

# CITY OF MONROVIA

## PROGRAM BUDGET



FISCAL YEAR 2014 - 2015  
MONROVIA, CA

# City of Monrovia



Program Budget  
Fiscal Year 2014-2015

# ***City of Monrovia***

## ***Program Budget Fiscal Year 2014-2015***

### **CITY COUNCIL**

**Mary Ann Lutz, Mayor  
Becky A. Shevlin, Mayor Pro Tem**

**Tom Adams  
Councilmember**

**Alexander C. Blackburn  
Councilmember**

**Larry J. Spicer  
Councilmember**

### **ELECTED OFFICIALS**

**Alice D. Atkins, CMC, City Clerk  
Stephen R. Baker, City Treasurer**

### **MANAGEMENT TEAM**

**Francis M. Delach, Interim City Manager**

**Mark D. Alvarado, Administrative Services Director/Assistant City Manager**

**Tina Cherry, Director of Community Services**

**Christopher Donovan, Fire Chief**

**Carl Hassel, Director of Public Works**

**James Hunt, Chief of Police**

**Steve Sizemore, Director of Community Development**

***Submitted By:***

***Department of Finance and  
Office of the City Manager  
June 2014***

# CITY OF MONROVIA 2014-2015 BUDGET

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## **BUDGETING PHILOSOPHIES**

In order for the user of Monrovia's Program Budget to gain some understanding of its contents, it is important that the broad based assumptions used in this document be identified. Both the budget objectives and process are presented, which are essential components to developing this document. Staff has also chosen to highlight the way the City directs and administers its financial policies and practices in this section. Partial references to these philosophies are addressed again throughout the budget document as they relate to various projects, funds, or department activities.

1. In May of 2013, the City Council adopted the City of Monrovia's strategic plan, *Plan Monrovia*. With the adoption of *Plan Monrovia*, six Major City Goals were identified.
2. Beginning with fiscal year 1994-95, the City Council has codified its long-standing principles of financial management. The fourteen principles shown in this section reflect ongoing financial practices needed to assure the community that "fiscal responsibility" is being achieved through prudent fiscal policy making and conservative financial management.
3. Financial Principle I is to adopt and maintain balanced budgets. The fund projections included in this budget reflect conservative revenue estimates, anticipate reasonable expenditure increases (including unfunded mandates), and identify capital project requirements.
4. The City completed a comprehensive business cost study update of individual or group based services in May of 2009. The full cost of providing each service was identified, and the Council established a percentage of that cost to be recovered through fees and charges. The cost of providing services is updated annually and any needed adjustments to rates are determined by Staff and presented to Council for review and approval through the budget adoption process. Rates, as adopted, were used to forecast revenues for this budget period.

Below are the objectives which are used by staff as the critical focus areas necessary to developing this budget document. Also, the processes used to complete the budget, up through adoption by the City Council, are provided in order to inform the reader about the administrative steps taken to bring this document to final conclusion.

### ***Basis of Accounting and Budgeting***

The City of Monrovia's accounting system is organized on a fund basis. Each fund is a separate accounting entity with a self-balancing set of accounts recording assets, liabilities, fund equity, revenues and expenditures. The funds are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

Governmental funds are classified into three broad categories: governmental (general, special revenue, debt service and capital improvement projects), proprietary and fiduciary funds. Governmental funds include activities usually associated with a typical state or local

government's operations. Proprietary funds are financed and operated in a manner similar to private business enterprises, where the intent is to recover the cost of providing goods and services from user charges. Fiduciary funds are utilized in situations where the government is acting in a fiduciary capacity as a trustee or an agent.

All governmental funds are budgeted and accounted for using the modified accrual basis of accounting. Revenues are recognized when they become measurable and available as net current assets. The primary revenue sources susceptible to accrual are property, sales and business license taxes, investment income, federal grants, motor vehicle fees and gas tax subventions. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred.

Proprietary fund revenues and expenses are budgeted and recognized on the accrual basis. Revenues are recognized in the accounting period in which they are earned and become measurable. Expenses are recognized in the period incurred, if measurable.

### ***Budgetary Control***

Budgetary control is exercised by (1) the annual budget adoption by the City Council (the second year of a two-year budget cycle is re-adopted by the City Council), (2) formal budgetary integration within the accounting system, (3) the encumbrance of estimated purchase/contract amounts prior to the release of purchase orders to vendors, (4) computer and paperwork support systems that adequately identify City Council authorized (or when allowed by policy, Staff approved) appropriation and revenue estimate adjustments and (5) monthly review of computer-generated line-item and project departmental expenditure reports with each department manager utilizing a budget to actual format.

Below are the objectives which are used by staff as the critical focus areas necessary to developing this budget document. Also, the processes used to complete the budget, up through adoption by the City Council, are provided in order to inform the reader about the administrative steps taken to bring this document to final completion.

## ***OBJECTIVES OF THE BUDGET***

1. To establish service level efforts and funding in accordance with the service priorities set by the Council for the coming budget period.
2. To adhere to the Principles of Financial Management, including budgets that are balanced and adopted on time, matching ongoing expenditures with ongoing resources, providing adequate infrastructure maintenance, and keeping prudent cash reserves.
3. To involve operating departments in the planning of service delivery for the coming year.
4. To assist the Council and community in understanding Monrovia's proposed plan of operation, and to allow revision to the plan.
5. To provide the Council a basis to enact appropriations.
6. To establish a basis for annual audits.

# **OVERVIEW OF THE BUDGET PROCESS**

## **Operating Budget**

Financial planning and budget preparation occurs in twenty-four month cycles. Since the levels and distribution of services has remained relatively constant over the past several years, two-year budgeting simplifies efforts from all parties involved. An annual update is done in the second year of a two-year budget cycle.

## **Budget Calendar**

The Budget Calendar is prepared in February by the Finance Department. The calendar establishes critical paths and deadlines necessary to adopting the budget in June prior to commencement of the new budget period.

## **Budget Milestones**

The Budget Calendar identifies critical dates of the budget process. This includes the due date for the department data, printouts, and computer files. Of equal importance is the period of budget review with the City Manager.

## **Budget Development**

There are several steps that Finance performs in order to develop a base budget. The first of these steps is to calculate salary and benefit costs for all anticipated budgeted positions throughout the City. Finance utilizes a series of Excel worksheets to calculate total salary and benefit costs for each departmental cost center. Personnel categories, allocations, and total compensation are reviewed and examined for accuracy and a financial analysis of total salary and benefit costs is performed.

After determining the base cost for salary and benefits, Finance exports non-personnel data (e.g., maintenance and operation costs, capital outlay costs, and revenues) into Excel budget worksheets to be used by operating departments in preparing their upcoming budget requests. Worksheets are created for each department cost center, as well as for each project account. Worksheets include three years of prior year actual history, the current year budget, the current year actual to-date figures, and a blank column for the upcoming budget. Once complete by Finance, worksheets are then made available for departments to begin completing their budget requests.

After departments have had time to review and complete their budget worksheets, meetings are scheduled to review and discuss budget requests. These meetings occur over a period of several weeks and are used as a means of discussing each department's operations and any upcoming changes affecting the department which may result in an increase or decrease in requested budgets (over the prior year). After the conclusion of all meetings, Finance then compiles the budget requests from each department to determine if gaps exist between ongoing revenues and expenditures. Projected year-end fund balances are also calculated and included as part of the financial analysis. A City-wide financial analysis is performed to determine if additional adjustments will be needed to departments' original requests in order to obtain a balanced

budget. If additional adjustments are needed, meetings are scheduled with departments to allow for further discussion of their budget needs.

Adjusted data from the second round of budget meetings is compiled and a "Preliminary Budget" is established. This Preliminary Budget is the basis for the budget that will be presented to the City Council for consideration.

### Budget Meetings

Budget study sessions are normally scheduled by the Council and City Manager as needed. Study sessions are usually held prior to regularly scheduled Council meetings. Focus areas of the budget are identified prior to the study session. The study sessions usually include a review of the current year estimated year-end financial position, major revenue trends, prior year comparisons, financial forecasts for the future, and a discussion of capital needs. Should a gap exist in any fund, multiple solutions are presented to Council, initially as ideas. Council has an opportunity to implement the suggested solutions or any other suggestions received from the community. Normally, final actions to close any gaps are left until the final budget meetings. Actions taken by the Council are tracked to determine the overall effect on the budget.

### Budget Hearing and Adoption

Final adoption of the City budget is usually scheduled for the last Council meeting in June. Any unresolved issues are presented for final consideration. Responses to prior Council meeting or budget study session questions or issues are addressed. A series of resolutions are approved to adopt and implement the budget for the next one or two fiscal years, including establishing the next year's Gann Limit Calculation.

### Adopted Budget

After the budget has been formally adopted by the City Council, the Finance Department generates a line item detail report for use by all City departments. The reports are made available in electronic format on the City's Intranet page, as well as on the City's website for use by the community.

The final budget document is prepared by the Finance Department, distributed to Council and management staff, and posted to the City's website. Financial performance reviews are scheduled for each quarter of each fiscal year. Budget adjustments, if needed, are presented to Council for approval during these reviews.

# City Council Objectives

## **I. FISCAL RESPONSIBILITY**

To provide Monrovia residents with full value for their tax dollars and make certain that essential public services are properly funded.

## **II. PUBLIC SAFETY**

To assure residents and their families will be safe in their homes and in their neighborhoods, as well as receive basic instructions on disaster protection and preparation for their property. A special emphasis shall be placed on community-oriented crisis prevention techniques.

## **III. ECONOMIC DEVELOPMENT/REDEVELOPMENT**

To continue to revitalize Monrovia, provide a strong economic base and vital downtown, and create jobs for Monrovia residents.

## **IV. CITIZEN PARTICIPATION**

To increase opportunities for Monrovia residents and businesses to take part in their City government, its decision-making, and the provision of critical services.

## **V. QUALITY CITY PERSONNEL**

To attract, develop and retain high quality employees so that Monrovians will receive the best possible public service.

## **VI. QUALITY OF LIFE**

To provide quality parks, modern and effective Library services, telecommunications, Code Enforcement and Community Services offerings to all Monrovians

## **VII. CITY INFRASTRUCTURE**

To maintain and properly manage the public's investment in critical infrastructure, and to upgrade deficient areas.

## **VIII. TRANSPORTATION**

To enhance transportation services for Monrovia residents and business people. The City shall cultivate opportunities including fixed route shuttle service, para-transit and rail transit, to complement its existing programs.

## **IX. SUPPORT OF EDUCATION**

To assist the Monrovia Unified School District in enhancing and strengthening Monrovia schools

## **X. AFFORDABLE HOUSING**

To maintain an adequate supply of quality affordable housing for low and moderate income residents, senior citizens, and first-time home buyers.

## **XI. YOUTH POLICIES**

To enhance opportunities for Monrovia youth in recreation, sports, training, and personal development as an alternative to drugs, alcohol, and gangs.

## **XII. ENVIRONMENTAL PRESERVATION**

To respond to the landfill crisis and seek progressive solutions to preserve the national resources through a variety of conservation strategies ranging from land preservation to recycling.

# Principles of Financial Management

## **PRINCIPLE I**      **CITY BUDGETS MUST BALANCE**

The City Council will continue to adopt balanced budgets on an annual basis. Annual audited financial reports confirm the adoption of a balanced budget, and note any discrepancies. These financial reports are used by the financing community to gauge the City's credit worthiness, among other issues.

## **PRINCIPLE II**      **THE CITY SHALL MAINTAIN PRUDENT RESERVES**

Adequate reserves of funds shall be established to meet future capital needs, to offset economic hard times, to stabilize fluctuations in cash flow requirements, and to provide for emergency situations.

## **PRINCIPLE III**      **THE CITY SHALL ENDEAVOR TO MAINTAIN COMPETITIVE COMPENSATION**

The City wishes to continue positive labor relations, be competitive in the market place, and desires to attract and retain top talent. Competitive salary and benefits will be provided to all employees within the City's means, with the expectation that services being provided by staff will continue to be exemplary.

## **PRINCIPLE IV**      **THE CITY SHALL MAINTAIN ITS INFRASTRUCTURE**

Ongoing, preventative maintenance is an essential component of the City's operations. Adequate funding shall be allocated in current years to minimize expenditures in future years. Infrastructure maintenance includes, but is not limited to, streets, sewers, storm drains, water systems, sidewalks, lights, and parks.

## **PRINCIPLE V**      **THE CITY SHALL AMORTIZE CAPITAL COSTS**

To the extent possible, the cost of replacing or expanding existing facilities and equipment will be fully amortized as a continuing cost of doing business. With respect to equipment, rates shall be established to recover the replacement cost of each item at the end of its useful life. Facilities will be amortized to cover ongoing maintenance and cyclical repairs, and for the replacement or expansion of major structures.

**PRINCIPLE VI**      **THE CITY SHALL ONLY BORROW WHAT IT CAN AFFORD TO REPAY**

Loans and other external obligations will be established wisely to level out costs. Refinancing of existing debt will take place when market conditions lend themselves to economic gains. The City shall not overextend indebtedness, which may cause undue financial burdens in subsequent years.

**PRINCIPLE VII**      **THE CITY SHALL FUND ONGOING COSTS WITH ONGOING REVENUES**

Cost must be matched with revenues. Ongoing costs shall only be funded with ongoing revenues. One-time costs can be funded with one-time revenues. However, ongoing costs cannot be funded by one-time revenues.

**PRINCIPLE VIII**      **THE CITY SHALL BASE ITS BUDGET ON REALISTIC ESTIMATES**

The City shall make its budgetary and financial decisions on conservative estimates of revenues and expenditures.

**PRINCIPLE IX**      **THE CITY SHALL COMPETITIVELY PROCURE GOODS AND SERVICES**

Significant savings of tax dollars can be obtained through the competitive bidding of purchases of goods and services. The City shall seek market prices or proposals for all significant purchases of goods and services, including periodic market testing of internally-provided services, consistent with the City's purchasing policy. Preference will be given to Monrovia businesses.

**PRINCIPLE X**      **THE CITY MUST KNOW ITS TRUE COSTS**

The City shall maintain current full business costs of providing each and every City-provided service. In addition, the City shall make conscious decisions about cost recovery and/or general tax subsidy of those services which benefit only portions of the tax-paying public.

**PRINCIPLE XI**      **THE CITY SHALL PLAN AHEAD**

The City shall examine its financial condition periodically by forecasting several years into the future. In this way, adverse trends can be anticipated and better managed.

**PRINCIPLE XII**      **THE CITY SHALL MAKE AND REPORT ITS FINANCIAL DECISIONS PUBLICLY**

Public involvement is encouraged in budgeting and financial planning. The City Council shall make all non-routine or non-administrative financial decisions in public at regularly scheduled meetings, and the results of such decision-making shall be reported in a timely manner through Comprehensive Annual Financial Reports and public information documents.

**PRINCIPLE XIII**      **THE CITY SHALL OPPOSE MANDATED PROGRAMS WHICH ARE UNFUNDED**

Federal and State Government regularly adopt laws which mandate local compliance or implementation. The City is forced to incur additional operating costs, and no funding is provided to pay for these mandates. The City shall have a general policy against unfunded mandates that have an adverse impact to Monrovia's services and budget.

**PRINCIPLE XIV**      **THE CITY SHALL CONSERVATIVELY INVEST ITS IDLE CASH**

The City will invest its idle cash in a conservative manner so as to safeguard public funds. Investment instruments will be chosen using safety, liquidity, and yield as the selection criteria.

# Major City Goals

*(per Plan Monrovia, listed in alphabetical order)*

- **ECONOMIC DEVELOPMENT**

Strengthen Monrovia's economy and tax base through economic development efforts that include proactively retaining and attracting businesses (especially focusing on Old Town, Gold Line, and Huntington Drive Tech Corridor), streamlining permit and plan check processes where possible, and enhancing customer service and business friendly reputation.

- **ENVIRONMENTAL STEWARDSHIP**

Maintain our commitment to environmental stewardship by improving our energy efficiency, water and air quality, parks and open space, and our urban-wildland interface.

- **HISTORICAL PRESERVATION**

Maintain our commitment to historical stewardship by preserving historic homes, structures, sites and districts with sensitivity to neighborhood context.

- **INFRASTRUCTURE AND FACILITY MAINTENANCE**

Catch up to the extent feasible on the deferred maintenance of City facilities and infrastructure (including streets, sidewalks, parks, trees, sewer and water lines) and develop a program for long-term, ongoing maintenance that includes a system for establishing priorities among projects and maintenance services.

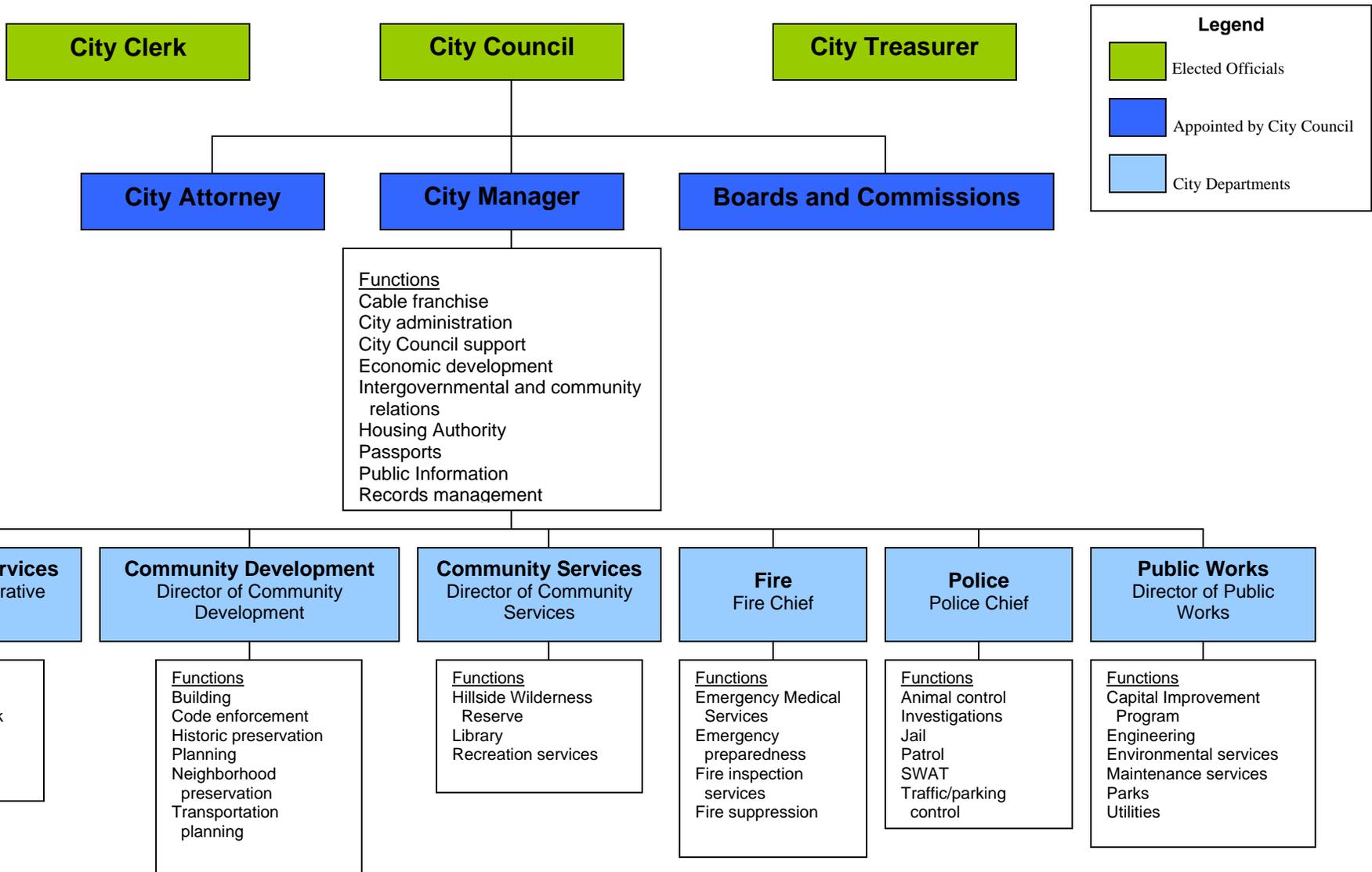
- **LONG TERM FISCAL RESPONSIBILITY**

Continue to demonstrate long term fiscal responsibility by balancing the budget through revenue generation, the wise use of available funds, building adequate reserves and leveraging expanded volunteer support; and ensuring that expenses, including compensation programs and support for non-City programs, are carefully considered and kept in line with revenues.

- **PUBLIC SAFETY**

Provide a high level of public safety services through adequate staffing, high quality personnel, up-to-date technology, and planning in both the fire and police departments to assure the resources are strategically invested in the highest priority areas.

# City of Monrovia Organizational Chart

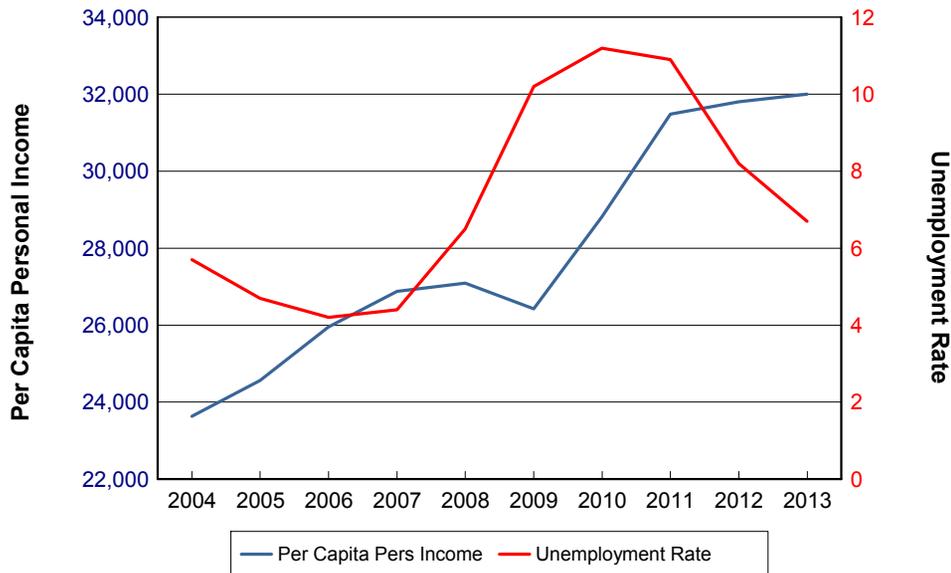


# THE CITY OF MONROVIA

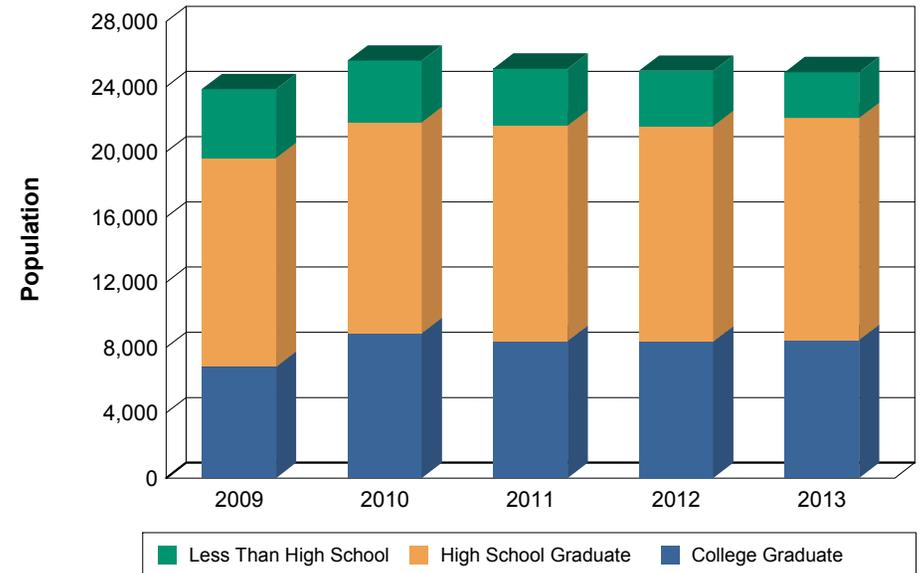
## DEMOGRAPHIC AND ECONOMIC STATISTICS

Calendar Year	Population	Personal Income (In Thousands)	Per Capita Personal Income	Unemployment Rate	Median Age	% of Pop 25+ with High School Degree	% of Pop 25+ with Bachelor's Degree
2004	38,681	\$913,971	\$23,628	5.7%			
2005	38,871	\$954,835	\$24,564	4.7%			
2006	38,860	\$1,008,596	\$25,955	4.2%			
2007	38,932	\$1,046,441	\$26,879	4.4%			
2008	39,040	\$1,057,682	\$27,092	6.5%			
2009	39,384	\$1,040,654	\$26,423	10.2%	34.2	82.3%	28.6%
2010	39,984	\$1,152,219	\$28,817	11.2%	37.0	85.2%	34.7%
2011	36,727	\$1,156,386	\$31,486	10.9%	37.5	86.1%	33.5%
2012	36,943	\$1,174,972	\$31,805	8.2%	37.1	86.4%	33.5%
2013	37,162	\$1,189,370	\$32,005	6.7%	37.5	88.7%	34.0%

