROM GENERAL FUND	-	-	-	-	-	0%	-	
3978-0000	TRANS FROM RETIREMENT TAX FUND	-	-	-	-	-	0%	-	
<b>Total Revenue</b>		<b>1,708</b>	<b>115</b>	<b>(6,609)</b>	<b>-</b>	<b>2,176</b>	<b>0%</b>	<b>-</b>	
APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024	
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2022	% Used	Proposed	
073-350	REFUSE	3,284	5,960	3,403	51,000	474	1%	51,000	
<b>Total Appropriations</b>		<b>3,284</b>	<b>5,960</b>	<b>3,403</b>	<b>51,000</b>	<b>474</b>	<b>1%</b>	<b>51,000</b>	
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>(1,576)</b>	<b>(5,845)</b>	<b>(10,013)</b>	<b>(51,000)</b>	<b>1,703</b>	<b>-3%</b>	<b>(51,000)</b>	
<b>Ending Balance:</b>		<b>66,130</b>	<b>60,285</b>	<b>50,272</b>	<b>(728)</b>		<b>(0)</b>	<b>(51,728)</b>	

Dept: Public Works/Refuse Fund

Div: Refuse

Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
073-180-0000-4124 RETIREMENT	-	-	-	-	-	0%	-
073-180-0000-4127 RETIRED EMP. HEALTH INS.	655	689	773	-	474	0%	-
073-350-0000-4101 SALARIES-PERMANENT EMPLOYEES			-	-	-	0%	-
<b>Personnel Costs</b>	<b>655</b>	<b>689</b>	<b>773</b>	<b>-</b>	<b>474</b>	<b>0%</b>	<b>-</b>
073-110-0000-4270 PROFESSIONAL SERVICES	-	-	-	-	-	0%	-
073-350-0842-4230 ADVERTISING	-	-	-	-	-	0%	-
073-350-0000-4260 CONTRACTUAL SERVICES	-	-	-	48,370	-	0%	48,370
073-350-0000-4270 PROFESSIONAL SERVICES	-	-	-	-	-	0%	-
073-350-0000-4300 DEPARTMENT SUPPLIES	-	-	-	-	-	0%	-
073-350-0000-4310 EQUIPMENT & SUPPLIES	-	-	-	-	-	0%	-
073-350-0000-4320 DEPARTMENT EQUIPMENT MAINT	-	-	-	-	-	0%	-
073-350-0000-4400 VEHICLE OPERATION & MAINT.	-	-	-	-	-	0%	-
073-350-0000-4402 FUEL	-	-	-	-	-	0%	-
073-350-0000-4455 BAD DEBTS EXPENSE	-	2,642	-	-	-	0%	-
073-350-0000-4480 COST ALLOCATION	-	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>-</b>	<b>2,642</b>	<b>-</b>	<b>48,370</b>	<b>-</b>	<b>0%</b>	<b>48,370</b>
073-350-0842-4500 ***CAPITAL EXPENSES***	-	-	-	-	-	0%	-
<b>Capital Projects</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
073-350-0000-4820 DEPRECIATION EXPENSE	2,629	2,630	2,630	2,630	-	0%	2,630
<b>Depreciation Expense</b>	<b>2,629</b>	<b>2,630</b>	<b>2,630</b>	<b>2,630</b>	<b>-</b>	<b>0%</b>	<b>2,630</b>
<b>Division Total</b>	<b>3,284</b>	<b>5,960</b>	<b>3,403</b>	<b>51,000</b>	<b>474</b>	<b>1%</b>	<b>51,000</b>

**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**

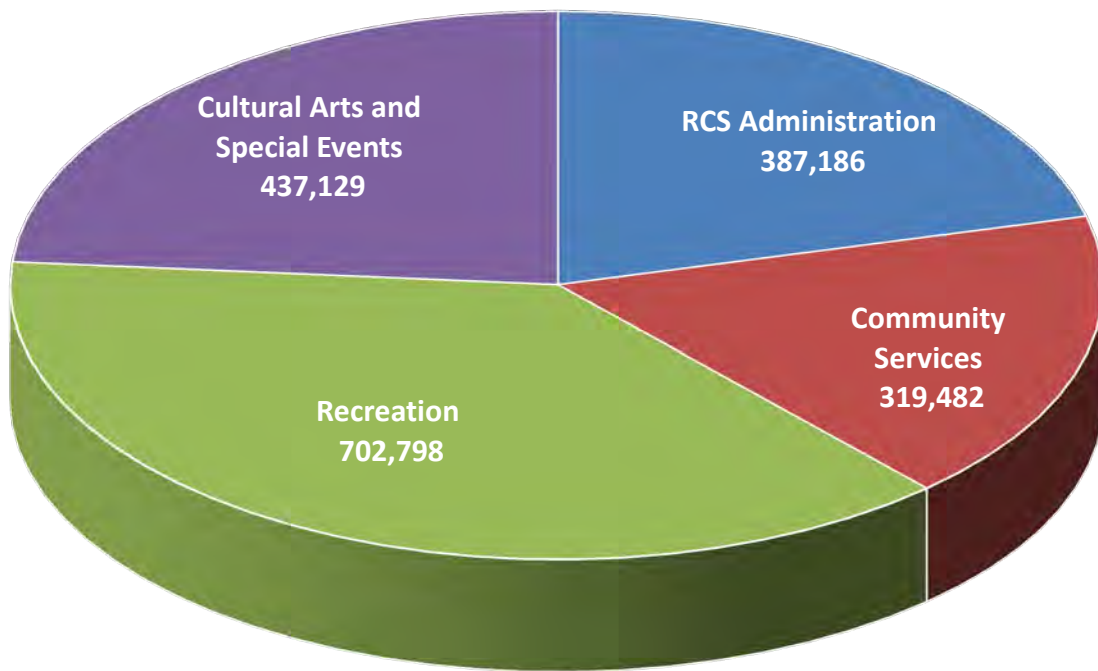
- Regular Maintenance and Compliance programs related to the operation of the CNG fueling station by City Mechanic.

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

Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
074-320-0000-4101 SALARIES-PERMANENT EMPLOYEES	820	-	-	-	2,818	0%	-
074-320-0000-4105 OVERTIME	-	-	-	-	-	0%	-
074-320-0000-4120 O.A.S.D.I.	63	-	-	-	216	0%	-
074-320-0000-4124 RETIREMENT	-	-	-	-	701	0%	-
074-320-0000-4126 HEALTH INSURANCE	-	-	-	-	1,217	0%	-
074-320-0000-4128 DENTAL INSURANCE	-	-	-	-	107	0%	-
074-320-0000-4129 RETIREE HEALTH SAVINGS	4	-	-	-	-	0%	-
074-320-0000-4130 WORKERS COMPENSATION INS.	117	-	-	-	401	0%	-
074-320-0000-4136 OPTICAL INSURANCE	-	-	-	-	19	0%	-
074-320-0000-4138 LIFE INSURANCE	-	-	-	-	5	0%	-
<b>Personnel Costs</b>	<b>1,004</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,484</b>	<b>0%</b>	<b>-</b>
074-320-0000-4210 UTILITIES	18,787	11,166	52,353	60,000	27,989	47%	18,000
074-320-0000-4220 TELEPHONE	623	629	635	700	267	38%	700
074-320-0000-4260 CONTRACTUAL SERVICES	8,099	5,071	7,477	5,550	-	0%	27,500
074-320-0000-4270 PROFESSIONAL SERVICES	-	-	-	-	-	0%	-
074-320-0000-4300 DEPARTMENT SUPPLIES	763	69	1,368	1,000	-	0%	1,000
074-320-0000-4310 EQUIPMENT & SUPPLIES	-	-	-	-	-	0%	-
074-320-0000-4320 DEPARTMENT EQUIPMENT MAINT	-	-	-	-	-	0%	-
074-320-0000-4400 VEHICLE OPERATION & MAINT.	2,128	3,428	4,482	1,950	1,797	92%	5,000
074-320-0000-4402 FUEL	53,066	48,882	73,244	290,000	80,013	28%	40,000
074-320-0000-4430 ACTIVITIES & PROGRAMS	-	-	-	-	-	0%	-
074-320-0000-4435 BANK CHARGES	9,953	7,166	7,070	10,000	6,306	63%	10,000
074-320-0000-4450 OTHER EXPENSE	-	-	-	-	-	0%	-
074-320-0000-4457 EXCISE TAX RETURN	20,112	15,540	14,199	25,000	5,474	22%	10,000
074-320-0000-4480 COST ALLOCATION	5,244	3,665	3,660	-	5,553	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>118,774</b>	<b>95,616</b>	<b>164,488</b>	<b>394,200</b>	<b>127,399</b>	<b>32%</b>	<b>112,200</b>
074-320-0000-4706 LIABILITY CHARGE	-	-	-	907	444	49%	-
074-320-0000-4743 FACILITY MAINTENANCE CHARGE	-	-	-	1,257	630	50%	1,226
<b>Internal Service Charges</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,164</b>	<b>1,074</b>	<b>50%</b>	<b>1,226</b>
074-320-0000-4600 CAPITAL PROJECTS	17,060	-	-	-	-	0%	-
<b>Capital Projects</b>	<b>17,060</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
074-320-0000-4820 DEPRECIATION EXPENSE	-	-	-	-	-	0%	-
<b>Depreciation Expense</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Division Total</b>	<b>136,837</b>	<b>95,616</b>	<b>164,488</b>	<b>396,364</b>	<b>133,956</b>	<b>34%</b>	<b>113,426</b>

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

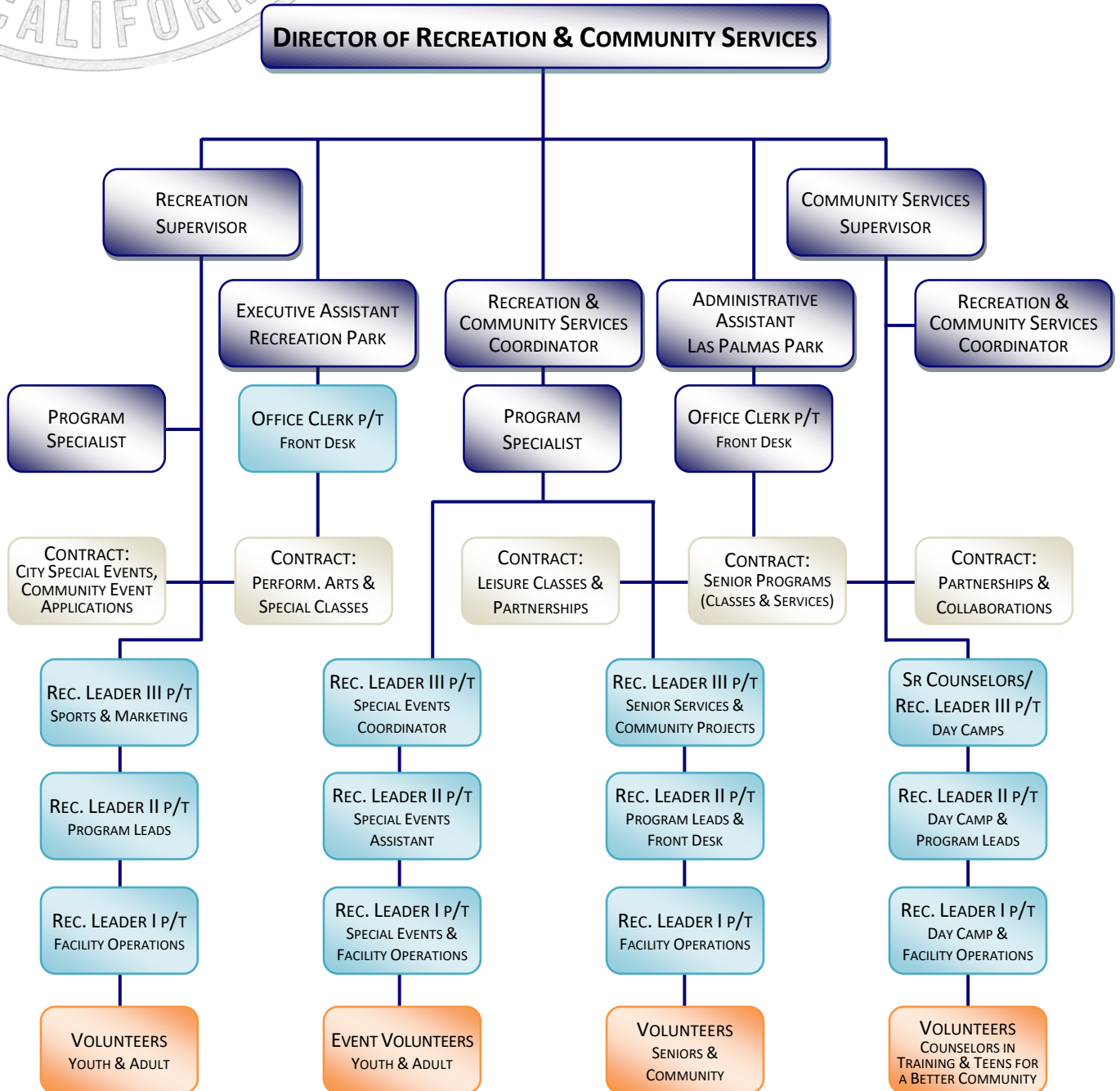
# RECREATION & COMMUNITY SERVICES DEPARTMENT





# THE CITY OF SAN FERNANDO

## ORGANIZATIONAL CHART RECREATION & COMMUNITY SERVICES DEPARTMENT FISCAL YEAR 2023-2024



CONTRACT

FULL-TIME

PART-TIME\*  
(Seasonal)

VOLUNTEER



### MISSION STATEMENT

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

### DEPARTMENT OVERVIEW

The Recreation and Community Services Department is comprised of four (4) divisions, which include Administration, Community Services, Recreation, and Cultural Arts/Special Events. Collectively, the divisions provide programming, services, and resources that include youth/adult sports, day camps, cultural arts, wellness/fitness, senior services, teen programming, volunteer opportunities, and city-wide special events.

Annually, an estimated 250,000 individuals participate in the organized programs facilitated by the Department, and an additional 200,000 people visit park facilities for non-organized activities. Combined, park patrons are approximately 450,000 per year.

### ACCOMPLISHMENTS FOR FY 2022-2023

1. The RCS Department completed the construction of the Layne Park Revitalization Project. The new park amenities include a U8 soccer field, a basketball half court, a restroom facility, a walking path, and a redesigned picnic area. The playground equipment was upgraded to include ADA accessibility and shading. There is also drought-tolerant landscaping, a green alleyway, and a bioswale with interpretive signage informing visitors of the history and natural aspects of the park. A rededication ceremony for Layne Park will take place in the first quarter of Fiscal Year 2023 – 2024. (Strategic Goal I.2.5, VI.2 & VII.5)
2. The Department collaborated with several Community Base Organizations to reestablish existing programs and start new services in Fiscal Year 2022-2023. The collaboration with agencies provides a social safety net for residents struggling with food insecurity, legal issues, and health matters. The partnering agencies and services they provided are listed in the following table (Strategic Goal I.5 & 6):

Agency	Service	Location
LA Food Bank	Monthly food distribution for seniors 55+	Las Palmas Park
One Generation	Weekly congregate and home-delivered meal program. Volunteering opportunities	Las Palmas Park
Mexican American Bar Association/Latina Bar Association	Annual Legal Consultations dealing with matters of Immigration, Housing Rights, Healthcare, diet relief, and financial services.	Las Palmas Park



### ACCOMPLISHMENTS FOR FY 2022-2023

MEND	Weekly outreach for the SANP program and assistance completing application. Provide information on general resource coordination and monthly CPR training.	Las Palmas Park
CSUN VITAS	Weekly free Income Tax preparation service that assisted participants to maximize refunds. The program is held from January to April.	Las Palmas Park
Los Angeles Education Partnership	Quarterly Early Childhood Education advocacy teaching parents tools to communicate with teachers, principals, and elected officials.	Las Palmas Park
Dr. Lucy Jones Center	A series of workshops designed to strengthen local community base organizations' resiliency in the event of a natural disaster.	Recreation Park
L.A. Mission Community College	Weekly job training and transition for adult students with disabilities.	Recreation Park
Pukuu Community Cultural Services	Bi-weekly intervention workshops for At-Risk Youth that incorporate cultural relevancy, and problem-solving techniques.	Las Palmas Park
Tierra Del Sol	Weekly volunteer opportunities for adults with disabilities reinforce social interaction.	Las Palmas Park
Regal Medical and Lakeside Community Healthcare	Monthly Health screenings and workshops covering various topics.	Las Palmas Park
LA County Department of Mental Health	Monthly Seminars addressing mental health issues.	Las Palmas Park
LA County Housing Authority	Annual Homeless Connect Day offers a wide array of support for individuals experiencing homelessness.	Las Palmas Park

3. RCS successfully implemented the San Fernando Valley Mile Run event on October 29, 2023, in conjunction with the Día de Los Muertos Festival. The inaugural San Fernando Valley One Mile Run drew approximately 987 participants, which is considered phenomenal for a first-ever event. Participants from world-class runners to all-abilities runners ran down Maclay Avenue from 8th Street to 3rd Street. The Dia de Los Muertos Festival was also impressive. Attendees of the Festival enjoyed the live entertainment, art exhibitions, nutrition demos, and cultural foods. Local merchants, non-profit/faith-based organizations, and private corporations were on hand providing



### ACCOMPLISHMENTS FOR FY 2022-2023

information about their services and programs offered to the community. (Strategic Goal I.1 & VIII.2a)

4. The Department provided six (6) family-friendly events through the Summer Movies/Concerts in the Park series. The extended program provided opportunities for families and neighbors to mingle and interact with each another in a sound and safe environment. The Summer Movies/Concerts in the Park series is also a conduit for the Department to promote the Healthy Eating and Active Living message, which encourages families to make healthy choices. (Strategic Goal I.5)
5. The Department provided 171 Recreation Scholarships which translates to \$9,576 in assistance for residents who participated in a variety of programs such as Summer Day Camp, Youth Sports, Cultural Arts Wellness classes, and senior trips. (Strategic Goal I.5)
6. RCS implemented a series of Technology workshops for Parents to assist with navigating an online presence. School districts, charter, and private schools require that parents have an account to disseminate information regarding their child's academic progress. The sessions were held Tuesdays mornings 9:30 am - 11:30 am, and Tuesday evenings and evenings 5:00 pm to 6:30 pm. Childcare was provided to allow parents to devote their attention to the class material. The topics covered in the Technology Workshops included (Strategic Goal I.5., V.1 & VII.5):
  - Introduction to basic computer operations
  - Creating online accounts like emails, social media, etc.
  - Creating A Parent Portal
  - Navigating Your Child's School Portal
  - Staying Safe Online
7. The Department collaborated with Ceballos Estate Planning and Cal State Northridge to host a series of financial workshops for teens called Project Money 101. The workshops were held at Recreation Park on Thursday evenings between the hours of 5:00 pm and 6:00 pm. (Strategic Goal I.5)
8. The Department successfully implemented and brought back various sports programs for youth and adults including the youth baseball league, sports clinics, tennis classes, karate, and the adult basketball league. The Mission City Baseball League completed a full year of programming, servicing 364 youth between the ages of 3-14. Youth Evolution Sports Clinics offered ongoing four-week sessions in fundamental skill development in basketball and soccer, servicing 96 youth ages 3.5-11. The Department also teamed up with Johnny Allen Tennis to reintroduce tennis classes at Pioneer Park. Johnny Allen Tennis offered ongoing three-week sessions focusing on age-appropriate skill building and tennis fundamentals. The program serviced 172 youth between the



### ACCOMPLISHMENTS FOR FY 2022-2023

ages of 3-17. Karate classes were offered on a monthly bases for youth ages 5-16, servicing 108 participants and focusing on coordination and self-discipline to promote health and confidence.

The Adult Basketball League successfully returned in the spring of 2023. The league is intended to provide adults, 18+, with an opportunity to showcase their talent in a healthy competitive atmosphere. The season hosted eight teams with a waitlist of three teams. (Strategic Goal I.5)

9. The Department was successful in securing several grants to assist with implementing recreational programming and conducting a study to identify potential land and open space to build future park facilities. The recreational programming grants consisted of the National Endowment of the Arts for \$55,000 and the California Arts Council grant for \$18,000 to implement the Mariachi Masters Apprentice Program. The program teaches youth the cultural significance of the Mariachi Genre. Students learn to read music, play instruments and perform at various venues. In addition to the MMAP grants the Department was awarded a \$42,895 Habitat Conservation Fund Grant from the State of California to conduct the Nature Adventure Discovery Camp Program, which will provide youth an opportunity to attend a residential camp in the San Bernardino Mountains.

For park facility improvements the Department received \$185,000 from the Los Angeles Regional Parks and Open space district to conduct a Land and Open Space Inventory Study that will identify potential land for building future park facilities. The Study will consider both public and private land to build new park space based on the feedback of San Fernando residents. (Strategic Goal I.5)

10. The Department was able to hire a full-time Program Specialist to assist in the development, implementation, and expansion of the youth Sports, Adult Sports, and Special Events programming. Expanding the workforce to a Program Specialist position allows the Department to build upon the existing youth sports programs such as the basketball and soccer clinics, the tennis class, and the Mission City Baseball program. The position will assist in developing, implementing, and expanding the adult sports program and include emerging adult sports like Pickle Ball, Kickball, and Basketball. The added position would assist with implementing Special Events such as the Dia de Los Muertos Celebration, the Holiday Tree Lighting, Concerts in the Park, the 4th of July event, etc. (Strategic Goal I.5)
11. The Department was able to hire a Part-Time Office Clerk to assist with the operation of the front desk at Las Palmas Park. The new office clerks provide information via telephone and electronically. The duties of this position also include taking registrations for programs, rentals, and activities, and providing clerical assistance for the division like attending the Parks, Wellness, and Recreation Commission meetings to assist with operating the audio/visual equipment. (Strategic Goal I.5)



### ACCOMPLISHMENTS FOR FY 2022-2023

12. The RCS took possession of a new Ford 150 truck. The vehicle will allow the Department to transport supplies and equipment between facilities. Typical supplies transported to other sites include but are not limited to canopies, tables, chairs, a PA system, and decorations. The truck also allows the department to be more self-reliant with planning logistics for some 14 special events. (Strategic Goal I.5)
13. RCS was successful in developing and implementing three new special events in Fiscal Year 2022-2023. The special events provide opportunities for the public to gather and celebrate with one another and create a sense of community. The special events included. The Fourth of July Laser Show, the City's Birthday Celebration, and the Veteran's Recognition Banner Program. The events featured live entertainment, vendors, and great food. The Fourth of July Laser Show drew approximately 5,000 people to the first-ever Laser Show in the Northeast Valley. The City's Birthday Celebration started a new tradition in which the actual day of incorporation is celebrated with festivities and acknowledgments. While the Veterans Recognition Banner Program serves as a tribute to honor local veterans by displaying their likeness on a banner and placing it in the city between the Memorial Day and Veterans Day holidays. (Strategic Goal I.5)

### OBJECTIVES FOR FY 2023-2024

1. The Department will complete the Pioneer Park Playground Renovation Project, which will include ADA assessability, shading, and resurfacing the safety floor. The project also calls for installing outdoor exercise equipment adjacent to the playground. The final design of the new playground incorporates the suggestions of the Pioneer Park neighborhood residents. A rededication ceremony will officially open the new playground to the public once the project is completed. (Strategic Goal I.2.5, VI.2 & VII.5)
2. The Department will complete the design phase of the Las Palmas Revitalization Project. The final design incorporates the feedback garnered from the community engagement efforted held last fiscal year. The Las Palmas project is a complete transformation of the park. It renovates the major park amenities like baseball diamonds, fields, lighting, parking lot, and basketball courts. It will add a splash pad, new field lighting, and parking lot improvements. Subsequently, a Request for Proposals will be issued to select a contractor to build the project. (Strategic Goal I.2.5, VI.2 & VII.5)
3. The Department will conduct a Land and Open Space Inventory to identify potential land for new park facilities. The Study will update the 2018 Park and Recreation Master Plan by listing the available land that could be used for new a park facility. The Study also identifies funding sources like grants that may fund a future project. The study lays down the foundation for developing new park space and recreational programming for the next five (5) years. (Strategic Goal I.5)





### OBJECTIVES FOR FY 2023-2024

4. The Department hire a Social Service Program to collaborate with Community Based Organizations and establish a Social Services Focal Point for the San Fernando community. The Focal Point will include but is not limited to Legal Services, Housing Rights Information, Immigration Services, Health Care Education Nutrition and Exercise Services, Public Transportation Information, Home Modifications, Family Caregiver Services, and Volunteer Opportunities. (Strategic Goal I.2.5)
5. The Department will expand programming opportunities at the Lopez Adobe in an effort to increase awareness of the historical site and make it more accessible to the community. Implementation of cultural, social, educational, and creative activities will increase visitations to the site and offer the community an additional space in which to recreate. (Strategic Goal I.5)
6. The Department will develop additional programming for adults and inclusive programming for all ages. With the additional programming, the Recreation Division will focus on resuming adult programs such as the coed softball league, adult basketball league, and volleyball open gym and exploring ideas for new programming to better serve that demographic. To provide more inclusive programming, the department will collaborate with new and existing organizations to provide better access to inclusive programming in the community. (Strategic Goal I.5)
7. The Department will evaluate the current policy and procedures for the part-time workforce and create a staff management and development plan to focus on the areas of staff accountability, customer service, facility operations and supervision, and program implementation (recreation). Staff will pursue training opportunities through collaborations or contracted services to enhance the work performance of the part-time workforce.
8. The Department will implement a second phase of the Tech Support program that will focus on providing youth homework assistance, access to computers, and a mentoring program. Adults 18 years and above will also have the opportunity to learn how to navigate new computer technology in workshops facilitated by existing partners and/or staff. (Strategic Goal I.5.6.)
9. Reestablish the Summer Day Camp to utilize all Recreation Park amenities, and partner with the Los Angeles County Department of Parks and Recreation to provide the Summer Lunch Program for Day Camp participants and other neighborhood children visiting Recreation Park. (Strategic Goal I.5)
10. The Department will continue to research and identify available funding sources to implement the recommendations identified in the Parks and Recreation Master Plan. Possible funding sources include the State of California Prop. 68 Per Capita Grant, the County of Los Angeles Measure A grant programs, the National Endowment of the Arts Grant, and the California Arts Council Grant (Strategic Goal I.5., IV.3b & VII.5)