### Personal Income and Unemployment

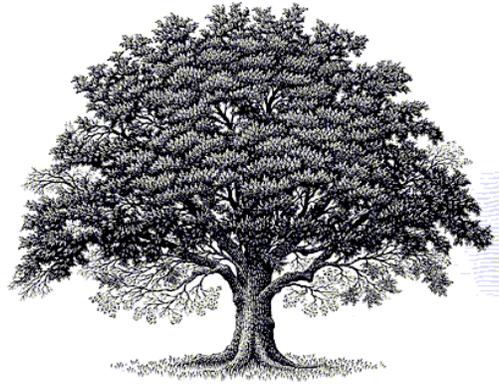


### Education Level Attained for Population 25 and Over



**Notes and Data Sources:**

Population: California State Department of Finance. Unemployment Data: California Employment Development Department  
 2000-2009 Income, Age, and Education Data: ESRI - *Demographic Estimates are based on the last available Census.* Projections are developed by incorporating all of the prior census data released to date. Demographic Data is totaled from Census Block Groups that overlap the City's boundaries  
 2010 and later - Income, Age and Education Data - US Census Bureau, most recent American Community Survey



# FINANCIAL OVERVIEW



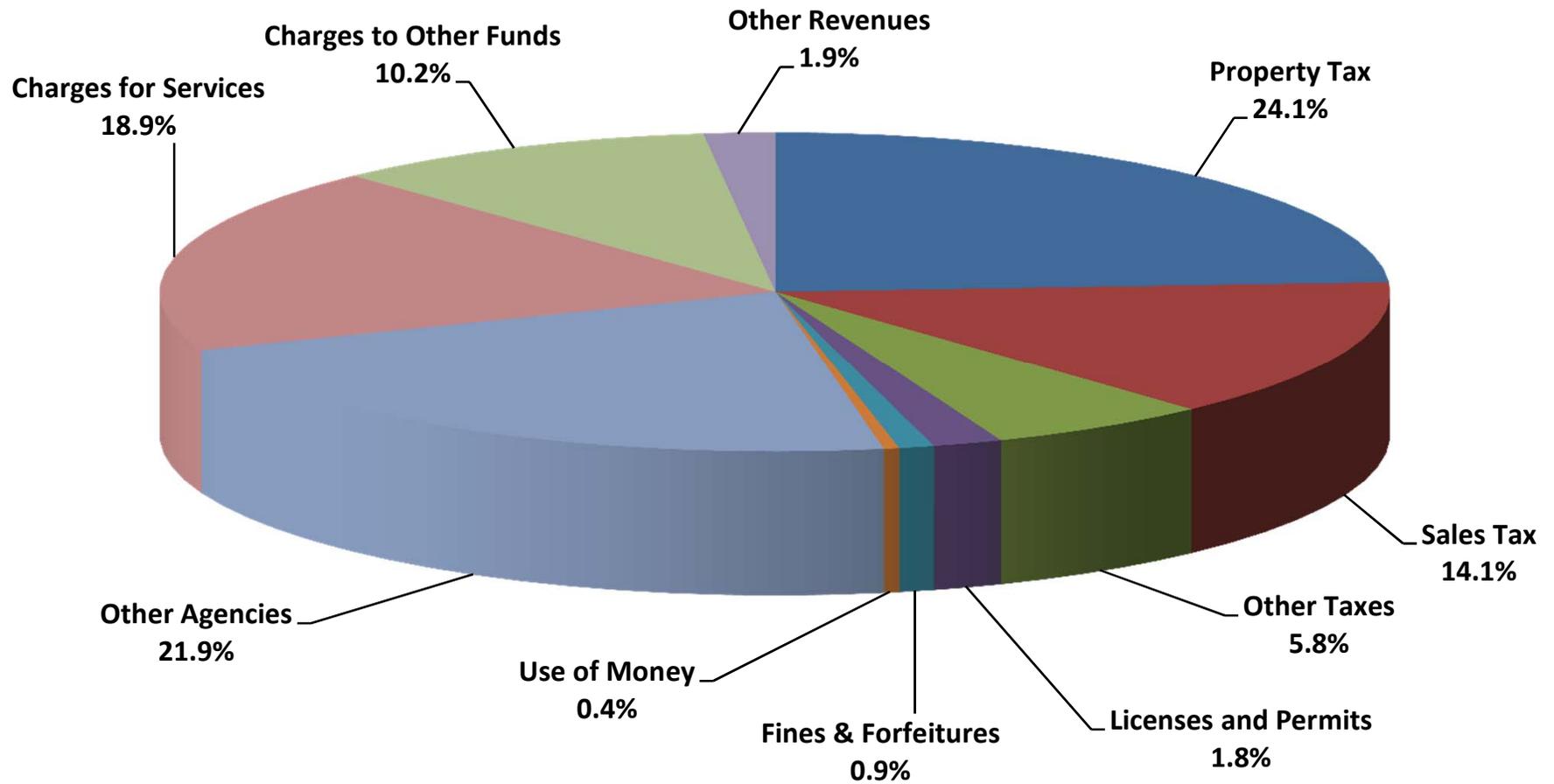
## **FINANCIAL OVERVIEW**

This section, in conjunction with the Fund Financial Summaries section, presents information which shows the overall financial condition of the City of Monrovia. The first exhibits, Sources of Revenue and Areas of Expenditures, consist of pie charts showing both budgeted revenues and expenditures for the year. The Combined Funds Statement shows beginning balances, revenues and expenditures, and the projected fund balances at the close of the fiscal year. Next, because there are often transfers between funds, the Schedules of Transfers In and Transfers Out are also included in this section.

**City of Monrovia**  
**Sources of Revenue by Major Category**  
**Fiscal Year 2014-15**

	<b>Fiscal Year 2014-15</b>	
	<b>\$ Amount</b>	<b>% of Total</b>
<b><u>PROPERTY TAXES</u></b>		
Revenues received from the levy of taxes upon the real value of personal property. This revenue source includes levies against secured and unsecured property rolls, as well as all penalties and interest on delinquent taxes.	\$16,320,761	24.1%
<b><u>SALES TAX</u></b>		
Taxes imposed upon the sale or consumption of goods and services in the City. Revenues equal 1% of taxable sales. In addition, the City receives an additional 1/2% for police and fire operations.	\$9,600,968	14.1%
<b><u>OTHER TAXES</u></b>		
Revenue derived from property transfer, business license, transient occupancy, franchise fees, and other various taxes.	\$3,968,030	5.8%
<b><u>LICENSES AND PERMITS</u></b>		
Revenue received from the issuance of licenses and permits within the City of Monrovia (e.g., animal licenses, building permits, etc.)	\$1,236,065	1.8%
<b><u>FINES, FORFEITURES, AND PENALTIES</u></b>		
Monies derived from the City's share of fines and penalties imposed by the courts for vehicle code and other statutory violations.	\$623,150	0.9%
<b><u>USE OF MONEY AND PROPERTY</u></b>		
Revenue received from the rental of land, buildings, and equipment. In addition, interest earnings from the investment of City funds is also included in this revenue source.	\$273,200	0.4%
<b><u>REVENUE FROM FEDERAL, STATE &amp; OTHER AGENCIES</u></b>		
Revenues commonly called subventions and grants. This revenue source includes monies received by the City, the distribution of which is controlled by some other agency.	\$14,834,386	21.9%
<b><u>CHARGES FOR SERVICE</u></b>		
Revenue from all charges for specific services provided by the City (e.g., engineering and plan check, park and recreation fees, water service charges, etc)	\$12,834,580	18.9%
<b><u>CHARGES TO OTHER FUNDS</u></b>		
Revenue from all charges to other departments within the City. Some examples include charges to cover insurance costs, technology support, facility maintenance, and vehicle replacements.	\$6,896,058	10.2%
<b><u>OTHER REVENUES</u></b>		
Miscellaneous and one-time revenues not falling into any other classification, including the sale of property and loan proceeds.	\$1,273,896	1.9%
<b>TOTAL</b>	<b>\$67,861,094</b>	<b>100.0%</b>

## Sources of Revenue by Major Category Fiscal Year 2014-15

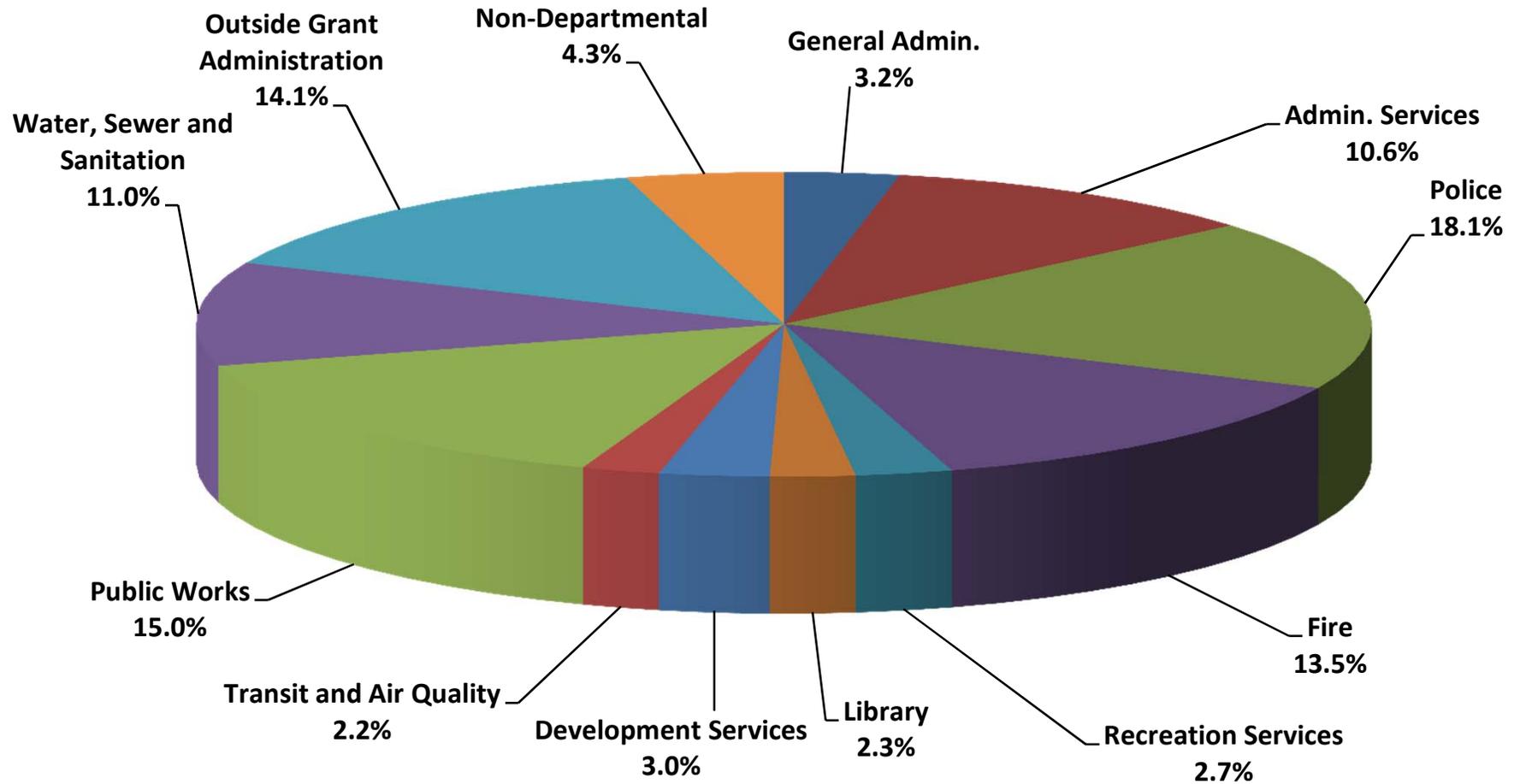


**City of Monrovia  
Areas of Expenditures  
Fiscal Year 2014-15**

	<b>Fiscal Year 2014-15</b>	
	<b>\$ Amount</b>	<b>% of Total</b>
<b><u>GENERAL ADMINISTRATION</u></b>		
Expenditures for general administrative support of the various operating departments. Includes City Council, City Clerk, City Treasurer, City Attorney, Economic Development and Community Relations Departments. These departments, along with the City Manager, are responsible for news media communication, community relations, website management, record keeping, and cash management.	\$1,967,609	3.2%
<b><u>ADMINISTRATIVE SERVICES</u></b>		
Expenditures for all accounting services, which include collecting revenues, paying bills, preparing payroll, data processing, and utility billing. Provides financial and analytical support to all departments. Also includes expenditures for job recruitments, placements, worker's compensation claims management, insurance and liability claims, unemployment claims, and employee personnel issues. In addition, includes expenditures related to the management and maintenance of the City's information systems, including the telephone system and finance computer system.	\$6,593,458	10.6%
<b><u>POLICE</u></b>		
Expenditures for police protection, crime investigation and prevention, traffic safety and animal control services.	\$11,272,239	18.1%
<b><u>FIRE</u></b>		
Expenditures for fire suppression, prevention, and investigation. Emergency medical (paramedic) service is also provided by the Fire Department.	\$8,401,968	13.5%
<b><u>RECREATION SERVICES</u></b>		
Expenditures for recreation programs at the Community Center for youngsters, adults and senior citizens. Also includes all parks programs.	\$1,649,048	2.7%
<b><u>LIBRARY</u></b>		
Expenditures for maintenance of the Library and its collection. Also included are reference services, children's programs and outreach to shut-ins.	\$1,448,346	2.3%
<b><u>DEVELOPMENT SERVICES</u></b>		
Expenditures for building inspection, plan checking, zoning administration, long-range planning, and business licensing.	\$1,877,955	3.0%
<b><u>TRANSIT AND AIR QUALITY</u></b>		
Expenditures for Monrovia Transit, the community's contracted Dial-A-Ride transportation system. Also included are programs funded for other public transit and ridesharing.	\$1,331,348	2.2%
<b><u>PUBLIC WORKS</u></b>		
Expenditures for the design and maintenance of City buildings and public improvements, such as streets, sidewalks, and the street lighting system. Also included are Environmental Services and the maintenance of City parks.	\$9,343,290	15.0%
<b><u>WATER, SEWER AND SANITATION</u></b>		
Expenditures for design, construction and maintenance of the City's water, sewer and storm drain systems.	\$6,844,620	11.0%
<b><u>OUTSIDE GRANT ADMINISTRATION</u></b>		
Expenditures for outside public safety agencies for which the City performs financial management fiduciary duties	\$8,757,905	14.1%
<b><u>NON-DEPARTMENTAL</u></b>		
Expenditures for the payment of principal and interest on bonds and items not logically costed in other departments.	\$2,698,652	4.3%
<b>TOTAL BUDGET</b>	<b>\$62,186,438</b>	<b>100%</b>

# AREAS OF EXPENDITURES

## All Funds FY 2014-15



# COMBINED FUNDS STATEMENT

The following table summarizes the estimated financial position of each City fund for fiscal year 2014-15. The "Beginning Balance" shows the total amount available at the close of 2013-14, which is available for appropriation in the new year. "Total Resources" is the sum of "Revenues," "Project Revenues," "Transfers-In" from other funds and "Transfers from Reserves". The "Total Available" figure is an estimate of the total amount available for appropriation during each fiscal year.

"Total Operations" is the sum of appropriations for personnel, supplies, materials and services, capital outlay, and depreciation in the various programs in each fund. Special projects and capital projects in each fund are added to "Total Budget". Special projects are major studies or programs for which the work is usually contracted out for special programs. Special projects do not add to the City's physical assets. Capital projects either improve or add to the City's assets. "Transfers-Out" of each fund and "Transfers to Reserves," in addition to the "Total Budget," make up the "Total Appropriations" figure. The "Ending Balance" shown is the difference between "Total Available" and "Total Appropriations".

The City's funds are shown grouped into categories to reflect the general nature of each fund. The first category, "General Operating Funds", includes those funds which provide the traditional municipal services such as police, fire, parks and recreation, traffic safety, and street maintenance. Some of the revenues to these funds are restricted in their use for specifically identified purposes.

The next category is "Enterprise and Utility Funds". These funds provide services to the public which are paid in whole by charges to the users of the services.

The third category, "Special Purpose Funds", includes those funds for which revenues are restricted for specifically identified purposes.

The fourth category, "Intergovernmental Funds," includes those funds which provide services solely to other City departments or programs. Their primary revenue comes from charges to other funds.

At the bottom of the table, a deduction from the total budget figures is made for transfer and intergovernmental service fund charges. Since these transactions are between funds, they have been excluded so as to not distort the true level of revenues and expenditures.

**CITY OF MONROVIA  
COMBINED FUNDS STATEMENT  
Fiscal Year 2014-15**

FUND #	DESCRIPTION	BEGINNING	PROJECT REVENUES	TRANSFERS IN	TRANSFER FROM RESERVES & REPAYMENTS	TOTAL RESOURCES	TOTAL AVAILABLE	TOTAL OPERATIONS	
		BALANCE 7-1-14							
<b>GENERAL OPERATING FUNDS</b>									
111	General	(1,623,291)	26,392,692	1,536,478	6,726,916	97,215	34,753,301	33,130,010	31,183,613
211	Emergency	0	40,134	0	0	0	40,134	40,134	40,134
212	Retirement	2,079,350	4,658,400	0	1,100,000	0	5,758,400	7,837,750	150,000
213	Street Maintenance	92,439	176,151	0	1,780,737	0	1,956,888	2,049,327	1,002,291
231	Traffic Safety	58,661	410,000	0	17,725	0	427,725	486,386	348,591
261	Lighting/Landscape Mtce Dist.	169,469	1,094,857	0	371,502	0	1,466,359	1,635,828	1,278,489
266	Park Mtce. District	126,125	216,484	0	28,658	0	245,142	371,267	203,059
281	Development Services	168,231	1,294,407	0	942,676	100,000	2,337,083	2,505,314	2,055,240
<b>SUBTOTAL</b>		<b>1,070,984</b>	<b>34,283,125</b>	<b>1,536,478</b>	<b>10,968,214</b>	<b>197,215</b>	<b>46,985,032</b>	<b>48,056,016</b>	<b>36,261,417</b>
<b>ENTERPRISE &amp; UTILITY FUNDS</b>									
411	Water	(2,443)	6,492,700	0	0	3,004,593	9,497,293	9,494,850	6,429,563
421	Sewer and Sanitation	629,249	796,400	0	0	157,583	953,983	1,583,232	1,193,595
423	Storm Drain Maintenance	27,977	338,000	0	1,791,659	18,000	2,147,659	2,175,636	689,782
424	Street Sweeping	174,382	202,700	0	80,000	0	282,700	457,082	208,588
431	Waste Management	1,017,103	1,161,700	51,322	0	1,500	1,214,522	2,231,625	666,292
<b>SUBTOTAL</b>		<b>1,846,268</b>	<b>8,991,500</b>	<b>51,322</b>	<b>1,871,659</b>	<b>3,181,676</b>	<b>14,096,157</b>	<b>15,942,425</b>	<b>9,187,820</b>
<b>SPECIAL PURPOSE FUNDS</b>									
214	Pension Obligation Bond	7,995	600	0	1,094,723	0	1,095,323	1,103,318	1,096,048
221	Transportation Dev - Prop A	611,996	1,171,148	0	0	0	1,171,148	1,783,144	1,282,021
222	Transportation Dev - Prop C	1,421,731	557,800	0	0	0	557,800	1,979,531	42,015
224	Transportation Dev - Meas R	1,639,813	421,800	0	0	0	421,800	2,061,613	0
223	Air Quality	284,040	56,300	0	0	0	56,300	340,340	21,386
232	Gas Tax	68	1,006,383	0	0	0	1,006,383	1,006,451	0
233	Bikeway Development	1	0	0	0	0	0	1	0
234	Library Grant	94,497	25,300	0	10,000	0	35,300	129,797	34,699
235	Hazardous Materials	34,213	138,000	0	24,314	0	162,314	196,527	164,459
243	Comm. Dev. Block Grant	0	236,435	0	120,842	0	357,277	357,277	357,277
245	Drug Enforcement	(103,516)	101,000	0	143,195	0	244,195	140,679	208,167
246	Police Grants	(49,860)	185,909	0	0	0	185,909	136,049	122,460
247	HIDTA Grant	(17,430)	8,413,142	0	0	0	8,413,142	8,395,712	8,413,142
248	OES Grant	(194,947)	782,260	0	0	0	782,260	587,313	344,764
249	Other Fiduciary Police Grants	199,386	1,200	0	0	0	1,200	200,586	0
271	Bus. Improve. District	10,971	63,100	0	0	0	63,100	74,071	55,800
311	Capital Improvement	22,456	162,538	0	0	0	162,538	184,994	0
713	Hillside Acquisition Debt Svcs	3	726,600	0	0	0	726,600	726,603	597,193
714	Hillside Acquisition Cap Proj	1	0	0	0	0	0	1	0
715	Library Bond Debt Service Fund	800,325	1,028,400	0	0	0	1,028,400	1,828,725	1,005,411
716	Library Construction Project	254,906	1,300	0	0	0	1,300	256,206	0
832	Miller Memorial Trust	98,597	600	0	0	0	600	99,197	0
833	Bartle Memorial Trust	219,694	1,200	0	0	0	1,200	220,894	0
<b>SUBTOTAL</b>		<b>5,334,940</b>	<b>15,081,015</b>	<b>0</b>	<b>1,393,074</b>	<b>0</b>	<b>16,474,089</b>	<b>21,809,029</b>	<b>13,744,842</b>
<b>INTERGOVERNMENTAL FUNDS</b>									
511	Facilities Maintenance	11,274	1,867,780	0	77,292	115,000	2,060,072	2,071,346	1,732,579
512	Equipment Pool	699,090	2,078,974	0	0	332,000	2,410,974	3,110,064	1,709,974
521	Central Services	68,226	1,063,800	0	103,004	15,000	1,181,804	1,250,030	1,004,821
531	S.I.R. Liability	663,063	1,801,100	0	26,608	0	1,827,708	2,490,771	1,452,524
532	S.I.R. Worker's Compensation	1,742,075	1,062,454	0	21,903	0	1,084,357	2,826,432	870,233
533	S.I.R. Unemployment	163,499	43,547	0	3,757	0	47,304	210,803	39,176
<b>SUBTOTAL</b>		<b>3,347,227</b>	<b>7,917,655</b>	<b>0</b>	<b>232,564</b>	<b>462,000</b>	<b>8,612,219</b>	<b>11,959,446</b>	<b>6,809,307</b>
<b>MRA Successor Agency</b>									
Transfers In/Out					230,443				
<b>TOTAL</b>		<b>11,599,419</b>	<b>66,273,295</b>	<b>1,587,800</b>	<b>14,695,954</b>	<b>3,840,891</b>	<b>86,167,497</b>	<b>97,766,916</b>	<b>66,003,386</b>
Transfers Intergovernmental Services Fund Charges		0	0	0	(14,695,954)	0	(14,695,954)	(14,695,954)	0
<b>NET TOTAL</b>		<b>11,599,419</b>	<b>66,273,295</b>	<b>1,587,800</b>	<b>0</b>	<b>3,840,891</b>	<b>71,471,543</b>	<b>83,070,962</b>	<b>66,003,386</b>

**CITY OF MONROVIA  
COMBINED FUNDS STATEMENT  
Fiscal Year 2014-15**

FUND		CAPITAL/ SPECIAL	TOTAL	TRANSFERS	TRANSFERS	TOTAL	ENDING	TOTAL	TOTAL FUND
#	DESCRIPTION	PROJECTS	BUDGETS	OUT	TO RESERVES & REPAYMENT	APPRO- PRIATIONS	BALANCE 6-30-15	RESTRICTED RESERVES	BALANCE 6-30-15
<b>GENERAL OPERATING FUNDS</b>									
111	General	419,406	31,603,019	1,370,217	137,600	33,110,836	19,174	4,932,334	4,951,508
211	Emergency	0	40,134	0	0	40,134	0	0	0
212	Retirement	0	150,000	5,970,201	0	6,120,201	1,717,549	0	1,717,549
213	Street Maintenance	780,000	1,782,291	177,423	0	1,959,714	89,613	172,132	261,745
231	Traffic Safety	0	348,591	60,745	0	409,336	77,050	0	77,050
261	Lighting/Landscape Mtce Dist.	0	1,278,489	190,894	0	1,469,383	166,445	0	166,445
266	Park Mtce. District	0	203,059	35,941	0	239,000	132,267	0	132,267
281	Development Services	0	2,055,240	214,051	35,000	2,304,291	201,023	(9,561)	191,462
<b>SUBTOTAL</b>		<b>1,199,406</b>	<b>37,460,823</b>	<b>8,019,472</b>	<b>172,600</b>	<b>45,652,895</b>	<b>2,403,121</b>	<b>5,094,905</b>	<b>7,498,026</b>
<b>ENTERPRISE &amp; UTILITY FUNDS</b>									
411	Water	500,000	6,929,563	2,565,287	0	9,494,850	0	14,843,244	14,843,244
421	Sewer and Sanitation	0	1,193,595	337,128	0	1,530,723	52,509	4,106,028	4,158,537
423	Storm Drain Maintenance	1,210,887	1,900,669	158,540	0	2,059,209	116,427	580,126	696,553
424	Street Sweeping	0	208,588	49,227	0	257,815	199,267	0	199,267
431	Waste Management	27,379	693,671	1,001,663	0	1,695,334	536,291	300,059	836,350
<b>SUBTOTAL</b>		<b>1,738,266</b>	<b>10,926,086</b>	<b>4,111,845</b>	<b>0</b>	<b>15,037,931</b>	<b>904,494</b>	<b>19,829,457</b>	<b>20,733,951</b>
<b>SPECIAL PURPOSE FUNDS</b>									
214	Pension Obligation Bond	0	1,096,048	0	0	1,096,048	7,270	0	7,270
221	Transportation Dev - Prop A	0	1,282,021	0	0	1,282,021	501,123	0	501,123
222	Transportation Dev - Prop C	0	42,015	500,000	0	542,015	1,437,516	0	1,437,516
224	Transportation Dev - Meas R	0	0	450,000	0	450,000	1,611,613	0	1,611,613
223	Air Quality	0	21,386	0	0	21,386	318,954	0	318,954
232	Gas Tax	0	0	1,006,383	0	1,006,383	68	0	68
233	Bikeway Development	0	0	0	0	0	1	0	1
234	Library Grant	0	34,699	0	0	34,699	95,098	0	95,098
235	Hazardous Materials	0	164,459	28,684	0	193,143	3,384	0	3,384
243	Comm. Dev. Block Grant	0	357,277	0	0	357,277	0	0	0
245	Drug Enforcement	0	208,167	0	0	208,167	(67,488)	0	(67,488)
246	Police Grants	0	122,460	0	0	122,460	13,589	0	13,589
247	HIDTA Grant	0	8,413,142	0	0	8,413,142	(17,430)	0	(17,430)
248	OES Grant	0	344,764	0	0	344,764	242,549	0	242,549
249	Other Fiduciary Police Grants	0	0	0	0	0	200,586	0	200,586
271	Bus. Improve. District	0	55,800	6,584	0	62,384	11,687	0	11,687
311	Capital Improvement	141,438	141,438	0	0	141,438	43,556	2,438,433	2,481,989
713	Hillside Acquisition Debt Svcs	0	597,193	80,000	49,407	726,600	3	497,192	497,195
714	Hillside Acquisition Cap Proj	0	0	0	0	0	1	0	1
715	Library Bond Debt Service Fund	0	1,005,411	0	0	1,005,411	823,314	0	823,314
716	Library Construction Project	0	0	0	0	0	256,206	0	256,206
832	Miller Memorial Trust	0	0	0	0	0	99,197	0	99,197
833	Bartle Memorial Trust	0	0	0	0	0	220,894	0	220,894
<b>SUBTOTAL</b>		<b>141,438</b>	<b>13,886,280</b>	<b>2,071,651</b>	<b>49,407</b>	<b>16,007,338</b>	<b>5,801,691</b>	<b>2,935,625</b>	<b>8,737,316</b>
<b>INTERGOVERNMENTAL FUNDS</b>									
511	Facilities Maintenance	0	1,732,579	167,274	100,000	1,999,853	71,493	2,084,957	2,156,450
512	Equipment Pool	0	1,709,974	68,913	0	1,778,887	1,331,177	2,014,249	3,345,426
521	Central Services	0	1,004,821	116,799	0	1,121,620	128,410	618,172	746,582
531	S.I.R. Liability	0	1,452,524	0	0	1,452,524	1,038,247	(885,689)	152,558
532	S.I.R. Worker's Compensation	0	870,233	0	0	870,233	1,956,199	(4,070,715)	(2,114,516)
533	S.I.R. Unemployment	0	39,176	0	0	39,176	171,627	0	171,627
<b>SUBTOTAL</b>		<b>0</b>	<b>6,809,307</b>	<b>352,986</b>	<b>100,000</b>	<b>7,262,293</b>	<b>4,697,153</b>	<b>(239,026)</b>	<b>4,458,127</b>
<b>MRA Successor Agency</b>									
Transfers In/Out				140,000					
<b>TOTAL</b>		<b>3,079,110</b>	<b>69,082,496</b>	<b>14,695,954</b>	<b>322,007</b>	<b>84,100,457</b>	<b>13,806,459</b>	<b>27,620,961</b>	<b>41,427,420</b>
Transfers		0	0	(14,695,954)	0	(14,695,954)	0	0	0
Intergovernmental Services Fund Charges		0	0	0	0	(6,896,058)	0	0	0
<b>NET TOTAL</b>		<b>3,079,110</b>	<b>69,082,496</b>	<b>0</b>	<b>322,007</b>	<b>62,508,445</b>	<b>13,806,459</b>	<b>27,620,961</b>	<b>41,427,420</b>

**CITY OF MONROVIA**  
**Transfers In**  
**Fiscal Year 2014-15 Budget**

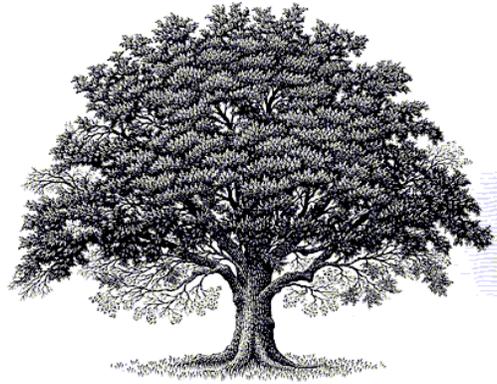
TO FUND	#	AMOUNT FROM FUND	#	AMOUNT	PURPOSE	
<b>General</b>	<b>111</b>	<b>\$6,726,916</b>	Retirement	212	\$4,021,298	Retirement costs
			Street Maintenance	213	\$118,282	General overhead
			Traffic Safety	231	\$60,745	General and PD Admin overhead
			Hazardous Materials	235	\$28,684	General & Fire Admin overhead
			Lighting and Tree District	261	\$127,262	General overhead
			Park Maint. District	266	\$23,961	General overhead
			Business Imp District	271	\$6,584	General overhead
			Development Services	281	\$214,051	General overhead
			Water	411	\$1,036,474	General & PW Admin overhead
			Sanitation	421	\$174,096	General & PW Admin overhead
			Storm Drain Maintenance	423	\$118,905	General & PW Admin overhead
			Street Sweeping	424	\$36,920	General & PW Admin overhead
			Waste Management	431	\$326,668	Waste Hauler permit revenue
			Facilities Maintenance	511	\$167,274	General overhead
			Equip./Vehicle Replacement	512	\$68,913	General, Fire & Pol. Admin overhead
			Central Services	521	\$116,799	General overhead
			Hillside Bond Fund	713	\$80,000	hillside maint. tax
					<u>\$6,726,916</u>	
<b>Retirement</b>	<b>212</b>	<b>\$1,100,000</b>	General	111	\$1,100,000	To supplement retirement fund
<b>Street Maintenance</b>	<b>213</b>	<b>\$1,780,737</b>	Retirement	212	\$124,354	Retirement costs
			Prop C	222	\$500,000	Prop C support of street resurfacing
			Gas Tax	232	\$358,401	Gas Tax support of Street Fund
			Gas Tax	232	\$417,982	Gas Tax In Lieu (used to be Prop 42 funds)
			Measure R	224	\$250,000	For street resurfacing projects
			Sanitation	421	\$75,000	Street repair support (est. based on p/y's activity)
			Waste Mgmt	431	\$55,000	Hauler fee rev now accted for in 431; portion trf in here
					<u>\$1,780,737</u>	
<b>POB Debt Service</b>	<b>214</b>	<b>\$1,094,723</b>	Retirement	212	\$1,094,723	Transfer to cover annual D/S
<b>Traffic Safety</b>	<b>231</b>	<b>\$17,725</b>	Retirement	212	\$17,725	Retirement costs
<b>Public Library</b>	<b>234</b>	<b>\$10,000</b>	General	111	\$10,000	Support for Public Libr Fund from Library Admin
<b>Hazardous Materials</b>	<b>235</b>	<b>\$24,314</b>	Retirement	212	\$24,314	Retirement costs
<b>Housing Development</b>	<b>243</b>	<b>\$120,842</b>	General Fund	111	\$66,216	Support of Code Enforcement
			Retirement	212	\$54,626	Retirement Costs
					<u>\$120,842</u>	
<b>Asset Forfeiture</b>	<b>245</b>	<b>\$143,195</b>	General/Retirement	111/212	\$143,195	PERS & Gen Fnd support for Asst Forfeiture
<b>Lighting/Tree Mtce Dist.</b>	<b>261</b>	<b>\$371,502</b>	Gas Tax	232	\$125,000	Support of Lighting & Landscaping Districts
			Retirement	212	\$46,502	Retirement costs
			Measure R	224	\$200,000	Measure R support for median work and tree trimming
					<u>\$371,502</u>	
<b>Park Maint. Assmt. District</b>	<b>266</b>	<b>\$28,658</b>	Retirement	212	\$28,658	Retirement costs
<b>Development Services Fund</b>	<b>281</b>	<b>\$942,676</b>	Retirement	212	\$285,800	Retirement costs
			Various	Various	\$656,876	Engineering overhead, Gas Tax support of Engineering
					<u>\$942,676</u>	
<b>Storm Drain</b>	<b>423</b>	<b>\$1,791,659</b>	Waste Management	431	\$580,772	Hauler fees to cover storm drain compliance costs
			Water Fund	411	\$1,210,887	For trash screen project
					<u>\$1,791,659</u>	
<b>Street Sweeping</b>	<b>424</b>	<b>\$80,000</b>	Gas Tax	232	\$50,000	Support for street sweeping
			Sanitation	421	\$30,000	Support for street sweeping
					<u>\$80,000</u>	
<b>Facilities Maintenance</b>	<b>511</b>	<b>\$77,292</b>	Retirement	212	\$77,292	Retirement costs
<b>Central Services</b>	<b>521</b>	<b>\$103,004</b>	Retirement	212	\$103,004	Retirement costs
<b>Liability SIR</b>	<b>531</b>	<b>\$26,608</b>	Retirement	212	\$26,608	Retirement costs
<b>Worker's Comp. SIR</b>	<b>532</b>	<b>\$21,903</b>	Retirement	212	\$21,903	Retirement costs
<b>SIR Unemployment Ins.</b>	<b>533</b>	<b>\$3,757</b>	Retirement	212	\$3,757	Retirement costs
<b>SUBTOTAL CITY TRANSFERS</b>		<b><u>\$14,465,511</u></b>			<b><u>\$14,465,511</u></b>	
<b>MRA</b>						
<b>Affordable Housing</b>	<b>921</b>	<b>\$230,443</b>	Low Mod Housing Asset	920	\$140,000	MAP grants
			Retirement	212	\$11,442	Retirement costs
			General Fund	111	\$79,001	GF support of MAP - salary and \$20k for M & O
					<u>\$230,443</u>	
<b>SUBTOTAL MRA TRANSFERS</b>		<b><u>\$230,443</u></b>			<b><u>\$230,443</u></b>	
<b>TOTAL</b>		<b><u>\$14,695,954</u></b>			<b><u>\$14,695,954</u></b>	

**CITY OF MONROVIA**  
**Transfers Out**  
**Fiscal Year 2014-15 Budget**

FROM FUND	#	AMOUNT	TO FUND	#	AMOUNT	PURPOSE
<b>General</b>	111	\$1,370,217	Retirement	212	\$1,100,000	To supplement retirement fund
			Public Library	234	\$10,000	Support for Public Libr Fund from Library Admin
			Asset Forfeiture	245	\$115,000	Support for Asset Forfeiture Program
			Affordable Housing (MAP)	921	\$79,001	Support of MAP - salary + \$20k of M & O
			Housing Development	243	\$66,216	Support of CDBG Code Enforcement
					<u>\$1,370,217</u>	
<b>Retirement</b>	212	\$5,970,201	General	111	\$4,021,298	Retirement costs
			Street Maintenance	213	\$124,354	Retirement costs
			POB Debt Service	214	\$1,094,723	Transfer to cover annual D/S
			Traffic Safety	231	\$17,725	Retirement costs
			Hazardous Materials	235	\$24,314	Retirement costs
			Housing Development	243	\$54,626	Retirement costs
			Asset Forfeiture	245	\$28,195	Retirement costs
			L & L Assessment District	261	\$46,502	Retirement costs
			Park Assessment	266	\$28,658	Retirement costs
			Development Services	281	\$285,800	Retirement costs
			Facilities Maintenance	511	\$77,292	Retirement costs
			Central Services	521	\$103,004	Retirement costs
			Liability SIR	531	\$26,608	Retirement costs
			Workers' Comp. SIR	532	\$21,903	Retirement costs
			SIR Unemployment Ins	533	\$3,757	Retirement costs
			Affordable Housing	921	\$11,442	Retirement costs
					<u>\$5,970,201</u>	
<b>Street Maintenance</b>	213	\$177,423	General	111	\$118,282	General overhead
			Development Services	281	\$59,141	Engineering overhead
					<u>\$177,423</u>	
<b>Proposition C</b>	222	\$500,000	Street Fund	213	\$500,000	Support of St Resurfacing project
<b>Measure R</b>	224	\$450,000	Street Maintenance Fund	213	\$250,000	For street resurfacing projects
			Lighting Landscape District	261	\$200,000	For Hunt. Median work and tree trimming catch up
					<u>\$450,000</u>	
<b>Traffic Safety</b>	231	\$60,745	General	111	\$60,745	General and Police overhead
<b>Gas Tax</b>	232	\$1,006,383	Street Maint.	213	\$358,401	Gas Tax support of Street Fund
			Street Sweeping	424	\$50,000	Gas Tax support of Street Sweeping
			Del Svcs (Engineering)	281	\$55,000	Gas Tax support of Engineering
			Street Maint.	213	\$417,982	Gas Tax In Lieu (used to be Prop 42 funds)
			Lighting & Landscaping Districts	261	\$125,000	Support of Lighting & Landscaping Districts
					<u>\$1,006,383</u>	
<b>Hazardous Materials</b>	235	\$28,684	General	111	\$28,684	General & Fire overhead
<b>Lighting/Tree Assmt</b>	261	\$190,894	General	111	\$127,262	General overhead
			Development Services	281	\$63,632	Engineering overhead
					<u>\$190,894</u>	
<b>Park Maint. Asst. Dist.</b>	266	\$35,941	General	111	\$23,961	General overhead
			Development Services	281	\$11,980	Engineering overhead
					<u>\$35,941</u>	
<b>Business Impr District</b>	271	\$6,584	General	111	\$6,584	General overhead
<b>Development Services</b>	281	\$214,051	General	111	\$214,051	General overhead
<b>Water</b>	411	\$2,565,287	General	111	\$1,036,474	General and PW Admin overhead
			Storm Drain	423	\$1,210,887	Trash screen project
			Development Services	281	\$317,926	Engineering overhead
					<u>\$2,565,287</u>	
<b>Sanitation</b>	421	\$337,128	General	111	\$174,096	General & PW Admin overhead
			Street Maintenance	213	\$75,000	Street repair support (est. based on p/y activity)
			Development Services	281	\$58,032	Engineering Overhead
			Street Sweeping	424	\$30,000	Support for street sweeping
					<u>\$337,128</u>	
<b>Storm Drain Maintenance</b>	423	\$158,540	General	111	\$118,905	General and PW Admin overhead
			Development Services	281	\$39,635	Engineering overhead
					<u>\$158,540</u>	

**CITY OF MONROVIA**  
**Transfers Out**  
**Fiscal Year 2014-15 Budget**

<b>FROM FUND</b>	<b>#</b>	<b>AMOUNT</b>	<b>TO FUND</b>	<b>#</b>	<b>AMOUNT</b>	<b>PURPOSE</b>
<b>Street Sweeping</b>	<b>424</b>	<b>\$49,227</b>	General	111	\$36,920	General and PW Admin overhead
			Development Services	281	\$12,307	Engineering overhead
					<u>\$49,227</u>	
<b>Waste Management</b>	<b>431</b>	<b>\$1,001,663</b>	General	111	\$261,668	General & PW overhead; Waste Hauler permit transfer
			General	111	\$30,000	Hauler fees to cover loss of Prop A Maint. rev to 771
			General/Development Services	111/281	\$74,223	Engineering overhead; add'l hauler fees for pt hours
			Storm Drain Maintenance	423	\$580,772	Hauler fees to cover storm drain comp. program costs
			Street Maintenance	213	\$55,000	Comm. Hauler fee now accted for here; trf to 213
					<u>\$1,001,663</u>	
<b>Facilities Maintenance</b>	<b>511</b>	<b>\$167,274</b>	General	111	\$167,274	General overhead
<b>Equipment Maintenance</b>	<b>512</b>	<b>\$68,913</b>	General	111	\$68,913	General overhead
<b>Central Services</b>	<b>521</b>	<b>\$116,799</b>	General	111	\$85,721	General overhead
			General	111	\$31,078	General overhead
					<u>\$116,799</u>	
<b>Hillside Acquisition</b>	<b>713</b>	<b>\$80,000</b>	General	111	\$80,000	Annual property tax earmarked for CS Parks
<b>SUBTOTAL CITY</b>		<b><u>\$14,555,954</u></b>			<b><u>\$14,555,954</u></b>	
<b>MRA</b>						
<b>Low Mod Housing</b>	<b>920</b>	<b>\$140,000</b>	Housing Set Aside	921	\$140,000	Administration and project support
<b>SUBTOTAL MRA</b>		<b><u>\$140,000</u></b>			<b><u>\$140,000</u></b>	
<b>TOTAL</b>		<b><u>\$14,695,954</u></b>			<b><u>\$14,695,954</u></b>	



# REVENUE SCHEDULES



## **REVENUES**

This section presents detailed information about the City of Monrovia's revenue structure. The Revenues by Source table shows the specific sources from which the City receives revenues. The figures presented are an estimate of the amount of revenue expected to be received from each source for all funds. The Revenues by Fund table shows, for each fund, the amounts of revenue estimated to be received during the year. The final pages of this section include a variety of property tax data.



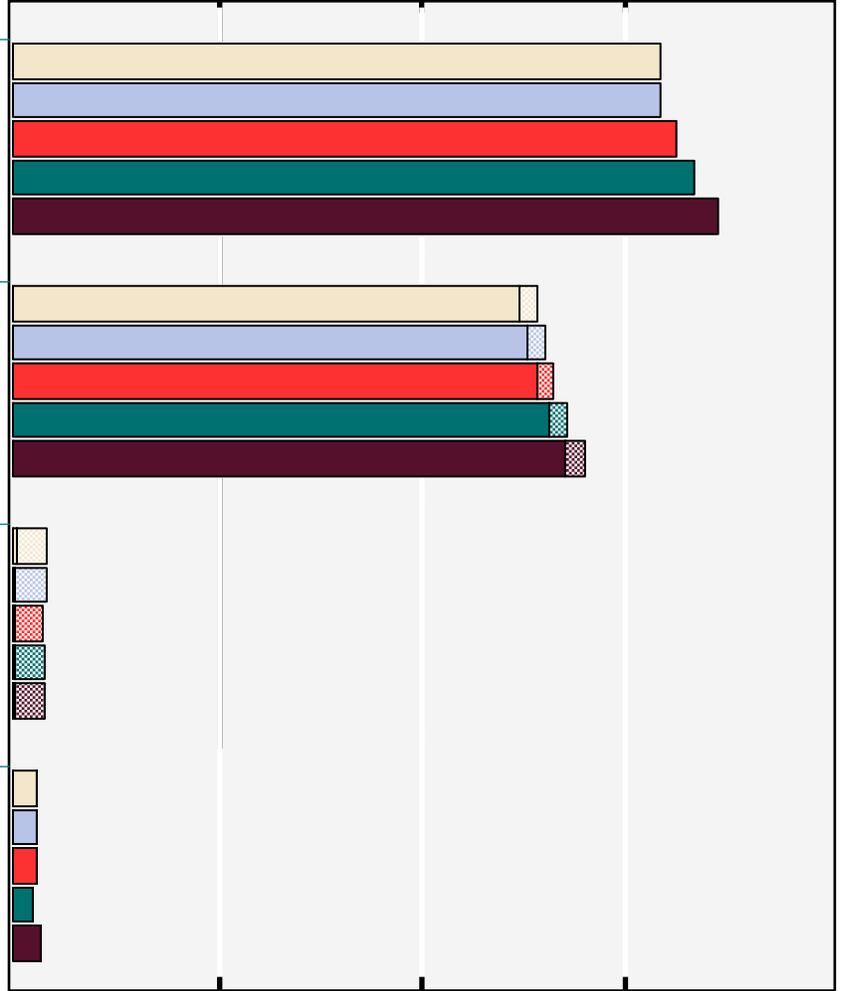
# THE CITY OF MONROVIA

## 2009/10 TO 2013/14 ASSESSED VALUES



### Land

\$2,224,066,297  
 \$2,229,784,318  
 \$2,280,709,884  
 \$2,342,428,042  
 \$2,426,089,738



### Percent Change

City	County
------	--------

0.3%	-2.1%
2.3%	1.6%
2.7%	2.0%
3.6%	4.9%

### Improvements

\$1,804,211,662  
 \$1,832,671,930  
 \$1,860,629,360  
 \$1,905,901,274  
 \$1,964,320,491

1.6%	-0.6%
1.5%	1.6%
2.4%	2.6%
3.1%	4.6%

### Personal Property

\$119,472,852  
 \$116,399,334  
 \$103,958,044  
 \$109,242,291  
 \$108,801,431

-2.6%	-5.4%
-10.7%	-0.6%
5.1%	-0.2%
-0.4%	2.0%

### Exemptions

\$82,063,436  
 \$85,289,778  
 \$84,671,903  
 \$69,606,028  
 \$95,703,410

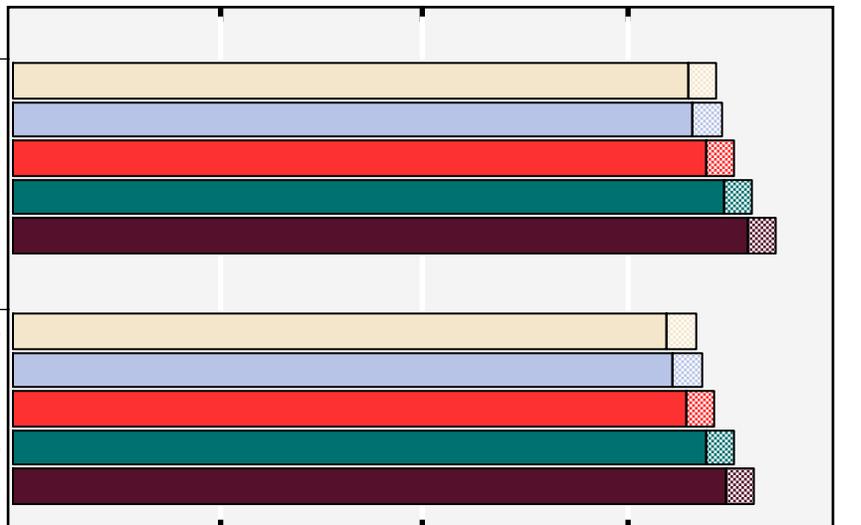
3.9%	2.8%
-0.7%	5.5%
-17.8%	4.8%
37.5%	4.9%