### PERFORMANCE MEASURES

ADMINISTRATION DIVISION	2021 Actual	2022 Actual	2023 Estimate	2024 Proposed
A. No. of Online vs Counter Registration*	882 / 726	566 / 431	1,640 / 2875	1700 / 3000
B. No. of Program Hours*	627	755	6,234	6,550
C. No. of CDBG Scholarships Processed	0	0	187	190
D. No. of Facility Rental Applications Processed	1	55	467	480

\*Anticipating Return to Pre-COVID Service Rate Levels

COMMUNITY SERVICES DIVISION	2021 Actual	2022 Actual	2023 Estimate	2024 Proposed
A. No. of Senior Meals Served *	0	0	2,133	2200
B. No. of Educational & Wellness Seminars Offered through Partnerships w/Community-Based Organizations	18	36	42	42
C. No. of Participants In Social Activities	707	795	3207	3300
D. No. of Participants in Summer Camp Programs	N/A	N/A	234	264

\*Anticipating Return to Pre-COVID Service Rate Levels

SPECIAL EVENTS DIVISION	2021 Actual	2022 Actual	2023 Estimate	2024 Proposed
A. No. of City-Sponsored Events Hosted	6	12	14	14
B. No. of Non-City Special Events Applications Processed	0	4	15	20
C. No. of Visitors at Casa de Lopez Adobe	0	70	72	140

RECREATION DIVISION	2021 Actual	2022 Actual	2023 Estimate	2024 Proposed
A. No. of Youth Leagues	0	2	2	3
Total Youth Participants	0	296	497	619
B. No. of Youth Programs/Activities	0	4	4	5
Total Youth Participants	0	705	426	538
C. No. of Adult Leagues	0	1	1	4
Total Adult Team Participants	0	7	8	20
D. No. of Leisure/Contract Classes	0	10	11	12
Total Participants	0	634	1826	2000
Holiday Class Pass Participation	0	19	38	45



FUNDING SUMMARY FOR FY 2023-2024

**SOURCES:**

	2020	2021	2022	2023	2024
RECREATION & COMM SVCS	Actual	Actual	Actual	Adjusted	Proposed
General Revenue	1,234,913	1,254,370	1,327,875	1,635,960	1,816,095
Facility Rental	52,913	1,319	30,594	75,000	30,500
<b>TOTAL FUNDING SOURCES</b>	<b>1,287,826</b>	<b>1,255,689</b>	<b>1,358,469</b>	<b>1,710,960</b>	<b>1,846,595</b>

**USES:**

	2020	2021	2022	2023	2024
RECREATION & COMM SVCS	Actual	Actual	Actual	Adjusted	Proposed
01-420 Administration	483,862	723,152	534,805	490,255	387,186
01-422 Community Services	158,897	113,196	117,395	363,641	319,482
01-423 Recreation	482,262	354,470	523,929	641,698	702,798
01-424 Special Events	162,805	64,871	182,341	215,366	437,129
<b>TOTAL FUNDING USES</b>	<b>1,287,826</b>	<b>1,255,689</b>	<b>1,358,469</b>	<b>1,710,960</b>	<b>1,846,595</b>



### PERSONNEL:

	2020	2021	2022	2023	2024
RECREATION & COMM SVCS	Actual	Actual	Actual	Adjusted	Proposed
RCS Director	1.00	1.00	1.00	1.00	1.00
Office Specialist	2.00	2.00	0.00	0.00	0.00
Administrative Assistant	0.00	0.00	1.00	1.00	1.00
Executive Assistant	0.00	0.00	1.00	1.00	1.00
Community Services Supervisor	1.00	1.00	1.00	2.00	2.00
Cultural Arts Supervisor	1.00	1.00	0.00	0.00	0.00
Recreation Coordinator	0.00	0.00	1.00	2.00	2.00
Recreation Supervisor	1.00	1.00	1.00	0.00	0.00
Aquatic Supervisor	0.00	0.00	0.00	0.00	0.00
Program Specialist	1.75	1.75	1.00	2.00	2.00
Management Intern (FTE)	0.00	0.00	0.46	0.46	0.46
Sr Day Camp/After School Counselor (FTE)	2.53	2.53	2.53	2.53	2.53
Day Camp/After School Counselor (FTE)	7.00	7.00	7.00	7.00	7.00
Recreation Leader I (FTE)	4.10	4.10	4.10	4.10	4.10
Recreation Leader II (FTE)	1.00	1.00	1.00	1.00	1.00
Recreation Leader III (FTE)	1.28	1.28	1.28	1.28	1.28
Cashier (FTE)	0.30	0.30	0.00	0.00	0.00
Office Clerk (FTE)	0.00	0.00	0.48	0.96	0.96
<b>TOTAL REC &amp; COMM SVCS PERSONNEL</b>	<b>23.96</b>	<b>23.96</b>	<b>23.85</b>	<b>26.33</b>	<b>26.33</b>



### RECREATION & COMMUNITY SERVICES - ADMINISTRATION

### DIVISION No. 420

#### DIVISION OVERVIEW

The Recreation and Community Services (RCS) Administration Division is responsible for the overall management and 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. RCS oversees the planning and implementation of park improvement projects and park facility renovations. RCS provides guidance, training, and marketing strategies for other departments to ensure quality programs and services are provided to the San Fernando community.

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 2021-2022, 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 will continue to pursue grant funding, partnerships, and collaborations to leverage City resources and enhance the programs, services, and activities offered to the community.

The Division processes rental and special event permit applications and manages the use of both public and private land. RCS staff ensures that all documents such as certificates of liability insurance, health permits, and LAFD approval have been included in the final rental or special event permit. The Division handles all financial matters associated with the Department's programs, activities, and services.

**Dept: Recreation & Community Services**  
**Div: Recreation Administration**

Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
001-420-0000-4101 SALARIES-PERMANENT EMPLOYEES	237,584	321,738	275,962	254,828	132,097	52%	196,780
001-420-0000-4103 WAGES-TEMPORARY & PART-TIME	-	-	-	-	-	0%	-
001-420-0000-4105 OVERTIME	235	1,420	1,935	-	1,434	0%	-
001-420-0000-4111 COMMISSIONER'S REIMBURSEMENT	2,433	3,525	1,500	9,000	1,650	18%	9,000
001-420-0000-4120 O.A.S.D.I.	18,125	24,306	20,726	18,546	9,556	52%	14,365
001-420-0000-4124 RETIREMENT	(1,721)	-	-	-	-	0%	-
001-420-0000-4126 HEALTH INSURANCE	67,367	72,916	65,276	63,300	29,338	46%	47,592
001-420-0000-4128 DENTAL INSURANCE	6,118	6,118	6,151	3,295	2,450	74%	2,031
001-420-0000-4129 RETIREE HEALTH SAVINGS	1,139	2,105	1,132	900	437	49%	900
001-420-0000-4130 WORKER'S COMPENSATION INS.	3,723	5,023	4,306	3,869	2,017	52%	2,967
001-420-0000-4134 LONG TERM DISABILITY INSURANCE	963	1,068	1,118	865	458	53%	937
001-420-0000-4136 OPTICAL INSURANCE	1,117	1,117	975	581	435	75%	366
001-420-0000-4138 LIFE INSURANCE	351	351	266	243	126	52%	156
001-420-0000-4140 WELLNESS BENEFIT	445	600	448	450	-	0%	450
001-420-3689-4101 COVID-19 GLOBAL OUTBREAK	-	-	4,588	-	10	0%	-
001-420-3689-4120 COVID-19 GLOBAL OUTBREAK	-	-	334	-	1	0%	-
001-420-3689-4129 COVID-19 GLOBAL OUTBREAK	-	-	38	-	-	0%	-
001-420-3689-4130 COVID-19 GLOBAL OUTBREAK	4,037	10,925	72	-	0	0%	-
<b>Personnel Costs</b>	<b>341,915</b>	<b>451,213</b>	<b>384,829</b>	<b>355,877</b>	<b>180,010</b>	<b>51%</b>	<b>275,544</b>
001-420-0000-4220 TELEPHONE	19,561	16,525	17,136	19,000	8,891	47%	19,000
001-420-0000-4260 CONTRACTUAL SERVICES	15,251	9,256	8,985	22,700	11,540	51%	21,870
001-420-0000-4270 PROFESSIONAL SERVICES	-	-	-	-	-	0%	-
001-420-0000-4300 DEPARTMENT SUPPLIES	7,186	7,112	9,466	10,210	7,993	78%	10,210
001-420-0000-4320 DEPARTMENT EQUIPMENT MAINT	-	-	-	600	-	0%	300
001-420-0000-4360 PERSONNEL TRAINING	65	-	120	390	336	86%	690
001-420-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	-	-	170	460	170	37%	960
001-420-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	655	335	-	340	100	29%	670
001-420-0000-4390 VEHICLE ALLOW & MILEAGE	4,280	3,707	4,160	4,817	1,411	29%	4,817
001-420-3649-XXXX YOUTH REINVESTMENT PROG.	357	-	-	-	-	0%	-
001-420-3689-4300 DEPARTMENT SUPPLIES	-	-	566	-	-	0%	-
001-420-0000-4450 OTHER EXPENSE	-	-	-	1,500	-	0%	1,500
<b>Operations &amp; Maintenance Costs</b>	<b>47,355</b>	<b>36,936</b>	<b>40,603</b>	<b>60,017</b>	<b>30,441</b>	<b>51%</b>	<b>60,017</b>
001-420-0000-4706 LIABILITY CHARGE	8,063	-	24,564	25,121	12,558	50%	22,384
001-420-0320-4741 EQUIP MAINT CHARGE	19,460	18,551	9,336	15,295	7,650	50%	8,398
001-420-0000-4741 EQUIP REPLACEMENT CHARGE	-	-	-	-	-	0%	-
001-420-0000-4743 FACILITY MAINTENANCE CHARGE	62,684	60,473	50,472	33,945	16,974	50%	20,843
<b>Internal Service Charges</b>	<b>90,207</b>	<b>79,024</b>	<b>84,372</b>	<b>74,361</b>	<b>37,182</b>	<b>50%</b>	<b>51,625</b>
001-420-0000-4500 CAPITAL EQUIPMENT	4,385	155,979	-	-	-	0%	-
<b>Capital Costs</b>	<b>4,385</b>	<b>155,979</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
001-420-0000-4917	-	-	25,000	-	-	0%	-
<b>Transfers</b>	<b>-</b>	<b>-</b>	<b>25,000</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Division Total</b>	<b>483,862</b>	<b>723,152</b>	<b>534,805</b>	<b>490,255</b>	<b>247,632</b>	<b>51%</b>	<b>387,186</b>



### 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 contracts like the agreement with the YWCA that manages the Elderly Nutrition Program. The 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, the Teens for a Better Community Youth 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. The staff has been successful in securing grant funds and 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 the 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.

The staff strives to provide wellness programming for all ages and offer the 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	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
001-422-0000-4101 SALARIES-PERMANENT EMPLOYEES	112,523	70,844	64,080	245,707	62,344	25%	187,148
001-422-0000-4103 WAGES-TEMPORARY & PART-TIME	-	-	-	18,834	-	0%	-
001-422-0000-4105 OVERTIME	264	-	5,833	-	5,790	0%	-
001-422-0000-4120 O.A.S.D.I.	8,628	5,420	5,348	10,935	5,212	48%	14,047
001-422-0000-4124 RETIREMENT	(320)	-	-	-	-	0%	-
001-422-0000-4126 HEALTH INSURANCE	7,698	8,005	8,338	17,620	8,637	49%	37,093
001-422-0000-4128 DENTAL INSURANCE	674	674	674	1,348	674	50%	2,208
001-422-0000-4129 RETIREE HEALTH SAVINGS	2,216	1,292	1,149	2,400	1,171	49%	1,680
001-422-0000-4130 WORKER'S COMPENSATION INS.	4,803	4,689	5,083	10,392	3,177	31%	9,309
001-422-0000-4136 OPTICAL INSURANCE	150	150	-	299	150	50%	424
001-422-0000-4138 LIFE INSURANCE	90	90	90	180	103	57%	216
001-422-0000-4140 WELLNESS BENEFIT	-	-	-	-	-	0%	-
001-422-3689-XXXX COIVD-19 GLOBAL OUTBREAK	-	81	-	-	-	0%	-
<b>Personnel Costs</b>	<b>136,726</b>	<b>91,244</b>	<b>90,594</b>	<b>307,715</b>	<b>87,257</b>	<b>28%</b>	<b>252,125</b>
001-422-0000-4260 CONTRACTUAL SERVICES	640	69	89	7,300	800	11%	5,000
001-422-0000-4300 DEPARTMENT SUPPLIES	3,638	6,347	6,886	7,450	9,170	123%	8,750
001-422-0000-4360 PERSONNEL TRAINING	-	-	115	800	-	0%	1,800
001-422-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	451	30	1,423	1,500	170	11%	1,500
001-422-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	-	-	119	400	-	0%	400
<b>Operations &amp; Maintenance Costs</b>	<b>4,729</b>	<b>6,446</b>	<b>8,632</b>	<b>17,450</b>	<b>10,140</b>	<b>58%</b>	<b>17,450</b>
001-422-0000-4706 LIABILITY CHARGE	1,369	-	5,220	13,332	6,666	50%	20,481
001-422-0000-4743 FACILITY MAINTENANCE CHARGE	16,073	15,506	12,948	25,144	12,570	50%	29,426
<b>Internal Service Charges</b>	<b>17,442</b>	<b>15,506</b>	<b>18,168</b>	<b>38,476</b>	<b>19,236</b>	<b>50%</b>	<b>49,907</b>
<b>Division Total</b>	<b>158,897</b>	<b>113,196</b>	<b>117,395</b>	<b>363,641</b>	<b>116,633</b>	<b>32%</b>	<b>319,482</b>





**RECREATION (FACILITY OPERATIONS  
& PLAYGROUNDS)**

**DIVISION NO. 423**

**DIVISION OVERVIEW**

The Recreation Division is responsible for providing social, physical, and educational recreation programs that offer access to healthier lifestyles to persons of all ages. According to the National Recreation and Park Association, parks are a reflection of the quality of life in a community, and access to recreation services is an important factor in determining the livability of communities. In addition, recreation reduces alienation, loneliness, and anti-social behavior by providing access to community engagement opportunities.

The scope of responsibility under the Recreation Division includes youth and adult sports programs, recreation activities, leisure classes, contract classes, community wellness programs, and the management of partnerships with community-based organizations. The Division also manages the part-time workforce for the Department and is responsible for staff recruitment, training, and scheduling, takes the lead in performance evaluation and oversees general facility operations. Recreation plans and leads quarterly staff training, tracks and provides CPR/First Aid certification to the part-time workforce as well as promote outside training opportunities that may be beneficial to the staff.

During FY 2022-2023, the operations of the Recreation Division returned to in-person. Sports programs, leisure/contract classes, and CBO collaborations resumed with the introduction of new activities. The department successfully implemented a full year of the Mission City Baseball program and acquired a new full-time Program Specialist. The addition of full-time personnel will significantly improve the operations of the division and help expand recreation programming and address part-time workforce issues.

FY 2023-2024 will focus on improving current program operations and expanding programming opportunities at the Lopez Adobe facility and in the area of adult sports and activities, in addition to prioritizing part-time staff development. The objectives for FY 23-24 will help ensure that division programming and services fall in line with City Council's Strategic Goal 1.5: Community First, exploring opportunities to expand recreation and sports programs, senior programs, and the Healthy San Fernando initiative.

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

Account Number & Title	2020	2021	2022	2023	As of	2023	2024
	Actual	Actual	Actual	Adjusted	12/31/2022	% Used	Proposed
001-423-0000-4101 SALARIES-PERMANENT EMPLOYEES	85,276	82,071	114,637	176,028	52,038	30%	110,407
001-423-0000-4103 WAGES-TEMPORARY & PART-TIME	200,242	79,172	208,851	271,639	173,622	64%	337,174
001-423-0000-4105 OVERTIME	119	457	6,368	-	4,341	0%	-
001-423-0000-4120 O.A.S.D.I.	21,848	12,367	25,235	26,961	17,596	65%	34,112
001-423-0000-4124 RETIREMENT	(213)	-	-	-	-	0%	-
001-423-0000-4126 HEALTH INSURANCE	12,147	12,950	15,522	8,810	4,319	49%	24,222
001-423-0000-4128 DENTAL INSURANCE	1,306	1,306	632	674	337	50%	674
001-423-0000-4129 RETIREE HEALTH SAVINGS	-	-	1,133	-	-	0%	-
001-423-0000-4130 WORKER'S COMPENSATION INS.	21,104	12,185	20,443	13,158	18,571	141%	18,284
001-423-0000-4136 OPTICAL INSURANCE	257	257	257	150	75	50%	150
001-423-0000-4138 LIFE INSURANCE	1,560	1,424	1,210	2,340	496	21%	2,588
001-423-3689-XXXX COVID-19 GLOBAL OUTBREAK	-	22,090	45	-	-	0%	-
<b>Personnel Costs</b>	<b>343,645</b>	<b>224,278</b>	<b>394,332</b>	<b>499,760</b>	<b>271,394</b>	<b>54%</b>	<b>527,611</b>
001-423-0000-4260 CONTRACTUAL SERVICES	950	850	987	2,000	-	0%	2,000
001-423-0000-4270 PROFESSIONAL SERVICES	-	-	-	1,413	1,400	99%	1,413
001-423-0000-4300 DEPARTMENT SUPPLIES	1,642	4,442	5,129	4,000	5,404	135%	7,500
001-423-0000-4360 PERSONNNEL TRAINING	-	-	-	1,000	-	0%	1,000
001-423-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	-	-	-	-	-	0%	-
001-423-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	-	-	265	260	-	0%	260
001-423-3689-XXXX COVID-19 GLOBAL OUTBREAK	-	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>2,592</b>	<b>5,292</b>	<b>6,381</b>	<b>8,673</b>	<b>6,804</b>	<b>78%</b>	<b>12,173</b>
001-423-0000-4706 LIABILITY CHARGE	6,558	-	18,972	28,665	14,334	50%	42,860
001-423-0320-4741 EQUIP MAINT CHARGE	-	-	-	-	-	0%	-
001-423-0000-4741 EQUIP REPLACEMENT CHARGE	-	-	-	-	-	0%	-
001-423-0000-4743 FACILITY MAINTENANCE CHARGE	129,467	124,899	104,244	104,600	52,302	50%	120,154
<b>Internal Service Charges</b>	<b>136,025</b>	<b>124,899</b>	<b>123,216</b>	<b>133,265</b>	<b>66,636</b>	<b>50%</b>	<b>163,014</b>
<b>Division Total</b>	<b>482,262</b>	<b>354,470</b>	<b>523,929</b>	<b>641,698</b>	<b>344,834</b>	<b>54%</b>	<b>702,798</b>



### 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 citywide 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 (CAC) Grant Program supports projects that foster the creative abilities of youth through culturally responsive arts learning, utilizing cultural assets of the local community to support positive self-identification, and empowering youth through the preservation of cultural practices. CAC supports projects that operate outside of school time, and at community and school sites. Long-term, in-depth, standards-based arts education projects underscore the critical role the arts play in students' development of creativity, overall well-being, and academic achievement through meaningful arts-learning environments. Funding supports the Mariachi Master Apprentice Program (MMAP) 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 strengthens communities through the arts, by prioritizing historically underserved populations. Funding supports the Mariachi Master Apprentice Program (MMAP) which connects music masters with community youth to preserve mariachi music traditions through quality music programs. MMAP focuses on multi-level instrument instruction, arrangement, and performance skills, and targets youth ages 8 to 19. MMAP incorporates the following elements: Experience: Participants experience exemplary works of art, in a live form when 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 the national or state arts education standards.

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

Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/2022	2023 % Used	2024 Proposed
001-424-0000-4101 SALARIES-PERMANENT EMPLOYEES	62,459	15,287	82,042	61,016	30,726	50%	168,252
001-424-0000-4103 WAGES-TEMPORARY & PART-TIME	-	-	-	-	-	0%	-
001-424-0000-4105 OVERTIME	-	-	6,480	-	2,530	0%	-
001-424-0000-4120 O.A.S.D.I.	4,778	1,170	6,772	4,668	2,544	55%	12,810
001-424-0000-4126 HEALTH INSURANCE	10,649	5,587	8,338	20,470	9,358	46%	56,204
001-424-0000-4128 DENTAL INSURANCE	674	674	674	-	632	0%	404
001-424-0000-4129 RETIREE HEALTH SAVINGS	-	-	-	-	-	0%	1,920
001-424-0000-4130 WORKER'S COMPENSATION INS.	4,541	1,111	-	-	-	0%	12,174
001-424-0000-4136 OPTICAL INSURANCE	150	150	150	-	107	0%	-
001-424-0000-4138 LIFE INSURANCE	90	38	90	90	38	42%	90
001-424-1367-4103 TREE LIGHTING	-	-	-	-	-	0%	238
001-424-1367-4105 TREE LIGHTING	-	-	-	-	-	0%	-
001-424-1367-4120 TREE LIGHTING	-	-	-	-	-	0%	-
001-424-1367-4130 TREE LIGHTING	-	-	-	-	-	0%	-
<b>Personnel Costs</b>	<b>83,341</b>	<b>24,016</b>	<b>104,546</b>	<b>86,244</b>	<b>45,936</b>	<b>53%</b>	<b>252,092</b>
001-424-0000-4260 CONTRACTUAL SERVICES	40,542	3,974	24,636	83,680	80,562	96%	103,680
001-424-0000-4300 DEPARTMENT SUPPLIES	9,137	8,879	15,464	10,033	11,364	113%	9,000
001-424-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	-	-	-	-	-	0%	-
001-424-0000-4380 MEMBERSHIPS, SUBSCRIPTIONS & DUES	-	-	-	-	-	0%	-
001-424-0000-4430 ACTIVITIES AND PROGRAMS	11,810	12,496	12,000	12,000	3,060	26%	20,000
001-424-3689-XXXX COVID-19 GLOBAL OUTBREAK	-	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>61,488</b>	<b>25,350</b>	<b>52,100</b>	<b>105,713</b>	<b>94,986</b>	<b>90%</b>	<b>132,680</b>
001-424-0000-4706 LIABILITY CHARGE	1,903	-	6,312	6,401	3,198	50%	20,479
001-424-0320-4741 EQUIP MAINT CHARGE	-	-	-	-	-	0%	-
001-424-0000-4741 EQUIP REPLACEMENT CHARGE	-	-	-	-	-	0%	-
001-424-0000-4743 FACILITY MAINTENANCE CHARGE	16,073	15,506	12,948	12,572	6,288	50%	31,878
<b>Internal Service Charges</b>	<b>17,976</b>	<b>15,506</b>	<b>19,260</b>	<b>18,973</b>	<b>9,486</b>	<b>50%</b>	<b>52,357</b>
<b>Division Total</b>	<b>162,805</b>	<b>64,871</b>	<b>175,905</b>	<b>210,930</b>	<b>150,408</b>	<b>71%</b>	<b>437,129</b>

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# **SECTION V. 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:

<b><u>FUND NO.</u></b>	<b><u>FUND DESCRIPTION</u></b>
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)
023	Measure "W" Fund
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 Income Housing Fund
101	Safety Realignment Fund (AB109)
108	California Arts Council
109	National Endowment for the Arts (NEA)
110	Operating Grants





## SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

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<b><u>FUND NO.</u></b>	<b><u>FUND DESCRIPTION</u></b>
119	Community Oriented Policing Services (COPS) Safe Schools
120	Alcohol Beverage Control (ABC) Grant
121	American Rescue Plan Act Fund

**SUPPLEMENTAL LAW ENFORCEMENT  
FUNDS (SLESE)****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:		96,867	132,362	164,588	193,224	193,224		
REVENUES		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
3500-0000	INTEREST INCOME	2,549	1,900	1,789	-	237	0%	-
3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	1,998	(1,400)	(9,433)	-	8,521	0%	-
3679-0000	COPS MORE	155,948	156,727	161,285	150,000	146,529	98%	422,860
3679-2206	SLESF	-	-	-	-	-	0%	-
Total Revenue		160,495	157,226	153,640	150,000	155,288	104%	422,860
APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
002-190-0000-4901	TRANSFER TO GENERAL FUND	125,000	125,000	125,004	150,000	75,000	50%	325,022
Transfers		125,000	125,000	125,004	150,000	75,000	50%	325,022
Total Appropriations		125,000	125,000	125,004	150,000	75,000	50%	325,022
ANNUAL SURPLUS/DEFICIT		35,495	32,226	28,636	-	80,288	0%	97,838
Ending Balance:		132,362	164,588	193,224	193,224	291,062		