\$1,200,000,000    \$2,400,000,000    \$3,600,000,000    \$4,800,000,000

### City    County

### Gross Assessed

\$4,147,750,811  
 \$4,178,855,582  
 \$4,245,297,288  
 \$4,357,571,607  
 \$4,499,211,660



0.7%	-1.5%
1.6%	1.5%
2.6%	2.2%
3.3%	4.6%

### Net Taxable Value

\$4,026,861,155  
 \$4,062,211,614  
 \$4,129,519,563  
 \$4,252,097,835  
 \$4,370,216,498

0.9%	-1.7%
1.7%	1.4%
3.0%	2.1%
2.8%	4.7%

Data Source: L. A. County Assessor 2009/10 To 2013/14 Combined Tax Rolls

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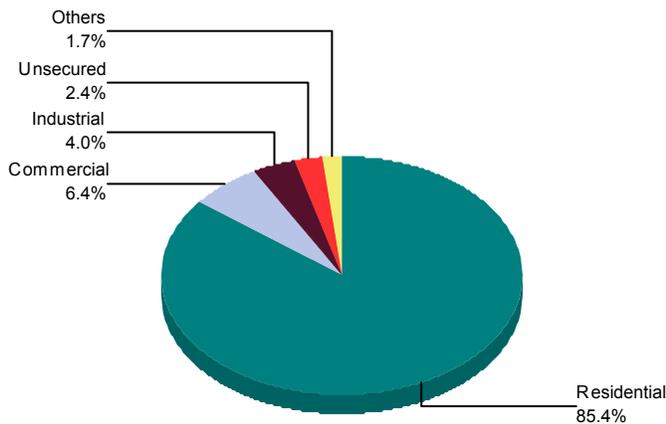
# THE CITY OF MONROVIA

## 2013/14 USE CATEGORY SUMMARY

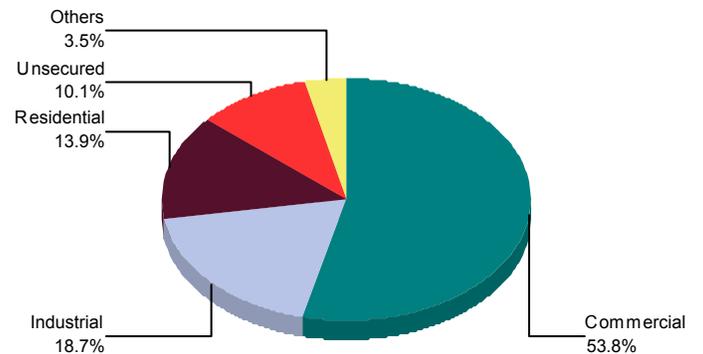
### BASIC PROPERTY TAX TABLE

Category	Parcels	Net Taxable Value	G. F. Revenue	Incr. Revenue
Residential	9,203	\$3,135,799,382 (71.8%)	\$8,927,003.09	\$1,343,922.58
Commercial	472	\$685,473,355 (15.7%)	\$672,882.46	\$5,213,319.60
Industrial	323	\$292,133,474 (6.7%)	\$418,006.61	\$1,809,066.04
Govt. Owned	2	\$2,241,791 (0.1%)	\$1,722.05	\$19,006.20
Institutional	61	\$28,770,661 (0.7%)	\$67,236.66	\$67,542.75
Miscellaneous	1	\$85,448 (0.0%)	\$252.73	\$0.00
Recreational	10	\$13,130,185 (0.3%)	\$1,247.25	\$136,783.50
Vacant	314	\$36,692,748 (0.8%)	\$91,023.34	\$66,959.09
Exempt	365	\$0 (0.0%)	\$0.00	\$0.00
SBE Nonunitary	[5]	\$0 (0.0%)	\$0.00	\$0.00
Cross Reference	[84]	\$10,737,567 (0.2%)	\$18,814.15	\$50,491.85
Unsecured	[1,302]	\$165,151,799 (3.8%)	\$252,325.80	\$982,181.40
Unknown	11	\$88 (0.0%)	\$0.18	\$0.40
<b>TOTALS</b>	<b>10,762</b>	<b>\$4,370,216,498</b>	<b>\$10,450,514.33</b>	<b>\$9,689,273.43</b>

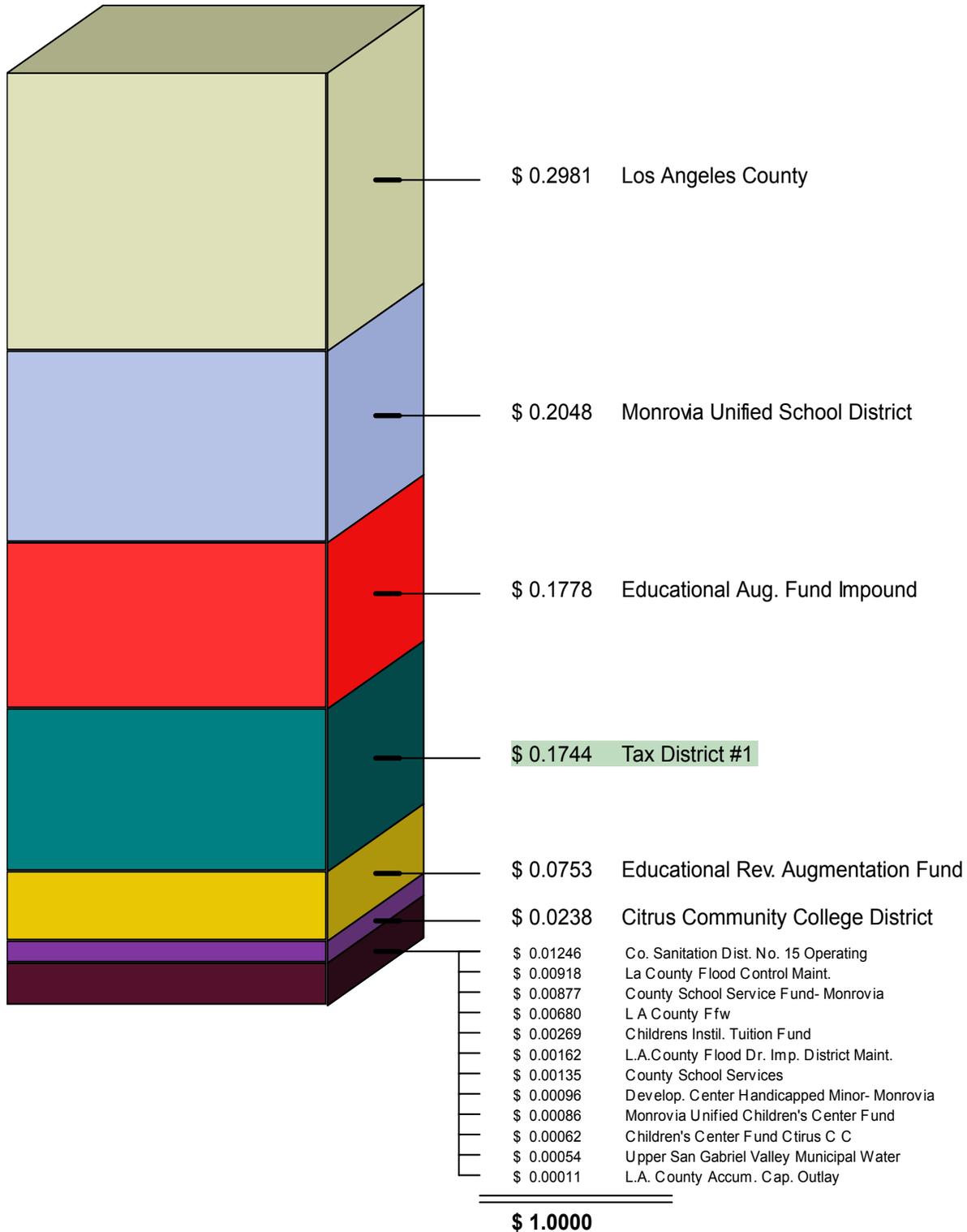
**CITY REVENUE PORTION**



**INCREMENTAL REVENUE PORTION**



# THE CITY OF MONROVIA PROPERTY TAX DOLLAR BREAKDOWN



**ATI (Annual Tax Increment) Ratios for Tax Rate Area 06209, Excluding Redevelopment Factors & Additional Debt Service**

Data Source: L. A. County Assessor 2013/14 Annual Tax Increment Tables

Prepared On 3/19/2014 By MV

This report is not to be used in support of debt issuance or continuing disclosure statements without the written consent of HdL, Coren & Cone

# THE CITY OF MONROVIA

## 2013/14 ROLL SUMMARY

### Taxable Property Values

	Secured	Nonunitary Utilities	Unsecured
Parcels	10,397	5	1,302
TRAs	51	2	37
<b>Values</b>			
Land	2,393,325,519	0	0
Improvements	1,897,015,320	0	0
Personal Property	6,233,725	0	102,567,706
Fixtures	4,056,145	0	62,721,493
Aircraft	0	0	0
<b>Total Value</b>	<b>\$4,300,630,709</b>	<b>\$0</b>	<b>\$165,289,199</b>
<b>Exemptions</b>			
Real Estate	92,880,010	0	0
Personal Property	2,046,000	0	118,700
Fixtures	640,000	0	18,700
Aircraft	0	0	0
Homeowners*	36,144,070	0	0
<b>Total Exemptions*</b>	<b>\$95,566,010</b>	<b>\$0</b>	<b>\$137,400</b>
<b>Total Net Value</b>	<b>\$4,205,064,699</b>	<b>\$0</b>	<b>\$165,151,799</b>

Combined Values	Total
<b>Total Values</b>	<b>\$4,465,919,908</b>
<b>Total Exemptions</b>	<b>\$95,703,410</b>
<b>Net Total Values</b>	<b>\$4,370,216,498</b>

\* Note: Homeowner Exemptions are not included in Total Exemptions

Data Source: L. A. County Assessor 2013/14 Combined Tax Rolls  
 This report is not to be used in support of debt issuance or continuing disclosure statements without the written consent of HdL, Coren & Cone

Prepared On 8/13/2014 By MV

**City of Monrovia  
Revenues by Source  
Fiscal Years 2012-13 thru 2014-15**

ACCT NO.	DESCRIPTION	2012-13 ACTUAL	2013-14 ESTIMATED	2014-15 ADOPTED
<b>PROPERTY TAXES</b>				
3000	Current Secured Taxes	\$9,770,491	\$9,988,309	\$10,362,357
3003	Redemption Taxes	179,548	181,567	187,762
3006	Open Space	643,807	645,000	645,000
3007	Maintenance Tax	81,669	80,000	80,000
3010	Current Unsecured Taxes	227,684	241,492	249,613
3012	Property Tax In Lieu of VLF	3,238,719	3,328,688	3,461,836
3013	Other Property Taxes	1,020,511	1,025,000	1,025,000
3014	Penalties & Interest	56,823	79,739	70,200
3017	In-Lieu Property Taxes	238,993	238,008	238,993
	<b>Subtotal</b>	<b>\$15,458,244</b>	<b>\$15,807,803</b>	<b>\$16,320,761</b>
<b>SALES TAX</b>				
3023	Sales Tax - 1%	\$6,374,589	\$6,693,319	\$7,027,985
3025	PSAF - 1/2 Cent Sales Tax	381,570	375,083	386,335
3026	Prop Tax-In Lieu of Sales Tax	2,349,489	2,186,648	2,186,648
	<b>Subtotal</b>	<b>\$9,105,649</b>	<b>\$9,255,050</b>	<b>\$9,600,968</b>
<b>OTHER TAXES</b>				
3027	Franchise Fees	\$607,572	\$620,945	\$620,945
3030	Property Transfer Tax	152,425	200,000	204,000
3031	Business License	515,012	555,000	555,000
3032	Construction Tax	20,167	5,000	20,000
3033	Business License Penalties and Interest	12,224	10,500	10,500
3034	Transient Occupancy Tax	1,454,318	1,493,500	1,538,305
3036	In-Lieu Franchise Fees	313,435	292,268	295,280
3057	Commercial Franchise Fees	261,225	272,000	280,000
3058	Residential Franchise Fees	420,049	414,000	424,000
3478	Old Town Franchise Fees	0	0	20,000
	<b>Subtotal</b>	<b>\$3,756,426</b>	<b>\$3,863,213</b>	<b>\$3,968,030</b>
<b>LICENSES &amp; PERMITS</b>				
3037	Animal Licenses	\$129,045	\$95,000	\$102,000
3039	Taxi Service Establishment	658	0	500
3040	Taxi Service Drivers License	758	0	500
3042	Filming Coordinator Fees	14,140	0	0
3046	Filming Permit Review	23,695	25,000	20,000
3048	Permanent Encroachment Permits	35,999	20,000	25,000
3049	Public Improvement Inspection- Residential	0	500	0
3050	Public Improvement Inspection- Commercial	0	2,500	0
3051	Building Permit Fees	179,367	270,000	275,000
3052	Electrical Permit Fees	33,175	40,000	40,000
3053	Garage Sale Permits	4,139	4,425	4,425
3055	Business License Admin Processing Fee	14,300	14,300	14,300
3056	Air Condition/Refrigerator/Heating Permits	18,068	30,000	30,000
3061	Grading Inspection - Residential	30,378	12,500	16,000
3064	Grading Inspection - Commercial	16,594	3,500	0
3065	Plumbing/Sewer Permits	29,682	35,000	30,000
3066	Building Permit / No Plan Check Fees	103,747	120,000	120,000
3067	Building Demo Permit	2,404	2,000	2,000
3069	Driveway Approach/Sidewalk	117	0	0
3070	50/50 Driveway Approach	226	0	0
3071, 3072	Reinspection Fees	389	500	500
3074	Fire Department Permits	170	0	0
3078	State Mandated Inspection	(298)	3,500	3,600
3079	Fire Service Impact Fee	51,246	400,000	497,740
3081	Fire System Permit Fee	34,808	53,000	54,500
3223	Fortune Telling Permit-Renewal	5	0	0
	<b>Subtotal</b>	<b>\$722,811</b>	<b>\$1,131,725</b>	<b>\$1,236,065</b>

**City of Monrovia  
Revenues by Source  
Fiscal Years 2012-13 thru 2014-15**

ACCT NO.	DESCRIPTION	2012-13 ACTUAL	2013-14 ESTIMATED	2014-15 ADOPTED
<b>FINES &amp; FORFEITURES</b>				
3083	Non Sweeping Parking Fines	\$132,158	\$120,000	\$120,000
3084	Street Sweeping Parking Fines	230,673	200,000	200,000
3085	Court Fines (Vehicle Code)	179,594	175,000	175,000
3089	Civil Subpoena Fees	1,030	100	300
3090	Parking Violations	86,248	90,000	90,000
3091	Library Book Fines	36,225	35,000	35,000
3092-3095	Miscellaneous Fines	3,024	2,980	2,850
	<b>Subtotal</b>	<b>\$668,953</b>	<b>\$623,080</b>	<b>\$623,150</b>
<b>USE OF MONEY &amp; PROPERTY</b>				
3096	Interest & Investment Earnings	\$89,796	\$75,300	\$240,800
3097	Rents & Concessions	19,631	18,000	32,400
	<b>Subtotal</b>	<b>\$109,427</b>	<b>\$93,300</b>	<b>\$273,200</b>
<b>REVENUE FROM OTHER AGENCIES</b>				
3102	MTA Bus Passes	\$4,439	\$6,000	\$8,000
3103	Foothill Transit Bus Passes	556	1,000	1,000
3104	Proposition C	512,808	534,000	550,000
3105	Other County Grants	179,119	451,738	594,476
3106	Prop "A" Park Maintenance	153,295	60,000	60,000
3108	Incentive Grants	152,440	180,000	180,000
3111	Motor Vehicle In-Lieu	20,497	0	17,000
3114	State P.O.S.T. Reimbursements	10,759	10,000	10,000
3115	NARC- State & Local Gov.	10,357	15,000	10,000
3118	DMV Fee/Air Quality	44,305	46,000	46,000
3120	State Grant	27,634	29,000	25,000
3121	State Gas Tax - 2106	124,922	128,624	154,289
3122	State Gas Tax - 2107	283,484	278,094	236,024
3123	State Gas Tax - 2107.5	6,000	6,000	6,000
3124	Gas Tax - Bikeways	30,000	16,973	0
3125	State Gas Tax - 2105	173,000	186,787	192,088
3127	State Sales Tax - Transportation	617,851	643,000	669,000
3128	Homeowners Property Tax Relief	93,814	79,698	96,500
3129	State Supplemental Property Tax	131,245	173,367	165,352
3132	Public Library Grant	17,369	0	0
3133	OES Reimbursement	11,564	323,375	41,551
3136	Other State Grants	135,477	138,147	140,072
3138	Beverage Container Grant	8,577	10,000	10,000
3141	Federal Grant	675	300,000	130,000
3142	C.D.B.G. Reimbursements	326,295	237,249	236,435
3145	NARC-Justice Department	35,788	50,000	30,000
3146	NARC-Treasury Department	0	10,000	5,000
3405	Homeland Security Grant	392,557	1,149,361	1,183,215
3422	HIDTA Grant	5,342,971	7,036,449	8,413,142
3423	OES Grant	407,899	0	0
3435	Measure "R"	383,908	398,000	414,000
3443	Highway Users Tax	314,125	565,935	417,982
3463	BSCC Grant	286,026	908,221	782,260
3464	5309 Grant Revenue	179,089	0	0
3480	Arcadia Reimbursement	0	0	10,000
	<b>Subtotal</b>	<b>\$10,418,844</b>	<b>\$13,972,018</b>	<b>\$14,834,386</b>
<b>CHARGES FOR SERVICES</b>				
<b><u>Building</u></b>				
3198	Plan Check Fees- Residential	\$210,811	\$295,500	\$273,000
3200	Additional Plan Check/Inspection	22,615	20,000	15,000
3202	Plan Revision Checking	1,698	1,000	1,000
3203	Computerization Cost Recovery	8,120	8,000	8,000

**City of Monrovia  
Revenues by Source  
Fiscal Years 2012-13 thru 2014-15**

ACCT NO.	DESCRIPTION	2012-13 ACTUAL	2013-14 ESTIMATED	2014-15 ADOPTED
		<b>\$243,243</b>	<b>\$324,500</b>	<b>\$297,000</b>
<b><u>Planning</u></b>				
3159	Landscape Plan Check	\$3,020	\$2,190	\$2,920
3160	Hillside Development Permit	0	600	600
3161	Environmental Assessment	2,865	1,700	1,700
3162	Window/Awning Sign Permit	67	120	120
3164	Historical Preservation- Mills Act	590	990	990
3165	Historical Preservation- Designation Fee	570	570	570
3166	Historical Preservation- Cert. of Appropriateness	588	1,050	700
3167	Minor Variance Review	6,885	6,300	7,875
3168	Variance Fees	4,510	3,465	3,465
3170	Time Extension Review	0	270	270
3171	Temporary Banner Review	281	350	350
3172	Change of Address	443	477	477
3177	Minor Conditional Use Permit	1,590	2,300	930
3178	Conditional Use Permit	30,437	35,000	35,000
3183	Conditional Use Permit Amendment	1,920	2,880	2,880
3187	Zone Change Fee	13,367	6,675	6,675
3188	Zone Response Letter	700	510	680
3189	Property Owner List Preparation	5,486	7,385	7,385
3190	Lot Split Fee	1,400	0	0
3194	Vest Parcel Map Fees	24,665	0	0
3195	Appeal Fees	130	0	0
3197	Notice of Publication Fees	3,690	4,320	4,860
3207	General Plan Cost Recovery	25,976	0	35,000
3208	DRC- Single Family New	1,355	0	0
3209	DRC- Single Family Addition	4,068	0	0
3210	DRC- Commercial/Industrial/Manufacturing	11,670	0	0
3211	DRC- New Sign	3,802	0	0
3212	DRC- New Face Change	126	0	0
3213	DRC- Other	2,760	3,500	5,000
3216	Temporary Use Review	158	0	0
3425	Plan Check-Building Permit Plans	30,720	45,000	45,000
3447	DRC Approval/Encroachment Permit	450	600	600
3456	Wireless Facility Revenue	4,520	3,750	3,500
3466	Subdivision Fees	0	20,095	26,095
3467	Appeal Fees	0	510	510
3468	Mining Fees	0	0	0
3470	Design Review (DRC)	0	18,830	24,390
3471	Sing Review (DRC)	0	5,565	6,615
3473	Historical Preservation-Surcharge	3,694	3,500	3,500
	<b>Subtotal</b>	<b>\$192,502</b>	<b>\$178,502</b>	<b>\$228,657</b>
<b><u>Engineering</u></b>				
3169	Certificate of Compliance	\$1,000	\$500	\$500
3191	Tract Map Fees	12,544	6,000	3,000
3193	Parcel Map Fees	3,564	3,000	3,000
3199	Plan Check Fees- Commercial	3,610	3,500	4,000
3204	Construction Inspection	78,393	50,000	55,000
3218	Grading Plan Check- Residential	34,340	13,000	10,000
3219	Grading Plan Check- Commercial	16,768	3,000	10,000
3448	Building Departmental Review Process	14,810	7,000	12,500
	<b>Subtotal</b>	<b>\$165,028</b>	<b>\$86,000</b>	<b>\$98,000</b>
<b><u>Public Safety Services</u></b>				
3228	Filming Services	\$10,798	\$0	\$0
3230, 3236	Impounds	102,729	91,000	86,000
3232	Impound/Vehicle Release-Miscellaneous	14,301	19,000	17,000
3233	Vehicle Equipment Correction Inspection	4,233	4,000	4,000
3234	Vehicle Accident/Investigation Report	9,571	11,000	9,000
3243	Fire Incident Report	460	700	700
3245	Emergency Medical Service Fees	95,385	115,000	120,000

**City of Monrovia  
Revenues by Source  
Fiscal Years 2012-13 thru 2014-15**

<b>ACCT NO.</b>	<b>DESCRIPTION</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 ESTIMATED</b>	<b>2014-15 ADOPTED</b>
3248	Police and Fire False Alarms	15,445	16,980	16,000
3250	Police Crime Verification Letter	1,160	1,000	1,000
3254	Record Check	930	900	900
3258	Police and Fire Special Services	12,477	4,000	4,120
3261	Paramedic Services	528,779	525,000	525,000
3262	Fire Inspection/Test Fees	233,443	252,300	259,860
3264	Haz Mat Inspection Fees	129,501	148,000	130,000
3266	Risk Management Protection Plan	0	8,000	8,000
3388	Repossession Fees	810	900	900
3391	Inmate Worker Program Revenue	5,725	5,000	8,000
3427	Proposition 69 DNA ID Card	3,510	3,000	3,000
	<b>Subtotal</b>	<b>\$1,169,257</b>	<b>\$1,205,780</b>	<b>\$1,193,480</b>
<b><u>Highway and Street Charges</u></b>				
3267	Route Oversized Vehicle Charges	<b>\$1,344</b>	<b>\$900</b>	<b>\$1,000</b>
<b><u>Public Works Charges</u></b>				
3269	Street Lighting Assessment (735)	\$477,253	\$484,077	\$484,077
3270	Landscape Maintenance Assessment (774-775)	82,186	81,994	81,994
3271	Parkway Assessment (773)	481,117	488,186	488,186
3271	Parkway Assessment (772)	203,224	215,984	215,984
	<b>Subtotal</b>	<b>\$1,243,781</b>	<b>\$1,270,241</b>	<b>\$1,270,241</b>
<b><u>Recreation and Library Services</u></b>				
3276	Non-Residence Fees	\$2,203	\$2,500	\$2,500
3278	Youth Commission Revenue	139	0	0
3279	Canyon Park Rental	37,007	38,000	38,000
3282	Taxable Merchandise Sales	5,397	3,150	3,150
3283	Room Rentals - Community Center	85,743	86,000	79,500
3284	Software Cost Recovery	3,937	0	4,700
3285	Program Income and Fees	19,502	17,700	17,700
3286	Tennis Court Rentals	42	0	0
3287	Youth Contract Classes	44,037	40,000	40,000
3288	Adult Contract Classes	39,342	45,000	45,000
3290	Recreation Swimming	8	0	0
3292	Parks Outdoor Education Program	4,862	4,000	4,000
3293	Outdoor Education Program- MUSD	4,050	4,000	4,000
3294	Park Facility Reservation	4,865	2,500	2,700
3295	Youth Ballfield Rental	20	500	500
3296	Adult Ballfield Rental	6,832	6,000	6,000
3297	Community Center - Equipment Rental	192	100	100
3300	Canyon Park Admission Fee	114,947	115,000	120,000
3355	Tech Center Sales	7,718	7,500	7,000
3410	Spring Sponsorships	6,600	6,000	7,600
3418	Haunted Hike	0	15,000	0
3432	Youth Sports Revenue	9,441	9,000	9,000
3433	DVD Rentals	12,376	9,000	2,500
3444	Library Computer Class	120	100	0
3446	Birthday Party Package	675	500	500
3460	Canyon Park Special Activities	135	0	0
3474	Parade Sponsorships	3,000	3,000	3,000
3475	Halloween Sponsorships	7,250	6,500	8,700
	<b>Subtotal</b>	<b>\$420,438</b>	<b>\$421,050</b>	<b>\$406,150</b>
<b><u>Utility Services Revenue</u></b>				
3305	Water Sales	\$6,315,100	\$6,000,000	\$6,120,000
3306	Backflow Inspection Charges	60,688	60,000	60,000
3309	Utility Activation Fees	16,600	15,000	15,000
3310	Turn On/Shut Off Charges	16,834	20,000	20,000
3311	Meter Installation Charges	80,039	80,000	80,000
3312	Water Connection Charges	10	0	0
3314	Delinquent Penalty	94,454	100,000	100,000
3318	Sewer Service Charges	794,970	780,000	780,000

**City of Monrovia  
Revenues by Source  
Fiscal Years 2012-13 thru 2014-15**

<b>ACCT NO.</b>	<b>DESCRIPTION</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 ESTIMATED</b>	<b>2014-15 ADOPTED</b>
3320	Storm Drainage Charges	283,522	296,000	335,000
3321	Street Sweeping Charges	207,598	202,000	202,000
3324	Waste Impact Fees-Residential	406,929	385,000	406,000
3325	Hazardous Waste Pick Up	672	29,000	0
3326	Waste Impact Fees- Commercial	25,088	20,000	25,000
	<b>Subtotal</b>	<b>\$8,302,503</b>	<b>\$7,987,000</b>	<b>\$8,143,000</b>
<b><i>Miscellaneous Services</i></b>				
3229	Fingerprinting	\$23,253	\$25,000	\$10,000
3329	Charges for Prints/Publications	4,311	2,600	2,700
3330	Passport Fee	28,025	24,500	30,000
3331	Document Certification	5	0	0
3332	Typing Certification	415	500	500
3334	Proctor Testing	2,520	2,500	2,500
3336	Farebox Revenues	42,688	46,000	47,500
3337	Sales of Fuel	643,597	555,000	640,000
3339	Charges to Other Funds	6,906,326	7,251,530	6,925,475
3341	Auto/Equipment Repair Charges	187,472	200,000	242,000
3342	Business License Application Fees	39,885	40,250	45,000
3344	Other Assessments	49,946	46,350	48,000
3345	Microfilming/Scanning Fees	23,958	20,440	25,435
3431	Administrative Fines	75,385	47,000	52,000
3436	Passport Photos	15,134	15,400	15,400
3437	Passport Postage	6,475	5,600	6,400
3451	Document Notarization Fee	350	200	200
	<b>Subtotal</b>	<b>\$8,049,744</b>	<b>\$8,282,870</b>	<b>\$8,093,110</b>
<b>OTHER REVENUE</b>				
3352	Sale of Real & Personal Property	\$457,621	\$6,500	\$0
3353	Gain/Loss on Sales of Property	75,000	0	0
3356	SB-90 Reimbursement	23,940	25,000	25,000
3357	Miscellaneous Reimbursements	232,429	293,890	239,965
3362	Contributions	130,975	27,825	58,725
3363	Contributions - Park Bench	950	1,000	1,000
3364	Filming Revenues	13,622	15,000	15,000
3381	Gain (Loss) on Investment	1,411	0	0
3397	Other Revenues	18,028,246	779,245	379,158
3419-3421	Staff Recovery	15,993	16,600	16,600
3426	AB 1290 Reimbursement	349,646	200,000	250,000
3438	Developer Contribution	352,200	0	0
3440	Bradbury Reimbursement	7,745	8,448	8,448
3455	LA Clear Pass Through	15,187	0	0
3461	Banner Reimbursements	3,000	0	0
3462	SB-1186 Revenues	939	0	0
3476	Administrative Cost Allow Reimb	0	0	280,000
	<b>Subtotal</b>	<b>\$19,708,904</b>	<b>\$1,373,508</b>	<b>\$1,273,896</b>
	<b>TOTAL ALL FUNDS</b>	<b>\$79,737,098</b>	<b>\$65,876,540</b>	<b>\$67,861,094</b>
	<b>LESS INTERFUND CHARGES</b>	<b>\$6,873,204</b>	<b>\$7,234,129</b>	<b>\$6,896,058</b>
	<b>GRAND TOTAL ALL FUNDS</b>	<b>\$72,863,894</b>	<b>\$58,642,411</b>	<b>\$60,965,036</b>

**City of Monrovia**  
**Revenues by Fund**  
**Fiscal Years 2012-13 through 2014-15**

ACCT. NO.	DESCRIPTION	2012-13 ACTUAL	2013-14 ESTIMATED	2014-15 ADOPTED
<b>111</b>	<b>GENERAL FUND</b>			
	<i>PROPERTY TAXES:</i>			
3000	Current Secured	\$5,565,427	\$5,758,709	\$5,989,057
3003	Redemption Taxes	115,310	116,310	120,962
3010	Current Unsecured	113,371	125,686	130,713
3012	Property Tax In Lieu of VLF	3,238,719	3,328,688	3,461,836
3014	Penalties & Interest	40,452	51,154	53,200
3017	In-Lieu Property Taxes	238,993	238,008	238,993
	<b>Subtotal</b>	<b>\$9,312,272</b>	<b>\$9,618,555</b>	<b>\$9,994,761</b>
	<i>SALES TAXES:</i>			
3023	Sales Tax - 1%	\$6,374,589	\$6,693,319	\$7,027,985
3025	PSAF - 1/2 Cent Sales Tax	381,570	375,083	386,335
3026	Prop Tax-In Lieu of Sales Tax	2,349,489	2,186,648	2,186,648
	<b>Subtotal</b>	<b>\$9,105,649</b>	<b>\$9,255,050</b>	<b>\$9,600,968</b>
	<i>OTHER TAXES:</i>			
3027	Franchise Tax Fees	\$607,572	\$620,945	\$620,945
3030	Property Transfer Tax	152,425	200,000	204,000
3031	Business License Tax	515,012	555,000	555,000
3033	Business License Penalties	12,224	10,500	10,500
3034	Transient Occupancy Taxes	1,454,318	1,493,500	1,538,305
3036	In-Lieu Franchise Fees	313,435	292,268	295,280
	<b>Subtotal</b>	<b>\$3,054,985</b>	<b>\$3,172,213</b>	<b>\$3,224,030</b>
	<i>LICENSES &amp; PERMITS:</i>			
3037	Animal Licenses	\$129,045	\$95,000	\$102,000
3039	Taxi Service Establishment	658	0	500
3040	Taxi Service Drivers License	758	0	500
3042	Filming Coordinator Fees	14,140	0	0
3046	Film Permit Review	23,695	0	0
3053	Garage Sale Permits	4,139	4,425	4,425
3055	B/L Admin Processing Fee	14,300	14,300	14,300
3074	Fire Department Permits	170	0	0
3078	State Mandated Inspection	(298)	3,500	3,600
3079	Fire Service Impact Fee	51,246	400,000	497,740
3081	Fire System Permit Fee	34,808	53,000	54,500
3223	Fortune Telling Permit - Renewal	5	0	0
	<b>Subtotal</b>	<b>\$272,665</b>	<b>\$570,225</b>	<b>\$677,565</b>
	<i>FINES &amp; FORFEITURES:</i>			
3085	Court Fines (Vehicle Code)	\$179,594	\$175,000	\$175,000
3089	Civil Subpoena	1,030	100	300
3091	Library Book Fines	36,225	35,000	35,000
3092-3095	Miscellaneous Fines	3,024	2,980	2,850
	<b>Subtotal</b>	<b>\$219,874</b>	<b>\$213,080</b>	<b>\$213,150</b>
	<i>USE OF MONEY &amp; PROPERTY:</i>			
3096	Interest & Investment Earnings	\$49,536	\$50,000	\$100,000
3097	Rents & Concessions	4,028	0	0
	<b>Subtotal</b>	<b>\$53,564</b>	<b>\$50,000</b>	<b>\$100,000</b>
	<i>REVENUE FROM OTHER AGENCIES:</i>			
3105	Other County Grants	\$0	\$149,904	\$149,904
3106	Prop "A" Park Maintenance	76,647	30,000	0
3111	Motor Vehicle In-Lieu	20,497	0	17,000
3114	St. POST Reimbursements	10,759	10,000	10,000
3128	Homeowners Property Tax Relief	47,662	48,500	48,500
3129	St. Supp. Property Tax	104,582	131,097	137,652
3133	OES Reimbursement	11,564	0	0
3405	Homeland Security Grant	0	1,122,067	1,155,921

**City of Monrovia  
Revenues by Fund  
Fiscal Years 2012-13 through 2014-15**

ACCT. NO.	DESCRIPTION	2012-13 ACTUAL	2013-14 ESTIMATED	2014-15 ADOPTED
3480	Arcadia Reimbursement	0	0	10,000
	<b>Subtotal</b>	<b>\$271,711</b>	<b>\$1,491,568</b>	<b>\$1,528,977</b>
	<i>CHARGES FOR CURRENT SERVICES:</i>			
	<u><i>Plan Check</i></u>			
3198	Plan Check Fees	\$21,034	\$15,000	\$22,000
	<b>Subtotal</b>	<b>\$21,034</b>	<b>\$15,000</b>	<b>\$22,000</b>
	<u><i>Public Safety Services</i></u>			
3228	Filing Services	\$10,798	\$0	\$0
3230, 3236	Impounds	102,729	91,000	86,000
3233	Vehicle Equipment Corr. Inspection	4,233	4,000	4,000
3234	DUI Accident/Investigation Report	4,067	3,000	3,000
3243	Fire Incident Report	461	700	700
3245	Emergency Medical Service Fees	95,385	115,000	120,000
3248	Police and Fire False Alarms	15,445	16,980	16,000
3250	Police Crime Verification Letter	1,160	1,000	1,000
3254	Record Check	930	900	900
3258	Special Services/ Police and Fire	12,477	4,000	4,120
3261	Paramedic Service	528,779	525,000	525,000
3262	Fire Inspection/Test Fees	233,443	252,300	259,860
3388	Repossession Fees	810	900	900
3391	Inmate Worker Program	5,725	5,000	8,000
3427	Proposition 69 DNA ID Card	3,510	3,000	3,000
3431	Administrative Fines	10,048	7,000	7,000
	<b>Subtotal</b>	<b>\$1,030,001</b>	<b>\$1,029,780</b>	<b>\$1,039,480</b>
	<u><i>Recreation &amp; Library Services</i></u>			
3276	Non-Residence Fees	\$2,203	\$2,500	\$2,500
3278	Youth Comm Rev	139	0	0
3279	Canyon Park Cabin Rental	37,007	38,000	38,000
3282	Taxable Merchandise Revenue	5,397	3,150	3,150
3283	Room Rentals - Comm. Center	85,743	86,000	79,500
3284	Software Cost Recovery	3,937	0	4,700
3285	Program Income	19,502	17,700	17,700
3286	Tennis Court Rental	42	0	0
3287	Youth Contract Classes	44,037	40,000	40,000
3288	Adult Contract Classes	39,342	45,000	45,000
3290	Recreation Swimming	8	0	0
3292	Park Outdoor Ed Program	4,862	4,000	4,000
3293	Outdoor Ed Program- MUSD	4,050	4,000	4,000
3294	Park Facility Reservation	4,865	2,500	2,700
3295	Youth Ball Field Rental	20	500	500
3296	Adult Ball Field Rental	6,832	6,000	6,000
3297	Equipment Rental	192	100	100
3300	Canyon Park Admission Fee	114,947	115,000	120,000
3355	Tech Center Sales	7,718	7,500	7,000
3410	Spring Sponsorships	6,600	6,000	7,600
3418	Haunted Hike	0	15,000	0
3432	Youth Sports	9,441	9,000	9,000
3433	DVD Rentals	12,376	9,000	2,500
3444	Computer Class Fees	120	100	0
3446	Birthday Party Package	675	500	500
3460	Canyon Park Special Activities & Events	135	0	0
3474	Parade Sponsorships	3,000	3,000	3,000
3475	Halloween Sponsorships	7,250	6,500	8,700
	<b>Subtotal</b>	<b>\$420,438</b>	<b>\$421,050</b>	<b>\$406,150</b>
	<u><i>Miscellaneous Services</i></u>			
3229	Finger Printing	\$23,253	\$25,000	\$10,000
3329	Charges for Prints/Publications	1,492	1,500	1,500

**City of Monrovia**  
**Revenues by Fund**  
**Fiscal Years 2012-13 through 2014-15**

ACCT. NO.	DESCRIPTION	2012-13 ACTUAL	2013-14 ESTIMATED	2014-15 ADOPTED
3330	Passport Fees	28,025	24,500	30,000
3331	Document Certification	5	0	0
3332	Typing Certification	415	500	500
3334	Proctor Testing	2,520	2,500	2,500
3342	Business License Application Fees	39,885	40,250	45,000
3345	Microfilming/Scanning Fees	333	440	435
3436	Passport Photos	15,134	15,400	15,400
3437	Passport Postage	6,475	5,600	6,400
3451	Document Notarization	350	200	200
	<b>Subtotal</b>	<b>\$117,885</b>	<b>\$115,890</b>	<b>\$111,935</b>
	<i>OTHER REVENUE:</i>			
3352	Sale of Real/Personal Properties	\$452,000	\$6,500	\$0
3356	SB-90 Reimbursement	23,940	25,000	25,000
3357	Miscellaneous Reimbursement	222,756	127,000	128,600
3362	Contributions	104,599	22,375	58,275
3363	Contributions - Park Bench	950	1,000	1,000
3397	Other Revenues	13,574,025	659,245	250,678
3419, 3421	Staff Recovery	15,993	16,600	16,600
3426	AB 1290 Reimbursement	349,646	200,000	250,000
3462	SB-1186 Revenues	939	0	0
3476	Administrative Cost Allow Reimb	0	0	280,000
	<b>Subtotal</b>	<b>\$14,744,847</b>	<b>\$1,057,720</b>	<b>\$1,010,153</b>
	<b>TOTAL GENERAL FUND</b>	<b>\$38,624,926</b>	<b>\$27,010,131</b>	<b>\$27,929,169</b>
<b>211</b>	<b>EMERGENCY FUND</b>			
	<i>USE OF MONEY &amp; PROPERTY:</i>			
3096	Interest & Investment Earnings	\$120	\$400	\$0
	<b>Subtotal</b>	<b>\$120</b>	<b>\$400</b>	<b>\$0</b>
	<i>REVENUE FROM OTHER AGENCIES:</i>			
3105	Other County Grants	\$0	\$40,134	\$40,134
	<b>Subtotal</b>	<b>\$0</b>	<b>\$40,134</b>	<b>\$40,134</b>
	<i>OTHER REVENUE:</i>			
3381	Gain (Loss) on Investment	(\$58)	\$0	\$0
	<b>Subtotal</b>	<b>(\$58)</b>	<b>\$0</b>	<b>\$0</b>
	<b>TOTAL EMERGENCY FUND</b>	<b>\$62</b>	<b>\$40,534</b>	<b>\$40,134</b>
<b>212</b>	<b>RETIREMENT FUND</b>			
	<i>PROPERTY TAXES:</i>			
3000	Current Secured	\$4,205,064	\$4,229,600	\$4,373,300
3003	Redemption Taxes	64,238	65,257	66,800
3010	Current Unsecured	114,313	115,806	118,900
3014	Interest & Penalties	16,371	28,585	17,000
	<b>Subtotal</b>	<b>\$4,399,986</b>	<b>\$4,439,248</b>	<b>\$4,576,000</b>
	<i>USE OF MONEY &amp; PROPERTY:</i>			
3096	Interest & Investment Earnings	\$1,833	\$5,000	\$6,700
	<b>Subtotal</b>	<b>\$1,833</b>	<b>\$5,000</b>	<b>\$6,700</b>

**City of Monrovia**  
**Revenues by Fund**  
**Fiscal Years 2012-13 through 2014-15**

ACCT. NO.	DESCRIPTION	2012-13 ACTUAL	2013-14 ESTIMATED	2014-15 ADOPTED
<i>REVENUE FROM OTHER AGENCIES:</i>				
3128	Homeowners Property Tax Relief	\$46,152	\$31,198	\$48,000
3129	State Supp. Property Tax Roll	26,664	42,270	27,700
	<b>Subtotal</b>	<b>\$72,816</b>	<b>\$73,468</b>	<b>\$75,700</b>
<i>OTHER REVENUE:</i>				
3381	Gain (Loss) on Investment	\$152	\$0	\$0
3397	Other Revenues	2,000,000	0	0
	<b>Subtotal</b>	<b>\$2,000,152</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL RETIREMENT FUND</b>		<b>\$6,474,787</b>	<b>\$4,517,716</b>	<b>\$4,658,400</b>
<b>213 STREET MAINTENANCE FUND</b>				
<i>LICENSES &amp; PERMITS:</i>				
3069	Driveway Approach/Sidewalk	\$117	\$0	\$0
	<b>Subtotal</b>	<b>\$117</b>	<b>\$0</b>	<b>\$0</b>
<i>USE OF MONEY &amp; PROPERTY:</i>				
3096	Interest & Investment Earnings	\$2,373	\$2,000	\$4,600
	<b>Subtotal</b>	<b>\$2,373</b>	<b>\$2,000</b>	<b>\$4,600</b>
<i>REVENUE FROM OTHER AGENCIES:</i>				
3133	OES Reimbursement	\$0	\$323,375	\$41,551
3141	Federal Grants	0	100,000	130,000
	<b>Subtotal</b>	<b>\$0</b>	<b>\$423,375</b>	<b>\$171,551</b>
<i>OTHER REVENUE:</i>				
3381	Gain (Loss) on Investment	\$40	\$0	\$0
3397	Other Revenues	(50)	0	0
	<b>Subtotal</b>	<b>(\$10)</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL STREET MAINT. FUND</b>		<b>\$2,480</b>	<b>\$425,375</b>	<b>\$176,151</b>
<b>214 PENSION OBLIGATION BOND D/S FUND</b>				
<i>USE OF MONEY &amp; PROPERTY:</i>				
3096	Interest & Investment Earnings	\$197	\$100	\$600
	<b>Subtotal</b>	<b>\$197</b>	<b>\$100</b>	<b>\$600</b>
<b>TOTAL PENSION OBLIGATION BOND D/S FUND</b>		<b>\$197</b>	<b>\$100</b>	<b>\$600</b>
<b>221 PROPOSITION "A" FUND</b>				
<i>USE OF MONEY &amp; PROPERTY:</i>				
3096	Interest & Investment Earnings	\$1,345	\$1,500	\$3,200
	<b>Subtotal</b>	<b>\$1,345</b>	<b>\$1,500</b>	<b>\$3,200</b>
<i>REVENUE FROM OTHER AGENCIES:</i>				
3105	Other County Grants	\$134,912	\$258,000	\$263,000
3108	Incentive Grants- City	152,440	180,000	180,000
3127	State Sales Tax	617,851	643,000	669,000
	<b>Subtotal</b>	<b>\$905,203</b>	<b>\$1,081,000</b>	<b>\$1,112,000</b>
<i>CHARGES FOR CURRENT SERVICES:</i>				
3336	Fare box Revenues	\$42,688	\$46,000	\$47,500
	<b>Subtotal</b>	<b>\$42,688</b>	<b>\$46,000</b>	<b>\$47,500</b>

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ACCT. NO.	DESCRIPTION	2012-13 ACTUAL	2013-14 ESTIMATED	2014-15 ADOPTED
<i>OTHER REVENUE:</i>				
3381	Gain (Loss) on Investment	(\$75)	\$0	\$0
3440	Bradbury Reimbursement	7,745	8,448	8,448
	<b>Subtotal</b>	<b>\$7,670</b>	<b>\$8,448</b>	<b>\$8,448</b>
<b>TOTAL PROPOSITION "A" FUND</b>		<b>\$956,906</b>	<b>\$1,136,948</b>	<b>\$1,171,148</b>
<b>222 PROPOSITION "C" FUND</b>				
<i>USE OF MONEY &amp; PROPERTY:</i>				
3096	Interest & Investment Earnings	\$2,443	\$2,000	\$7,800
	<b>Subtotal</b>	<b>\$2,443</b>	<b>\$2,000</b>	<b>\$7,800</b>
<i>REVENUE FROM OTHER AGENCIES:</i>				
3104	Proposition C	\$512,808	\$534,000	\$550,000
	<b>Subtotal</b>	<b>\$512,808</b>	<b>\$534,000</b>	<b>\$550,000</b>
<i>OTHER REVENUE:</i>				
3381	Gain (Loss) on Investment	(\$24)	\$0	\$0
	<b>Subtotal</b>	<b>(\$24)</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL PROPOSITION "C" FUND</b>		<b>\$515,227</b>	<b>\$536,000</b>	<b>\$557,800</b>
<b>223 AB2766 FUND</b>				
<i>USE OF MONEY &amp; PROPERTY:</i>				
3096	Interest & Investment Earnings	\$412	\$300	\$1,300
	<b>Subtotal</b>	<b>\$412</b>	<b>\$300</b>	<b>\$1,300</b>
<i>REVENUE FROM OTHER AGENCIES:</i>				
3102	MTA	\$4,439	\$6,000	\$8,000
3103	Foothill Transit Fares	556	1,000	1,000
3118	DMV Fee/Air Quality	44,305	46,000	46,000
	<b>Subtotal</b>	<b>\$49,300</b>	<b>\$53,000</b>	<b>\$55,000</b>
<i>OTHER REVENUE:</i>				
3381	Gain (Loss) on Investment	\$6	\$0	\$0
	<b>Subtotal</b>	<b>\$6</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL AB2766 FUND</b>		<b>\$49,718</b>	<b>\$53,300</b>	<b>\$56,300</b>
<b>224 MEASURE "R" FUND</b>				
<i>USE OF MONEY &amp; PROPERTY:</i>				
3096	Interest & Investment Earnings	\$1,914	\$1,000	\$7,800
	<b>Subtotal</b>	<b>\$1,914</b>	<b>\$1,000</b>	<b>\$7,800</b>
<i>REVENUE FROM OTHER AGENCIES:</i>				
3435	Measure "R"	\$383,908	\$398,000	\$414,000
	<b>Subtotal</b>	<b>\$383,908</b>	<b>\$398,000</b>	<b>\$414,000</b>
<i>OTHER REVENUE:</i>				
3381	Gain (Loss) on Investment	\$100	\$0	\$0
	<b>Subtotal</b>	<b>\$100</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL MEASURE "R" FUND</b>		<b>\$385,922</b>	<b>\$399,000</b>	<b>\$421,800</b>
<b>231 TRAFFIC SAFETY FUND</b>				
<i>FINES &amp; FORFEITURES:</i>				
3083	Non-Sweeping Parking Fines	\$132,158	\$120,000	\$120,000