**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:		73,603	71,817	83,762	255,623			269,131
REVENUES		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
3210-0000	SALES AND USE TAXES	476,955	501,353	636,553	603,918	333,050	55%	679,724
3500-0000	INTEREST INCOME	2,459	2,104	2,362	-	497	0%	-
3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	1,487	(984)	(14,515)	-	13,493	0%	-
3794-0000	DIAL-A-RIDE TICKETS	2,767	-	2,416	2,800	1,101	39%	2,500
3794-3630	AQMD NATURAL GAS TROLLEYS	5,357	-	5,095	6,734	2,081	31%	4,500
3796-0000	MTA BUS PASS SUBSIDY	4,881	60	1,174	5,780	1,106	19%	2,500
<b>Total Revenue</b>		<b>493,906</b>	<b>502,533</b>	<b>633,085</b>	<b>619,232</b>	<b>351,328</b>	<b>57%</b>	<b>689,224</b>
APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
007-313-0000-4101	SALARIES-PERMANENT EMPLOYEES	5,817	-	-	-	-	0%	-
007-440-0000-4101	SALARIES-PERMANENT EMPLOYEES	-	6,870	3,375	43,765	22,844	52%	45,235
007-440-0000-4105	OVERTIME	12	68	97	-	5	0%	-
007-440-0000-4120	O.A.S.D.I.	446	530	265	3,091	1,528	49%	3,260
007-440-0000-4124	RETIREMENT	711	884	629	7,478	3,872	52%	8,240
007-440-0000-4126	HEALTH INSURANCE	1,275	1,389	969	8,118	3,415	42%	8,528
007-440-0000-4128	DENTAL INSURANCE	97	97	63	107	321	300%	107
007-440-0000-4129	RETIREE HEALTH SAVINGS	56	59	-	300	146	49%	300
007-440-0000-4130	WORKER'S COMPENSATION INS.	92	110	55	651	330	51%	673
007-440-0000-4134	LONG TERM DISABILITY INSURANCE	-	-	-	288	153	53%	312
007-440-0000-4136	OPTICAL INSURANCE	18	18	11	19	58	304%	19
007-440-0000-4138	LIFE INSURANCE	9	6	5	27	14	50%	28
007-440-0000-4140	WELLNESS BENEFIT REIMBURSEMENT	-	-	-	150	-	0%	150
<i>Personnel Costs</i>		<i>8,533</i>	<i>10,032</i>	<i>5,468</i>	<i>63,994</i>	<i>32,684</i>	<i>51%</i>	<i>66,852</i>
007-190-0000-4480	COST ALLOCATION	28,818	24,203	24,204	41,788	20,894	50%	50,559
007-313-0000-4260	CONTRACTUAL SERVICES	149,000	149,000	149,000	100,634	100,634	100%	149,000
007-313-3630-4402	FUEL	20,781	37,827	3,610	70,408	71,998	102%	70,000
007-440-0000-4390	VEHICLE ALLOW & MILEAGE	-	-	-	900	450	50%	900
007-440-0441-4220	TELEPHONE	1,803	1,763	1,681	2,000	364	18%	1,700
007-440-0441-4260	MTA BUS PASS SALES	8,833	120	1,992	16,000	1,968	12%	2,000
007-440-0442-4260	CONTRACTUAL SERVICES	270,000	267,643	270,000	270,000	270,000	100%	270,000
007-440-0443-4260	CONTRACTUAL SERVICES	7,924	-	5,268	40,000	7,726	19%	8,000
<i>Operations &amp; Maintenance Costs</i>		<i>487,159</i>	<i>480,556</i>	<i>455,755</i>	<i>541,730</i>	<i>474,035</i>	<i>88%</i>	<i>552,159</i>
<b>Total Appropriations</b>		<b>495,692</b>	<b>490,588</b>	<b>461,223</b>	<b>605,724</b>	<b>506,719</b>	<b>84%</b>	<b>619,011</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>(1,786)</b>	<b>11,946</b>	<b>171,861</b>	<b>13,508</b>	<b>(155,391)</b>	<b>-1150%</b>	<b>70,213</b>
<b>Ending Balance:</b>		<b>71,817</b>	<b>83,762</b>	<b>255,623</b>	<b>269,131</b>			<b>339,344</b>

**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:**

- Annual Street Resurfacing Projects
- Project Match – FTA Grant – Phase 2 Bus Project

**Fund: Proposition C - Transit Development Fund**  
**Resp. Dept: Public Works**

Beginning Fund Balance:		574,536	739,623	618,508	457,046	213,798		
REVENUES		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
3210-0000	SALES AND USE TAXES	395,635	415,854	528,007	500,934	276,254	55%	563,814
3500-0000	INTEREST INCOME	12,461	6,802	5,408	-	784	0%	-
3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	11,152	(9,564)	(22,614)	-	19,584	0%	-
<b>Total Revenue</b>		<b>419,249</b>	<b>413,092</b>	<b>510,802</b>	<b>500,934</b>	<b>296,622</b>	<b>58%</b>	<b>563,814</b>
APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
008-311-0000-4101	SALARIES-PERMANENT EMPLOYEES	15,482	16,753	-	-	-	0%	-
008-311-0000-4103	WAGES-TEMPORARY & PART-TIME	-	-	-	-	-	0%	-
008-311-0000-4105	OVERTIME	-	-	-	-	-	0%	-
008-311-0000-4120	O.A.S.D.I.	-	1,280	-	-	-	0%	-
008-311-0000-4124	RETIREMENT	-	4,046	-	-	-	0%	-
008-311-0000-4126	HEALTH INSURANCE	-	5,980	-	-	-	0%	-
008-311-0000-4128	DENTAL INSURANCE	-	948	-	-	-	0%	-
008-311-0000-4130	WORKERS COMPENSATION INS.	-	2,380	-	-	-	0%	-
008-311-0000-4136	OPTICAL INSURANCE	-	125	-	-	-	0%	-
008-311-0000-4138	LIFE INSURANCE	-	28	-	-	-	0%	-
<i>Personnel Costs</i>		<i>15,482</i>	<i>31,540</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>0%</i>	<i>-</i>
008-190-0000-4480	COST ALLOCATION	26,509	26,556	26,556	13,886	6,943	50%	16,138
008-311-0000-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	-
008-313-0000-4260	CONTRACTUAL SERVICES	145,000	145,000	205,027	218,000	196,366	90%	218,000
<i>Operations &amp; Maintenance Costs</i>		<i>171,509</i>	<i>171,556</i>	<i>231,583</i>	<i>231,886</i>	<i>203,309</i>	<i>88%</i>	<i>234,138</i>
008-190-0000-4901	TRANSFER TO GENERAL FUND	-	-	-	-	-	0%	-
008-311-6673-4910	TRANSFER TO GRANT FUND	-	-	420,512	-	-	0%	-
<i>Transfers</i>		<i>-</i>	<i>-</i>	<i>420,512</i>	<i>-</i>	<i>-</i>	<i>0%</i>	<i>-</i>
008-313-XXXX-4600	BUS SHELTER PROJECT: MATCH	-	-	-	-	-	0%	62,704
008-311-0560-4600	STREET RESURFACING PROGRAM	-	-	20,169	512,296	401,216	78%	400,000
008-311-0562-4600	TRAFFIC SIGNALS ON GLENOAKS HSIP CYCLE 8	-	-	-	-	-	0%	-
008-311-6673-4600	GLENOAKS RESURFACING PROJECT	66,530	331,111	-	-	-	0%	-
008-311-6676-4600	CALTRANS TCSP TRUMAN ST	641	-	-	-	-	0%	-
<i>Capital Projects</i>		<i>67,171</i>	<i>331,111</i>	<i>20,169</i>	<i>512,296</i>	<i>401,216</i>	<i>78%</i>	<i>462,704</i>
<b>Total Appropriations</b>		<b>254,161</b>	<b>534,207</b>	<b>672,264</b>	<b>744,182</b>	<b>604,525</b>	<b>81%</b>	<b>696,842</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>165,088</b>	<b>(121,115)</b>	<b>(161,462)</b>	<b>(243,248)</b>	<b>(307,903)</b>	<b>127%</b>	<b>(133,028)</b>
<b>Ending Balance:</b>		<b>739,623</b>	<b>618,508</b>	<b>457,046</b>	<b>213,798</b>	<b>80,770</b>		



**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:		21,335	21,999	21,995	21,177	(818)		
REVENUES		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
3500-0000	INTEREST INCOME	370	237	183	-	30	0%	-
3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	294	(242)	(1,001)	-	886	0%	-
3686-0510	SIGNAL IMPROVEMENTS	-	-	-	753,381	-	0%	-
Total Revenue		664	(4)	(817)	753,381	916	0%	-
APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Adjusted	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
009-190-0000-4901	TRANSFER TO GENERAL FUND	-	-	-	-	-	0%	-
Transfers		-	-	-	-	-	0%	-
009-371-0510-4600	SIGNAL IMPROVEMENTS	-	-	-	775,376	-	0%	-
Capital Projects		-	-	-	775,376	-	-	-
Total Appropriations		-	-	-	775,376	-	-	-
ANNUAL SURPLUS/DEFICIT		664	(4)	(817)	(21,995)	916		-
Ending Balance:		21,999	21,995	21,177	(818)			-

**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**

- FTA Grant: Phase 2 Bus Shelters Project
- MSRC Grant, ATP Cycle 3 Grant, CMAQ Grant, SMMC Grant: Pacoima Wash Bikeway 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
- Measure W: SF Regional Park Infiltration System Project
- LADWP Grant: SF Regional Park Infiltration System Project
- CalOES Community Power Resiliency Grant Program: Parks Emergency Generator Project
- Department of Water Resources Grant: Upper Reservoir Replacement Project
- Santa Monica Mountains Conservancy: Bioswale portion of the Pacoima Wash Bikeway Project
- CNRA Urban Greening Grant: Carlisle Green Alley Project

**Fund: Capital Grants Fund**

**Resp. Dept: Various**

		Beginning Fund Balance:		(125,298)	(485,933)	2,603,417	7,334,067	(8,833,292)	
REVENUES	Account Number & Title	2020	2021	2022	2023	As of	2023	2024	
		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed	
3500-0000	INTEREST INCOME	-	-	-	-	-	0%	-	
3680-3698	PUBLIC SAFETY RADIOS/BODY CAMERAS (BSCC)	-	-	2,000,000	-	-	0%	-	
3683-3709	LA COUNTY PROP A	-	102,002	-	-	-	0%	-	
3686-0549	PACOIMA WASH BIKEWAY CMAQ	-	-	-	1,513,000	-	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	-	324	-	993,549	251	0%	-	
3686-0553	SAFE ROUTES TO SCHOOL CYCLE 2	-	324	-	999,275	251	0%	-	
3686-0557	GLENOAKS SAFE ST IMPROV HSIP CYCLE	-	-	-	-	-	0%	-	
3686-0560	STREET RESURFACING	-	-	-	-	-	0%	-	
3686-0562	TRAFFIC SIGNALS GLENOAKS HSIP	-	-	-	-	-	0%	-	
3686-0620	SF PARK INFILTRATION LACFCD	-	3,115,000	-	-	-	0%	-	
3686-0628	SF SAFE & ACTIVE ST IMPLEMENTATION PLAN	-	-	127,696	-	-	0%	-	
3686-0645	SF INFILTRATION SYST PROP1 IRWM PROG	-	-	-	-	-	0%	-	
3686-0687	CALTRANS SUST. TRANSPRT PLANNING GRT	-	-	-	-	-	0%	-	
3686-0716	UPPER RESERVOIR REPLACEMENT-DWR	-	257,716	-	-	-	0%	-	
3686-0763	STORMWATER INFILTRATION PROJECT	-	96,343	-	-	-	0%	-	
3686-0764	DWP STORMWTR INFILTRATION PROJ	-	-	-	2,244,662	-	0%	-	
3686-0765	SELF GENERATION INCENTIVE PROGRAM	-	-	-	-	-	0%	-	
3686-0823	VISTA DEL VALLE SAFETY IMPROVEMENTS	-	-	-	-	-	0%	-	
3686-3636	SAFE ROUTES TO SCHOOL	-	-	-	-	-	0%	-	
3686-3648	COM. POWER RESIL. PROGRAM	-	300,000	-	-	-	0%	-	
3686-3665	PEDESTRAIN CT DWN SIGNALS HSIPL5202(017)	-	-	-	-	-	0%	-	
3686-3697	CLEAN TRANS MSRC NO. ML 14062	-	-	-	-	-	0%	-	
3686-3699	ELECTRICAL VEHICLES CHARGING STATIONS	-	-	-	-	-	0%	-	
3686-6673	GLENOAKS RESURFACING PROJECT	12,511	904,817	-	-	-	0%	-	
3686-6676	CALTRANS TCSP TRUMAN-ST. ENHANCEMENTS	34,459	-	-	-	-	0%	-	
3686-6677	PLAINS ALL AMERICAN PIPELINE	229,648	-	-	-	-	0%	-	
3696-3449	"911" SECURITY UPGRADE	9,800	-	-	-	-	0%	-	
3696-3602	CPD DE-ESCALATION TRAINING SOLICIATION	-	-	-	-	-	0%	-	
3696-3604	BULLETPROOF VEST 2016	-	-	-	-	-	0%	-	
3696-3608	HAZARD MITIGATION PROGRAM	-	11,812	-	-	5,043	0%	-	
3683-3709	COUNTY PROP. A GRANT-PARK IMP.	-	-	22,737	-	-	0%	-	
3686-0620	SF PARK INFILTRATION-LACFCD	-	-	5,785,000	-	-	0%	-	
3686-0763	STORMWATER INFILTRATION PRK PROJ	-	-	2,309	-	-	0%	-	
3696-3449	9-1-1 EMERGENCY COMMUNICATIONS	-	-	27,000	-	-	0%	-	
3696-3711	OPEN STREETS GRANT PROGRAM	-	-	137,925	-	-	0%	-	
3968-0000	TRANSFER FROM PROP C FUND	-	-	420,512	-	-	0%	-	
3686-0857	NITRATE REMOVAL SYSTEM-AB179	-	-	-	7,000,000	-	0%	-	
3692-0156	L P PARK REVITALIZATION-SW-19-066	-	-	-	4,234,980	-	0%	-	
3697-0516	TECHNICAL ASSISTANCE PROG (RPOSD)	-	-	-	185,000	-	0%	-	
3697-0671	PIONEER PARK PLYGRD 2018 PARKS BOND ACT	-	-	-	192,905	-	0%	-	
3697-3624	LAYNE PARK REVITALIZATION (RPOSD)	-	-	-	351,007	-	0%	-	
3697-3643	PIONEER PARK PLYGRD GRT NO.10090	-	-	-	180,001	-	0%	-	
3696-3662	UASI URBAN AREA SEC INITIRATIVE NO. C125603	-	-	-	-	-	0%	-	
3696-3684	UASI 2015	-	-	-	-	-	0%	-	
3696-3711	HEALTH SF OPEN STREETS EVENT	-	-	-	-	-	0%	-	
3697-3669	CP-LAYNE PARK REVITALIZATION	-	-	109,573	1,024,672	-	0%	-	
3940-3661	CNG FUELING STATION	-	-	-	-	-	0%	-	
3961-0000	TRANSFER FROM GAS TAX FUND	-	-	-	-	-	0%	-	
3970-0000	TRANSFER FROM GENERAL FUND	-	-	-	-	-	0%	-	
3979-0000	TRANSFER FROM PAVEMENT MGMT FUND	-	-	-	-	-	0%	-	
<b>Total Revenue</b>		<b>286,417</b>	<b>4,788,338</b>	<b>8,632,751</b>	<b>20,246,051</b>	<b>5,546</b>	<b>0%</b>	<b>-</b>	

**Fund: Capital Grants Fund**
**Resp. Dept: Various**

APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
<b>Community Development Grants</b>								
010-152-0000-4500	ELECTRIC VEHICLE REPLACEMENT	-	-	-	-	-	0%	-
<i>Total Community Development Grants</i>		-	-	-	-	-	0%	-
<b>Police Grants</b>								
010-220-3449-4500	9-1-1 EMERGENCY COMMUNICATIONS	-	-	39,817	-	-	0%	-
010-220-3602-4370	CPD DE-ESCALATION TRAINING SOLICITATION	-	-	1,606	-	-	0%	-
010-220-3602-4500	CPD DE-ESCALATION TRAINING SOLICITATION	-	-	51,018	-	-	0%	-
010-225-3698-4405	PUBLIC SAFETY RADIOS/BODY CAMERAS (BSCC)	-	-	29,422	14,927	14,927	100%	-
010-225-3698-4500	PUBLIC SAFETY RADIOS/BODY CAMERAS (BSCC)	-	-	620,209	1,335,441	1,041,636	78%	-
<i>Total Police Grants</i>		-	-	742,072	1,350,368	1,056,564	78%	-
<b>Public Works Grants</b>								
010-310-0620-4600	SF PARK INFILTRATION-LACFCD	-	-	2,140,873	7,060,327	6,763,377	96%	-
010-310-0645-4600	SF INFILTR SYST PROP 1 IRWM PROG.	-	-	-	-	-	0%	-
010-310-0687-4270	CALTRANS SUST TRANSPRT PLANNING GRT	-	-	-	-	-	0%	-
010-310-0645-4600	SF INFILTR SYST PROP1 IRWM PROG	-	-	168,913	860,852	860,852	100%	-
010-310-0764-4600	DWP STORMWTR INFILTRATION PROJ	24,958	7,319	415,450	1,829,212	1,393,162	76%	-
010-311-0175-4600	BUS SHELTERS	-	-	-	250,816	-	0%	-
010-311-0549-4600	PACOIMA WASH BIKEWAY CMAQ	-	-	-	1,513,000	-	0%	-
010-311-0550-4600	PACOIMA WASH BIKEWAY ATP CYCLE 3	-	-	-	973,000	-	0%	-
010-311-0551-4600	PACOIMA WASH BIKEWAY MSRC	-	-	-	354,000	-	0%	-
010-311-0552-4600	SAFE ROUTES TO SCHOOL CYCLE 1	-	324	-	994,124	-	0%	-
010-311-0553-4600	SAFE ROUTES TO SCHOOL CYCLE 2	-	324	-	999,850	-	0%	-
010-311-0562-4600	HSIP CYCLE 8 TRAFFIC SIGNAL IMPR H807046	-	-	-	1,096,000	-	0%	-
010-311-0628-4600	SF SAFE & ACTIVE ST IMPLEMENTATION PLAN	-	61,654	63,313	-	-	0%	-
010-311-0647-4600	PACOIMA WASH GRNWY AUGMT-SMMC	-	-	-	937,491	-	0%	-
010-311-6673-4101	GLENOAKS RESURFACING PROJECT	12,511	-	-	-	-	0%	-
010-311-6673-4600	GLENOAKS RESURFACING PROJECT	255,044	1,107,048	-	-	-	0%	-
010-311-6676-4270	CALTRANS TCSP TRUMAN ST. ENHANCEMENTS	20	-	-	-	-	0%	-
010-311-6677-4600	PLAINS ALL AMERICAN PIPELINE	229,648	1,480	-	-	-	0%	-
010-370-0765-4600	SELF GENERATION INCENTIVE PROGRAM	-	29,198	-	-	-	0%	-
010-370-3648-4500	COMMUNITY POWER RESILIENCY PROG.	-	-	-	300,000	-	0%	-
010-384-0857-4600	NITRATE REMOVAL SYSTEM	-	-	-	2,000,000	-	0%	-
010-385-0857-4600	NITRATE REMOVAL SYSTEM	-	-	-	5,000,000	-	0%	-
010-385-0716-4600	UPPER RESERVOIR REPLACEMENT-DWR	104,476	318,646	113,953	4,212,925	4,212,925	100%	-
010-390-0765-4600	HVAC SYSTEM FOR PD FACILITY	-	-	-	583,950	-	0%	-
<i>Total Public Works Grants</i>		626,657	1,525,993	2,902,501	28,965,547	13,230,316	46%	-
<b>Recreation and Community Service Grants</b>								
010-420-0516-4600	TECHNICAL ASSISTANCE PROG (RPOSD)	-	-	-	185,000	-	0%	-
010-420-0671-4600	PIONEER PARK PLYGRD 2018 PARKS BOND ACT	-	-	-	192,905	-	0%	-
010-420-3669-4600	CP-LAYNE PARK REVITALIZATION	-	48,209	133,047	952,989	40,121	4%	-
010-420-3711-4260	HEALTHY SF OPEN ST EVENT	18,375	-	-	-	-	0%	-
010-422-3709-4600	LAS PALMAS PARK FACILITY IMPROVEMENTS	-	122,765	-	-	-	0%	-
010-420-3711-4105	OPEN STREETS GRANT PROGRAM	-	-	2,222	-	-	0%	-
010-420-3711-4120	OPEN STREETS GRANT PROGRAM	-	-	169	-	-	0%	-
010-420-3711-4129	OPEN STREETS GRANT PROGRAM	-	-	11	-	-	0%	-
010-420-3711-4130	OPEN STREETS GRANT PROGRAM	-	-	302	-	-	0%	-
010-420-3711-4260	OPEN STREETS GRANT PROGRAM	-	-	11,495	-	-	0%	-
010-420-3711-4600	OPEN STREETS GRANT PROGRAM	-	-	105,350	-	-	0%	-
010-422-0156-4600	L P PARK REVITALIZATION-SW-19-066	-	-	1,410	4,233,570	-	0%	-

**Fund: Capital Grants Fund**  
**Resp. Dept: Various**

APPROPRIATIONS (Cont.)		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
010-422-3709-4600	CAPITAL PROJECTS	-	-	1,500	-	-	0%	-
010-423-3624-4600	LAYNE PARK REVITALIZATION (RPOSD)	-	-	-	351,007	-	0%	-
010-423-3643-4600	PIONEER PARK PLYGRD GRT NO.10090	-	-	-	180,001	-	0%	-
<i>Total Recreation and Community Service Grants</i>		<i>20,395</i>	<i>172,996</i>	<i>257,529</i>	<i>6,097,495</i>	<i>85,047</i>	<i>1%</i>	<i>2,024</i>
<b>Total Appropriations</b>		<b>647,052</b>	<b>1,698,988</b>	<b>3,902,102</b>	<b>36,413,410</b>	<b>14,371,926</b>	<b>39%</b>	<b>2,024</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>(360,635)</b>	<b>3,089,350</b>	<b>4,730,649</b>	<b>(16,167,359)</b>	<b>(14,366,381)</b>		<b>(2,024)</b>
Ending Balance:		(485,933)	2,603,417	7,334,067	(8,833,292)			(8,835,316)

**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:		41,727	(59,970)	5,313	71,119	500		
REVENUES		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
3500-0000	INTEREST INCOME	-	-	-	-	-	0%	-
3610-0000	GAS TAX ALLOCATION SECT 2105	127,109	128,421	136,825	159,709	57,177	36%	155,178
3611-0000	GAS TAX ALLOCATION SECT 2106	76,888	76,788	82,905	93,684	35,069	37%	92,790
3612-0000	GAS TAX ALLOCATION SECT 2107	160,499	173,775	163,498	218,188	79,550	36%	186,389
3613-0000	GAS TAX ALLOCATION SECTION 2103	171,819	168,174	195,115	243,802	90,613	37%	234,336
3615-0000	GAS TAX ALLOCATION SECT 2107.5	5,000	6,000	5,000	6,000	5,000	83%	6,000
3901-0000	MISC REVENUE	-	-	-	-	-	0%	-
3917-0000	TRAFFIC CONGESTION RELIEF	28,013	-	-	-	-	0%	-
<b>Total Revenue</b>		<b>569,328</b>	<b>553,159</b>	<b>583,343</b>	<b>721,383</b>	<b>267,410</b>	<b>37%</b>	<b>674,693</b>
APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
011-311-0000-4101	SALARIES-PERMANENT EMPLOYEES	25	-	-	-	-	0%	-
011-311-0000-4105	OVERTIME	240	-	-	-	-	0%	-
011-311-0000-4120	O.A.S.D.I.	20	-	-	-	-	0%	-
011-311-0000-4126	HEALTH INSURANCE	-	-	-	-	-	0%	-
011-311-0000-4128	DENTAL INSURANCE	-	-	-	-	-	0%	-
011-311-0000-4130	WORKER'S COMPENSATION INS.	38	-	-	-	-	0%	-
011-311-0000-4136	OPTICAL INSURANCE	-	-	-	-	-	0%	-
<i>Personnel Costs</i>		<i>323</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
011-190-0000-4480	COST ALLOCATION	22,852	11,885	11,880	21,186	10,593	50%	20,572
011-311-0000-4260	CONTRACTUAL SERVICES	263,657	265,000	274,621	277,886	270,931	97%	27,886
011-311-0000-4270	PROFESSIONAL SERVICES	3,000	3,000	3,000	-	-	0%	-
011-311-0558-4260	CITYWIDE STREET REPAIR	-	-	-	-	-	0%	-
011-371-3665-4270	PROFESSIONAL SERVICES	-	-	-	-	-	0%	-
011-311-7510-4300	NORTH MACLAY STREETScape	-	-	-	-	-	0%	-
<i>Operations &amp; Maintenance Costs</i>		<i>289,509</i>	<i>279,885</i>	<i>289,501</i>	<i>299,072</i>	<i>281,524</i>	<i>97%</i>	<i>48,458</i>
011-190-0000-4901	TRANSFER TO GENERAL FUND	273,805	205,000	228,036	250,000	125,000	50%	250,000
011-190-0000-4910	TRANSFER TO GRANT FUND	-	-	-	-	-	0%	-
<i>Transfers</i>		<i>273,805</i>	<i>205,000</i>	<i>228,036</i>	<i>250,000</i>	<i>125,000</i>	<i>50%</i>	<i>250,000</i>
011-311-0000-4600	CAPITAL PROJECTS	-	-	-	-	-	0%	-
011-311-0558-4600	CITYWIDE STREET REPAIR	-	-	-	-	-	0%	-
011-311-0560-4600	STREET RESURFACING PROGRAM	107,389	2,990	-	242,930	2,500	1%	25,000
011-311-7510-4600	NORTH MACLAY STREETScape	-	-	-	-	-	0%	-
<i>Capital Projects</i>		<i>107,389</i>	<i>2,990</i>	<i>-</i>	<i>242,930</i>	<i>2,500</i>	<i>0</i>	<i>25,000</i>
<b>Total Appropriations</b>		<b>671,026</b>	<b>487,875</b>	<b>517,537</b>	<b>792,002</b>	<b>409,024</b>	<b>79%</b>	<b>323,458</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>(101,697)</b>	<b>65,284</b>	<b>65,806</b>	<b>(70,619)</b>	<b>(141,614)</b>		<b>351,235</b>
<b>Ending Balance:</b>		<b>(59,970)</b>	<b>5,313</b>	<b>71,119</b>	<b>500</b>			<b>351,735</b>

**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
  - Annual Street Resurfacing
  - Pacoima Wash Bikeway Project

**Fund: Measure R**  
**Resp. Dept: Public Works**

		Beginning Fund Balance: 2,613,644 2,334,140 1,524,576 1,179,828 (6,886)						
REVENUES		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
3210-0000	SALES AND USE TAXES	296,302	312,323	395,942	375,701	207,138	55%	180,022
3500-0000	INTEREST INCOME	12,811	2,451	10,591	-	1,264	0%	-
3500-3556	INTEREST INCOME-WILMINGTON TRUST	24,947	492	408	-	4,439	0%	-
3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	7,430	(7,883)	(53,110)	-	51,112	0%	-
3970-0000	TRANSFER FROM GENERAL FUND	-	-	-	-	-	0%	-
<b>Total Revenue</b>		<b>341,490</b>	<b>307,383</b>	<b>353,831</b>	<b>375,701</b>	<b>263,952</b>	<b>70%</b>	<b>180,022</b>

APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
012-180-0000-4124	RETIREMENT							
012-310-0000-4101	SALARIES-PERMANENT EMPLOYEES	-	-	-	-	-	0%	-
012-310-0000-4120	O.A.S.D.I.	-	-	-	-	-	0%	-
012-310-0000-4126	HEALTH INSURANCE	-	-	-	-	-	0%	-
012-310-0000-4128	DENTAL INSURANCE	-	-	-	-	-	0%	-
012-310-0000-4129	RETIREE HEALTH SAVINGS	-	-	-	-	-	0%	-
012-310-0000-4130	WORKERS COMPENSATION INS.	-	-	-	-	-	0%	-
012-310-0000-4134	LONG TERM DISABILITY INSURANCE	-	-	-	-	-	0%	-
012-310-0000-4136	OPTICAL INSURANCE	-	-	-	-	-	0%	-
012-310-0000-4138	LIFE INSURANCE	-	-	-	-	-	0%	-
012-311-0552-4101	SAFE ROUTES TO SCHOOL CYCLE 1	-	-	141	-	-	0%	-
012-311-0552-4120	SAFE ROUTES TO SCHOOL CYCLE 1	-	-	11	-	-	0%	-
012-311-0552-4124	SAFE ROUTES TO SCHOOL CYCLE 1	-	-	35	-	-	0%	-
012-311-0552-4130	SAFE ROUTES TO SCHOOL CYCLE 1	-	-	10	-	-	0%	-
012-311-0553-4101	SAFE ROUTES TO SCHOOL CYCLE 2	-	-	141	-	-	0%	-
012-311-0553-4120	SAFE ROUTES TO SCHOOL CYCLE 2	-	-	11	-	-	0%	-
012-311-0553-4124	SAFE ROUTES TO SCHOOL CYCLE 2	-	-	35	-	-	0%	-
012-311-0553-4130	SAFE ROUTES TO SCHOOL CYCLE 2	-	-	10	-	-	0%	-
<i>Personnel Costs</i>		-	-	396	-	-	0%	-
012-190-0000-4265	ADMINISTRATIVE EXPENSE	2,871	1,008	3,871	2,584	6,292	243%	2,584
012-310-0000-4270	PROFESSIONAL SERVICES	-	-	-	-	-	0%	-
012-310-0000-4410	C.O.P. INTEREST	92,038	88,638	85,038	81,238	40,619	50%	77,438
012-310-0000-4420	C.O.P. PRINCIPAL	85,000	90,000	95,000	95,000	-	0%	100,000
<i>Operations &amp; Maintenance Costs</i>		<i>179,908</i>	<i>179,646</i>	<i>183,908</i>	<i>178,822</i>	<i>46,911</i>	<i>26%</i>	<i>180,022</i>

APPROPRIATIONS (Cont.)		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
012-311-0182-4600	PICO ST & SF RD IMPRV NO. 602080-19	-	-	54,905	45,095	-	0%	-
012-311-0551-4600	PACOIMA WASH BIKEWAY MSRC	-	459	75	399,466	6,500	2%	-
012-311-0552-4600	SAFE ROUTES TO SCHOOL CYCLE 1	1,443	-	910	19,090	16,000	84%	-
012-311-0553-4600	SAFE ROUTES TO SCHOOL CYCLE 2	2,028	-	845	19,155	16,000	84%	-
012-311-0558-4600	CITY WIDE STREET REPAIR PROJECT	-	-	-	-	-	0%	-
012-311-0560-4600	CAPITAL PROJECTS	346,897	153,571	-	849,913	831,677	98%	145,000
012-311-0562-4600	HSIP CYCLE 8 TRAFFIC SIGNAL IMPR H807046	50,840	9,160	-	-	-	0%	-
012-311-0565-4600	GLENOAKS BRIDGE FENCING	6,498	130	5,519	48,851	43,194	88%	-
012-311-0620-4600	SF PARK INFILTRATION-LACFCD	-	-	450,000	-	-	0%	-
012-311-3636-4600	SAFE ROUTES TO SCHOOL PROJECT	-	-	-	-	-	0%	-
012-311-6673-4600	GLENOAKS RESURFACING PROJECT	31,361	771,959	-	-	-	0%	-
012-311-6674-4600	BRIDGE PREVENTIVE MAINT.	-	-	-	-	-	0%	-
<i>Capital Projects</i>		<i>441,086</i>	<i>937,300</i>	<i>514,275</i>	<i>1,383,593</i>	<i>958,297</i>	<i>69%</i>	<i>147,024</i>
<b>Total Appropriations</b>		<b>620,994</b>	<b>1,116,946</b>	<b>698,579</b>	<b>1,562,415</b>	<b>1,005,208</b>	<b>64%</b>	<b>327,046</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>(279,504)</b>	<b>(809,563)</b>	<b>(344,748)</b>	<b>(1,186,714)</b>	<b>(741,256)</b>	<b>62%</b>	<b>(147,024)</b>
<b>Ending Balance:</b>		<b>2,334,140</b>	<b>1,524,576</b>	<b>1,179,828</b>	<b>(6,886)</b>			<b>(153,910)</b>

**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:		(2,116)	3,547	4,483	7,558	7,558		
REVENUES		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
	3410-0000 VEHICLE CODE FINES	5,663	936	3,076	-	1,183	0%	2,500
Total Revenue		5,663	936	3,076	-	1,183	-	2,500
APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
	013-190-0000-4901 TRANSFER TO GENERAL FUND	-	-	-	-	-	0%	-
	Transfers	-	-	-	-	-	-	-
Total Appropriations		-	-	-	-	-	-	-
ANNUAL SURPLUS/DEFICIT		5,663	936	3,076	-	1,183	-	2,500
Ending Balance:		3,547	4,483	7,558	7,558	10,058		

**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: Community Development**

Beginning Fund Balance:		442,128	455,888	513,483	494,494					494,494
<b>REVENUES</b>		<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>As of</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	Estimated	% Used	Proposed	
3500-0000	INTEREST INCOME	7,672	5,054	4,279	-	692		0%	-	
3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	6,088	(4,807)	(23,267)	-	20,691		0%	-	
3854-0000	OFF STREET PARKING SPACES	-	57,348	-	-	-		0%	-	
<b>Total Revenue</b>		<b>13,760</b>	<b>57,595</b>	<b>(18,989)</b>	<b>-</b>	<b>21,383</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>APPROPRIATIONS</b>		<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>As of</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	Estimated	% Used	Proposed	
014-311-0000-4600	CAPITAL PROJECTS	-	-	-	-	-		0%	-	
<i>Capital Projects</i>		-	-	-	-	-	-	-	-	
<b>Total Appropriations</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>13,760</b>	<b>57,595</b>	<b>(18,989)</b>	<b>-</b>	<b>21,383</b>	<b>-</b>	<b>-</b>	<b>-</b>	
Ending Balance:		455,888	513,483	494,494	494,494		-	-	494,494	

**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	(22,927)			(22,927)
REVENUES	Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/22	2023 % Used	2024 Proposed
3500-0000	INTEREST INCOME	(49)	-	-	-	-	0%	-
3695-0866	SIDEWALK REPAIR PROJECT	6,084	30,000	2,083	23,311	-	0%	-
Total Revenues		6,035	30,000	2,083	23,311	-	-	-
APPROPRIATIONS	Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/22	2023 % Used	2024 Proposed
015-190-0000-4480	COST ALLOCATION	-	-	-	-	-	0%	-
Operations & Maintenance Costs		-	-	-	-	-	-	-
015-190-0000-4901	TRANSFER TO GENERAL FUND	-	-	-	-	-	0%	-
Transfers		-	-	-	-	-	-	-
015-310-0000-4600	CAPITAL PROJECTS	-	-	-	-	-	0%	-
015-310-0866-4600	CP-SIDEWALK REPAIR PROJECT	6,035	-	25,010	23,311	2,253	10%	-
015-311-6673-4600	GLENOAKS RESURFACING PROJECT		30,000	-	-	-	0%	-
Capital Projects		6,035	30,000	25,010	23,311	2,253	0	-
Total Appropriations		6,035	30,000	25,010	23,311	2,253	0	-
ANNUAL SURPLUS/DEFICIT		-	-	(22,928)	-	(2,253)		-
Ending Balance:		1	1	(22,927)	(22,927)			(22,927)

**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:		62,885	82,399	123,463	141,856	171,856		
REVENUES		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
3500-0000	INTEREST INCOME	1,174	1,071	1,128	-	202	0%	-
3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	1,056	(720)	(6,285)	-	5,715	0%	-
3605-0000	MOTOR VEHICLE IN-LIEU TAX	23,654	40,713	23,550	30,000	16,036	53%	28,000
3901-0000	MISCELLANEOUS REVENUE	-	-	-	-	-	0%	-
3910-0000	SALE OF PROPERTY & EQUIPMENT	-	-	-	-	-	0%	-
Total Revenues		25,883	41,064	18,393	30,000	21,953	73%	28,000
APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
016-152-0000-4500	CAPITAL EQUIPMENT	-	-	-	-	-	0%	-
016-225-0000-4500	CAPITAL EQUIPMENT	6,369	-	-	-	-	0%	-
016-310-3661-4270	PROFESSIONAL SERVICES	-	-	-	-	-	0%	-
016-310-3661-4500	CAPITAL EQUIPMENT	-	-	-	-	-	0%	-
016-310-3661-4600	CAPITAL PROJECTS	-	-	-	-	-	0%	-
016-311-0000-4500	CAPITAL EQUIPMENT	-	-	-	-	-	0%	-
016-371-0000-4500	CAPITAL EQUIPMENT	-	-	-	-	-	0%	-
Capital Projects		6,369	-	-	-	-	-	-
Fund Total Appropriations		6,369	-	-	-	-	-	-
ANNUAL SURPLUS/DEFICIT		19,515	41,064	18,393	30,000	21,953		28,000
Ending Balance:		82,399	123,463	141,856	171,856			199,856

**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:	109,124	83,678	87,426	26,429	(14,034)	
REVENUES		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
3770-1221	SENIOR YOGA	-	-	-	-	-	0%	2,500
3770-1322	SENIOR AEROBICS	4,904	720	2,824	6,000	2,014	34%	6,000
3770-1323	SENIOR MUSIC	2,587	-	2,488	3,000	1,897	63%	4,500
3770-1326	KARATE	7,791	(40)	3,289	6,500	1,874	29%	6,500
3770-1327	TENNIS/PICKLEBALL	-	-	-	-	-	0%	10,000
3770-1328	YOUTH SPORTS	8,758	1,180	-	-	-	0%	30,000
3770-1330	YOUTH BASEBALL	1,780	5,090	20,148	54,000	17,622	33%	50,000
3770-1332	YOUTH SOCCER	160	2,510	9,158	10,000	2,737	27%	7,000
3770-1334	ADULT SPORTS	6,603	(320)	1,971	6,000	-	0%	5,000
3770-1337	AEROBICS	9,808	1,039	9,361	16,500	5,482	33%	15,000
3770-1338	SWIM LESSONS	-	-	-	-	-	0%	-
3770-1339	LINE DANCE CLASS	813	-	899	600	276	46%	600
3770-1340	SOCCER SCHOOL	-	-	9	-	-	0%	-
3770-1342	TINY TOTS RECREATION CLASSES	-	-	-	-	4	0%	-
3770-1343	ART RECREATION CLASSES	256	-	-	3,900	-	0%	3,900
3770-1354	ADMINISTRATIVE FEES	-	-	3,398	8,203	3,192	39%	8,203
3770-1355	VETERANS PROGRAM	4,240	2,630	350	2,100	-	0%	2,100
3770-1362	FOLK DANCE	2,642	300	6,359	5,000	3,970	79%	5,000
3770-1364	AZTEC DANCE	179	-	-	500	-	0%	500
3770-1380	L P SR CHECKBOOK	-	-	45	-	-	0%	-
3770-1387	CONCERTS	-	-	-	-	-	0%	-
3770-1393	DAY CAMP TEENS FUNDRAISERS	(335)	-	-	-	-	0%	-
3770-1395	5K RUNNING RACE	8,009	9,235	-	5,000	-	0%	5,000
3770-1396	FOUNDATION PARK & REC PROGRAM	-	-	-	-	-	0%	-
3770-1399	PARK REC PROG-DAY CAMP PROGRAM	68,176	17,750	40,378	97,941	25,197	26%	7,947
3970-0000	TRANSFER FROM GENERAL FUND	-	-	25,000	-	-	0%	-
Total Revenues		126,370	40,094	125,676	225,244	64,265	29%	169,750

APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
017-420-0000-4101	SALARIES-PERMANENT EMPLOYEES	1,792	1,395	30,407	-	296	0%	35,864
017-420-0000-4103	WAGES-TEMPORARY & PART-TIME	300	300	-	-	135	0%	-
017-420-0000-4105	OVERTIME	-	-	924	-	17	0%	-
017-420-0000-4120	O.A.S.D.I.	160	129	2,397	-	34	0%	-
017-420-0000-4124	RETIREMENT	456	403	5,791	-	16	0%	-
017-420-0000-4126	HEALTH INSURANCE	4,449	4,944	7,184	-	-	0%	-
017-420-0000-4128	DENTAL INSURANCE	632	632	632	-	-	0%	-
017-420-0000-4130	WORKER'S COMPENSATION INS.	152	123	2,278	-	33	0%	-
017-420-0000-4136	OPTICAL INSURANCE	107	107	107	-	-	0%	-
017-420-0000-4138	LIFE INSURANCE	338	322	275	-	94	0%	-
017-420-1371-4101	SALARIES-PERMANENT EMPLOYEES	90	-	-	-	-	0%	-
017-420-1399-4101	DAY CAMP-SALARIES PERM. EMP.	425	150	568	-	1,647	0%	-
017-420-1399-4103	DAY CAMP WAGES-TEMP & P/T	58,422	13,108	38,688	83,000	35,393	43%	115,084
017-420-1399-4105	DAY CAMP OVERTIME	-	-	-	-	-	0%	-
017-420-1399-4120	DAY CAMP-O.A.S.D.I.	4,501	1,014	3,003	10,998	2,834	26%	11,548
017-420-1399-4124	DAY CAMP-RETIREMENT	-	702	636	2,523	214	8%	2,649
017-420-1399-4126	DAY CAMP HEALTH INS.	1,958	-	-	-	-	0%	-
017-420-1399-4130	DAY CAMP-WRKRS. COMP. INS.	4,278	964	2,828	2,271	2,678	118%	2,385
017-420-1399-4138	DAY CAMP-LIFE INS.	-	-	-	2,115	-	0%	2,220
Personnel Costs		78,059	24,295	95,717	100,907	43,390	45%	169,750



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

APPROPRIATIONS (cont.)		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
017-420-1321-4260	CONTRACTUAL SERVICES	-	-	-	2,000	-	0%	2,000
017-420-1321-4300	DEPARTMENT SUPPLIES	-	-	-	500	-	0%	500
017-420-1322-4260	CONTRACTUAL SERVICES	4,645	870	2,300	5,400	2,540	47%	5,400
017-420-1322-4300	DEPARTMENT SUPPLIES	61	-	-	600	16	3%	600
017-420-1323-4260	CONTRACTUAL SERVICES	2,100	-	2,359	3,000	2,500	83%	4,000
017-420-1326-4260	CONTRACTUAL SERVICES	5,655	-	2,016	5,500	5,000	91%	6,500
017-420-1327-4260	CONTRACTUAL SERVICES	-	-	5,430	8,300	6,500	78%	8,500
017-420-1327-4300	DEPARTMENT SUPPLIES	-	59	-	1,200	580	48%	1,200
017-420-1328-4260	CONTRACTUAL SERVICES	9,933	-	11,115	22,000	20,537	93%	20,000
017-420-1328-4300	DEPARTMENT SUPPLIES	6,703	-	5,780	7,000	7,000	100%	7,000
017-420-1330-4260	YOUTH BASEBALL	-	-	21,656	30,000	20,421	68%	30,000
017-420-1330-4300	DEPARTMENT SUPPLIES	1,334	-	12,700	24,000	18,547	77%	19,000
017-420-1332-4260	CONTRACTUAL SERVICES	557	-	7,755	9,000	9,000	100%	8,000
017-420-1332-4300	DEPARTMENT SUPPLIES	-	-	499	1,000	-	0%	1,000
017-420-1333-4260	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	1,500
017-420-1333-4300	DEPARTMENT SUPPLIES	-	-	-	1,000	-	0%	1,000
017-420-1334-4260	CONTRACTUAL SERVICES	32	-	-	300	-	0%	500
017-420-1334-4300	DEPARTMENT SUPPLIES	3,043	-	960	2,000	900	45%	2,000
017-420-1335-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	-
017-420-1337-4260	CONTRACTUAL SERVICES	12,775	375	7,661	15,000	8,589	57%	13,000
017-420-1337-4300	DEPARTMENT SUPPLIES	378	-	-	-	-	0%	1,500
017-420-1338-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	-
017-420-1338-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	-
017-420-1339-4260	CONTRACTUAL SERVICES	413	-	434	600	500	83%	600
017-420-1339-4300	DEPARTMENT SUPPLIES	-	-	-	200	-	0%	200
017-420-1340-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	-
017-420-1340-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	-
017-420-1342-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	-
017-420-1342-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	-
017-420-1343-4260	CONTRACTUAL SERVICES	400	19	500	2,800	-	0%	2,800
017-420-1343-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	600
017-420-1342-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	-
017-420-1354-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	8,203
017-420-1355-4300	DEPARTMENT SUPPLIES	4,443	2,520	-	-	-	0%	2,000
017-420-1362-4260	CONTRACTUAL SERVICES	1,886	290	4,316	5,000	4,500	90%	5,000
017-420-1364-4260	CONTRACTUAL SERVICES	-	-	-	500	-	0%	500
017-420-1364-4300	DEPARTMENT SUPPLIES	-	-	-	200	-	0%	200
017-420-1366-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	-
017-420-1395-4260	CONTRACTUAL SERVICES	250	3,436	(280)	2,500	-	0%	2,500
017-420-1395-4300	DEPARTMENT SUPPLIES	10,027	2,605	-	1,500	-	0%	1,500
017-420-1396-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	-
017-420-1399-4260	DAY CAMP-CONTRACTUAL SRVCS.	750	37	193	1,200	1,085	90%	1,200
017-420-1399-4300	DAY CAMP-DEPT. SUPPLIES	8,370	1,840	5,562	12,500	2,080	17%	12,500
<i>Operations &amp; Maintenance Costs</i>		<u>73,757</u>	<u>12,051</u>	<u>90,956</u>	<u>164,800</u>	<u>110,294</u>	<u>12</u>	<u>171,003</u>
017-420-3708-4600	CP LAYNE PARK PLAYGROUND	-	-	-	-	-	-	-
<i>Capital Costs</i>		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Appropriations		151,816	36,346	186,673	265,707	153,684	82%	340,753
ANNUAL SURPLUS/DEFICIT		(25,446)	3,748	(60,997)	(40,463)	(89,419)	-	(171,003)
Ending Balance:		83,678	87,426	26,429	(14,034)			(185,037)

**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:		40,692,610	40,869,914	41,058,341	8,430,412			9,551,158
REVENUES		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
3110-0000	SECURED PROPERTY TAXES-CURR YR	2,933,975	3,044,413	2,639,954	2,865,262	1,816,836	63%	2,922,567
3120-0000	UNSECURED PROPERTY TAXES C/Y	74,724	67,515	71,387	-	193,557	0%	-
3130-0000	PRIOR YEARS PROPERTY TAXES	(8,474)	3,011	3,531	-	(2,681)	0%	-
3150-0000	PROPERTY TAX PENALTIES & INT	62,716	113,649	72,804	-	47,164	0%	-
3175-0000	PROJECT 4 TAX LEVY	-	-	-	-	-	0%	-
3181-0000	PROJECT 1 TAX LEVY	116,266	149,352	110,317	171,174	-	0%	174,597
3183-0000	PROJECT 1A TAX LEVY	170,807	154,664	159,943	194,943	-	0%	198,842
3185-0000	PROJECT 2 TAX LEVY	98,876	139,101	111,380	138,381	-	0%	141,149
3188-0000	PROJECT 3 TAX LEVY	264,869	306,299	256,045	355,399	-	0%	362,507
3191-0000	PROJECT 3A TAX LEVY	714,822	824,151	699,844	862,019	-	0%	879,259
3500-0000	INTEREST INCOME	207,465	(11,731)	86,410	-	6,330	0%	-
3625-0000	HOMEOWNERS PROPERTY TAX RELIEF	27,767	26,186	21,771	-	3,558	0%	-
3903-0000	EMPLOYEES PENSION CONTRIBUTION	48,292	110,504	147,774	100,000	90,497	90%	100,000
3903-0000	BOND PROCEEDS	-	-	-	-	-	0%	-
3970-0000	TRANSFER FROM GENERAL FUND	-	-	-	176,333	-	0%	176,333
3992-0000	TRANSFER FROM SEWER FUND	-	-	-	-	-	0%	12,434
3995-0000	TRANSFER FROM WATER FUND	-	-	-	-	-	0%	12,434
<b>Total Revenue</b>		<b>4,712,106</b>	<b>4,927,113</b>	<b>4,381,158</b>	<b>4,863,511</b>	<b>2,155,261</b>	<b>44%</b>	<b>4,980,123</b>

APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
018-101-0000-4124	RETIREMENT	2,975	2,846	2,885	9,845	1,421	14%	13,233
018-102-0000-4124	RETIREMENT	-	-	-	-	-	0%	-
018-105-0000-4124	RETIREMENT	55,143	60,533	63,366	82,054	37,911	46%	80,134
018-106-0000-4124	RETIREMENT	45,952	52,112	60,560	64,272	33,963	53%	70,285
018-107-0000-4124	RETIREMENT	-	-	-	-	-	0%	12,672
018-115-0000-4124	RETIREMENT	30,715	26,390	29,556	30,037	15,683	52%	33,341
018-116-0000-4124	RETIREMENT	-	52	64	-	-	0%	-
018-130-0000-4124	RETIREMENT	55,938	69,936	84,986	79,577	40,908	51%	88,265
018-131-0000-4124	RETIREMENT	15,218	8,564	28	-	-	0%	-
018-133-0000-4124	RETIREMENT	602	-	-	-	-	0%	-
018-140-0000-4124	RETIREMENT	27,357	14,102	4,527	7,394	3,911	53%	9,823
018-150-0000-4124	RETIREMENT	44,445	40,112	22,126	21,540	7,521	35%	22,174
018-152-0000-4124	RETIREMENT	75,839	38,355	33,239	38,727	20,049	52%	42,436
018-155-0000-4124	RETIREMENT	10	-	-	5,050	3,865	77%	9,748
018-190-0000-4124	RETIREMENT	2,324,873	2,607,585	34,121,051	900,000	677,710	75%	1,305,832
018-190-0000-4127	RETIRED EMP. HEALTH INS.	-	-	-	-	-	0%	-
018-190-0000-4265	ADMINISTRATIVE EXPENSE	-	-	565,568	6,500	2,750	42%	6,500
018-190-0000-4270	PROFESSIONAL SERVICES	-	-	-	-	-	0%	-
018-222-0000-4124	RETIREMENT	141,896	158,809	162,957	166,536	88,579	53%	194,535
018-224-0000-4124	RETIREMENT	181,455	183,866	171,520	150,366	80,071	53%	217,574
018-225-0000-4124	RETIREMENT	800,498	759,234	728,234	783,250	385,631	49%	829,435
018-226-0000-4124	RETIREMENT	-	-	-	-	654	0%	-
018-230-0000-4124	RETIREMENT	38,777	40,037	30,849	34,808	16,210	47%	38,591
018-310-0000-4124	RETIREMENT	44,556	53,379	43,922	53,469	28,631	54%	59,894
018-311-0000-4124	RETIREMENT	7,191	4,849	4,308	39,770	20,207	51%	44,713
018-312-0000-4124	RETIREMENT	-	-	-	982	-	0%	-
018-320-0000-4124	RETIREMENT	208	-	-	-	-	0%	-
018-335-0000-4124	RETIREMENT	154	-	-	-	-	0%	-