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ACCT. NO.	DESCRIPTION	2012-13 ACTUAL	2013-14 ESTIMATED	2014-15 ADOPTED
3084	Street Sweeping Parking Fines	230,673	200,000	200,000
3090	Parking Bail	86,248	90,000	90,000
	<b>Subtotal</b>	<b>\$449,079</b>	<b>\$410,000</b>	<b>\$410,000</b>
	<b>TOTAL TRAFFIC SAFETY FUND</b>	<b>\$449,079</b>	<b>\$410,000</b>	<b>\$410,000</b>
<b>232 GAS TAX FUND</b>				
	<i>REVENUE FROM OTHER AGENCIES:</i>			
3121	Gasoline Tax - 2106	\$124,922	\$128,624	\$154,289
3122	Gasoline Tax - 2107	283,484	278,094	236,024
3123	Gasoline Tax - 2107.5	6,000	6,000	6,000
3125	Gasoline Tax - 2105	173,000	186,787	192,088
3443	Highway Users Tax	314,125	565,935	417,982
	<b>Subtotal</b>	<b>\$901,532</b>	<b>\$1,165,440</b>	<b>\$1,006,383</b>
	<b>TOTAL GAS TAX FUND</b>	<b>\$901,532</b>	<b>\$1,165,440</b>	<b>\$1,006,383</b>
<b>233 BIKEWAY FUND</b>				
	<i>REVENUE FROM OTHER AGENCIES:</i>			
3124	Gas Tax-Bikeways	\$30,000	\$16,973	\$0
	<b>Subtotal</b>	<b>\$30,000</b>	<b>\$16,973</b>	<b>\$0</b>
	<b>TOTAL BIKEWAY FUND</b>	<b>\$30,000</b>	<b>\$16,973</b>	<b>\$0</b>
<b>234 LIBRARY GRANT FUND</b>				
	<i>USE OF MONEY &amp; PROPERTY:</i>			
3096	Interest & Investment Earnings	\$83	\$50	\$300
	<b>Subtotal</b>	<b>\$83</b>	<b>\$50</b>	<b>\$300</b>
	<i>REVENUE FROM OTHER AGENCIES:</i>			
3120	State Grant	\$27,634	\$29,000	\$25,000
3132	Library Assistance Grant	17,369	0	0
	<b>Subtotal</b>	<b>\$45,003</b>	<b>\$29,000</b>	<b>\$25,000</b>
	<i>OTHER REVENUE:</i>			
3362	Contributions	\$26,222	\$5,000	\$0
3381	Gain (Loss) on Investment	(5)	0	0
	<b>Subtotal</b>	<b>\$26,217</b>	<b>\$5,000</b>	<b>\$0</b>
	<b>TOTAL LIBRARY GRANT FUND</b>	<b>\$71,303</b>	<b>\$34,050</b>	<b>\$25,300</b>
<b>235 HAZARDOUS MATERIALS FUND</b>				
	<i>USE OF MONEY &amp; PROPERTY:</i>			
3096	Interest & Investment Earnings	\$14	\$0	\$0
	<b>Subtotal</b>	<b>\$14</b>	<b>\$0</b>	<b>\$0</b>
	<i>CHARGES FOR CURRENT SERVICES:</i>			
3264	Hazmat Fees	\$129,501	\$148,000	\$130,000
3266	Risk Mgmt Protection Plan	0	8,000	8,000
	<b>Subtotal</b>	<b>\$129,501</b>	<b>\$156,000</b>	<b>\$138,000</b>
	<i>OTHER REVENUE:</i>			
3357	Miscellaneous Reimbursement	\$19,998	\$0	\$0
3381	Gain (Loss) on Investment	(3)	0	0
	<b>Subtotal</b>	<b>\$19,995</b>	<b>\$0</b>	<b>\$0</b>
	<b>TOTAL HAZARDOUS MATERIALS FUND</b>	<b>\$149,510</b>	<b>\$156,000</b>	<b>\$138,000</b>

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ACCT. NO.	DESCRIPTION	2012-13 ACTUAL	2013-14 ESTIMATED	2014-15 ADOPTED
<b>243 HOUSING DEVELOPMENT FUND</b>				
<i>REVENUE FROM OTHER AGENCIES:</i>				
3142	C.D.B.G. Reimbursements	\$326,295	\$237,249	\$236,435
	<b>Subtotal</b>	<b>\$326,295</b>	<b>\$237,249</b>	<b>\$236,435</b>
	<b>TOTAL HOUSING DEVELOPMENT FUND</b>	<b>\$326,295</b>	<b>\$237,249</b>	<b>\$236,435</b>
<b>245 ASSET FORFEITURE FUND</b>				
<i>REVENUE FROM OTHER AGENCIES:</i>				
3115	NARC-State & Local Gov.	\$10,357	\$15,000	\$10,000
3145	NARC-Justice Department	35,788	50,000	30,000
3146	NARC-Treasury Department	0	10,000	5,000
	<b>Subtotal</b>	<b>\$46,144</b>	<b>\$75,000</b>	<b>\$45,000</b>
<i>CHARGES FOR CURRENT SERVICES:</i>				
3232	Impound/Vehicle Release	\$14,301	\$19,000	\$17,000
3234	DUI Accid/Invest Report	5,503	8,000	6,000
	<b>Subtotal</b>	<b>\$19,804</b>	<b>\$27,000</b>	<b>\$23,000</b>
<i>OTHER REVENUE:</i>				
3357	Miscellaneous Reimbursement	\$13,344	\$40,000	\$33,000
3455	Dept of Cons-10% LA Clear Pass Thru	15,187	0	0
	<b>Subtotal</b>	<b>\$28,531</b>	<b>\$40,000</b>	<b>\$33,000</b>
	<b>TOTAL ASSET FORFEITURE FUND</b>	<b>\$94,480</b>	<b>\$142,000</b>	<b>\$101,000</b>
<b>246 POLICE GRANTS FUND</b>				
<i>REVENUE FROM OTHER AGENCIES:</i>				
3136	Other State Grants	\$100,000	\$100,000	\$100,000
3357	Miscellaneous Reimbursement	9,912	107,140	58,615
3405	Homeland Security Grant	392,557	27,294	27,294
	<b>Subtotal</b>	<b>\$502,469</b>	<b>\$234,434</b>	<b>\$185,909</b>
	<b>TOTAL POLICE GRANTS FUND</b>	<b>\$502,469</b>	<b>\$234,434</b>	<b>\$185,909</b>
<b>247 HIDTA GRANT</b>				
<i>REVENUE FROM OTHER AGENCIES:</i>				
3422	HIDTA Grant	\$5,342,971	\$7,036,449	\$8,413,142
	<b>Subtotal</b>	<b>\$5,342,971</b>	<b>\$7,036,449</b>	<b>\$8,413,142</b>
	<b>TOTAL HIDTA GRANT</b>	<b>\$5,342,971</b>	<b>\$7,036,449</b>	<b>\$8,413,142</b>
<b>248 OFFICE OF EMERGENCY SERVICES</b>				
<i>REVENUE FROM OTHER AGENCIES:</i>				
3423	OES Grant	\$407,899	\$0	\$0
3463	BSCC Grant	286,026	908,221	782,260
	<b>Subtotal</b>	<b>\$693,925</b>	<b>\$908,221</b>	<b>\$782,260</b>
	<b>TOTAL OFFICE OF EMERGENCY SERVICES</b>	<b>\$693,925</b>	<b>\$908,221</b>	<b>\$782,260</b>

**City of Monrovia  
Revenues by Fund  
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ACCT. NO.	DESCRIPTION	2012-13 ACTUAL	2013-14 ESTIMATED	2014-15 ADOPTED
<b>249 OTHER FIDUCIARY POLICE GRANTS</b>				
<i>USE OF MONEY &amp; PROPERTY:</i>				
3096	Interest & Investment Earnings	\$312	\$100	\$1,200
	<b>Subtotal</b>	<b>\$312</b>	<b>\$100</b>	<b>\$1,200</b>
<i>OTHER REVENUES</i>				
3397	Other Revenues	\$130,977	\$0	\$0
	<b>Subtotal</b>	<b>\$130,977</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL OTHER FIDUCIARY POLICE GRANTS</b>		<b>\$131,289</b>	<b>\$100</b>	<b>\$1,200</b>
<b>261 LIGHTING &amp; LAND ASSESSMENT FUND</b>				
<i>USE OF MONEY &amp; PROPERTY:</i>				
3096	Interest & Investment Earnings	\$228	\$0	\$600
	<b>Subtotal</b>	<b>\$228</b>	<b>\$0</b>	<b>\$600</b>
<i>REVENUE FROM OTHER AGENCIES:</i>				
3106	Prop "A" Park Maintenance	\$0	\$0	\$30,000
	<b>Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,000</b>
<i>CHARGES FOR CURRENT SERVICES:</i>				
3269	Street Lighting Assessment (735)	\$477,253	\$484,077	\$484,077
3270	Landscape Assessment (774, 775)	82,186	81,994	81,994
3271	Parkway Assessment	481,117	488,186	488,186
	<b>Subtotal</b>	<b>\$1,040,557</b>	<b>\$1,054,257</b>	<b>\$1,054,257</b>
<i>OTHER REVENUE:</i>				
3357	Miscellaneous Reimbursement	(\$57,958)	\$10,000	\$10,000
3381	Gain (Loss) on Investment	28	0	0
	<b>Subtotal</b>	<b>(\$57,930)</b>	<b>\$10,000</b>	<b>\$10,000</b>
<b>TOTAL LIGHTING &amp; LAND ASSESSMENT FUND</b>		<b>\$982,854</b>	<b>\$1,064,257</b>	<b>\$1,094,857</b>
<b>266 PARK MAINTENANCE ASSESSMENT FUND</b>				
<i>USE OF MONEY &amp; PROPERTY:</i>				
3096	Interest & Investment Earnings	\$109	\$100	\$500
	<b>Subtotal</b>	<b>\$109</b>	<b>\$100</b>	<b>\$500</b>
<i>REVENUE FROM OTHER AGENCIES:</i>				
3106	Prop "A" Park Maintenance	\$76,648	\$30,000	\$0
	<b>Subtotal</b>	<b>\$76,648</b>	<b>\$30,000</b>	<b>\$0</b>
<i>CHARGES FOR CURRENT SERVICES:</i>				
3271	Parkway Assessment	\$203,224	\$215,984	\$215,984
	<b>Subtotal</b>	<b>\$203,224</b>	<b>\$215,984</b>	<b>\$215,984</b>
<i>OTHER REVENUE:</i>				
3381	Gain (Loss) on Investment	\$13	\$0	\$0
	<b>Subtotal</b>	<b>\$13</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL PARK MAINTENANCEASSESSMENT FUND</b>		<b>\$279,994</b>	<b>\$246,084</b>	<b>\$216,484</b>
<b>271 BUSINESS IMPROVEMENT DISTRICT</b>				
<i>USE OF MONEY &amp; PROPERTY:</i>				
3096	Interest & Investment Earnings	\$12	\$50	\$100
	<b>Subtotal</b>	<b>\$12</b>	<b>\$50</b>	<b>\$100</b>

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ACCT. NO.	DESCRIPTION	2012-13 ACTUAL	2013-14 ESTIMATED	2014-15 ADOPTED
<i>CHARGES FOR CURRENT SERVICES:</i>				
3344	Assessments	\$49,946	\$46,350	\$48,000
	<b>Subtotal</b>	<b>\$49,946</b>	<b>\$46,350</b>	<b>\$48,000</b>
<i>OTHER REVENUE:</i>				
3362	Contributions	(\$320)	\$0	\$0
3364	Filing Revenues	13,622	15,000	15,000
3381	Gain (Loss) on Investment	(3)	0	0
3397	Other Revenues	22,866	0	0
	<b>Subtotal</b>	<b>\$36,165</b>	<b>\$15,000</b>	<b>\$15,000</b>
<b>TOTAL BUSINESS IMPROVEMENT DISTRICT</b>		<b>\$86,123</b>	<b>\$61,400</b>	<b>\$63,100</b>
<b>281 DEVELOPMENT SERVICES FUND</b>				
<i>LICENSES &amp; PERMITS:</i>				
3046	Film Permit Review	\$0	\$25,000	\$20,000
3048	Permanent Encroachment Permits	35,999	20,000	25,000
3049	Public Improvement Inspection- Residential	0	500	0
3050	Public Improvement Inspection- Commercial	0	2,500	0
3051	Building Permit Fees	179,367	270,000	275,000
3052	Electrical Permit Fees	33,175	40,000	40,000
3056	Air Condition/Refrigerator/Heating Permits	18,068	30,000	30,000
3061	Grading Inspection Fees- Residential	30,378	12,500	16,000
3064	Grading Inspection Fees- Commercial	16,594	3,500	0
3065	Plumbing/Sewer Permits	29,682	35,000	30,000
3066	Building Permit / No Plan Check Fees	103,747	120,000	120,000
3067	Building Demo Permit	2,404	2,000	2,000
3070	50/50 Driveway Approach	226	0	0
3071	Inspections-Relocations	64	0	0
3072	Reinspection Fees	325	500	500
	<b>Subtotal</b>	<b>\$450,029</b>	<b>\$561,500</b>	<b>\$558,500</b>
<i>USE OF MONEY &amp; PROPERTY:</i>				
3096	Interest & Investment Earnings	\$447	\$100	\$1,100
	<b>Subtotal</b>	<b>\$447</b>	<b>\$100</b>	<b>\$1,100</b>
<i>CHARGES FOR CURRENT SERVICES:</i>				
<b><u>Building</u></b>				
3198	Plan Check Fees- Residential	\$189,777	\$280,500	\$251,000
3200	Additional Plan Check Fees	22,615	20,000	15,000
3202	Plan Revision Checking	1,698	1,000	1,000
3203	Computerization Cost Recovery	8,120	8,000	8,000
	<b>Subtotal</b>	<b>\$222,209</b>	<b>\$309,500</b>	<b>\$275,000</b>
<b><u>Planning</u></b>				
3159	Landscape Plan Check	\$3,020	\$2,190	\$2,920
3160	Hillside Development Permit	0	600	600
3161	Environmental Assessment	2,865	1,700	1,700
3162	Window/Awning Sign Permit	67	120	120
3164	Historical Preservation- Mills Act	590	990	990
3165	Historical Preservation- Design Fee	570	570	570
3166	Historical Preservation- Certificate Application	588	1,050	700
3167	Minor Variance Review	6,885	6,300	7,875
3168	Variance Fees	4,510	3,465	3,465
3170	Time Ext Review	0	270	270
3171	Temporary Banner Review	281	350	350
3172	Change of Address	443	477	477
3177	Minor Conditional Use Permit	1,590	2,300	930
3178	Conditional Use Permit	30,437	35,000	35,000

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ACCT. NO.	DESCRIPTION	2012-13 ACTUAL	2013-14 ESTIMATED	2014-15 ADOPTED
3183	Conditional Use Permit- Amendment	1,920	2,880	2,880
3187	Zone Change Fees	13,367	6,675	6,675
3188	Zone Response Letter	700	510	680
3189	Property Owner List Prep.	5,486	7,385	7,385
3190	Lot Split Fees	1,400	0	0
3194	Vest Parcel Map Fees	24,665	0	0
3195	Appeal Fees	130	0	0
3197	Notice of Publication Fees	3,690	4,320	4,860
3207	General Plan Cost Recovery	25,976	0	35,000
3208	DRC- Single Family	1,355	0	0
3209	DRC- Single Family addition	4,068	0	0
3210	DRC- Comm'l/ Ind/ Manf.	11,670	0	0
3211	DRC- New Sign	3,802	0	0
3212	DRC- New Face Change	126	0	0
3213	DRC- Other	2,760	3,500	5,000
3216	Temporary Use Review	158	0	0
3425	Plan Check-Bldg Permit Plans	30,720	45,000	45,000
3447	DRC Approval/Encroachment Permit	450	600	600
3456	Wireless Facility	4,520	3,750	3,500
3466	Subdivision Fees	0	20,095	26,095
3467	Appeal Fees	0	510	510
3468	Mining Fees	0	0	0
3470	Design Review	0	18,830	24,390
3471	Sign Review	0	5,565	6,615
3473	Historic Preservation-Surcharge	3,694	3,500	3,500
	<b>Subtotal</b>	<b>\$192,503</b>	<b>\$178,502</b>	<b>\$228,657</b>
	<b><u>Engineering</u></b>			
3169	Certificate of Compliance	\$1,000	\$500	\$500
3191	Tract Map Fees	12,544	6,000	3,000
3193	Parcel Map Fees	3,564	3,000	3,000
3199	Plan Check Fees- Commercial	3,610	3,500	4,000
3204	Construction Inspection	78,393	50,000	55,000
3218	Grading Plan Check- Residential	34,340	13,000	10,000
3219	Grading Plan Check- Commercial	16,768	3,000	10,000
3448	Building Review	14,810	7,000	12,500
	<b>Subtotal</b>	<b>\$165,028</b>	<b>\$86,000</b>	<b>\$98,000</b>
	<b><u>Highway and Street Charges</u></b>			
3267	Oversize Vehicles	\$1,344	\$900	\$1,000
	<b>Subtotal</b>	<b>\$1,344</b>	<b>\$900</b>	<b>\$1,000</b>
	<b><u>Other</u></b>			
3329	Charges for Prints/Publications	\$1,281	\$1,100	\$1,200
3345	Microfilming/Scanning Fees	23,625	20,000	25,000
3431	Administrative Fines	65,337	40,000	45,000
	<b>Subtotal</b>	<b>\$90,243</b>	<b>\$61,100</b>	<b>\$71,200</b>
	<b><u>OTHER REVENUE:</u></b>			
3357	Miscellaneous Reimbursement	\$539	\$500	\$500
3362	Contributions	322	450	450
3381	Gain (Loss) on Investment	44	0	0
3397	Other Revenues	151,373	70,000	60,000
	<b>Subtotal</b>	<b>\$152,278</b>	<b>\$70,950</b>	<b>\$60,950</b>
	<b>TOTAL DEVELOPMENT SERVICES FUND</b>	<b>\$1,274,081</b>	<b>\$1,268,552</b>	<b>\$1,294,407</b>

**City of Monrovia**  
**Revenues by Fund**  
**Fiscal Years 2012-13 through 2014-15**

ACCT. NO.	DESCRIPTION	2012-13 ACTUAL	2013-14 ESTIMATED	2014-15 ADOPTED
<b>311 CAPITAL IMPROVEMENT FUND</b>				
<i>OTHER TAXES:</i>				
3032	Construction Tax	\$20,167	\$5,000	\$20,000
	<b>Subtotal</b>	<b>\$20,167</b>	<b>\$5,000</b>	<b>\$20,000</b>
<i>USE OF MONEY &amp; PROPERTY:</i>				
3096	Interest & Investment Earnings	\$1,883	\$0	\$1,100
3097	Rents & Concessions	1,203	0	0
	<b>Subtotal</b>	<b>\$3,086</b>	<b>\$0</b>	<b>\$1,100</b>
<i>REVENUE FROM OTHER AGENCIES:</i>				
3105	Other County Grants	\$31,345	\$3,700	\$141,438
3141	Federal Grants	675	200,000	0
3464	5309 Grant Revenue	179,089	0	0
	<b>Subtotal</b>	<b>\$211,109</b>	<b>\$203,700</b>	<b>\$141,438</b>
<i>OTHER REVENUE:</i>				
3362	Contributions	\$151	\$0	\$0
3397	Other Revenues	2,055,821	0	0
3438	Developer Contribution	352,200	0	0
	<b>Subtotal</b>	<b>\$2,408,172</b>	<b>\$0</b>	<b>\$0</b>
	<b>TOTAL CAPITAL IMPROVEMENT FUND</b>	<b>\$2,642,534</b>	<b>\$208,700</b>	<b>\$162,538</b>
<b>411 WATER UTILITY FUND</b>				
<i>USE OF MONEY &amp; PROPERTY:</i>				
3096	Interest & Investment Earnings	\$10,902	\$5,000	\$47,700
	<b>Subtotal</b>	<b>\$10,902</b>	<b>\$5,000</b>	<b>\$47,700</b>
<i>CHARGES FOR CURRENT SERVICES:</i>				
3305	Water Sales	\$6,315,100	\$6,000,000	\$6,120,000
3306	Backflow Device Installation	60,688	60,000	60,000
3309	Utility Activation Fees	16,600	15,000	15,000
3310	Turn On/Shut Off Charges	16,834	20,000	20,000
3311	Meter Installation Charges	80,039	80,000	80,000
3312	Water Connection Charge	10	0	0
3314	Delinquent Penalty	94,454	100,000	100,000
3329	Charges for Prints/Publications	1,500	0	0
	<b>Subtotal</b>	<b>\$6,585,225</b>	<b>\$6,275,000</b>	<b>\$6,395,000</b>
<i>OTHER REVENUE:</i>				
3357	Miscellaneous Reimbursement	\$631	\$0	\$0
3381	Gain (Loss) on Investment	740	0	0
3397	Other Revenues	53,394	50,000	50,000
	<b>Subtotal</b>	<b>\$54,765</b>	<b>\$50,000</b>	<b>\$50,000</b>
	<b>TOTAL WATER UTILITY FUND</b>	<b>\$6,650,891</b>	<b>\$6,330,000</b>	<b>\$6,492,700</b>
<b>421 SANITATION FUND</b>				
<i>USE OF MONEY &amp; PROPERTY:</i>				
3096	Interest & Investment Earnings	\$3,138	\$1,000	\$8,400
	<b>Subtotal</b>	<b>\$3,138</b>	<b>\$1,000</b>	<b>\$8,400</b>
<i>CHARGES FOR CURRENT SERVICES:</i>				
3318	Sewer Service Charge	\$794,970	\$780,000	\$780,000
	<b>Subtotal</b>	<b>\$794,970</b>	<b>\$780,000</b>	<b>\$780,000</b>

**City of Monrovia**  
**Revenues by Fund**  
**Fiscal Years 2012-13 through 2014-15**

ACCT. NO.	DESCRIPTION	2012-13 ACTUAL	2013-14 ESTIMATED	2014-15 ADOPTED
<i>OTHER REVENUE:</i>				
3357	Miscellaneous Reimbursement	\$11,471	\$8,000	\$8,000
3381	Gain (Loss) on Investment	35	0	0
	<b>Subtotal</b>	<b>\$11,506</b>	<b>\$8,000</b>	<b>\$8,000</b>
<b>TOTAL SANITATION FUND</b>		<b>\$809,614</b>	<b>\$789,000</b>	<b>\$796,400</b>
<b>423 STORM DRAINAGE FUND</b>				
<i>USE OF MONEY &amp; PROPERTY:</i>				
3096	Interest & Investment Earnings	\$786	\$500	\$3,000
	<b>Subtotal</b>	<b>\$786</b>	<b>\$500</b>	<b>\$3,000</b>
<i>CHARGES FOR CURRENT SERVICES:</i>				
3320	Storm Drain Maint. Fee	\$283,522	\$296,000	\$335,000
	<b>Subtotal</b>	<b>\$283,522</b>	<b>\$296,000</b>	<b>\$335,000</b>
<i>OTHER REVENUE:</i>				
3357	Miscellaneous Reimbursement	\$145	\$0	\$0
3381	Gain (Loss) on Investment	19	0	0
	<b>Subtotal</b>	<b>\$164</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL STORM DRAINAGE FUND</b>		<b>\$284,472</b>	<b>\$296,500</b>	<b>\$338,000</b>
<b>424 STREET SWEEPING FUND</b>				
<i>USE OF MONEY &amp; PROPERTY:</i>				
3096	Interest & Investment Earnings	\$154	\$100	\$700
	<b>Subtotal</b>	<b>\$154</b>	<b>\$100</b>	<b>\$700</b>
<i>CHARGES FOR CURRENT SERVICES:</i>				
3321	Street Sweeping Charges	\$207,598	\$202,000	\$202,000
	<b>Subtotal</b>	<b>\$207,598</b>	<b>\$202,000</b>	<b>\$202,000</b>
<i>OTHER REVENUE:</i>				
3381	Gain (Loss) on Investment	\$13	\$0	\$0
	<b>Subtotal</b>	<b>\$13</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL STREET SWEEPING FUND</b>		<b>\$207,765</b>	<b>\$202,100</b>	<b>\$202,700</b>
<b>431 ENVIRONMENTAL SVCS-WASTE MGMT</b>				
<i>OTHER TAXES:</i>				
3057	Commercial Franchise Fees	\$261,225	\$272,000	\$280,000
3058	Residential Franchise Fees	420,049	414,000	424,000
3478	Old Town Franchise Fees	0	0	20,000
	<b>Subtotal</b>	<b>\$681,273</b>	<b>\$686,000</b>	<b>\$724,000</b>
<i>USE OF MONEY &amp; PROPERTY:</i>				
3096	Interest & Investment Earnings	\$1,791	\$1,200	\$6,700
	<b>Subtotal</b>	<b>\$1,791</b>	<b>\$1,200</b>	<b>\$6,700</b>
<i>REVENUES FROM OTHER AGENCIES:</i>				
3136	Other State Grants	\$35,477	\$38,147	\$40,072
3138	Beverage Container Grant	8,577	10,000	10,000
	<b>Subtotal</b>	<b>\$44,054</b>	<b>\$48,147</b>	<b>\$50,072</b>
<i>CHARGES FOR CURRENT SERVICES:</i>				
3324	Waste Impact Fees-Residential	\$406,929	\$385,000	\$406,000
3325	Waste Impact Fees-Residential P.U.	672	29,000	0