**Fund: Retirement Fund**  
**Resp. Dept: Finance**

APPROPRIATIONS (Cont.)		2020	2021	2022	2023	As of	2023	2023
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
018-341-0000-4124	RETIREMENT	-	-	-	-	-	0%	-
018-344-0000-4124	RETIREMENT	178	-	-	-	-	0%	-
018-346-0000-4124	RETIREMENT	5,800	3,157	6,612	5,562	2,864	51%	15,926
018-350-0000-4124	RETIREMENT	-	-	-	-	-	0%	-
018-360-0000-4124	RETIREMENT	1,115	-	-	-	-	0%	-
018-370-0000-4124	RETIREMENT	10,707	4,487	3,528	4,934	2,436	49%	15,658
018-381-0000-4124	RETIREMENT	1,407	-	-	-	-	0%	-
018-382-0000-4124	RETIREMENT	313	-	-	-	-	0%	-
018-383-0000-4124	RETIREMENT	-	-	-	-	-	0%	-
018-384-0000-4124	RETIREMENT	-	-	-	-	-	0%	-
018-390-0000-4124	RETIREMENT	474	-	-	-	-	0%	-
018-420-0000-4124	RETIREMENT	45,831	54,467	50,424	44,837	23,296	52%	35,799
018-420-1399-4124	RETIREMENT	-	-	-	-	-	0%	35,799
018-422-0000-4124	RETIREMENT	8,605	5,451	4,838	10,935	4,562	42%	21,744
018-423-0000-4124	RETIREMENT	22,128	21,586	11,652	18,638	7,857	42%	24,384
018-424-0000-4124	RETIREMENT	15,327	3,721	15,340	11,268	5,848	52%	20,102
018-430-0000-4124	RETIREMENT	-	-	-	-	-	0%	-
018-440-0000-4124	RETIREMENT	10	-	-	-	-	0%	-
<i>Personnel Costs</i>		<u>4,005,699</u>	<u>4,213,630</u>	<u>36,222,141</u>	<u>2,570,351</u>	<u>1,512,538</u>	<u>59%</u>	<u>3,228,865</u>
018-101-0000-4450	OTHER EXPENSE	3,688	4,025	3,203	5,000	-	0%	5,000
018-190-0000-4450	OTHER EXPENSE	3,950	2,450	2,950	5,000	2,450	49%	5,000
018-190-0000-4480	COST ALLOCATION	521,465	518,581	518,580	450,288	225,144	50%	405,832
<i>Operations &amp; Maintenance Costs</i>		<u>529,103</u>	<u>525,056</u>	<u>524,733</u>	<u>460,288</u>	<u>227,594</u>	<u>49%</u>	<u>415,832</u>
018-190-0872-4405	PENSION OBLIGATION BONDS-INTEREST	-	-	262,213	712,126	698,228	98%	708,500
018-190-0872-4429	PENSION OBLIGATION BONDS-PRINC.	-	-	-	-	-	0%	1,035,000
<i>Pension Obligation Bonds</i>		<u>-</u>	<u>-</u>	<u>262,213</u>	<u>712,126</u>	<u>698,228</u>	<u>98%</u>	<u>1,743,500</u>
<b>Total Appropriations</b>		<b>4,534,801</b>	<b>4,738,686</b>	<b>37,009,087</b>	<b>3,742,765</b>	<b>2,438,360</b>	<b>65%</b>	<b>5,388,197</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>177,304</b>	<b>188,427</b>	<b>(32,627,929)</b>	<b>1,120,746</b>	<b>(283,099)</b>	<b>-25%</b>	<b>(408,074)</b>
<b>Ending Balance:</b>		<b>40,869,914</b>	<b>41,058,341</b>	<b>8,430,412</b>	<b>9,551,158</b>			<b>9,143,083</b>



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	8	8	2			2
REVENUES	Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/22	2023 % Used	2024 Proposed
3500-0000	INTEREST INCOME	5	2	1	-	0	0%	-
3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	-	-	(7)	-	6	0%	-
3880-0000	QUIMBY PARK FEES	-	-	-	-	35,130	0%	-
3901-0000	MISCELLANEOUS REVENUE	-	(2)	-	-	(1)	0%	-
Total Revenue		5	-	(6)	-	35,136	0%	-
APPROPRIATIONS	Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/22	2023 % Used	2024 Proposed
019-423-0118-4101	HRP PROGRAM	-	-	-	-	-	0%	-
019-423-0118-4102	HRP PROGRAM	-	-	-	-	-	0%	-
019-423-0118-4103	HRP PROGRAM	-	-	-	-	-	0%	-
019-423-0201-4105	OVERTIME	-	-	-	-	-	0%	-
Personnel Costs		-	-	-	-	-	-	-
019-430-0000-4330	BLDG MAINT & REPAIRS	-	-	-	-	-	0%	-
Operations & Maintenance Costs		-	-	-	-	-	-	-
019-423-0201-4600	CAPITAL PROJECTS	-	-	-	-	-	0%	-
019-423-3708-4600	LAYNE PARK PLAYGROUND	-	-	-	-	-	0%	-
Capital Projects		-	-	-	-	-	-	-
Total Appropriations		-	-	-	-	-	-	-
ANNUAL SURPLUS/DEFICIT		5	-	(6)	-	35,136		-
Ending Balance:		8	8	2	2			2

**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:		27,543	(1,294)	(399)	(102)	(102)		
REVENUES		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
3500-0000 INTEREST INCOME		603	63	84	-	14	0%	-
3508-0000 NET INCR/DECR FAIR VALUE		364	(436)	-	-	-	0%	-
3875-0000 ASSET FORFEITURE FUND		492	7,660	213	-	-	0%	-
Total Revenue		1,458	7,287	297	-	14	0%	-
APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
020-222-0000-4450 OTHER EXPENSE		-	-	-	-	-	0%	-
020-222-0000-4500 CAPITAL EQUIPMENT		-	-	-	-	-	0%	-
020-225-0000-4500 CAPITAL EXPENSES		30,296	6,392	-	-	-	0%	-
Capital Costs		30,296	6,392	-	-	-	0%	-
Total Appropriations		30,296	6,392	-	-	-	-	-
ANNUAL SURPLUS/DEFICIT		(28,837)	895	297	-	14	-	-
Ending Balance:		(1,294)	(399)	(102)	(102)	(102)		



**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:		(127)	143	141	(190)	(190)		
REVENUES		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
3500-0000	INTEREST AND RENTS	150	96	74	-	12	0%	-
3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	120	(98)	(405)	-	359	0%	-
3875-0000	ASSET FORFEITURE FUND	-	-	-	-	-	0%	-
Total Revenue		270	(2)	(331)	-	371	0%	-
APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
021-222-0000-4500	CAPITAL EXPENSES	-	-	-	-	-	0%	-
021-225-0000-4500	CAPITAL EXPENSES	-	-	-	-	-	0%	-
Capital Costs		-	-	-	-	-	0%	-
Total Appropriations		-	-	-	-	-	0%	-
ANNUAL SURPLUS/DEFICIT		270	(2)	(331)	-	371	0%	-
Ending Balance:		143	141	(190)	(190)	(190)		

**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**

- Sidewalk Repair Project
- Curb & Gutter

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

Beginning Fund Balance:		5,389	5,557	5,556	5,349			5,349
REVENUES		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
3500-0000 INTEREST INCOME		94	60	46	-	7	0%	-
3508-0000 NET INCR/DECR FAIR VAL INVESTMENT		74	(61)	(253)	-	224	0%	-
3664-0000 SURFACE TRANSP. PROG.-LOCAL FUND (STP-		-	-	-	137,330	137,330	100%	-
3932-0000 HIGHWAY INFRASTRUCTURE PROGRAM (HIP		-	-	-	113,557	113,557	100%	-
<b>Total Revenue</b>		<b>168</b>	<b>(1)</b>	<b>(206)</b>	<b>250,887</b>	<b>251,118</b>	<b>100%</b>	<b>-</b>
APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
022-311--0000-4101 SALARIES-PERMANENT EMPLOYEES		-	-	-	-	-	0%	-
022-311-0560-4270 STREET RESURFACING PROGRAM		-	-	-	-	-	0%	-
022-311-0000-4600 CAPITAL PROJECTS		-	-	-	250,887	-	0%	-
<i>Capital Projects</i>		-	-	-	250,887	-	0%	-
<b>Total Appropriations</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>250,887</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>168</b>	<b>(1)</b>	<b>(206)</b>	<b>-</b>	<b>251,118</b>	<b>0%</b>	<b>-</b>
Ending Balance:		5,557	5,556	5,349	5,349			5,349

**MEASURE “W” FUND****FUND No. 023****FUND OVERVIEW**

SCWP, also known as Measure W, was an initiative placed on the ballot in 2018 and approved by Los Angeles County voters. The goals of SCWP are to improve and protect water quality, increase the number of gallons of water captured each year to increase the supply of safe drinking water and prepare for future droughts, and protect public health and marine life by reducing pollution, trash, toxins and plastics that make it to local waterways and beaches. The City began receiving its allocation in FY 2020-2021, which are allocated to each local jurisdiction in Los Angeles County on a per capita basis.

**MAJOR PROJECTS/PROGRAMS**

- Catch basin maintenance efforts, compliance monitoring, and reporting as required by the National Pollutant Discharge Elimination System (NPDES) permit. Sweeping of City-owned Parking lots, alleys, and trash enclosures in Downtown Mall area.
- Downtown Mall solid waste management options (trash enclosures, trash compactors, other options)

**Fund: Measure W Fund - SCW Program**  
**Resp. Dept: Public Works**

Beginning Fund Balance:		-	-	217,551	350,273			185,273
REVENUES	Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/22	2023 % Used	2024 Proposed
3110-0000	TAX INCREMENT	-	267,325	277,266	280,000	275,319	98%	283,000
3500-0000	INTEREST INCOME	-	1,312	3,065	-	488	0%	-
3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	-	1,300	(17,479)	-	16,179	0%	-
<b>Total Revenue</b>		-	<b>269,938</b>	<b>262,851</b>	<b>280,000</b>	<b>291,986</b>	<b>104%</b>	<b>283,000</b>
APPROPRIATIONS	Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/22	2023 % Used	2024 Proposed
023-190-0000-4480	COST ALLOCATION	-	-	-	6,480	3,240	50%	10,290
<i>Operations &amp; Maintenance Costs</i>		-	-	-	<b>6,480</b>	<b>3,240</b>	<b>50%</b>	<b>10,290</b>
023-311-0000-4260	CONTRACTUAL SERVICES	-	-	46,302	64,000	46,500	73%	64,000
023-311-0000-4270	PROFESSIONAL SERVICES	-	44,887	83,828	75,000	75,000	100%	80,000
023-311-0000-4600	CAPITAL PROJECTS	-	-	-	134,520	-	0%	-
023-341-6556-4600	SF MALL TRASH MANAGEMENT SYST.	-	7,500	-	165,000	-	0%	250,000
<i>Capital Projects</i>		-	<b>52,387</b>	<b>130,129</b>	<b>438,520</b>	<b>121,500</b>	<b>28%</b>	<b>394,000</b>
<b>Total Appropriations</b>		-	<b>52,387</b>	<b>130,129</b>	<b>445,000</b>	<b>124,740</b>	<b>28%</b>	<b>404,290</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		-	<b>217,551</b>	<b>132,722</b>	<b>(165,000)</b>	<b>167,246</b>	<b>-101%</b>	<b>(121,290)</b>
Ending Balance:		-	<b>217,551</b>	<b>350,273</b>	<b>185,273</b>			<b>63,983</b>

**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
- Pacoima Wash Bikeway Project
- Citywide Traffic Signal Synchronization Project
- HSIP Cycle 8 Traffic Sign Improvements Project

**Fund: Measure M Fund**  
**Resp. Dept: Public Works**

		Beginning Fund Balance:		562,154	738,397	1,082,825	1,409,850	500
<b>REVENUES</b>		<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>As of</b>	<b>2023</b>	<b>2024</b>
<b>Account Number &amp; Title</b>		<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>12/31/22</b>	<b>% Used</b>	<b>Proposed</b>
3210-0000	SALES AND USE TAXES	333,499	353,873	448,054	425,794	234,349	55%	450,000
3500-0000	INTEREST INCOME	11,960	10,076	11,267	-	2,110	0%	-
3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	10,016	(6,259)	(63,369)	-	57,981	0%	-
<b>Total Revenue</b>		<b>355,476</b>	<b>357,690</b>	<b>395,951</b>	<b>425,794</b>	<b>294,440</b>	<b>69%</b>	<b>450,000</b>
<b>APPROPRIATIONS</b>		<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>As of</b>	<b>2023</b>	<b>2024</b>
<b>Account Number &amp; Title</b>		<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>12/31/22</b>	<b>% Used</b>	<b>Proposed</b>
024-311-0000-4600	CAPITAL PROJECTS	-	-	-	100,000	-	0%	-
024-311-0157-4600	SAN FERNANDO RD REHAB NO. 601994-18	-	-	-	-	-	0%	-
024-311-0551-4600	PACOIMA WASH BIKEWAY MSRC	-	-	16,270	211,729	26,000	12%	-
024-311-0560-4600	STREET RESURFACING PROGRAM	179,233	-	16,828	1,267,050	100,000	8%	345,000
024-371-0510-4600	SIGNAL IMPROVEMENTS	-	-	-	193,884	20,000	10%	-
024-371-0562-4600	HSIP CYCLE 8 TRAFFIC SIGNAL IMPR H807046	-	13,261	35,828	62,481	32,000	51%	-
<i>Capital Projects</i>		<i>179,233</i>	<i>13,261</i>	<i>68,927</i>	<i>1,835,144</i>	<i>178,000</i>	<i>10%</i>	<i>345,000</i>
<b>Total Appropriations</b>		<b>179,233</b>	<b>13,261</b>	<b>68,927</b>	<b>1,835,144</b>	<b>178,000</b>	<b>10%</b>	<b>345,000</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>176,243</b>	<b>344,429</b>	<b>327,024</b>	<b>(1,409,350)</b>	<b>116,440</b>	<b>-8%</b>	<b>105,000</b>
<b>Ending Balance:</b>		<b>738,397</b>	<b>1,082,825</b>	<b>1,409,850</b>	<b>500</b>			<b>105,500</b>



**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:		593,196	693,114	1,165,635	1,537,258	500		
<b>REVENUES</b>		<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>As of</b>	<b>2023</b>	<b>2024</b>
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
3500-0000 INTEREST INCOME		11,591	9,752	11,818	-	2,171	0%	-
3508-0000 NET INCR/DECR FAIR VAL INVESTMENT		8,564	(4,531)	(66,232)	-	60,795	0%	-
3623-0000 RMRA TAX ALLOCATION SECT 2032		431,577	467,301	492,819	564,259	174,159	31%	584,584
<b>Total Revenue</b>		<b>451,733</b>	<b>472,522</b>	<b>438,405</b>	<b>564,259</b>	<b>237,124</b>	<b>42%</b>	<b>584,584</b>
<b>APPROPRIATIONS</b>		<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>As of</b>	<b>2023</b>	<b>2024</b>
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
025-311-0000-4600 CAPITAL PROJECTS		-	-	-	-	-	0%	-
025-311-0182-4600 PICO ST & SF RD IMPRV NO. 602080-19		-	-	49,954	-	-	0%	-
025-311-0560-4600 STREET RESURFACING PROGRAM		345,318	-	16,828	1,928,517	832,950	43%	655,000
025-311-0565-4600 GLEANOAKS BRIDGE FENCING		6,498	-	-	172,500	-	0%	-
<i>Capital Projects</i>		<i>351,815</i>	<i>-</i>	<i>66,782</i>	<i>2,101,017</i>	<i>832,950</i>	<i>40%</i>	<i>655,000</i>
<b>Total Appropriations</b>		<b>351,815</b>	<b>-</b>	<b>66,782</b>	<b>2,101,017</b>	<b>832,950</b>	<b>0</b>	<b>655,000</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>99,917</b>	<b>472,522</b>	<b>371,623</b>	<b>(1,536,758)</b>	<b>(595,826)</b>	<b>39%</b>	<b>(70,416)</b>
Ending Balance:		693,114	1,165,635	1,537,258	500	(69,916)		



**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 2019-2020 and FY 2020-2021, the City received approval for a street overlay and improvement project in qualifying census tracts. In FY 2021-2022, the City use funds for a business assistance grant program.

**Fund: Community Development Block Grant**  
**Resp. Dept: Community Development**

		Beginning Fund Balance:		(18,759)	(2,536)	(2,182)	(26,995)			(26,995)
REVENUES		2020	2021	2022	2023	As of	2023	2024		
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed		
3693-0127	ALEXANDER ST OVERLAY PROJ.#601819-16	-	-	-	-	-	0%	-		
3693-0138	HUNTINGTON ST. OVERLAY PROJ #601716-16	-	-	-	-	-	0%	-		
3693-0157	SAN FERNANDO ROAD REHAB	23,147	-	-	-	-	0%	-		
3693-0159	SF RD STREET, CURB, GUTTER REHAB.	-	-	-	-	-	0%	-		
3693-0182	PICO ST & SF RD IMPRV NO. 602080-19	20,879	22,000	471,487	78,639	-	0%	-		
3693-0185	BUSINESS ASSISTANCE PRG NO. 602498-21	-	-	19,110	200,000	-	0%	200,000		
3693-0329	PPE BUSINESS ASSISTANCE CV 1089-19	-	18,345	-	-	-	0%	-		
3693-0336	RESIDENTIAL FOOD DISTRIBUTION CV 1088-19	-	108,127	-	-	-	0%	-		
3693-8530	WATER BILL ASSISTANCE PROGRAM	-	-	-	-	-	0%	-		
3693-0887	RESIDENT RECREATION PROG SCHOLARSHIPS	-	-	-	25,000	338	1%	25,000		
<b>Total Revenue</b>		<b>44,026</b>	<b>148,472</b>	<b>490,597</b>	<b>303,639</b>	<b>338</b>	<b>0%</b>	<b>225,000</b>		

APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024		
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed		
026-311-0127-4101	ALEXANDER ST OVERLAY PROJ. #601819-16	-	-	-	-	-	0%	-		
026-311-0127-4120	ALEXANDER ST OVERLAY PROJ. #601819-16	-	-	-	-	-	0%	-		
026-311-0127-4130	ALEXANDER ST OVERLAY PROJ. #601819-16	-	-	-	-	-	0%	-		
026-311-0127-4136	ALEXANDER ST OVERLAY PROJ. #601819-16	-	-	-	-	-	0%	-		
026-311-0138-4101	SALARIES-PERMANENT EMPLOYEES	-	-	-	-	-	0%	-		
026-311-0138-4120	O.A.S.D.I.	-	-	-	-	-	0%	-		
026-311-0138-4126	HUNTINGTON ST PROJECT	-	-	-	-	-	0%	-		
026-311-0138-4128	HUNTINGTON ST PROJECT	-	-	-	-	-	0%	-		
026-311-0138-4130	WORKER'S COMPENSATION INS.	-	-	-	-	-	0%	-		
026-311-0138-4136	HUNTINGTON ST PROJECT	-	-	-	-	-	0%	-		
<i>Personnel Costs</i>		-	-	-	-	-	0%	-		
026-311-0127-4270	PROFESSIONAL SERVICES	-	-	-	-	-	0%	-		
026-311-0157-4260	SAN FERNANDO RD REHAB	4,388	-	-	-	-	0%	-		
026-311-0159-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	-		
026-311-0182-4260	CONTRACTUAL SERVICES	13,860	20,264	29,245	78,639	25,000	32%	-		
026-311-0182-4600	PICO ST & SF RD IMPRV NO. 602080-19	-	-	467,056	-	-	0%	-		
026-420-0185-4270	BUSINESS ASSISTANCE PRG NO. 602498-21	-	-	19,110	200,000	-	0%	-		
026-382-8530-4270	WATER BILL ASSISTANCE PRG	-	-	-	-	-	0%	-		
026-420-0185-4270	BUSINESS ASSISTANCE PRG.	-	-	-	-	-	0%	200,000		
026-420-0329-4260	CONTRACTUAL SERVICES	-	2,190	-	-	-	0%	-		
026-420-0329-4300	DEPARTMENT SUPPLIES	-	16,845	-	-	-	0%	-		
026-420-0887-4260	RESIDENT RECREATION PROG SCHOLARSHIPS	-	-	-	15,000	1,950	13%	25,000		
026-420-0887-4300	RESIDENT RECREATION PROG SCHOLARSHIPS	-	-	-	10,000	-	0%	25,000		
026-422-0336-4260	CONTRACTUAL SERVICES	-	8,799	-	-	-	0%	-		
026-422-0336-4300	DEPARTMENT SUPPLIES	-	100,019	-	-	-	0%	-		
<i>Operations &amp; Maintenance Costs</i>		<i>18,248</i>	<i>148,117</i>	<i>515,411</i>	<i>303,639</i>	<i>26,950</i>	<i>9%</i>	<i>250,000</i>		

APPROPRIATIONS (Cont.)		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
026-311-0157-4600	SAN FERNANDO RD REHAB NO. 601994-18	-	-	-	-	-	0%	-
026-311-0159-4600	SF RD ST., CURB, GUTTER & RAMP	-	-	-	-	-	0%	-
026-311-0182-4600	PICO ST. & SF RD IMPROVEMENTS	9,555	-	-	-	-	0%	-
026-311-XXXX-4600	TBD	-	-	-	-	-	0%	-
<i>Capital Costs</i>		<u>9,555</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0%</u>	<u>-</u>
<b>Total Appropriations</b>		<b>27,803</b>	<b>148,117</b>	<b>515,411</b>	<b>303,639</b>	<b>26,950</b>	<b>9%</b>	<b>250,000</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>16,223</b>	<b>355</b>	<b>(24,814)</b>	<b>-</b>	<b>(26,612)</b>	<b>0%</b>	<b>(25,000)</b>
Ending Balance:		(2,536)	(2,182)	(26,995)	(26,995)			(51,995)

**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

**Fund: Street Lighting**  
**Resp. Dept: Public Works**

Beginning Fund Balance:		139,057	232,111	377,643	386,556				386,556
REVENUES		2020	2021	2022	2023	As of	2023	2024	
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed	
3110-0000	SECURED PROPERTY TAXES-CURR YR	315,929	323,283	323,245	327,550	131,176	40%	325,000	
3130-0000	PRIOR YEARS PROPERTY TAXES	-	(7)	742	-	-	0%	-	
3150-0000	PROPERTY TAX PENALTIES & INT	7,695	17,878	8,867	-	7,210	0%	-	
3970-0000	TRANSFER FROM GENERAL FUND	40,000	20,000	-	-	-	0%	-	
<b>Total Revenues</b>		<b>363,624</b>	<b>361,153</b>	<b>332,854</b>	<b>327,550</b>	<b>138,385</b>	<b>42%</b>	<b>325,000</b>	
APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024	
Account Number & Title		Actual	Actual	Adjusted	Adjusted	12/31/22	% Used	Proposed	
027-180-0000-4127	RETIRED EMP. HEALTH INS.	-	8,631	18,950	-	2,899	0%	-	
027-344-0000-4101	SALARIES-PERMANENT EMPLOYEES	86,217	23,076	68,092	42,745	21,279	50%	46,201	
027-344-0000-4103	WAGES-TEMPORARY & PART TIME	-	-	-	-	-	0%	-	
027-344-0000-4105	OVERTIME	2,902	-	729	-	743	0%	-	
027-344-0000-4120	O.A.S.D.I.	6,818	1,765	5,148	3,270	1,685	52%	3,534	
027-344-0000-4124	RETIREMENT	15,482	4,060	10,162	3,270	2,226	68%	3,534	
027-344-0000-4126	HEALTH INSURANCE	17,350	6,343	15,165	17,881	7,299	41%	17,881	
027-344-0000-4128	DENTAL INSURANCE	1,619	482	1,443	-	695	0%	-	
027-344-0000-4129	RETIREE HEALTH SAVINGS	1,576	3	471	1,170	538	46%	1,170	
027-344-0000-4130	WORKER'S COMPENSATION INS.	12,673	2,800	7,579	6,078	3,126	51%	6,570	
027-344-0000-4134	LONG TERM DISABILITY INSURANCE	-	-	241	-	-	0%	-	
027-344-0000-4136	OPTICAL INSURANCE	290	148	379	-	102	0%	-	
027-344-0000-4138	LIFE INSURANCE	117	24	41	59	30	52%	59	
027-344-3689-XXXX	COVID-19 GLOBAL OUTBREAK	-	30	-	-	-	0%	-	
<i>Personnel Costs</i>		<i>145,044</i>	<i>47,362</i>	<i>128,399</i>	<i>74,473</i>	<i>40,622</i>	<i>55%</i>	<i>78,949</i>	
027-344-0000-4210	UTILITIES	67,135	107,886	130,353	100,000	45,430	45%	100,000	
027-344-0000-4260	CONTRACTUAL SERVICES	5,588	5,000	5,000	5,500	5,192	94%	5,500	
027-344-0000-4300	DEPARTMENT SUPPLIES	-	-	1,299	10,000	4,623	46%	10,000	
027-344-0000-4320	DEPARTMENT EQUIPMENT MAINT	-	148	-	375	-	0%	375	
027-344-0000-4340	SMALL TOOLS	-	240	87	375	-	0%	375	
027-344-0000-4390	VEHICLE ALLOW & MILEAGE	-	-	179	-	0	0%	-	
027-344-0000-4480	COST ALLOCATION	46,222	51,182	51,180	14,323	7,162	50%	27,685	
027-344-0301-4300	PW MAINT. & REPAIR SUPPLIES	6,582	3,803	7,443	8,000	-	0%	8,000	
<i>Operations &amp; Maintenance Costs</i>		<i>125,526</i>	<i>168,260</i>	<i>195,542</i>	<i>138,573</i>	<i>62,406</i>	<i>45%</i>	<i>151,935</i>	
027-344-0000-4500	CAPITAL EXPENSES	-	-	-	114,504	-	-	114,504	
<i>Capital Projects</i>		<i>-</i>	<i>-</i>	<i>-</i>	<i>114,504</i>	<i>-</i>	<i>-</i>	<i>114,504</i>	
<b>Total Appropriations</b>		<b>270,570</b>	<b>215,621</b>	<b>323,941</b>	<b>327,550</b>	<b>103,028</b>	<b>32%</b>	<b>345,388</b>	
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>93,054</b>	<b>145,532</b>	<b>8,913</b>	<b>-</b>	<b>35,357</b>	<b>397%</b>	<b>(20,388)</b>	
<b>Ending Balance:</b>		<b>232,111</b>	<b>377,643</b>	<b>386,556</b>	<b>386,556</b>				<b>366,168</b>

**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
- Phase 2 of advanced parking metering in downtown mall area with ability to accept credit card payment.



**Fund: Parking & Maintenance Operations**  
**Resp. Dept: Public Works**

		Beginning Fund Balance:		404,001	374,846	343,025	329,356	160,782	
REVENUES	Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/22	2023 % Used	2024 Proposed	
3500-0000	INTEREST INCOME	6,935	3,879	2,966	-	480	0%	-	
3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	5,438	(4,763)	(16,587)	-	14,710	0%	-	
3509-0000	INTEREST INCOME - LEASES	-	-	659	-	-	0%	-	
3525-0000	LEASE REVENUE	-	-	(372)	-	-	0%	-	
3520-0000	RENTAL INCOME	26,347	22,345	26,422	25,789	13,024	51%	26,050	
3737-0000	EV CHARGING STATIONS	2,127	1,699	5,457	2,500	3,048	122%	6,500	
3850-0000	PARKING METER REVENUE-STREETS	116,544	88,897	130,254	130,000	57,592	44%	117,000	
3855-0000	PARKING METER REVENUE-LOT 6N	-	-	-	-	-	0%	-	
3870-0000	BUSINESS LICENSE TAX-AREA A	57,255	21,979	56,007	50,000	2,611	5%	55,000	
3978-0000	TRANS FROM RETIREMENT TAX FUND	-	-	-	-	-	0%	-	
<b>Total Revenue</b>		<b>214,644</b>	<b>134,037</b>	<b>204,807</b>	<b>208,289</b>	<b>91,465</b>	<b>44%</b>	<b>204,550</b>	

APPROPRIATIONS	Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/22	2023 % Used	2024 Proposed	
029-335-0000-4101	SALARIES-PERMANENT EMPLOYEES	51,861	48,189	73,312	46,822	23,900	51%	50,595	
029-335-0000-4103	WAGES-TEMPORARY & PART-TIME	-	-	-	-	150	0%	-	
029-335-0000-4105	OVERTIME	2,656	2,633	1,517	-	-	0%	-	
029-335-0000-4120	O.A.S.D.I.	4,171	3,888	5,718	3,555	1,840	52%	3,842	
029-335-0000-4124	RETIREMENT	10,751	8,245	12,659	5,529	2,869	52%	5,976	
029-335-0000-4126	HEALTH INSURANCE	19,742	16,601	21,766	17,104	7,686	45%	17,112	
029-335-0000-4128	DENTAL INSURANCE	1,543	1,232	1,303	535	741	139%	535	
029-335-0000-4129	RETIREE HEALTH SAVINGS	233	500	773	900	386	43%	900	
029-335-0000-4130	WORKER'S COMPENSATION INS.	7,753	7,227	10,539	6,609	2,413	37%	7,141	
029-335-0000-4134	LONG TERM DISABILITY INSURANCE	-	-	141	-	-	0%	-	
029-335-0000-4136	OPTICAL INSURANCE	328	249	283	96	129	134%	96	
029-335-0000-4138	LIFE INSURANCE	86	59	94	68	41	60%	68	
<i>Personnel Costs</i>		<i>99,123</i>	<i>88,823</i>	<i>128,103</i>	<i>81,218</i>	<i>40,156</i>	<i>49%</i>	<i>86,265</i>	
029-335-0000-4210	UTILITIES	21,251	25,826	26,705	22,000	10,851	49%	22,000	
029-335-0000-4250	RENTS AND LEASES	-	-	-	-	-	0%	-	
029-335-0000-4260	CONTRACTUAL SERVICES	13,298	-	4,445	73,500	52,600	72%	73,500	
029-335-0000-4270	PROFESSIONAL SERVICES	-	-	1,978	-	-	0%	-	
029-335-0000-4300	DEPARTMENT SUPPLIES	7,963	17,619	20,886	18,670	16,898	91%	20,232	
029-335-0000-4302	PERMIT PARKING EXPENSE	-	-	-	-	-	0%	-	
029-335-0000-4320	DEPARTMENT EQUIPMENT MAINT	-	-	-	-	-	0%	-	
029-335-0000-4330	BLDG MAINT & REPAIRS	-	-	-	1,562	-	0%	-	
029-335-0000-4340	SMALL TOOLS	-	181	250	250	-	0%	250	
029-335-0000-4360	PERSONNEL TRAINING	-	-	-	150	-	0%	150	
029-335-0000-4370	MEETINGS, MEMBERSHIPS & TRAVEL	-	-	-	-	-	0%	-	
029-335-0000-4400	VEHICLE OPERATION & MAINT	1,520	1,120	3,511	3,000	2,443	81%	4,500	
029-335-0000-4402	FUEL	1,042	1,729	1,997	2,700	779	29%	1,600	
029-335-0000-4480	COST ALLOCATION	38,281	30,559	30,600	23,813	11,907	50%	23,812	
029-335-0301-4300	PW MAINT. & REPAIR SUPPLIES	-	-	-	-	-	0%	-	
<i>Operations &amp; Maintenance Costs</i>		<i>83,354</i>	<i>77,034</i>	<i>90,372</i>	<i>145,645</i>	<i>95,478</i>	<i>66%</i>	<i>146,044</i>	

APPROPRIATIONS (Cont.)		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
029-335-0000-4500	CAPITAL EQUIPMENT	-	-	-	50,000	-	0%	
029-335-0000-4600	CAPITAL PROJECTS	61,323	-	-	100,000	-	0%	
029-335-0559-4600	CP PARKING LOT 5 IMPROVEMENTS	-	-	-	-	-	0%	-
029-335-3699-4600	ELECTR VEH CHARGING STATIONS NO.16076	-	-	-	-	-	0%	-
<i>Capital Projects</i>		<u>61,323</u>	<u>-</u>	<u>-</u>	<u>150,000</u>	<u>-</u>	<u>0%</u>	<u>-</u>
<b>Total Appropriations</b>		<b>243,799</b>	<b>165,858</b>	<b>218,476</b>	<b>376,863</b>	<b>135,633</b>	<b>36%</b>	<b>232,309</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>(29,154)</b>	<b>(31,821)</b>	<b>(13,669)</b>	<b>(168,574)</b>	<b>(44,168)</b>	<b>26%</b>	<b>(27,759)</b>
Ending Balance:		<b>374,846</b>	<b>343,025</b>	<b>329,356</b>	<b>160,782</b>			<b>133,023</b>



**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.

**Fund: Mall Maintenance Operations**  
**Resp. Dept: Public Works**

		Beginning Fund Balance:	-	(18,120)	(30,829)	(107,269)		(112,528)
REVENUES		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
3930-0000 MALL MAINTENANCE LEVY		75,917	29,024	50,113	85,000	8,521	10%	53,000
Total Revenue		75,917	29,024	50,113	85,000	8,521	10%	53,000
APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
030-341-0000-4101 SALARIES-PERMANENT EMPLOYEES		38,219	11,568	48,012	52,535	1,214	2%	-
030-341-0000-4103 WAGES-TEMPORARY & PART-TIME		5,734	4,849	21,269	-	15,628	0%	-
030-341-0000-4105 OVERTIME		14,350	2,161	11,586	-	16,062	0%	-
030-341-0000-4120 O.A.S.D.I.		4,459	1,421	6,186	4,019	2,518	63%	-
030-341-0000-4124 RETIREMENT		7,799	2,129	4,352	-	21	0%	-
030-341-0000-4126 HEALTH INSURANCE		4,259	2,962	14,216	-	-	0%	-
030-341-0000-4128 DENTAL INSURANCE		323	238	63	-	-	0%	-
030-341-0000-4129 RETIREE HEALTH SAVINGS		624	122	975	-	242	0%	-
030-341-0000-4130 WORKER'S COMPENSATION INS.		7,988	2,287	10,033	7,470	4,035	54%	-
030-341-0000-4136 OPTICAL INSURANCE		77	49	11	-	-	0%	-
030-341-0000-4138 LIFE INSURANCE		23	15	98	135	-	0%	-
Personnel Costs		83,853	27,801	116,800	64,159	39,721	62%	-
030-341-0000-4210 UTILITIES		40	590	838	-	277	0%	-
030-341-0000-4250 RENT & LEASES		-	-	-	-	-	0%	-
030-341-0000-4260 CONTRACT SERVICES		-	-	-	-	-	0%	-
030-341-0000-4300 DEPARTMENT SUPPLIES		5,536	2,777	4,537	2,450	715	29%	2,450
030-341-0000-4310 EQUIPMENT AND SUPPLIES		150	-	-	-	150	0%	-
030-341-0000-4320 DEPARTMENT EQUIPMENT MAINT		-	-	-	-	-	0%	-
030-341-0000-4325 UNIFORM ALLOWANCE		-	-	-	-	-	0%	300
030-341-0000-4325 UNIFORM ALLOW-FULL TIME EMP		-	-	-	300	-	0%	300
030-341-0000-4340 SMALL TOOLS		-	495	200	-	-	0%	-
030-341-0301-4300 DEPARTMENT SUPPLIES		-	6,193	4,178	6,000	3,000	50%	6,000
Operations & Maintenance Costs		5,726	10,055	9,754	8,750	4,142	47%	9,050
030-341-0000-4706 LIABILITY CHARGE		439	-	-	-	-	0%	-
030-341-0000-4743 FACILITY MAINTENANCE CHARGE		4,018	3,876	-	17,350	8,676	50%	-
Internal Service Charges		4,457	3,876	-	17,350	8,676	50%	-
030-341-0000-4500 CAPITAL EXPENSES		-	-	-	-	-	0%	-
Capital Costs		-	-	-	-	-	0%	-
Total Appropriations		94,037	41,732	126,554	90,259	52,539	58%	9,050
ANNUAL SURPLUS/DEFICIT		(18,120)	(12,708)	(76,440)	(5,259)	(44,018)	837%	43,950
Ending Balance:		(18,120)	(30,829)	(107,269)	(112,528)			(68,578)

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

**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**

- Annual Street Resurfacing Project
- Sidewalk Repair Project
- Signage and Pavement Marking Program
- Project Match – CalOES Community Power Resiliency Grant – Park Emergency Generators Project
- Tree Replacement Program

# Fund: Capital Outlay (General Fund)

Resp. Dept: Public Works

Beginning Fund Balance:		52,002	71,088	62,640	1,857,537	52,999		
REVENUES		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
3231-0174	PEG CAPITAL FEE	-	-	-	-	-	0%	-
3970-0000	TRANSFER FROM GENERAL FUND	25,000	-	1,742,803	3,053,195	-	0%	-
3992-0000	TRANSFER FROM SEWER FUND	-	-	28,321	-	-	0%	-
3970-0000	TRANSFER FROM WATER FUND	-	-	169,926	-	-	0%	-
<b>Total Revenues</b>		<b>25,000</b>	<b>-</b>	<b>1,941,050</b>	<b>3,053,195</b>	<b>-</b>	<b>-</b>	<b>-</b>
APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
032-311-0000-4600	CAPITAL PROJECTS	-	-	-	173,556	-	0%	-
032-311-0182-4600	PICO ST & SF RD IMPROVEMENTS	-	-	40,000	-	-	0%	-
032-311-0560-4600	STREET RESURFACING PROGRAM	-	-	-	792,194	-	0%	-
032-311-0628-4600	SF SAFE & ACTIVE ST IMPLEMENTATION	-	-	6,448	-	-	0%	-
032-311-0866-4600	SIDEWALK REPAIR PROJECT	-	-	-	25,000	10,651	43%	-
032-346-0665-4600	TREE REPLACEMENT PROGRAM	5,914	8,448	4,000	31,638	-	0%	-
032-370-3648-4270	COMMUNITY POWER RESILIENCY PRG	-	-	15,000	-	-	0%	-
032-390-0765-4600	HVAC SYSTEM FOR PD FACILITY	-	-	80,705	3,835,345	131,512	3%	-
<i>Capital Projects</i>		<i>5,914</i>	<i>8,448</i>	<i>146,153</i>	<i>4,857,733</i>	<i>142,164</i>	<i>3%</i>	<i>-</i>
<b>Total Appropriations</b>		<b>5,914</b>	<b>8,448</b>	<b>146,153</b>	<b>4,857,733</b>	<b>142,164</b>	<b>3%</b>	<b>-</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>19,086</b>	<b>(8,448)</b>	<b>1,794,897</b>	<b>(1,804,538)</b>	<b>(142,164)</b>	<b>8%</b>	
<b>Ending Balance:</b>		<b>71,088</b>	<b>62,640</b>	<b>1,857,537</b>	<b>52,999</b>			<b>52,999</b>



**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.

**Fund: Pavement Management Fund**  
**Resp. Dept: Public Works**

Beginning Fund Balance:		13,753	14,181	14,178	13,651				13,651
REVENUES		2020	2021	2022	2023	As of	2023	2024	
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed	
3500-0000	INTEREST INCOME	239	153	118	-	19	-	-	
3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	189	(156)	(645)	-	571	-	-	
3800-0000	MISCELLANEOUS REVENUE				-				
3978-0000	TRANS FROM RETIREMENT TAX FUND				-				
Total Revenue		428	(3)	(527)	-	590	-	-	
APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024	
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed	
050-311-0000-4270	PROFESSIONAL SERVICES	-	-	-	-	-	-	-	
Operations & Maintenance Costs		-	-	-		-	-	-	
050-311-0000-4600	PARKING LOT IMPROVEMENTS	-	-	-	-	-	-	-	
Capital Projects		-	-	-		-	-	-	
050-310-0000-4901	TRANSFER TO GENERAL FUND	-	-	-	-	-	-	-	
050-370-0000-4910	TRANSFER TO GRANT FUND	-	-	-		-	-	-	
Transfers		-	-	-		-	-	-	
Total Appropriations		-	-	-	-	-	-	-	
ANNUAL SURPLUS/DEFICIT		428	(3)	(527)	-	590	-	-	
Ending Balance:		14,181	14,178	13,651	13,651				13,651



**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:		(2,486)	18,525	21,278	18,766	18,766		
REVENUES		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
3954-0000	RECYCLING REVENUE SHARE PROGRAM	20,000	10,000	10,000	10,000	-	-	10,000
3607-0000	ICFA COMMUNITY INVESTMENT FUNDS	-	-	-	-	-	-	-
3607-1307	WOMEN'S RIGHT TO VOTE MURAL PRG.	-	-	1,553	-	1,553	-	-
3607-1355	VETERANS PROGRAM	5,000	-	-	7,500	-	-	-
3607-1380	L P SR CHECKBOOK	2,500	-	-	-	-	-	-
3607-3711	HEALTHY SF OPEN ST EVENT	3,500	-	-	-	-	-	-
<b>Total Revenues</b>		<b>31,000</b>	<b>10,000</b>	<b>11,553</b>	<b>17,500</b>	<b>1,553</b>	<b>13%</b>	<b>10,000</b>
APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
053-101-0101-4430	ACTIVITIES AND PROGRAMS	1,500	750	1,822	2,000	750	41%	-
053-101-0102-4430	ACTIVITIES AND PROGRAMS	1,750	1,000	1,250	2,000	-	-	-
053-101-0103-4430	ACTIVITIES AND PROGRAMS	700	4,553	-	-	-	-	2,000
053-101-0104-4430	ACTIVITIES AND PROGRAMS	-	-	-	2,000	-	-	2,000
053-101-0107-4430	ACTIVITIES AND PROGRAMS	-	-	1,747	2,000	750	43%	2,000
053-101-0108-4430	ACTIVITIES AND PROGRAMS	-	-	1,746	2,000	500	29%	2,000
053-101-0109-4430	ACTIVITIES AND PROGRAMS	2,000	944	-	-	-	-	-
053-101-0111-4430	ACTIVITIES AND PROGRAMS	2,000	-	-	-	-	-	-
053-101-0113-4430	ACTIVITIES AND PROGRAMS	-	-	-	-	-	-	2,000
053-115-0000-4390	ICFA SCHOLARSHIP (ED. COMM)	-	-	-	-	-	-	-
053-101-9818-4430	ACTIVITIES AND PROGRAMS	-	-	-	-	-	-	-
053-194-1395-4300	5K RUNNING RACE	-	-	-	-	-	-	-
053-194-9810-4430	SENIOR ORCHESTRA	-	-	-	-	-	-	-
053-420-1355-4300	VETERANS PROGRAM	2,039	-	7,500	7,500	-	-	-
053-420-1380-4300	L P SR CHECKBOOK	-	-	-	-	-	-	-
053-420-3711-4260	HEALTHY SF OPENT ST EVENT	-	-	-	-	-	-	-
053-420-0000-4430	ICFA SCHOLARSHIP (SP. ED. PRGM.)	-	-	-	-	-	-	-
<i>Operations &amp; Maintenance Costs</i>		<i>9,989</i>	<i>7,247</i>	<i>14,065</i>	<i>17,500</i>	<i>2,000</i>	<i>14%</i>	<i>10,000</i>
<b>Total Appropriations</b>		<b>9,989</b>	<b>7,247</b>	<b>14,065</b>	<b>17,500</b>	<b>2,000</b>	<b>14%</b>	<b>10,000</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>21,011</b>	<b>2,753</b>	<b>(2,512)</b>	<b>-</b>	<b>(447)</b>	<b>-</b>	<b>-</b>
<b>Ending Balance:</b>		<b>18,525</b>	<b>21,278</b>	<b>18,766</b>	<b>18,766</b>			<b>18,766</b>

**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 license 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	61,098	93,312	120,263			137,861
<b>REVENUES</b>		<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>As of</b>	<b>2023</b>	<b>2024</b>
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
055-3315-0000	GENERAL PLAN UPDATE SURCHARGE	4,545	9,291	9,749	10,000	4,767	48%	10,000
055-3351-0000	SB1186 STATE FEE	10,833	11,083	12,542	10,000	1,143	11%	10,000
055-3500-0000	INTEREST INCOME	855	931	990	-	182	0%	-
055-3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	872	(463)	(5,662)	-	5,158	0%	-
055-3719-0154	AIMS MAINT & DEVELOP SURCHARGE EI	35,827	36,333	34,292	30,000	36,342	121%	30,000
055-3900-0000	OTHER REVENUE	-	-	-	-	-	0%	-
<b>Total Revenue</b>		<b>52,932</b>	<b>57,173</b>	<b>51,911</b>	<b>50,000</b>	<b>47,592</b>	<b>92%</b>	<b>50,000</b>
<b>APPROPRIATIONS</b>		<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>As of</b>	<b>2023</b>	<b>2024</b>
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
055-135-0000-4260	CONTRACTUAL SERVICES	24,960	24,960	24,960	25,000	24,960	100%	26,402
055-140-0000-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	-
055-140-0000-4270	PROFESSIONAL SERVICES	-	-	-	-	-	0%	-
055-140-0000-4360	PERSONNEL TRAINING	-	-	-	6,000	-	0%	6,000
055-140-0000-4480	COST ALLOCATION	-	-	-	1,402	701	50%	1,440
<i>Operations &amp; Maintenance Costs</i>		<i>24,960</i>	<i>24,960</i>	<i>24,960</i>	<i>32,402</i>	<i>24,960</i>	<i>100%</i>	<i>33,842</i>
<b>Total Appropriations</b>		<b>24,960</b>	<b>24,960</b>	<b>24,960</b>	<b>32,402</b>	<b>24,960</b>	<b>100%</b>	<b>33,842</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>27,972</b>	<b>32,213</b>	<b>26,951</b>	<b>17,598</b>		<b>0%</b>	<b>16,158</b>
Ending Balance:		61,098	93,312	120,263	137,861			154,019

**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:		726,324	1,214,357	2,162,561	2,159,196	2,075,875
REVENUES		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
3110-0000	TAX INCREMENT	441,833	797,321	-	-	-	0%	-
3502-0000	INTEREST RECEIVED/RDA LOANS	1,041	615	471	700	184	26%	700
3503-0000	REVENUE/RDA LOANS	49,289	86,463	-	-	-	0%	-
3505-0000	EQUITY SHARE	-	67,990	-	-	-	0%	-
Total Revenues		492,163	952,389	471	700	184	26%	700
APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
094-155-0000-4101	SALARIES-PERMANENT EMPLOYEES	3,117	3,292	3,439	22,005	-	0%	22,656
094-155-0000-4120	O.A.S.D.I.	238	252	263	1,683	-	0%	1,733
094-155-0000-4124	RETIREMENT	-	589	-	1,683	-	0%	1,792
094-155-0000-4126	HEALTH INSURANCE	725	52	-	6,877	-	0%	7,153
094-155-0000-4129	RETIREE HEALTH SAVINGS	-	-	-	150	-	0%	150
094-155-0000-4130	WORKER'S COMPENSATION INS.	49	-	54	1,600	-	0%	358
094-155-0000-4138	LIFE INSURANCE	-	-	-	23	-	0%	23
Personnel Costs		4,130	4,185	3,756	34,021	-	0%	33,865
094-110-0000-4270	PROFESSIONAL SERVICES	-	-	-	50,000	-	0%	-
094-155-0000-4230	ADVERTISING	-	-	80	-	-	0%	-
094-155-0000-4270	PROFESSIONAL SERVICES	-	-	-	-	-	0%	75,000
Operations & Maintenance Costs		-	-	80	50,000	-	0%	75,000
094-155-0000-4405	INTEREST EXPENSE	-	-	-	-	-	0%	-
094-155-0000-4450	OTHER EXPENSE	-	-	-	-	-	0%	-
Capital Costs		-	-	-	-	-	0%	-
Total Appropriations		4,130	4,185	3,836	84,021	-	0%	108,865
ANNUAL SURPLUS/DEFICIT		488,033	948,204	(3,365)	(83,321)	184	-	(108,165)
Ending Balance:		1,214,357	2,162,561	2,159,196	2,075,875			1,967,710



**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:		14,107	14,107	14,107	14,107				14,107
REVENUES		2020	2021	2022	2023	As of	2023	2024	
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed	
	3500-0000 INTEREST INCOME	-	-	-		-	-	-	
	3696-0101 AB109 TASK FORCE (STATE)	-	-	-		-	-	-	
	Total Revenues	-	-	-		-	-	-	
APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024	
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed	
	101-225-0000-4105 OVERTIME	-	-	-		-	-	-	
	101-225-0000-4120 O.A.S.D.I.	-	-	-		-	-	-	
	101-225-0000-4130 WORKER'S COMPENSATION INS.	-	-	-		-	-	-	
	Personnel Costs	-	-	-		-	-	-	
	101-225-0000-4360 PERSONNEL TRAINING	-	-	-		-	-	-	
	Operations & Maintenance Costs	-	-	-		-	-	-	
	Total Appropriations	-	-	-		-	-	-	
ANNUAL SURPLUS/DEFICIT		-	-	-	-	-	-	-	
	Ending Balance:	14,107	14,107	14,107	14,107	-	-	14,107	



**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:		(1,710)	-	(2,000)	-	-	-	-
REVENUES	Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/22	2023 % Used	2024 Proposed
3697-3639	CA ARTS COUNCIL #AIS-16-00134	-	-	-	-	-	-	-
3697-3647	CALIFORNIA ARTS COUNCIL #AE-EXT-17-1595	1,710	-	-	-	-	-	-
3697-3653	CA ARTS COUNCIL #YAA-18-5353	18,000	-	-	-	-	-	-
3697-3657	CALIFORNIA ARTS COUNCIL #YAA-19-7014	-	18,000	-	19,000	19,000	-	-
3697-3658	CA ARTS COUNCIL #AS-14-0415	-	-	-	-	-	-	-
3697-3659	CA ARTS COUNCIL #AS-15-0503	-	-	-	-	-	-	-
3697-3694	CA ARTS COUNCIL #AIS 16-00118	-	-	-	-	-	-	-
3697-3657	CA ARTS COUNCIL #AA-19-701	-	-	2,000	-	-	-	-
<b>Total Revenue</b>		<b>19,710</b>	<b>18,000</b>	<b>2,000</b>	<b>19,000</b>	<b>19,000</b>	<b>-</b>	<b>-</b>
APPROPRIATIONS	Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/22	2023 % Used	2024 Proposed
108-424-3639-4260	CA ARTS COUNCIL #AIS-16-00134	-	-	-	-	-	-	-
108-424-3647-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	-	-
108-424-3657-4260	CONTRACTUAL SERVICES	-	20,000	-	-	-	-	-
108-424-3658-4260	CONTRACTUAL SERVICES	18,000	-	-	19,000	6,920	-	-
108-424-3658-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	-	-
108-424-3658-4370	MEETINGS, MEMBERSHIPS & TRAVEL	-	-	-	-	-	-	-
108-424-3659-4260	CONTRACTUAL SERVICES	-	-	-	-	-	-	-
108-424-3694-4260	CONTRACTUAL SERVICES	-	-	-	-	-	-	-
108-424-3659-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	-	-
<i>Operations &amp; Maintenance Costs</i>		<i>18,000</i>	<i>20,000</i>	<i>-</i>	<i>19,000</i>	<i>6,920</i>	<i>-</i>	<i>-</i>
<b>Total Appropriations</b>		<b>18,000</b>	<b>20,000</b>	<b>-</b>	<b>19,000</b>	<b>6,920</b>	<b>-</b>	<b>-</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>1,710</b>	<b>(2,000)</b>	<b>2,000</b>	<b>-</b>			<b>-</b>
Ending Balance:		-	(2,000)	-	-			-

**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:		(35,584)	(18,149)	(17,348)	11,480	9,880		
REVENUES		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
3697-3614	NATIONAL ENDOWMENT FOR ARTS #1829547	50,000	-	-	-	-	-	-
3697-3618	NATIONAL ENDOWMENT ARTS #16-5100-7054	-	-	-	-	-	-	-
3697-3637	NATIONAL ENDOWMENT FOR ARTS 1887949-55-22				55,000	-	-	-
3697-3638	PARK GRANTS	-	-	50,000	-	-	-	-
3697-3678	NATIONAL ENDOWMENT ARTS	-	-	-	-	-	-	-
3697-3692	NATIONAL ENDOWMENT FOR ARTS #1858258-55-20	-	-	40,000	-	-	-	-
3697-3693	NATIONAL ENDOWMENT ARTS #1847750-55-19	-	50,000	-	-	-	-	-
<b>Total Revenues</b>		<b>50,000</b>	<b>50,000</b>	<b>90,000</b>	<b>55,000</b>	<b>-</b>	<b>0%</b>	<b>-</b>
APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
109-424-3614-4260	CONTRACTUAL SERVICES	14,416	-	-	-	-	-	-
109-424-3618-4260	NAT. ENDOW. ARTS #16-5100-7054	-	-	-	-	-	-	-
109-424-3637-4260	CONTRACTUAL SERVICES	-	-	-	55,000	7,458	-	-
109-424-3638-4260	CONTRACTUAL SERVICES	-	-	-	-	-	-	-
109-424-3656-4260	CONTRACTUAL SERVICES	-	-	38,520	1,600	1,480	4%	-
109-424-3678-4260	CONTRACTUAL SERVICES	-	-	-	-	-	-	-
109-424-3692-4260	CONTRACTUAL SERVICES	-	17,348	22,652	-	-	0%	-
109-424-3693-4260	CONTRACTUAL SERVICES	18,149	31,852	-	-	-	-	-
<i>Operations &amp; Maintenance Costs</i>		<i>32,565</i>	<i>49,200</i>	<i>61,172</i>	<i>56,600</i>	<i>8,938</i>	<i>15%</i>	<i>-</i>
<b>Total Appropriations</b>		<b>32,565</b>	<b>49,200</b>	<b>61,172</b>	<b>56,600</b>	<b>8,938</b>	<b>15%</b>	<b>-</b>
ANNUAL SURPLUS/DEFICIT		17,435	800	28,828	(1,600)	-		
Ending Balance:		(18,149)	(17,348)	11,480	9,880	9,880		



**OPERATING GRANTS FUND**

**FUND NO. 110**

**FUND OVERVIEW**

This section provides a consolidated look at operating grants. These funds are restricted and received from several different funding sources to fund specific operating purposes, including law enforcement and parks and recreation.