**City of Monrovia**  
**Revenues by Fund**  
**Fiscal Years 2012-13 through 2014-15**

ACCT. NO.	DESCRIPTION	2012-13 ACTUAL	2013-14 ESTIMATED	2014-15 ADOPTED
3326	Waste Impact Fees-Commercial	25,088	20,000	25,000
	<b>Subtotal</b>	<b>\$432,689</b>	<b>\$434,000</b>	<b>\$431,000</b>
	<i>OTHER REVENUE:</i>			
3357	Miscellaneous Reimbursement	\$1,345	\$1,250	\$1,250
3381	Gain (Loss) on Investment	31	0	0
	<b>Subtotal</b>	<b>\$1,376</b>	<b>\$1,250</b>	<b>\$1,250</b>
	<b>TOTAL ENVIRONMENTAL SVCS-WASTE MGMT</b>	<b>\$1,161,183</b>	<b>\$1,170,597</b>	<b>\$1,213,022</b>
<b>511</b>	<b>FACILITIES MAINTENANCE FUND</b>			
	<i>USE OF MONEY &amp; PROPERTY:</i>			
3096	Interest & Investment Earnings	\$322	\$150	\$1,300
3097	Rents & Concessions	0	3,600	18,000
	<b>Subtotal</b>	<b>\$322</b>	<b>\$3,750</b>	<b>\$19,300</b>
	<i>REVENUE FROM OTHER AGENCIES:</i>			
3106	Prop "A" Park Maintenance	\$0	\$0	\$30,000
	<b>Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,000</b>
	<i>CHARGES FOR CURRENT SERVICES:</i>			
3329	Charges for Prints/Publications	\$72	\$0	\$0
3339	Charges to Other Funds	1,674,543	1,700,000	1,800,000
	<b>Subtotal</b>	<b>\$1,674,615</b>	<b>\$1,700,000</b>	<b>\$1,800,000</b>
	<i>OTHER REVENUE:</i>			
3357	Miscellaneous Reimbursement	\$1,088	\$0	\$0
3381	Gain (Loss) on Investment	61	0	0
3397	Other Revenues	0	0	18,480
3461	Banner Reimbursements	3,000	0	0
	<b>Subtotal</b>	<b>\$4,149</b>	<b>\$0</b>	<b>\$18,480</b>
	<b>TOTAL FACILITIES MAINT. FUND</b>	<b>\$1,679,086</b>	<b>\$1,703,750</b>	<b>\$1,867,780</b>
<b>512</b>	<b>EQUIPMENT REPLACEMENT FUND</b>			
	<i>USE OF MONEY &amp; PROPERTY:</i>			
3096	Interest & Investment Earnings	\$3,832	\$2,000	\$15,400
3097	Rents & Concessions	14,400	14,400	14,400
	<b>Subtotal</b>	<b>\$18,232</b>	<b>\$16,400</b>	<b>\$29,800</b>
	<i>CHARGES FOR CURRENT SERVICES:</i>			
3337	Sales of Fuel	\$643,597	\$555,000	\$640,000
3339	Charges to Other Funds	951,317	1,172,861	1,167,174
3341	Auto/Equipment Repair Charges	187,472	200,000	242,000
	<b>Subtotal</b>	<b>\$1,782,386</b>	<b>\$1,927,861</b>	<b>\$2,049,174</b>
	<i>OTHER REVENUE:</i>			
3352	Sale of Real/Personal Properties	\$5,621	\$0	\$0
3353	Gain/Loss Sale of Property	75,000	0	0
3357	Miscellaneous Reimbursement	1,207	0	0
3381	Gain (Loss) on Investment	79	0	0
	<b>Subtotal</b>	<b>\$81,907</b>	<b>\$0</b>	<b>\$0</b>
	<b>TOTAL EQUIPMENT REPLACEMENT FUND</b>	<b>\$1,882,525</b>	<b>\$1,944,261</b>	<b>\$2,078,974</b>

**City of Monrovia**  
**Revenues by Fund**  
**Fiscal Years 2012-13 through 2014-15**

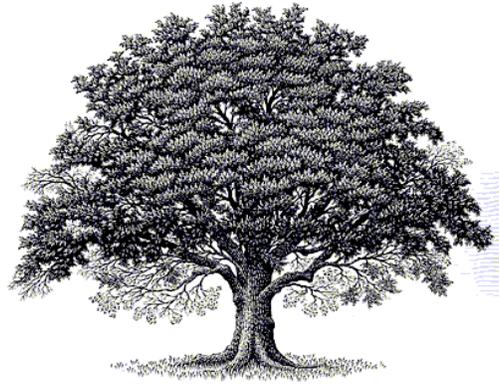
ACCT. NO.	DESCRIPTION	2012-13 ACTUAL	2013-14 ESTIMATED	2014-15 ADOPTED
<b>521 CENTRAL SERVICES FUND</b>				
<i>USE OF MONEY &amp; PROPERTY:</i>				
3096	Interest & Investment Earnings	\$1,167	\$600	\$3,800
	<b>Subtotal</b>	<b>\$1,167</b>	<b>\$600</b>	<b>\$3,800</b>
<i>CHARGES FOR CURRENT SERVICES:</i>				
3339	Charges to Other Funds	\$1,018,665	\$1,070,000	\$1,060,000
	<b>Subtotal</b>	<b>\$1,018,665</b>	<b>\$1,070,000</b>	<b>\$1,060,000</b>
<i>OTHER REVENUE:</i>				
3357	Miscellaneous Reimbursement	\$6,523	\$0	\$0
3381	Gain (Loss) on Investment	(13)	0	0
	<b>Subtotal</b>	<b>\$6,510</b>	<b>\$0</b>	<b>\$0</b>
	<b>TOTAL CENTRAL SERVICES FUND</b>	<b>\$1,026,341</b>	<b>\$1,070,600</b>	<b>\$1,063,800</b>
<b>531 LIABILITY FUND</b>				
<i>USE OF MONEY &amp; PROPERTY:</i>				
3096	Interest & Investment Earnings	\$73	\$0	\$1,100
	<b>Subtotal</b>	<b>\$73</b>	<b>\$0</b>	<b>\$1,100</b>
<i>CHARGES FOR CURRENT SERVICES:</i>				
3339	Charges to Other Funds	\$1,775,426	\$1,800,000	\$1,800,000
	<b>Subtotal</b>	<b>\$1,775,426</b>	<b>\$1,800,000</b>	<b>\$1,800,000</b>
<i>OTHER REVENUE</i>				
3357	Miscellaneous Reimbursement	\$1,428	\$0	\$0
3381	Gain (Loss) on Investment	77	0	0
	<b>Subtotal</b>	<b>\$1,505</b>	<b>\$0</b>	<b>\$0</b>
	<b>TOTAL LIABILITY FUND</b>	<b>\$1,777,005</b>	<b>\$1,800,000</b>	<b>\$1,801,100</b>
<b>532 WORKERS' COMPENSATION FUND</b>				
<i>USE OF MONEY &amp; PROPERTY:</i>				
3096	Interest & Investment Earnings	\$1,621	\$600	\$7,000
	<b>Subtotal</b>	<b>\$1,621</b>	<b>\$600</b>	<b>\$7,000</b>
<i>CHARGES FOR CURRENT SERVICES:</i>				
3329	Charges for Prints/Publications	(\$33)	\$0	\$0
3339	Charges to Other Funds	\$1,387,809	\$1,415,837	\$1,055,454
	<b>Subtotal</b>	<b>\$1,387,776</b>	<b>\$1,415,837</b>	<b>\$1,055,454</b>
<i>OTHER REVENUE:</i>				
3381	Gain (Loss) on Investment	\$158	\$0	\$0
3397	Other Revenues	1,471	0	0
	<b>Subtotal</b>	<b>\$1,629</b>	<b>\$0</b>	<b>\$0</b>
	<b>TOTAL WORKERS' COMPENSATION FUND</b>	<b>\$1,391,027</b>	<b>\$1,416,437</b>	<b>\$1,062,454</b>
<b>533 UNEMPLOYMENT FUND</b>				
<i>USE OF MONEY &amp; PROPERTY:</i>				
3096	Interest & Investment Earnings	\$147	\$100	\$700
	<b>Subtotal</b>	<b>\$147</b>	<b>\$100</b>	<b>\$700</b>

**City of Monrovia  
Revenues by Fund  
Fiscal Years 2012-13 through 2014-15**

ACCT. NO.	DESCRIPTION	2012-13 ACTUAL	2013-14 ESTIMATED	2014-15 ADOPTED
<i>CHARGES FOR CURRENT SERVICES:</i>				
3339	Charges to Other Funds	\$98,566	\$92,832	\$42,847
	<b>Subtotal</b>	<b>\$98,566</b>	<b>\$92,832</b>	<b>\$42,847</b>
<i>OTHER REVENUE:</i>				
3381	Gain (Loss) on Investment	\$13	\$0	\$0
	<b>Subtotal</b>	<b>\$13</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL UNEMPLOYMENT FUND</b>		<b>\$98,725</b>	<b>\$92,932</b>	<b>\$43,547</b>
<b>713 HILLSIDE ACQUISITION D/S FUND</b>				
<i>PROPERTY TAX REVENUES:</i>				
3006	Open Space	\$643,807	\$645,000	\$645,000
3007	Maintenance Tax	81,669	80,000	80,000
	<b>Subtotal</b>	<b>\$725,475</b>	<b>\$725,000</b>	<b>\$725,000</b>
<i>USE OF MONEY &amp; PROPERTY:</i>				
3096	Interest & Investment Earnings	\$515	\$200	\$1,600
	<b>Subtotal</b>	<b>\$515</b>	<b>\$200</b>	<b>\$1,600</b>
<i>OTHER REVENUE:</i>				
3381	Gain (Loss) on Investment	\$11	\$0	\$0
	<b>Subtotal</b>	<b>\$11</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL HILLSIDE ACQUISITION D/S FUND</b>		<b>\$726,001</b>	<b>\$725,200</b>	<b>\$726,600</b>
<b>714 HILLSIDE ACQUISITION CAP PROJ FUND</b>				
<i>USE OF MONEY &amp; PROPERTY:</i>				
3096	Interest & Investment Earnings	\$0	\$50	\$0
	<b>Subtotal</b>	<b>\$0</b>	<b>\$50</b>	<b>\$0</b>
<i>REVENUE FROM OTHER AGENCIES:</i>				
3105	Other County Grants	\$12,863	\$0	\$0
	<b>Subtotal</b>	<b>\$12,863</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL LIBRARY BOND CAP PROJ FUND</b>		<b>\$12,863</b>	<b>\$50</b>	<b>\$0</b>
<b>715 LIBRARY BOND D/S FUND</b>				
<i>PROPERTY TAXES</i>				
3013	Other Property Taxes	\$1,020,511	\$1,025,000	\$1,025,000
	<b>Subtotal</b>	<b>\$1,020,511</b>	<b>\$1,025,000</b>	<b>\$1,025,000</b>
<i>USE OF MONEY &amp; PROPERTY:</i>				
3096	Interest & Investment Earnings	\$1,161	\$600	\$3,400
	<b>Subtotal</b>	<b>\$1,161</b>	<b>\$600</b>	<b>\$3,400</b>
<i>OTHER REVENUE:</i>				
3381	Gain (Loss) on Investment	(\$10)	\$0	\$0
	<b>Subtotal</b>	<b>(\$10)</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL LIBRARY BOND D/S FUND</b>		<b>\$1,021,661</b>	<b>\$1,025,600</b>	<b>\$1,028,400</b>
<b>716 LIBRARY BOND CONSTRUCTION FUND</b>				
<i>USE OF MONEY &amp; PROPERTY:</i>				
3096	Interest & Investment Earnings	\$379	\$200	\$1,300
	<b>Subtotal</b>	<b>\$379</b>	<b>\$200</b>	<b>\$1,300</b>

**City of Monrovia  
Revenues by Fund  
Fiscal Years 2012-13 through 2014-15**

ACCT. NO.	DESCRIPTION	2012-13 ACTUAL	2013-14 ESTIMATED	2014-15 ADOPTED
	<i>OTHER REVENUE:</i>			
3381	Gain (Loss) on Investment	(\$4)	\$0	\$0
3397	Other Revenues	38,370	0	0
	<b>Subtotal</b>	<b>\$38,366</b>	<b>\$0</b>	<b>\$0</b>
	<b>TOTAL LIBRARY CONSTRUCTION FUND</b>	<b>\$38,745</b>	<b>\$200</b>	<b>\$1,300</b>
<b>832</b>	<b>MILLER MEMORIAL TRUST FUND</b>			
	<i>USE OF MONEY &amp; PROPERTY:</i>			
3096	Interest & Investment Earnings	\$167	\$100	\$600
	<b>Subtotal</b>	<b>\$167</b>	<b>\$100</b>	<b>\$600</b>
	<i>OTHER REVENUE:</i>			
3381	Gain (Loss) on Investment	(\$2)	\$0	\$0
	<b>Subtotal</b>	<b>(\$2)</b>	<b>\$0</b>	<b>\$0</b>
	<b>TOTAL MILLER MEMORIAL TRUST FUND</b>	<b>\$165</b>	<b>\$100</b>	<b>\$600</b>
<b>833</b>	<b>BARTLE MEMORIAL TRUST FUND</b>			
	<i>USE OF MONEY &amp; PROPERTY:</i>			
3096	Interest & Investment Earnings	\$380	\$200	\$1,200
	<b>Subtotal</b>	<b>\$380</b>	<b>\$200</b>	<b>\$1,200</b>
	<i>OTHER REVENUE:</i>			
3381	Gain (Loss) on Investment	(\$11)	\$0	\$0
	<b>Subtotal</b>	<b>(\$11)</b>	<b>\$0</b>	<b>\$0</b>
	<b>TOTAL BARTLE MEMORIAL TRUST FUND</b>	<b>\$369</b>	<b>\$200</b>	<b>\$1,200</b>
	<b>TOTAL ALL FUNDS</b>	<b>\$79,737,098</b>	<b>\$65,876,540</b>	<b>\$67,861,094</b>
	<b>LESS INTERFUND CHARGES</b>	<b>\$6,873,204</b>	<b>\$7,234,129</b>	<b>\$6,896,058</b>
	<b>GRAND TOTAL - ALL FUNDS</b>	<b>\$72,863,894</b>	<b>\$58,642,411</b>	<b>\$60,965,036</b>



# EXPENDITURE SCHEDULES



## **EXPENDITURES**

This section presents detailed information about the City of Monrovia's appropriations by fund. The Appropriations by Fund table shows the budgeted appropriations for each program by the fund in which it is budgeted. Because it is organized by fund, you will notice that the appropriations in any given department are spread over the various funds in the accounting structure. The Overhead Recovery – Distribution of Costs table shows the distribution of the various overhead costs among the different funds of the City. A ten (10) year summary of full-time funded positions is reflected in the Personnel Authorization – Ten-Year Summary table. The personnel authorization schedule, which shows each position within the City that has been budgeted, is located at the end of this section.

**City of Monrovia  
Appropriations By Fund  
Fiscal Year 2014-15**

ACCT. NO.	DESCRIPTION	PERSONNEL	MAINTENANCE & OPERATIONS	DEPRECIATION	OPERATING BUDGET	CAPITAL PROJECTS	TOTAL BUDGET
<b>111</b>	<b>GENERAL FUND</b>						
110	City Council	\$136,883	\$91,464	\$0	\$228,347	\$0	\$228,347
120	City Manager	489,651	78,307	0	567,958	0	567,958
121	Community Relations	152,078	95,645	0	247,723	0	247,723
125	Economic Development	164,819	100,173	0	264,992	0	264,992
130	City Clerk	106,378	30,424	0	136,802	0	136,802
131	City Clerk - Elections	1,017	66,175	0	67,192	0	67,192
132	Passport Program	69,651	8,916	0	78,567	0	78,567
140	City Treasurer	16,624	650	0	17,274	0	17,274
150	City Attorney	0	441,000	0	441,000	0	441,000
210	Finance - Administration	176,369	20,229	0	196,598	0	196,598
221	Finance - Operations	567,807	299,232	0	867,039	0	867,039
231	Human Resources	141,294	78,347	0	219,641	0	219,641
251	Non-Departmental	110,000	1,450,489	0	1,560,489	0	1,560,489
	<b>Subtotal - General Administration</b>	<b>\$2,132,571</b>	<b>\$2,761,051</b>	<b>\$0</b>	<b>\$4,893,622</b>	<b>\$0</b>	<b>\$4,893,622</b>
310	Police - Administration	\$355,381	\$55,922	\$0	\$411,303	\$0	\$411,303
320	Police - Services	1,266,669	320,490	0	1,587,159	0	1,587,159
331	Police - Patrol	5,982,542	894,760	0	6,877,302	0	6,877,302
340	Police - Detectives	1,438,250	252,161	0	1,690,411	0	1,690,411
342	Police - Communication Crime Analysis	1,003,188	197,215	0	1,200,403	0	1,200,403
350	Police - Community Policing	192,584	65,766	0	258,350	0	258,350
360	Police - Animal Control	0	185,945	0	185,945	0	185,945
	<b>Subtotal - Police</b>	<b>\$10,238,614</b>	<b>\$1,972,259</b>	<b>\$0</b>	<b>\$12,210,873</b>	<b>\$0</b>	<b>\$12,210,873</b>
410	Fire - Administration	\$325,930	\$106,625	\$0	\$432,555	\$0	\$432,555
420	Fire - Suppression	6,942,875	1,208,597	0	8,151,472	0	8,151,472
430	Fire - Prevention	223,615	135,891	0	359,506	0	359,506
441	Fire - Emergency Medical Service	0	357,757	0	357,757	58,000	415,757
442	Fire - Emergency Preparedness	0	7,379	0	7,379	0	7,379
	<b>Subtotal - Fire</b>	<b>\$7,492,420</b>	<b>\$1,816,249</b>	<b>\$0</b>	<b>\$9,308,669</b>	<b>\$58,000</b>	<b>\$9,366,669</b>
525	Comm. Develop. - Business License	\$91,451	\$30,265	\$0	\$121,716	\$0	\$121,716
	<b>Subtotal - Community Development</b>	<b>\$91,451</b>	<b>\$30,265</b>	<b>\$0</b>	<b>\$121,716</b>	<b>\$0</b>	<b>\$121,716</b>
610	Comm. Services - Administration	\$759,322	\$183,368	\$0	\$942,690	\$0	\$942,690
611	Comm. Services - Public Relations	0	11,750	0	11,750	0	11,750
612	Comm. Services - Senior Program	7,775	6,590	0	14,365	0	14,365
613	Comm. Services - Youth Center	0	1,500	0	1,500	0	1,500
614	Comm. Services - Historical Museum	6,048	56,153	0	62,201	0	62,201
615	Comm. Services - Community Center Operations	85,536	310,366	0	395,902	0	395,902
617	Comm. Services - Concerts In The Parks	2,376	12,600	0	14,976	0	14,976
619	Comm. Services - Contract Classes	18,468	61,700	0	80,168	0	80,168
620	Comm. Services - Special Activities	27,881	15,770	0	43,651	0	43,651
622	Canyon Park	127,440	293,961	0	421,401	0	421,401
623	Urban Park Rental Programs	2,915	3,970	0	6,885	0	6,885
625	Comm. Services - Monrovia Reads	21,060	9,950	0	31,010	0	31,010
627	Comm. Services - Youth Programs	52,488	15,350	0	67,838	0	67,838
628	Comm. Services - Wilderness Management	77,005	8,100	0	85,105	0	85,105
640	Library	1,244,487	494,780	0	1,739,267	0	1,739,267
642	Library Reference	0	161,265	0	161,265	0	161,265
643	Children's Library	0	79,291	0	79,291	0	79,291
644	Library Circulation	0	25,666	0	25,666	0	25,666
	<b>Subtotal - Community Services</b>	<b>\$2,432,801</b>	<b>\$1,752,130</b>	<b>\$0</b>	<b>\$4,184,931</b>	<b>\$0</b>	<b>\$4,184,931</b>
710	Public Works - Administration	\$230,393	\$65,846	\$0	\$296,239	\$400	\$296,639
771	Public Works - Parks Maintenance	273,088	255,481	0	528,569	0	528,569
	<b>Subtotal - Public Works</b>	<b>\$503,481</b>	<b>\$321,327</b>	<b>\$0</b>	<b>\$824,808</b>	<b>\$400</b>	<b>\$825,208</b>
	<b>GRAND TOTAL GENERAL FUND</b>	<b>\$22,891,338</b>	<b>\$8,653,281</b>	<b>\$0</b>	<b>\$31,544,619</b>	<b>\$58,400</b>	<b>\$31,603,019</b>
<b>211</b>	<b>EMERGENCY FUND</b>						
253	Emergency Services	\$0	\$40,135	\$0	\$40,135	\$0	\$40,135

**City of Monrovia  
Appropriations By Fund  
Fiscal Year 2014-15**

ACCT. NO.	DESCRIPTION	PERSONNEL	MAINTENANCE & OPERATIONS	DEPRECIATION	OPERATING BUDGET	CAPITAL PROJECTS	TOTAL BUDGET
<b>212</b>	<b>RETIREMENT FUND</b>						
252	Employee Retirement	\$0	\$150,000	\$0	\$150,000	\$0	\$150,000
<b>213</b>	<b>STREET MAINTENANCE FUND</b>						
731	Public Works - Street Maintenance	\$674,759	\$357,532	\$0	\$1,032,291	\$750,000	\$1,782,291
<b>214</b>	<b>PENSION OBLIGATION BOND D/S</b>						
255	Retirement Debt Service	\$0	\$1,096,048	\$0	\$1,096,048	\$0	\$1,096,048
<b>221</b>	<b>PROPOSITION "A" FUND</b>						
531	Proposition "A" Administration	\$190,431	\$13,806	\$0	\$204,237	\$0	\$204,237
535	Dial-A-Ride	38,066	932,500	0	970,566	0	970,566
536	Recreation Transportation	0	46,000	0	46,000	0	46,000
537	Bus Stop Improvement	0	21,218	0	21,218	40,000	61,218
	<b>GRAND TOTAL PROPOSITION "A"</b>	<b>\$228,497</b>	<b>\$1,013,524</b>	<b>\$0</b>	<b>\$1,242,021</b>	<b>\$40,000</b>	<b>\$1,282,021</b>
<b>222</b>	<b>PROPOSITION "C" FUND</b>						
532	Proposition C Program	\$35,055	\$6,960	\$0	\$42,015	\$0	\$42,015
<b>223</b>	<b>AB2766 FUND</b>						
533	Regional Air Quality Improvement	\$0	\$4,886	\$0	\$4,886	\$0	\$4,886
538	Discount Bus Program	0	16,500	0	16,500	0	16,500
	<b>GRAND TOTAL AB2766 FUND</b>	<b>\$0</b>	<b>\$21,386</b>	<b>\$0</b>	<b>\$21,386</b>	<b>\$0</b>	<b>\$21,386</b>
<b>224</b>	<b>MEASURE "R" FUND</b>						
539	Measure R	\$0	\$0	\$0	\$0	\$0	\$0
<b>231</b>	<b>TRAFFIC SAFETY FUND</b>						
333	Police - Traffic Safety	\$105,049	\$199,341	\$0	\$304,390	\$0	\$304,390
618	Crossing Guards	43,201	1,000	0	44,201	0	44,201
	<b>GRAND TOTAL TRAFFIC SAFETY FUND</b>	<b>\$148,250</b>	<b>\$200,341</b>	<b>\$0</b>	<b>\$348,591</b>	<b>\$0</b>	<b>\$348,591</b>
<b>232</b>	<b>GAS TAX FUND</b>						
744	Gas Tax	\$0	\$0	\$0	\$0	\$0	\$0
<b>233</b>	<b>BIKEWAY FUND</b>						
776	Bikeway Development	\$0	\$0	\$0	\$0	\$0	\$0
<b>234</b>	<b>LIBRARY GRANT FUND</b>						
641	Library Grant	\$28,174	\$6,525	\$0	\$34,699	\$0	\$34,699
<b>235</b>	<b>HAZARDOUS MATERIALS FUND</b>						
431	Hazardous Materials	\$135,623	\$28,836	\$0	\$164,459	\$0	\$164,459
<b>243</b>	<b>HOUSING DEVELOPMENT FUND</b>						
526	CDBG-Administration	\$0	\$0	\$0	\$0	\$0	\$0
527	CDBG-Rehabilitation Preservation Grant	18,698	38,375	0	57,073	0	57,073
528	CDBG-Code Enforcement	243,076	20,700	0	263,776	0	263,776
626	CDBG-Neighborhood Rec Program	31,428	5,000	0	36,428	0	36,428
	<b>GRAND TOTAL HOUSING DEVELOPMENT</b>	<b>\$293,202</b>	<b>\$64,075</b>	<b>\$0</b>	<b>\$357,277</b>	<b>\$0</b>	<b>\$357,277</b>
<b>245</b>	<b>ASSET FORFEITURE FUND</b>						
341	Asset Forfeiture	\$182,487	\$25,680	\$0	\$208,167	\$0	\$208,167
<b>246</b>	<b>POLICE GRANTS FUND</b>						
371	Police Grants	\$92,460	\$30,000	\$0	\$122,460	\$0	\$122,460
<b>247</b>	<b>HIDTA GRANT</b>						
373	LA Clear - Domestic Highway Enf	\$0	\$25,440	\$0	\$25,440	\$0	\$25,440
374	LA Clear - Program Adjustment	0	0	0	0	0	0
375	LA Clearing House	0	5,059,870	0	5,059,870	0	5,059,870
376	LA HIDTA (Director)	0	1,274,709	0	1,274,709	0	1,274,709
377	Regional Meth Task Force	0	666,807	0	666,807	0	666,807
378	Joint Drug Intelligence	0	926,497	0	926,497	0	926,497
379	Southern California Drug Task Force	0	459,818	0	459,818	0	459,818
	<b>GRAND TOTAL HIDTA GRANT</b>	<b>\$0</b>	<b>\$8,413,141</b>	<b>\$0</b>	<b>\$8,413,141</b>	<b>\$0</b>	<b>\$8,413,141</b>