## Fund: Operating Grants

### Resp. Dept: Various

		Beginning Fund Balance:		(4,241)	181,444	(85,990)	(195,364)			(349,626)
REVENUES	Account Number & Title	2020 Actual	2021 Actual	2022 Actual	2023 Adjusted	As of 12/31/22	2023 % Used	2024 Proposed		
3500-3649	YOUTH REINVESTMENT PROG BSCC 582-19	232	26	35	-	5	0%	-		
3601-0184	COMMUNITY RESILIENCE PROGRAM	-	-	5,000	-	-	0%	-		
3640-3672	CENSUS 2020 EDU & OUTREACH ACTIVITIES	13,509	8,717	-	-	-	0%	-		
3668-3608	HAZARD MITIGATION PROGRAM	-	-	-	-	-	0%	-		
3668-3689	COVID-19 GLOBAL OUTBREAK	-	311,234	-	-	-	0%	-		
3670-3609	PLANNING GRANT PRG 19-PGP-14026	-	-	-	160,000	-	0%	-		
3670-3687	LOCAL EARLY ACTION PLANNING GRT (LEAP)	-	-	-	150,000	-	0%	-		
3686-0869	SB1383 LOCAL ASSISTANCE GRT PROG	-	-	35,916	-	-	0%	-		
3686-0838	URBAN FOREST MGMT GRT NO. 8GA21429	-	-	-	288,776	-	0%	-		
3686-3671	CA WTR & WASTEWTR ARREARAGE PROG.	-	-	272,845	-	(12,544)	0%	-		
3686-7527	SOCALGAS CLIMATE ADAPTATION & RESILIENCY	-	-	50,000	-	-	0%	-		
3696-3625	2019 URBAN AREA SECURITY INITIATIVE UASI	-	37,475	6,986	-	-	0%	-		
3696-3627	OFFICE OF TRAFFIC SAFETY STEP PT20155	7,727	30,744	-	-	-	0%	-		
3696-3628	OTS SELECTIVE TRAFFIC ENFOR STEP PT21053	-	2,201	13,164	-	-	0%	-		
3696-3642	SCHOOL RESOURCE OFFICER	360,000	(360,000)	-	-	-	0%	-		
3696-3644	LAW ENFORCEMENT MENTAL HEALTH&WELLNESS	-	-	-	108,218	-	0%	-		
3696-3649	YOUTH REINVESTMENT PROG BSCC 582-19	333,333	139,731	193,602	-	-	0%	-		
3696-3662	UASI URBAN AREA SEC. INITIATIVE #C1985	-	-	-	98,334	-	0%	-		
3696-3663	HIGH FREQUENCY COMMUNICATIONS EQUIP PRG	-	-	-	59,968	-	0%	-		
3696-3667	TOBACCO GRANT PROGRAM	-	-	-	-	-	0%	-		
3696-3668	ALCOHOL POLICING PARTNERSHIP 22-APP24	-	-	-	69,820	-	0%	-		
3696-3675	BULLETPROOF VESTS PARTNERSHIP 2022	-	-	-	21,892	-	0%	-		
3696-3676	BSCC BEHAVIOIRAL HEALTH TRAINING GRT	2,970	-	-	-	-	0%	-		
3696-3677	OFFICE OF TRAFFIC SAFETY (STEP) PT22070	-	-	-	-	-	0%	-		
3696-3681	ABC-OTS GRANT PROG 21-OTS-14	-	5,352	7,997	-	-	0%	-		
3696-3683	HOMELESS OUTREACH SERVS TEAM PROJ	3,643	1,682	3,401	-	-	0%	-		
3696-3684	UASI FY2022 CONTRACT NO. 2144	-	-	-	141,466	-	0%	-		
3696-3713	ALCOHOLIC BEVERAGE CONTROL (ABC) GRANT	-	-	28,938	-	8,466	0%	-		
3697-3682	HOMELESS SERVICES NO. AO-20-633	-	-	15,003	10,244	6,244	61%	-		
3697-3691	FAMILY HIKE & WILDLIFE ACTIVITIES	-	-	-	-	-	0%	-		
3697-3711	OPEN STREETS GRANT PROGRAM	-	-	-	500,000	-	0%	-		
3697-3747	LA EDUCATION PARTNERSHIP GRT-LAEP	-	-	-	70,000	50,000	71%	-		
3697-3748	SAN FERNANDO VALLEY MILE	-	-	40,000	-	-	0%	-		
<b>Total Revenues</b>		<b>721,414</b>	<b>177,162</b>	<b>672,887</b>	<b>1,678,718</b>	<b>52,171</b>	<b>3%</b>	<b>-</b>		

APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
Administration Grants								
110-101-3689-4300	COVID-19 GLOBAL OUTBREAK	661	-	-	-	-	0%	-
110-105-0184-4300	COMMUNITY RESILIENCE PROGRAM	-	-	459	-	-	0%	-
110-105-3672-41XX	CENSUS 2020 EDU & OUTREACH ACTIVITIES	-	1,400	-	-	-	0%	-
110-105-3672-4270	CENSUS 2020 EDU & OUTREACH ACTIVITIES	11,198	9,157	-	-	-	0%	-
110-105-3672-4300	CENSUS 2020 EDU & OUTREACH ACTIVITIES	-	471	-	-	-	0%	-
110-105-3689-41XX	COVID-19 GLOBAL OUTBREAK	19,682	9,717	-	-	-	0%	-
110-105-3689-4270	COVID-19 GLOBAL OUTBREAK	87	-	-	-	-	0%	-
110-105-3689-4300	COVID-19 GLOBAL OUTBREAK	16,731	4,218	-	-	-	0%	-
110-105-3689-4320	COVID-19 GLOBAL OUTBREAK	-	995	-	-	-	0%	-
110-106-3689-41XX	COVID-19 GLOBAL OUTBREAK	12,943	246	-	-	-	0%	-
110-110-3689-4270	COVID-19 GLOBAL OUTBREAK	8,694	-	-	-	-	0%	-
Total Administration Grants		69,996	26,203	459	-	-	0%	-
City Clerk								
110-115-3689-41XX	COVID-19 GLOBAL OUTBREAK	584	-	-	-	-	0%	-
Total City Clerk Grants		584	-	-	-	-	0%	-

## Fund: Operating Grants

### Resp. Dept: Various

APPROPRIATIONS (Cont.)		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
<b>Finance Grants</b>								
110-130-3649-41XX	YOUTH REINVESTMENT PROG BSCC 582-19	1,135	2,633	-	-	-	0%	-
110-130-3649-4101	YOUTH REINVESTMENT PROG BSCC 582-19			1,554	-	1,027	0%	
110-130-3649-4120	YOUTH REINVESTMENT PROG BSCC 582-19			119	-	79	0%	
110-130-3649-4124	YOUTH REINVESTMENT PROG BSCC 582-19			389	-	258	0%	
110-130-3649-4130	YOUTH REINVESTMENT PROG BSCC 582-19			25	-	16	0%	
110-130-3689-41XX	COVID-19 GLOBAL OUTBREAK	9,519	6,332	-	-	-	0%	-
110-130-3689-4300	COVID-19 GLOBAL OUTBREAK	938	518	-	-	-	0%	-
110-135-3689-4260	COVID-19 GLOBAL OUTBREAK	45	-	-	-	-	0%	-
110-190-3689-4132	COVID-19 GLOBAL OUTBREAK	9,571	-	-	-	-	0%	-
<i>Total Finance Grants</i>		<i>21,208</i>	<i>9,483</i>	<i>2,087</i>	<i>-</i>	<i>1,380</i>	<i>0%</i>	<i>-</i>
<b>Community Development Grants</b>								
110-140-3689-4300	COVID-19 GLOBAL OUTBREAK	48	-	-	-	-	0%	-
110-150-3609-4270	PLANNING GRANT PRG 19-PGP-14026	-	53,816	94,220	11,965	-	0%	-
110-150-3687-4270	LOCAL EARLY ACTION PLANNING GRT (LEAP)	-	-	66,237	83,763	33,683	0%	-
110-150-3689-41XX	COVID-19 GLOBAL OUTBREAK	10,511	3,155	-	-	-	0%	-
110-150-3689-4300	COVID-19 GLOBAL OUTBREAK	156	-	-	-	-	0%	-
110-152-3689-41XX	COVID-19 GLOBAL OUTBREAK	14,402	8,910	-	-	-	0%	-
110-152-3689-4300	COVID-19 GLOBAL OUTBREAK	537	159	-	-	-	0%	-
110-150-7527-4270	SOCALGAS CLIMATE ADAPTATION & RESILIENC	-	-	-	50,000	-	0%	-
<i>Total Community Development Grants</i>		<i>25,654</i>	<i>66,040</i>	<i>160,457</i>	<i>145,728</i>	<i>33,683</i>	<i>21%</i>	<i>-</i>
<b>Police Grants</b>								
110-220-3644-4370	LAW ENFORCEMENT MENTAL HEALTH&WELLNI	-	-	-	9,270	-	0%	-
110-220-3644-4450	LAW ENFORCEMENT MENTAL HEALTH&WELLNI	-	-	-	98,948	-	0%	-
110-220-3625-4500	2019 URAB AREA SECURITY INITIATIVE UASI	37,475	585	-	-	-	0%	-
110-220-3662-4500	UASI URBAN AREA SEC. INITIATIVE #C1985	-	-	-	98,334	-	0%	-
110-220-3663-4101	HIGH FREQUENCY COMMUNICATIONS EQUIP PI	-	-	-	5,000	-	0%	-
110-220-3663-4300	HIGH FREQUENCY COMMUNICATIONS EQUIP PI	-	-	-	1,700	-	0%	-
110-220-3663-4500	HIGH FREQUENCY COMMUNICATIONS EQUIP PI	-	-	-	53,268	-	0%	-
110-220-3675-4300	BULLETPROOF VESTS PARTNERSHIP 2022	-	-	-	21,892	-	0%	-
110-220-3684-4500	UASI FY2022 CONTRACT NO. 2144	-	-	-	141,466	-	0%	-
110-222-3689-41XX	COVID-19 GLOBAL OUTBREAK	8,290	-	-	-	-	0%	-
110-222-3689-4300	COVID-19 GLOBAL OUTBREAK	5,380	45	-	-	-	0%	-
110-224-3689-41XX	COVID-19 GLOBAL OUTBREAK	15,790	2,360	-	-	-	0%	-
110-225-3627-4105	OFFICE OF TRAFFIC SAFETY STEP PT 20155	6,387	26,744	-	-	-	0%	-
110-225-3627-4120	OFFICE OF TRAFFIC SAFETY STEP PT 20155	122	-	-	-	-	0%	-
110-225-3627-4129	OFFICE OF TRAFFIC SAFETY STEP PT 20156	-	-	-	-	-	0%	-
110-225-3627-4130	OFFICE OF TRAFFIC SAFETY STEP PT 20157	1,218	-	-	-	-	0%	-
110-225-3627-4300	OFFICE OF TRAFFIC SAFETY STEP PT 20156	-	4,000	-	-	-	0%	-
110-225-3628-4105	OTS SELECTIVE TRAFFIC ENFOR STEP PT21053	-	3,907	10,845	-	-	0%	-
110-225-3628-4120	OTS SELECTIVE TRAFFIC ENFOR STEP PT21054	-	-	-	-	-	0%	-
110-225-3628-4130	OTS SELECTIVE TRAFFIC ENFOR STEP PT21055	-	-	-	-	-	0%	-
110-225-3628-4300	OTS SELECTIVE TRAFFIC ENFOR STEP PT21056	-	-	-	-	-	0%	-
110-225-3628-4370	OTS SELECTIVE TRAFFIC ENFOR STEP PT21057	-	275	-	-	-	0%	-
110-225-3667-4105	TOBACCO GRANT PROGRAM	-	-	2,749	-	2,114	0%	-
110-225-3667-4120	TOBACCO GRANT PROGRAM	-	-	48	-	31	0%	-
110-225-3667-4129	TOBACCO GRANT PROGRAM	-	-	13	-	34	0%	-
110-225-3667-4130	TOBACCO GRANT PROGRAM	-	-	532	-	423	0%	-
110-225-3667-4270	TOBACCO GRANT PROGRAM	-	-	-	-	-	0%	-
110-225-3667-4300	TOBACCO GRANT PROGRAM	-	-	81	-	-	0%	-
110-225-3667-4370	TOBACCO GRANT PROGRAM	-	-	-	-	-	0%	-
110-225-3668-4105	ALCOHOL POLICING PARTNERSHIP 22-APP24	-	-	-	64,886	6,986	0%	-
110-225-3668-4120	ALCOHOL POLICING PARTNERSHIP 22-APP24	-	-	-	-	141	0%	-
110-225-3668-4129	ALCOHOL POLICING PARTNERSHIP 22-APP24	-	-	-	-	26	0%	-
110-225-3668-4130	ALCOHOL POLICING PARTNERSHIP 22-APP24	-	-	-	-	1,315	0%	-
110-225-3668-4300	ALCOHOL POLICING PARTNERSHIP 22-APP24	-	-	-	2,434	-	0%	-
110-225-3668-4360	ALCOHOL POLICING PARTNERSHIP 22-APP24	-	-	-	2,500	-	0%	-
110-225-3676-4360	BSCC BEHAVIORAL HEALTH TRAINING GRT	-	495	-	-	-	0%	-

## Fund: Operating Grants

### Resp. Dept: Various

APPROPRIATIONS (Cont.)		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
110-225-3676-4450	OTHER EXPENSE	-	-	2,475	-	-	0%	-
110-225-3677-4105	OFFICE OF TRAFFIC SAFETY STEP PT 22070	-	-	-	-	-	0%	-
110-225-3677-4120	OFFICE OF TRAFFIC SAFETY STEP PT 22070	-	-	-	-	-	0%	-
110-225-3677-4130	OFFICE OF TRAFFIC SAFETY STEP PT 22070	-	-	-	-	-	0%	-
110-225-3677-4300	OFFICE OF TRAFFIC SAFETY STEP PT 22070	-	-	-	-	-	0%	-
110-225-3677-4370	OFFICE OF TRAFFIC SAFETY STEP PT 22070	-	-	-	-	-	0%	-
110-225-3681-4105	ABC-OTS GRANT PROG 21-OTS-14	-	11,010	5,255	-	-	0%	-
110-225-3681-4120	ABC-OTS GRANT PROG 21-OTS-14	-	160	76	-	-	0%	-
110-225-3681-4129	ABC-OTS GRANT PROG 21-OTS-14	-	19	18	-	-	0%	-
110-225-3681-4130	ABC-OTS GRANT PROG 21-OTS-14	-	2,161	1,051	-	-	0%	-
110-225-3683-4105	HOMELESS OUTREACH SERV'S TEAM PROJ	4,358	4,590	2,891	-	-	0%	-
110-225-3683-4120	HOMELESS OUTREACH SERV'S TEAM PROJ	63	67	42	-	-	0%	-
110-225-3683-4129	HOMELESS OUTREACH SERV'S TEAM PROJ	31	26	22	-	-	0%	-
110-225-3683-4130	HOMELESS OUTREACH SERV'S TEAM PROJ	872	918	578	-	-	0%	-
110-225-3689-41XX	COVID-19 GLOBAL OUTBREAK	5,598	-	-	-	-	0%	-
110-225-3689-4300	COVID-19 GLOBAL OUTBREAK	770	-	-	-	-	0%	-
110-225-3713-4105	OVERTIME	-	-	28,819	-	347	0%	-
110-225-3713-4120	O.A.S.D.I.	-	-	609	-	5	0%	-
110-225-3713-4129	ALCOHOLIC BEVERAGE CONTROL (ABC) GRANT	-	-	139	-	10	0%	-
110-225-3713-4130	WORKER'S COMPENSATION INS.	-	-	5,369	-	69	0%	-
110-225-3713-4300	DEPARTMENT SUPPLIES	-	-	2,172	-	-	0%	-
110-250-3689-4500	COVID-19 GLOBAL OUTBREAK	5,634	-	-	-	-	0%	-
<b>Total Police Grants</b>		<b>94,008</b>	<b>59,383</b>	<b>63,783</b>	<b>499,698</b>	<b>11,501</b>		<b>2,024</b>
<b>Public Works Grants</b>								
110-310-3608-4270	HAZARD MITIGATION PROGRAM	-	12,481	-	4,375	4,375	100%	-
110-310-3689-41XX	COVID-19 GLOBAL OUTBREAK	5,060	570	-	-	-	0%	-
110-311-3689-41XX	COVID-19 GLOBAL OUTBREAK	407	125	-	-	-	0%	-
110-311-3689-4300	COVID-19 GLOBAL OUTBREAK	1,321	-	-	-	-	0%	-
110-320-3689-41XX	COVID-19 GLOBAL OUTBREAK	2,108	1,191	-	-	-	0%	-
110-320-3689-4300	COVID-19 GLOBAL OUTBREAK	349	-	-	-	-	0%	-
110-344-3689-41XX	COVID-19 GLOBAL OUTBREAK	452	101	-	-	-	0%	-
110-346-0838-4270	URBAN FOREST MGMT GRT NO. 8GA21429	-	-	15,000	273,776	-	0%	-
110-360-3689-41XX	COVID-19 GLOBAL OUTBREAK	4,663	2,283	-	-	-	0%	-
110-370-3689-4300	COVID-19 GLOBAL OUTBREAK	88	-	-	-	-	0%	-
110-381-3689-41XX	COVID-19 GLOBAL OUTBREAK	4,332	1,555	-	-	-	0%	-
110-382-3671-4970	CA WTR & WASTEWTR ARREARAGE PROG.	-	-	163,673	-	-	0%	-
110-382-3671-4972	CA WTR & WASTEWTR ARREARAGE PROG.	-	-	93,559	-	-	0%	-
110-383-3689-4310	COVID-19 GLOBAL OUTBREAK	368	176	-	-	-	0%	-
110-390-3689-41XX	COVID-19 GLOBAL OUTBREAK	8,175	1,525	-	-	-	0%	-
110-390-3689-4260	COVID-19 GLOBAL OUTBREAK	25,611	-	-	-	-	0%	-
110-390-3689-4300	COVID-19 GLOBAL OUTBREAK	17,600	2,645	-	-	-	0%	-
<b>Total Public Works Grants</b>		<b>70,534</b>	<b>22,652</b>	<b>272,231</b>	<b>278,151</b>	<b>4,375</b>	<b>2%</b>	<b>-</b>
<b>Recreation and Community Service Grants</b>								
110-420-3649-41XX	YOUTH REINVESTMENT PROG BSCC 582-19	2,877	7,278	6,167	-	2,036	0%	-
110-420-3689-41XX	COVID-19 GLOBAL OUTBREAK	16,862	1,182	-	-	-	0%	-
110-420-3689-4300	COVID-19 GLOBAL OUTBREAK	33	687	-	-	-	0%	-
110-420-3711-4260	CONTRACTUAL SERVICES	33	687	-	500,000	-	0%	-
110-420-3748-4260	SAN FERNANDO VALLEY MILE	-	-	3,500	40,000	38,312	96%	-
110-422-3649-4270	YOUTH REINVESTMENT PROG BSCC 582-19	213,686	245,455	245,455	195,404	195,404	100%	-
110-422-3649-4300	YOUTH REINVESTMENT PROG BSCC 582-19	-	-	-	35,516	35,516	100%	-
110-422-3649-4370	YOUTH REINVESTMENT PROG BSCC 582-19	-	-	-	62,757	62,757	100%	-
110-422-3649-4450	OTHER EXPENSE	-	-	-	1,727	1,727	100%	-
110-422-3682-4270	HOMELESS SERVICES NO. AO-20-633	-	-	21,247	-	-	0%	-
110-422-3682-4300	HOMELESS SERVICES NO. AO-20-633	-	-	-	4,000	-	0%	-
110-422-3689-41XX	COVID-19 GLOBAL OUTBREAK	10,033	-	-	-	-	0%	-
110-422-3689-4300	COVID-19 GLOBAL OUTBREAK	342	109	-	-	-	0%	-
110-422-3691-41XX	FAMILY HIKE & WILDLIFE ACTIVITIES	-	-	6,874	-	-	0%	-
110-422-3691-4230	ADVERTISING	-	-	-	-	-	0%	-



## Fund: Operating Grants

### Resp. Dept: Various

APPROPRIATIONS (Cont.)		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
110-422-3691-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	-
110-422-3691-4270	PROFESSIONAL SERIVCES	-	-	-	-	-	0%	-
110-422-3691-4310	EQUIPMENT & SUPPLIES	-	-	-	-	-	0%	-
110-423-3689-41XX	COVID-19 GLOBAL OUTBREAK	14,640	3,414	-	-	-	0%	-
110-422-3747-4260	LA EDUCATION PARTNERSHIP GRT-LAEP	-	-	-	19,200	-	0%	-
110-422-3747-4300	LA EDUCATION PARTNERSHIP GRT-LAEP	-	-	-	8,813	-	0%	-
110-422-3747-4500	LA EDUCATION PARTNERSHIP GRT-LAEP	-	-	-	41,987	29,758	71%	-
<i>Total Recreation and Community Service Grants</i>		<i>260,526</i>	<i>260,834</i>	<i>283,243</i>	<i>909,404</i>	<i>365,510</i>	<i>129%</i>	<i>2,024</i>
<b>Total Appropriations</b>		<b>542,510</b>	<b>444,596</b>	<b>782,260</b>	<b>1,832,981</b>	<b>416,449</b>	<b>53%</b>	<b>4,048</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>178,904</b>	<b>(83,673)</b>	<b>389,644</b>	<b>769,314</b>	<b>(313,339)</b>	<b>0%</b>	<b>(2,024)</b>
Ending Balance:		174,663	(85,990)	(195,364)	(349,626)			(353,674)

**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:		-	(12,053)	(12,053)				(12,053)
REVENUES		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
3696-3641	COPS SAFE SCHOOLS	-	-	-		-	-	-
Total Revenue		-	-	-		-	-	-
APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
119-225-3641-4101	SALARIES-PERMANENT EMPLOYEES	8,543	-	-		-	-	-
119-225-3641-4105	OVERTIME	-	-	-		-	-	-
119-225-3641-4120	O.A.S.D.I.	124	-	-		-	-	-
119-225-3641-4126	HEALTH INSURANCE	904	-	-		-	-	-
119-225-3641-4124	RETIREMENT	495	-	-		-	-	-
119-225-3641-4128	DENTAL INSURANCE	45	-	-		-	-	-
119-225-3641-4129	RETIREE HEALTH SAVINGS	180	-	-		-	-	-
119-225-3641-4130	WORKERS COMPENSATION INS.	1,709	-	-		-	-	-
119-225-3641-4134	LONG TERM DISABILITY INSURANCE	38	-	-		-	-	-
119-225-3641-4136	OPTICAL INSURANCE	10	-	-		-	-	-
119-225-3641-4138	LIFE INSURANCE	6	-	-		-	-	-
Personnel Costs		12,053	-	-		-	-	-
Total Appropriations		12,053	-	-		-	-	-
ANNUAL SURPLUS/DEFICIT		(12,053)	-				-	-
Ending Balance:		(12,053)	(12,053)	(12,053)		-	-	(12,053)

**AMERICAN RESCUE PLAN ACT (ARPA)  
FUND****FUND NO. 121****FUND OVERVIEW**

The Coronavirus State and Local Fiscal Recovery Funds were approved as part of the American Rescue Plan Act to provide \$350 billion to state, local, and Tribal governments across the United States to support the response to, and recovery from, the COVID-19 public health emergency.

**MAJOR PROJECTS/PROGRAMS**

- Fight the pandemic and support families and businesses struggling with its public health and economic impacts
- Maintain vital public services, even amid declines in revenue
- Build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity

**Fund: American Rescue Plan Act**  
**Resp. Dept: Administration**

Beginning Fund Balance:		-	-	-	7,527	(0)		
REVENUES		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
3668-3689	AMERICAN RESCUE PLAN ACT-COVID-19	-	112,878	137,122	5,568,340	2,909,170	-	-
Total Revenues		-	112,878	137,122	5,568,340	2,909,170	-	-
APPROPRIATIONS		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
Administration								
121-101-3689-4300	DEPARTMENT SUPPLIES	-	1,400	-	-	-	-	-
121-105-3689-4260	CONTRACTUAL SERVICES	-	425	-	-	-	-	-
121-105-3689-4270	PROFESSIONAL SERVICES	-	3,531	-	200,000	-	-	-
121-105-3689-4280	OFFICE SUPPLIES	-	2,654	-	-	-	-	-
121-105-3689-4300	DEPARTMENT SUPPLIES	-	6,174	-	-	-	-	-
121-110-3689-4270	PROFESSIONAL SERVICES	-	5,454	483	-	483	-	-
Total Administration Grants		-	19,638	483	200,000	483	-	-
Finance								
121-130-3689-4300	DEPARTMENT SUPPLIES	-	1,058	22	-	-	0%	-
121-135-3689-4260	CONTRACTUAL SERVICES	-	460	300	346,535	300	0%	-
121-190-0000-4300	DEPARTMENT SUPPLIES	-	-	4,285	-	-	0%	-
121-190-3689-4270	PROFESSIONAL SERVICES	-	-	42,059	-	-	0%	-
Total Finance Grants		-	1,518	46,666	346,535	300	0	-
Community Development								
121-150-3689-4300	DEPARTMENT SUPPLIES	-	31	-	-	-	0%	-
121-152-3689-4300	DEPARTMENT SUPPLIES	-	57	-	-	-	0%	-
121-151-3689-4270	COVID-19 GLOBAL OUTBREAK	-	-	-	250,000	-	0%	-
121-155-3689-4260	CONTRACTUAL SERVICES	-	-	-	300,000	-	0%	-
121-155-3689-4440	COVID-19 GLOBAL OUTBREAK	-	-	-	500,000	-	0%	-
Total Community Development Grants		-	88	-	1,050,000	-	-	-
POLICE								
121-222-3689-4300	DEPARTMENT SUPPLIES	-	3,446	394	-	-	0%	-
Total Police Grants		-	3,446	394	-	-	-	-
Public Works								
121-311-3689-4300	DEPARTMENT SUPPLIES	-	764	-	-	-	0%	-
121-320-3689-4300	DEPARTMENT SUPPLIES	-	132	-	-	-	0%	-
121-383-3689-4310	EQUIPMENT & SUPPLIES	-	96	-	-	-	0%	-
121-390-0000-4260	CONTRACTUAL SERVICES	-	-	43,500	649	-	0%	-
121-390-3689-4260	CONTRACTUAL SERVICES	-	73,982	2,175	100,000	-	0%	-
121-390-3689-4300	DEPARTMENT SUPPLIES	-	4,812	-	-	-	0%	-
Total Public Works Grants		-	79,785	45,675	100,649	-	0%	-
Recreation and Community Service								
121-420-3689-4270	COVID GLOBAL OUTBREAK	-	-	-	50,000	-	0%	-
121-420-3689-4300	DEPARTMENT SUPPLIES	-	3,132	-	-	-	0%	-
121-422-3689-4300	DEPARTMENT SUPPLIES	-	720	-	-	-	0%	-
121-424-3689-4300	DEPARTMENT SUPPLIES	-	2,110	-	-	-	0%	-
Total Recreation and Community Service Grants		-	5,961	-	50,000	-	0%	-
Operations & Maintenance Costs		-	110,436	93,218	1,747,184	783	0%	-

APPROPRIATIONS (Cont.)		2020	2021	2022	2023	As of	2023	2024
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/22	% Used	Proposed
121-115-3689-4500	CAPITAL EXPENSE	-	-	36,377	121,110	4,304	-	-
121-135-3689-4500	CAPITAL EXPENSE	-	-	-	-	-	-	-
121-190-3689-4500	CAPITAL EXPENSE	-	-	-	-	-	-	-
121-250-3689-4500	CAPITAL EXPENSE	-	2,442	-	-	-	-	-
121-311-0560-4600	STREET RESURFACING PROGRAM	-	-	-	1,007,232	-	-	-
121-311-3689-4600	COVID-19 GLOBAL OUTBREAK	-	-	-	500,000	-	-	-
121-385-3689-4600	COVID-19 GLOBAL OUTBREAK	-	-	-	2,000,000	-	-	-
121-423-3689-4600	COVID-19 GLOBAL OUTBREAK	-	-	-	200,341	-	-	-
<i>Capital Costs</i>		-	2,442	36,377	3,828,683	4,304	-	-
<b>Total Appropriations</b>		-	<b>112,878</b>	<b>129,595</b>	<b>5,575,867</b>	<b>5,087</b>	-	-
<b>ANNUAL SURPLUS/DEFICIT</b>		-	-	<b>7,527</b>	<b>(7,527)</b>			-
<b>Ending Balance:</b>		-	-	<b>7,527</b>	<b>(0)</b>			<b>(0)</b>



# **SECTION VI. CAPITAL IMPROVEMENT PROGRAMS**



**CAPITAL IMPROVEMENT  
PROGRAM  
FISCAL YEAR 2023-2024  
&  
FISCAL YEAR 2024-2025**



**Capital Improvement Program  
Project Status (FY2023-24 and FY2024-25)**

Road Infrastructure Projects				
Project Number	Project Name	Program Year		Strategic Goals
		FY2023-24	FY2024-25	
0560	Annual Street Resurfacing Project	\$1,900,811	\$1,675,000 (estimate)	VI.2.a – Street Resurfacing
0552 0553	Safe Routes to School Project- Cycles 1 and 2	\$2,029,679		V.3 – Pedestrian-focused Improvements
0175	Phase 2 Bus Shelter Project	\$313,520		V.5 – Beautify and Update Bus Stops
0550/0551	Pacoima Wash Bikeway Project	\$4,392,491	\$7,500,000	V.7 – Improve City’s Trail Network
0510	Citywide Traffic Signal Synchronization Project	\$969,220		V – Reducing Traffic Congestion
0562	HSIP Cycle 8 Traffic Signal Improvements	\$1,126,481		V – Reducing Traffic Congestion
TBD	Carlisle Green Alley Project		\$3,482,535	V – Reducing Traffic Congestion, V.3 – Pedestrian-focused Improvements, IV – Water Quality, VI.2.a – Street Resurfacing
Water System Projects				
Project Number	Project Name	Program Year		Strategic Goals
		FY2023-24	FY2024-25	
0620/0645/0764	San Fernando Recreation Park Infiltration System Project	\$12,475,626		IV.3 – Safeguard Local Water Supply
0716	Reservoir 4 Replacement Project	\$7,702,901		IV.3 – Water Storage Improvements
0857	Nitrate Treatment System		\$7,750,000	IV.3.e – Continue to use 100% local groundwater supply

**Title: Annual Street Resurfacing Project (Slurry Seal)**
**Program Years:** FY2023-24

**Strategic Goals:** VI.2.a – Street Resurfacing

**Project:** 0560

<b>SOURCES</b>			
<b>Fund</b>	<b>Account Number</b>	<b>Allocation</b>	
		<b>FY 2023-24</b>	<b>FY2024-25 (estimated)</b>
SB1	025-3623-0560	\$655,000	\$600,000
Parking Meter Revenue- Streets	029-3850-0560	\$100,000	TBD
Water- Capital Projects	070-3810-4600	\$17,971	TBD
Sewer- Capital Projects	072-3745-0560	\$212,840	TBD
Measure R	012-3210-0560	\$145,000	\$250,000
Measure M	024-3210-0560	\$345,000	\$450,000
Prop C	008-3210-0000	\$400,000	\$350,000
State Gas Tax	029-3850-0560	\$25,000	\$25,000
Subtotals from previous and new Fiscal Years:		<b>\$1,900,811</b>	<b>\$1,675,000</b>
<b>Total Sources (FY 2023-24):</b>		<b>\$1,900,811</b>	

<b>USES</b>		
<b>Activity</b>	<b>Account Number</b>	<b>Cost</b>
Pavement Design/Construction Management	025-311-0560-4600	\$ 200,000
Street Construction	025/029-311-0560-4600	\$ 1,700,811
<b>Total Uses</b>		<b>\$ 1,900,811</b>

**Project Description:**

The project will consist of: 2-Step and 3-Step Slurry Seal treatment of approximately 5 miles of streets, as well as resurfacing of City-owned parking lots. The project will also include analysis of all City streets and alleys and an updated Pavement Management Plan.

**Schedule:** Staff will begin analysis and project plans for the resurfacing of specific City streets and various City-owned lots from April 2023 – June 2023. Resurfacing of streets and lots will commence August 2023.

**Title: Safe Routes to School Project – Cycles 1 and 2**
**Program Years:** FY2023-24 & FY2024-25

**Strategic Goals:** V.3 – Pedestrian-focused Improvements

**Project:** 0552 (Cycle 1); 0553 (Cycle 2)

SOURCES			
Fund	Account Number	Allocation	
		Carryover from Previous Years	FY2024-25 Funds
Safe Routes to School (Cycle 1)	010-3686-0552	\$993,549	\$0
Safe Routes to School (Cycle 2)	010-3686-0553	\$999,275	\$0
Measure R	012-3946-0000	\$36,855	\$0
Subtotals from previous and new Fiscal Years:		<b>\$2,029,679</b>	<b>\$0</b>
<b>Total Sources:</b>		<b>\$2,029,679</b>	

USES		
Activity	Account Number	Cost
Engineering/Design/Construction Management	012-311-0552/0553-4600	\$ 405,936
Construction	010-311-0552/0553-4600	\$ 1,623,743
<b>Total Uses</b>		<b>\$ 2,029,679</b>

**Project Description:**

Safe Routes to School Project - Cycles 1 and 2 - consist of safety improvements around the vicinities of three elementary schools (O'Melveny, Morningside, and Gridley) and San Fernando Middle School. The improvements include perpendicular curb ramps, raised crosswalks, pedestrian refuge islands, medians, bulb outs, lane reductions for drop-off/pick-up loading zones, high visibility crosswalks, bicycle lanes, advanced stop bars and legends, solar flashers, countdown signals and signage. The City was awarded a grant for \$994,124 for the Federal Cycle 1 Safe Routes to School (SRTS) Program in 2007 and \$999,850 for Federal Cycle 2 SRTS in 2009. The City has until 2025 to complete the project.

**Schedule - FY2023-24:** Revise project design and submit to Caltrans for approval (July 2023- October 2023); Re-submit RF CON to Caltrans to obtain E-76 (November 2023 – January 2024); Bidding the Project, Awarding Contract, Beginning Construction (February 2023 - May 2024).

**Schedule - FY2024-25:** Construction Period: May 2024 – December 2024

**Title:** Phase 2 Bus Shelter Project

**Program Years:** FY2023-24

**Strategic Goals:** V.5 – Beautify and Update Bus Stops

**Project:** 0175

SOURCES			
Fund	Account Number	Allocation	
		Carryover from Previous Years	FY2024-25 Funds
FTA 5309 Grant	010-3686-0175	\$250,816	\$0
Prop C	008-3686-0551	\$62,704	\$0
Subtotals from previous and new Fiscal Years:		<b>\$313,520</b>	<b>\$0</b>
<b>Total Sources:</b>		<b>\$313,520</b>	

USES		
Activity	Account Number	Cost
Construction	010-311-0175-4600	\$ 250,816
Match requirement	008-311-0175-4600	\$ 62,704
<b>Total Uses</b>		<b>\$ 313,520</b>

**Project Description:**

The City is using the remainder of FTA funds left over from the Phase 1 Bus Shelter project to upgrade approximately 15 bus stops by adding shade structures and other bus stop modifications to improve the quality and comfort of passengers waiting for the bus.

**Schedule:** Procurement process for contractor will be completed by November 2023. Construction of new shade structures and bus stop improvements will be completed by Spring 2024.

**Title: Pacoima Wash Bikeway Project**

**Program Years:** FY2022-23 & FY2023-24

**Strategic Goals:** V.7 – Improve City’s Trail Network

**Project:** 0550/0551/0549/0647

<b>SOURCES</b>			
<b>Fund</b>	<b>Account Number</b>	<b>Allocation</b>	
		<b>Carryover from Previous Years</b>	<b>FY2024-25 Funds</b>
ATP Cycle 3	010-3686-0550	\$973,000	\$0
AQMD/MSRC AB2766	010-3686-0551	\$354,000	\$0
Measure R	012-3210-0551	\$398,000	\$0
Measure M	024-3210-0551	\$217,000	\$0
CMAQ Funds	010-3686-0549	\$1,513,000	\$0
Santa Monica Mountains Conservancy Funds	010-3686-0647	\$937,491	\$0
State Budget Allocation (Assemblywoman Luz Rivas) *	010-XXXX-XXXX		\$7,500,000
Subtotals from previous and new Fiscal Years:		<b>\$4,392,491</b>	<b>\$7,500,000</b>
<b>Total Sources:</b>		<b>\$11,892,491</b>	

<b>USES</b>		
<b>Activity</b>	<b>Account Number</b>	<b>Cost</b>
Construction Management (Willdan Engineering)	010/012/024-311-XXXX-4600	\$ 589,094
Construction Engineering (Studio MLA/Tetrattech)	010/012/024-311-XXXX-4600	\$ 100,000
Construction (Toro Enterprises)	010/012/024-311-XXXX-4600	\$ 4,835,284
Contingency (10%) (Toro Enterprises)	010/012/024-311-XXXX-4600	\$ 483,258
<b>Total Uses</b>		<b>\$ 6,007,636</b>

**Project Description:**

Construction of new bike path that extends a 1.34-mile length of the Pacoima Wash within the City of San Fernando, from 4<sup>th</sup> Street to 8<sup>th</sup> Street. It will also include a pedestrian/bike bridge over the Pacoima Wash at 8<sup>th</sup> Street, new fencing, lighting, wayfinding signage, and a bioretention swale.

**Schedule:** Construction commenced in March 2023 and will continue through June 2024.

\* Funds allocated through State Assemblywoman Luz Rivas to be used for the current phase outlined in the project description total \$1,615,145. A balance of \$5,884,855 remains to be used for a future Phase 2 Pacoima Wash Bikeway and Eighth Street Natural Park Project, which will include an additional pedestrian bridge spanning the Pacoima Wash near Seventh Street, various park improvements, and a 0.25-mile bike path extending up to Foothill Boulevard.

**Title: Citywide Traffic Signal Synchronization Project**

**Program Years:** FY2023-24

**Strategic Goals:** V – Reducing Traffic Congestion

**Project:** 0510

SOURCES			
Fund	Account Number	Allocation	
		Carryover from Previous Years	FY2024-25 Funds
Prop C 25% Grant	009-3686-0510	\$775,376	\$0
Measure M	024-3210-0510	\$193,844	\$0
Subtotals from previous and new Fiscal Years:		<b>\$969,220</b>	<b>\$0</b>
<b>Total Sources:</b>		<b>\$969,220</b>	

USES		
Activity	Account Number	Cost
Design	009/024-371-0510-4600	\$ 414,000
Construction Engineering	009/024-371-0510-4600	\$ 97,684
Construction	009/024-371-0510-4600	\$ 360,614
Project Administration	009/024-371-0510-4600	\$ 96,922
<b>Total Uses</b>		<b>\$ 969,220</b>

**Project Description:**

The proposed project will improve the flow of traffic along two major north-south arterials and four major east-west arterials within the City as well as improve the efficiency of LACMTA bus line operations by providing bus improvements that will reduce traffic queuing.

The project consists of the synchronization of 35 signalized intersections along the following arterials within the City of San Fernando: Truman Street, Hubbard Street, Maclay Avenue, Glenoaks Boulevard, Brand Boulevard and San Fernando Mission Boulevard.

**Schedule:** Design and analysis phase will begin in Summer 2023. Construction contract will be awarded by December 2023. Construction will be completed by Fall 2024.

**Title: HSIP Cycle 8 Traffic Signal Improvements**

**Program Years:** FY2023-24 & FY2024-25

**Strategic Goals:** V – Reducing Traffic Congestion

**Project:** 0562

SOURCES			
Fund	Account Number	Allocation	
		Carryover from Previous Years	FY2024-25 Funds
HSIP Grant	010-311-0562	\$1,096,000	\$0
Measure M	024-311-0562	\$30,481	\$0
Subtotals from previous and new Fiscal Years:		<b>\$1,126,481</b>	<b>\$0</b>
<b>Total Sources:</b>		<b>\$1,126,481</b>	

USES		
Activity	Account Number	Cost
Design	012-311-0562-4600	\$ 30,481
Construction Engineering	010/024-311-0562-4600	\$ 100,000
Construction	010/024-311-0562-4600	\$ 996,000
<b>Total Uses</b>		<b>\$ 1,126,481</b>

**Project Description:**

The project includes the installation of larger signal heads, additional street lighting and protected left turn signal phases where left turns currently exist and all appurtenant work necessary to have a fully functional system. A total of nine intersection form part of this project. The intersections include: First Street at Hubbard Avenue; First Street at N Maclay Avenue; San Fernando Road at N Brand Boulevard; San Fernando Road at N Maclay Avenue; San Fernando Road at Hubbard Avenue; Truman Street at Wolfskill Street; Truman Street at N Brand Boulevard; Truman Street at N Maclay Avenue and Truman Street at Hubbard Avenue.

**Schedule:** Design is complete for this project. Expecting to receive E76 from Caltrans by September 2023. Construction contract will be awarded by December 2023. Construction will be completed by Fall 2024.

**Title: Carlisle Green Alley Project**

**Program Years:** FY2023-24

**Strategic Goals:** V – Reducing Traffic Congestion, V.3 – Pedestrian-focused Improvements, IV – Water Quality, V1.2.a – Street Resurfacing

**Project:** TBD

SOURCES			
Fund	Account Number	Allocation	
		FY 2023-24 Funds	FY2024-25 Funds
CNRA – Urban Greening Grant	TBD	\$0	\$3,482,535
Subtotals:		\$0	\$3,482,535
<b>Total Sources:</b>		<b>\$3,482,535</b>	

USES		
Activity	Account Number	Cost
Design/Construction Management/Inspection		\$400,000
Construction		\$3,082,535
<b>Total Uses</b>		<b>\$3,482,535</b>

**Project Description:**

The Carlisle Green Alley project transforms an underutilized alley (Carlisle Street) into a new linear greenspace that provides multiple benefits to residents and fulfills the City's goals for resiliency, climate adaptation, and active transportation. This project will include permeable surfaces for groundwater infiltration, trees and native landscaping, a clear bikeway, bioswales, a dedicated pedestrian pathway, and intersection improvements that encourage more walking and biking trips through San Fernando. The transformation of the alley will also address long-standing issues of blight and neglect often associated with alleys, and provide key connections to activity centers such as parks, churches, schools, and the Downtown San Fernando Mall. The project also delivers on a citywide planning effort to green adjacent public parking lots by installing trees and vegetated bioswales in the parking lot at Carlisle and Pico Streets.

**Schedule:** Design expected to start in second half of 2023. Construction expected to begin by Fall 2024 and be completed by Summer 2025.



# WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2023-2024  
&  
FISCAL YEAR 2024-2025

**Title: San Fernando Regional Park Infiltration Project**

**Program Years:** FY2023-24

**Strategic Goals:** IV.3 – Safeguard Local Water Supply

**Project:** 0620/0645/0764

SOURCES			
Fund	Account Number	Allocation	
		Carryover from Previous Years	FY2024-25 Funds
Safe Clean Water(Regional) Program	010-3686-0620	\$9,201,200	\$0
Prop 1 IRWM Program	010-3686-0645	\$1,029,764	\$0
LA DWP Gap Funding	010-3686-0764	\$2,244,662	\$0
Subtotals from previous and new Fiscal Years:		<b>\$12,475,626</b>	<b>\$0</b>
<b>Total Sources:</b>		<b>\$12,475,626</b>	

USES		
Activity	Account Number	Cost
Construction/Implementation	010-310-0620/0645/0764-4600	\$ 11,189,930
Construction Management	010-310-0620/0645/0764-4600	\$ 984,496
O&M (three years)	010-310-0620-4600	\$ 301,200
<b>Total Uses</b>		<b>\$ 12,475,626</b>

**Project Description:**

The project consists of constructing a below-ground retention/infiltration basin (system) that will allow for the recharging of groundwater sources with approximately 400 acre-feet (130 million gallons) of storm water annually. The system will be situated beneath open space and baseball field areas within Recreation Park. The project will also see the installation of diversion structures and new pipeline to bring the storm water to the park.

**Schedule:** The infiltration system has been constructed. The remaining scope of the project (Park improvements, sidewalks, landscaping) is anticipated to be completed by August 2023.

**Title: Reservoir 4 Replacement Project**

**Program Years:** FY2023-24 & FY2024-25

**Strategic Goals:** IV.3 – Water Storage Improvements

**Project:** 0716

SOURCES			
Fund	Account Number	Allocation	
		Carryover from Previous Years	FY2024-25 Funds
State of California Funding - DWR	010-3686-0716	\$5,000,000	\$0
Water Fund	070-3686-0716	\$2,702,901	\$0
Subtotals from previous and new Fiscal Years:		<b>\$7,702,901</b>	<b>\$0</b>
<b>Total Sources:</b>		<b>\$7,702,901</b>	

USES		
Activity	Account Number	Cost
DWR Grant Administration Fee	010-385-0716-4600	\$ 200,000
Grant Match Requirement	070-385-0716-4600	\$ 50,000
Design and Specifications	010-385-0716-4600	\$ 545,345
Construction Management	010-385-0716-4600	\$ 427,746
Construction	010/070-385-0716-4600	\$ 5,890,000
Contingency (10%)	010/070-385-0716-4600	\$ 589,000
<b>Total Uses:</b>		<b>\$ 7,702,091</b>

**Project Description:**

This project will replace an existing 1MG concrete reservoir with a new 1.1MG rectangular reservoir. The existing Upper Reservoir is a partially buried, circular reinforced concrete reservoir that was damaged due to seismic activity and has been operating at reduced capacity to avoid leakage. Due to this damage, the reservoir needs to be replaced to protect the public from catastrophic failure during major earthquake or natural disaster, provide increased operational flexibility, and effectively meet water demands.

**Schedule:** Construction will begin in the field in June 2023 and will be completed by August 2024.

**Title: Nitrate Treatment System – Well 2A/3A**

**Program Years:** FY2023-24 and FY2024-25

**Strategic Goals:** IV.3.e – Continue to use 100% local groundwater supply

**Project:** 0857

<b>SOURCES</b>			
<b>Fund</b>	<b>Account Number</b>	<b>Allocation</b>	
		<b>FY2023-24 Funds</b>	<b>FY2024-25 Funds</b>
State Budget Allocation (Senator Robert Hertzberg)	TBD	\$0	\$7,000,000
Urban and Multi-benefit Drought Relief Grant	TBD	\$0	\$750,000
Subtotals from previous and new Fiscal Years:		<b>\$0</b>	<b>\$7,750,000</b>
<b>Total Sources:</b>		<b>\$7,750,000</b>	

<b>USES</b>		
<b>Activity</b>	<b>Account Number</b>	<b>Cost</b>
IX Treatment System construction and installation for Well 3A	070-385-0857-4600	\$ 2,000,000
MWD water importation costs during Well 3A project	070-384-0857-4600	\$ 2,000,000
IX Treatment System – Engineering and Design IX Treatment System for Well 2A	070-385-0857-4270	\$ 500,000
IX Treatment System – construction for IX Treatment System for Well 2A	070-385-0857-4600	\$ 5,000,000
IX Treatment System – Construction Management for Well 2A	070-385-0857-4600	\$ 500,000
<b>Total Uses</b>		<b>\$ 10,000,000</b>

**Project Description:**

The second phase of the nitrate treatment system at Well 3 will allow for all four wells in the City's water system to operate and ensure resiliency and a consistent water supply. The ion exchange treatment technology is the same that was developed and installed successfully for Well 7A in 2018. The new system will be installed next to the existing Well 7A system. The two systems combined can treat all the water extracted from Well 3 and Well 7A. It can also be used to treat water extracted from Well 2A.

A new system is planned for Well 2A. This will require a dedicated treatment system located at a different location than the systems for Well 3 and Well 7A.

**Schedule:** Well 3 IX Treatment System will be completed and operational by June 2023. The timeline for installing a new IX Treatment System at Well 2A is: Design firm on board (by

September 2023); Complete design (by May 2024); Secure additional funds based on completed design (by June 2025); Complete construction and system operational- 12-18 months (by December 2026).

The Funding need to complete the Well 2A project will be approximately \$2,250,000.