**City of Monrovia  
Appropriations By Fund  
Fiscal Year 2014-15**

ACCT. NO.	DESCRIPTION	PERSONNEL	MAINTENANCE & OPERATIONS	DEPRECIATION	OPERATING BUDGET	CAPITAL PROJECTS	TOTAL BUDGET
<b>248</b>	<b>OFFICE OF EMERGENCY SERVICES</b>						
380	Office of Emergency Services	\$0	\$0	\$0	\$0	\$0	\$0
386	BD of STE & Community Corrections	0	344,764	0	344,764	0	344,764
	<b>GRAND TOTAL OFFICE OF EMERGENCY SERVICES</b>	<b>\$0</b>	<b>\$344,764</b>	<b>\$0</b>	<b>\$344,764</b>	<b>\$0</b>	<b>\$344,764</b>
<b>249</b>	<b>OTHER FIDUCIARY POLICE GRANTS</b>						
385	Cops Grant	\$0	\$0	\$0	\$0	\$0	\$0
<b>261</b>	<b>LIGHTING &amp; LAND ASSESSMENT DISTRICT</b>						
735	Street Lighting	\$84,220	\$404,932	\$0	\$489,152	\$0	\$489,152
773	Street Tree & Park Maintenance District	143,966	552,571	0	696,537	0	696,537
774	Median & Parkway Maintenance District	4,568	83,356	0	87,924	0	87,924
775	Gold Hills Landscape District	0	4,876	0	4,876	0	4,876
	<b>GRAND TOTAL LIGHTING/LAND ASSESS. DIST.</b>	<b>\$232,754</b>	<b>\$1,045,735</b>	<b>\$0</b>	<b>\$1,278,489</b>	<b>\$0</b>	<b>\$1,278,489</b>
<b>266</b>	<b>PARK MAINTENANCE ASSESSMENT DISTRICT</b>						
772	Park Assessment Maintenance	\$144,283	\$58,776	\$0	\$203,059	\$0	\$203,059
<b>271</b>	<b>BUSINESS IMPROVEMENT DISTRICT</b>						
122	Business Improvement Assessment District	\$0	\$55,800	\$0	\$55,800	\$0	\$55,800
<b>281</b>	<b>DEVELOPMENT SERVICES FUND</b>						
510	Community Development - Administration	\$249,775	\$25,787	\$0	\$275,562	\$0	\$275,562
520	Community Development - Building	563,290	290,859	0	854,149	0	854,149
530	Community Development - Planning	332,926	200,952	0	533,878	0	533,878
720	Public Works - Engineering	296,564	95,087	0	391,651	0	391,651
	<b>GRAND TOTAL DEVELOPMENT SERVICES</b>	<b>\$1,442,555</b>	<b>\$612,685</b>	<b>\$0</b>	<b>\$2,055,240</b>	<b>\$0</b>	<b>\$2,055,240</b>
<b>311</b>	<b>CAPITAL IMPROVEMENT FUND</b>						
250	Capital Improvement Projects	\$0	\$141,438	\$0	\$141,438	\$0	\$141,438
<b>411</b>	<b>WATER UTILITY FUND</b>						
227	Utility Billing & Collection	\$446,148	\$344,831	\$0	\$790,979	\$0	\$790,979
741	Water Services	1,703,821	3,684,763	250,000	5,638,584	500,000	6,138,584
	<b>GRAND TOTAL WATER UTILITY FUND</b>	<b>\$2,149,969</b>	<b>\$4,029,594</b>	<b>\$250,000</b>	<b>\$6,429,563</b>	<b>\$500,000</b>	<b>\$6,929,563</b>
<b>421</b>	<b>SANITATION FUND</b>						
746	Sewer & Sanitation	\$348,997	\$634,598	\$110,000	\$1,093,595	\$100,000	\$1,193,595
<b>423</b>	<b>STORM DRAINAGE FUND</b>						
737	Storm Drain Maintenance	\$51,544	\$1,831,125	\$18,000	\$1,900,669	\$0	\$1,900,669
<b>424</b>	<b>STREET SWEEPING FUND</b>						
732	Street Sweeping	\$18,622	\$189,966	\$0	\$208,588	\$0	\$208,588
<b>431</b>	<b>ENVIRONMENTAL SERVICES</b>						
712	Waste Management (AB939)	\$306,323	\$385,848	\$1,500	\$693,671	\$0	\$693,671
<b>511</b>	<b>FACILITIES MAINTENANCE FUND</b>						
755	Facilities Maintenance	\$379,911	\$1,037,668	\$115,000	\$1,532,579	\$200,000	\$1,732,579
<b>512</b>	<b>EQUIPMENT REPLACEMENT FUND</b>						
383	Police - Radios	\$0	\$24,114	\$1,500	\$25,614	\$0	\$25,614
384	Police - Non-Patrol Vehicle & Maintenance	0	105,000	10,000	115,000	0	115,000
390	Police - Patrol Vehicle Replacement	0	165,000	45,000	210,000	0	210,000
460	Fire - Equipment/Radios Maintenance	0	253,230	0	253,230	16,000	269,230
461	Fire - Vehicle Replacement	0	0	105,000	105,000	130,000	235,000
751	Public Works - Equipment Pool Maintenance	0	832,130	1,000	833,130	0	833,130
753	Public Works - Equipment and Vehicle Replacement	0	0	22,000	22,000	0	22,000
	<b>GRAND TOTAL EQUIPMENT REPLACEMENT FUND</b>	<b>\$0</b>	<b>\$1,379,474</b>	<b>\$184,500</b>	<b>\$1,563,974</b>	<b>\$146,000</b>	<b>\$1,709,974</b>

**City of Monrovia  
Appropriations By Fund  
Fiscal Year 2014-15**

ACCT. NO.	DESCRIPTION	PERSONNEL	MAINTENANCE & OPERATIONS	DEPRECIATION	OPERATING BUDGET	CAPITAL PROJECTS	TOTAL BUDGET
<b>521</b>	<b>CENTRAL SERVICES FUND</b>						
222	Central Stores	\$0	\$15,474	\$0	\$15,474	\$0	\$15,474
223	Information Systems	301,167	135,607	0	436,774	0	436,774
224	Telephone Maintenance	18,734	244,643	0	263,377	0	263,377
225	Finance Computer System	187,747	86,449	15,000	289,196	0	289,196
	<b>GRAND TOTAL CENTRAL SERVICES FUND</b>	<b>\$507,648</b>	<b>\$482,173</b>	<b>\$15,000</b>	<b>\$1,004,821</b>	<b>\$0</b>	<b>\$1,004,821</b>
<b>531</b>	<b>LIABILITY FUND</b>						
234	Liability Insurance	\$141,294	\$1,311,230	\$0	\$1,452,524	\$0	\$1,452,524
<b>532</b>	<b>WORKERS' COMPENSATION FUND</b>						
233	SIR - Workers Compensation Insurance	\$117,601	\$752,632	\$0	\$870,233	\$0	\$870,233
<b>533</b>	<b>UNEMPLOYMENT FUND</b>						
236	Unemployment Insurance	\$18,549	\$20,627	\$0	\$39,176	\$0	\$39,176
<b>713</b>	<b>HILLSIDE ACQUISITION D/S FUND</b>						
256	Hillside Acquisition Debt Service	\$0	\$597,193	\$0	\$597,193	\$0	\$597,193
<b>714</b>	<b>HILLSIDE ACQUISITION CAP PROJ FUND</b>						
257	Hillside Acquisition Cap Proj	\$0	\$0	\$0	\$0	\$0	\$0
<b>715</b>	<b>LIBRARY BOND DEBT SERVICE</b>						
258	Library Bond Debt Service	\$0	\$1,005,411	\$0	\$1,005,411	\$0	\$1,005,411
<b>716</b>	<b>LIBRARY BOND CONSTRUCTION PROJECT</b>						
259	Library Bond Construction Project	\$0	\$0	\$0	\$0	\$0	\$0
<b>832</b>	<b>MILLER MEMORIAL TRUST FUND</b>						
699	Miller Trust	\$0	\$0	\$0	\$0	\$0	\$0
<b>833</b>	<b>BARTLE TRUST FUND</b>						
698	Bartle Memorial Trust	\$0	\$0	\$0	\$0	\$0	\$0
	<b>TOTAL ALL FUNDS</b>	<b>\$30,569,895</b>	<b>\$36,024,201</b>	<b>\$694,000</b>	<b>\$67,288,096</b>	<b>\$1,794,400</b>	<b>\$69,082,496</b>
	<b>INTERGOV'T SERVICE FUND CHARGES</b>				<b>(6,896,058)</b>		<b>(6,896,058)</b>
	<b>GRAND TOTAL ALL FUNDS</b>	<b>\$30,569,895</b>	<b>\$36,024,201</b>	<b>\$694,000</b>	<b>\$60,392,038</b>	<b>\$1,794,400</b>	<b>\$62,186,438</b>



## **DISTRIBUTION OF OVERHEAD COSTS**

The following table shows the distribution of the various overhead costs among the different funds of the City.

"General Administration Overhead" includes the cost of such activities as City Manager, City Attorney, City Council, City Clerk, Finance, and Human Resources.

"Public Works Overhead" is the cost associated with the Public Works administration activity. Again, by policy, only a portion of the total cost is recovered through a charge to the various funds.

The cost of the engineering activity, "Engineering Overhead," is prorated among the various funds which use engineering services.

"Fire Administration Overhead" is recovered for the management of the Hazardous Materials and Fire Equipment Pool programs.

Police administration time needed to manage traffic safety services is shown as "Police Administration Overhead".

All of the rates shown reflect the percentage of recovery identified in the latest business cost study. At the bottom of the table is shown the total amount of distributed overhead costs in each category.

**City of Monrovia  
Overhead Recovery  
Distribution of Costs  
Fiscal Year 2014-15 Budget**

Transfer In To Fund:		111-various	111-710	281-720	111-410	111-310	
		(1), (2)	(1), (2)	(1), (2)	(1)	(1)	
		General	P.W.	Engineering	Fire	Police	Total
		Admin.	Admin.	Overhead	Admin.	Admin	Overhead
Fund	Description	Overhead	Overhead	Overhead	Overhead	Overhead	Distribution
		11.80%	5.90%	5.90%	5.90%	5.90%	
111	General	\$0	\$0	\$0	\$0	\$0	\$0
213	Street Maintenance	118,282	0	59,141	0	0	177,423
231	Traffic Safety	40,497	0	0	0	20,248	60,745
235	Haz Mat	19,123	0	0	9,561	0	28,684
245	Asset Forfeiture	0	0	0	0	0	0
261	Lighting & Tree Maint.	127,262	0	63,631	0	0	190,893
266	Parks Maint. Assmt.	23,961	0	11,980	0	0	35,941
271	Business Impr. District	6,584	0	0	0	0	6,584
281	Development Services	214,051	0	0	0	0	214,051
311	Capital Improvement	0	0	0	0	0	0
411	Water	718,548	317,926	317,926	0	0	1,354,401
421	Sanitation	116,064	58,032	58,032	0	0	232,128
423	Storm Drainage	79,270	39,635	39,635	0	0	158,541
424	Street Sweeping	24,613	12,307	12,307	0	0	49,227
431	Waste Mgmt AB939	78,445	39,223	39,223	0	0	156,891
511	Facilities	167,274	0	0	0	0	167,274
512	Equip. and Radio Maint.	68,912	0	0	0	0	68,912
521	Central Services	116,799	0	0	0	0	116,799
911	Redevelopment ✓	0	0	0	0	0	0
921	Set Aside - Housing ✓	0	0	0	0	0	0
<b>TOTAL DISTRIBUTION</b>		<b>\$1,919,686</b>	<b>\$467,123</b>	<b>\$601,876</b>	<b>\$9,561</b>	<b>\$20,248</b>	<b>\$3,018,494</b>

✓ = In accordance with Health and Safety Code section 33334.3(d), the Agency has determined that planning and administrative expenses are necessary for the production, improvement, or preservation of low and moderate income housing.

(1) = Rates for overhead recovery were initially determined in MSI study performed in May, 1997. Reviewed/updated annually.

(2) = May include capital project overhead recovery. Capital Project Rates are 50% of standard overhead rate.

**City of Monrovia  
Personnel Authorization  
Fiscal Year 2014-15**

**2014-15  
Authorized**

**ADMINISTRATION**

City Manager	1.00
Executive Assistant to the City Manager	1.00
Sr Management Analyst	1.00
Management Analyst I	1.00
Admin. Secretary / Deputy City Clerk	1.00
Admin. Clerk II	2.25
Management Assistant	1.00
Subtotal - Administration	8.25

**ADMINISTRATIVE SERVICES**

Dir. of Administrative Services	1.00
Finance Division Manager	1.00
Human Resources Division Manager	1.00
Information Systems Manager	1.00
Information Systems Analyst	2.00
Accounting Operations Supervisor	1.00
Accountant II	1.65
Management Analyst I	1.00
Payroll Technician	1.00
Accounts Technician	1.00
Senior Administration Clerk	1.00
Accounts Specialist	3.00
Accounts Assistant	2.00
Subtotal - Administrative Services	17.65

**City of Monrovia  
Personnel Authorization  
Fiscal Year 2014-15**

	<b>2014-15 Authorized</b>
<b><u>POLICE DEPARTMENT</u></b>	
Police Chief	1.00
Administrative Secretary	1.00
Captain	1.00
Lieutenant	4.00
Sergeant	7.00
Detectives	6.00
Agents	6.00
Police Officer	22.00
Communications, Crime Analysis & Tech Sup.	1.00
Police Service Supervisor	1.00
Information Systems Technician	1.00
Community Service Officer	4.00
Sr Administrative Clerk	1.00
Police Services Representative	6.00
Police Dispatcher	8.00
Lead Parking Control Officer	1.00
Jailer	4.00
Subtotal - Police Department	75.00
<b><u>FIRE DEPARTMENT</u></b>	
Fire Chief	1.00
Admin. Clerk II	1.00
Fire Division Chief	3.00
Deputy Fire Chief	1.00
Fire Prevention Inspector	1.00
Fire Captain	9.00
Firefighter/Engineer	9.00
Firefighter/Paramedic	15.00
Firefighter	5.00
Subtotal - Fire Department	45.00

**City of Monrovia  
Personnel Authorization  
Fiscal Year 2014-15**

**2014-15  
Authorized**

**COMMUNITY DEVELOPMENT**

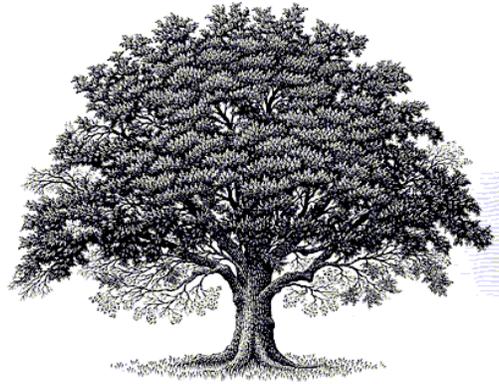
Dir. of Comm. Development	1.00
Planning Division Manager	1.00
Building Division Manager	1.00
Neighborhood Preservation Officer	2.00
Senior Project Manager (Neighborhood & Business Services Supervisor)	1.00
Senior Planner	1.00
Associate Planner	1.00
Senior Building Inspector	1.00
Management Analyst I	2.00
Sr. Admin. Clerk	2.00
Management Assistant	1.00
Building Counter Technician	1.00
Subtotal - Community Development	15.00

**COMMUNITY SERVICES**

Dir. of Community Services	1.00
Administrative Secretary	1.00
Library/Recreation Division Manager	1.00
Recreation Supervisor	2.00
Assistant Recreation Coordinator	2.00
Wilderness & Park Coordinator	1.00
Library Office Supervisor	1.00
Senior Librarian - Adult	1.00
Librarian II	5.00
Administrative Clerk II	2.00
Subtotal - Community Services	17.00

**City of Monrovia  
Personnel Authorization  
Fiscal Year 2014-15**

	<b>2014-15 Authorized</b>
<b><u>PUBLIC WORKS</u></b>	
Dir. of Public Works	1.00
Administrative Secretary	1.00
Sr. Management Analyst	1.00
Management Analyst I	2.00
Management Analyst II	1.00
Administrative Clerk II	1.00
Principal Engineer	1.00
City Engineer	1.00
Engineering Tech	1.00
Assistant Engineer	1.00
Public Works Inspector	1.00
Parks Supervisor	1.00
Park Maint. Leadworker	1.00
Park Maint. Worker III	1.00
Park Maint. Worker II	5.00
Street Maintenance Supervisor	1.00
Street Maint. Leadworker	2.00
Street Maint. Worker III	3.00
Street Maint. Worker II	1.00
Electrician	1.00
Infrastructure Division Manager	1.00
Utilities Supervisor	1.00
Utility Maint. Leadworker	2.00
Utility Maint. Work III	3.00
Utility Maint. Worker II	4.00
Utility Maint. Worker I	1.00
Utility Plant Operator II	2.00
Utility Plant Operator I	1.00
Customer Service Leadworker	1.00
Customer Service Rep II	2.00
Facilities Maintenance Foreman	1.00
Facilities Maintenance Wkr II	1.00
Subtotal - Public Works	48.00
<b>TOTAL</b>	<b>225.90</b>



FUND  
FINANCIAL  
SUMMARIES



## **FUND FINANCIAL SUMMARIES**

This section displays detailed financial information for each of the City's funds. For each of the funds, there is a separate page which shows beginning balances, revenues and expenditures, and the projected fund balance at the close of the fiscal year.

GENERAL  
FUND

111  
NUMBER

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	<b>(\$12,283,367)</b>	<b>(\$12,344,854)</b>	<b>(\$12,344,854)</b>	<b>(\$379,614)</b>	<b>(\$379,614)</b>	<b>(\$1,623,291)</b>
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Property Tax	9,022,169	9,376,254	9,312,272	9,618,555	9,618,555	9,994,762
Sales Tax	8,660,032	9,479,697	9,105,649	9,255,050	9,255,050	9,600,968
Other Tax	3,234,338	3,307,076	3,054,985	3,172,213	3,172,213	3,224,030
Licenses & Permits	173,086	230,169	234,855	570,225	228,225	677,565
Fines & Forfeitures	233,365	238,813	219,874	213,080	213,080	213,150
Use of Money & Property	(14,764)	32,200	49,564	50,000	100,000	100,000
Revenue from Other Agencies	174,389	147,589	260,147	219,597	236,597	213,152
Project Revenues	492,384	238,792	310,881	1,520,491	365,162	1,536,478
Charges for Services	1,552,481	1,455,197	1,473,354	1,488,020	1,435,630	1,415,730
Gold Line Revenues	0	0	13,890,961	0	0	0
Other Revenues	540,786	722,350	712,384	902,900	1,170,959	953,335
<b>TOTAL REVENUES</b>	<b>24,068,266</b>	<b>25,228,137</b>	<b>38,624,926</b>	<b>27,010,131</b>	<b>25,795,471</b>	<b>27,929,170</b>
Operating Transfer In	6,720,984	6,866,812	7,087,554	6,237,612	6,237,612	6,726,916
<b>Transfer from Designations:</b>						
Long Term Receivable	11,604,191	0	0	0	0	0
Retiree Medical Plan	0	0	0	0	0	0
Capital Projects	0	0	0	0	0	0
Special Programs	300,466	128,224	416,319	5,790	5,790	97,215
Department ECB Savings	454,009	0	(1,553,423)	0	0	0
Operating Contingency	0	0	0	0	0	0
Prepaid PD OT	0	0	0	90,000	90,000	0
Prepaid Costs	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>43,147,916</b>	<b>32,223,173</b>	<b>44,575,376</b>	<b>33,343,533</b>	<b>32,128,873</b>	<b>34,753,301</b>
<b>TOTAL AVAILABLE</b>	<b>30,864,549</b>	<b>19,878,319</b>	<b>32,230,522</b>	<b>32,963,919</b>	<b>31,749,259</b>	<b>33,130,010</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	22,665,254	22,575,031	23,275,025	22,420,149	22,458,133	22,801,166
Maintenance & Operation	7,335,651	7,727,517	7,487,893	8,191,952	8,191,952	8,319,547
Capital Outlay	0	0	0	64,500	64,500	62,900
Forgiveness of Loan	11,604,191	0	0	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>41,605,096</b>	<b>30,302,548</b>	<b>30,762,918</b>	<b>30,676,601</b>	<b>30,714,585</b>	<b>31,183,613</b>
Special Projects	366,328	217,679	668,148	1,445,088	1,445,088	419,406
<b>TOTAL BUDGET</b>	<b>41,971,424</b>	<b>30,520,227</b>	<b>31,431,066</b>	<b>32,121,689</b>	<b>32,159,673</b>	<b>31,603,019</b>
<b>Operating Transfer Out:</b>						
To L&L District	0	0	0	0	0	0
Transfer to Facilities Fund - projects	0	0	0	0	0	0
Retirement Fund	700,000	800,000	800,000	900,000	900,000	1,100,000
Asset Forfeiture Fund	20,000	20,000	20,000	90,000	90,000	115,000
Public Library	10,000	10,000	10,000	26,000	26,000	10,000
Park Assessment Fund	0	0	0	0	0	0
Development Services Fund	0	0	15,992	0	0	0
Traffic Safety	0	0	0	0	0	0
Affordable Housing (MAP)	0	0	0	72,428	72,428	79,001
CDBG Fund	75,233	0	0	64,449	64,449	66,216
<b>Transfer to Designations:</b>						
Long Term Receivable	0	0	0	0	0	0
Prepaid PD OT	0	0	90,000	0	0	0
Special Programs	432,746	177,792	243,078	60,000	60,000	137,600
Capital Projects	0	0	0	0	0	0
Department ECB Savings	0	250,000	0	0	0	0
Operating Contingency	0	0	0	0	0	0
Retiree Medical Plan	0	0	0	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>43,209,403</b>	<b>31,778,019</b>	<b>32,610,136</b>	<b>33,334,566</b>	<b>33,372,550</b>	<b>33,110,836</b>

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>NET SURPLUS</b>	<b>(61,487)</b>	<b>445,154</b>	<b>11,965,240</b>	<b>8,967</b>	<b>(1,243,677)</b>	<b>1,642,465</b>
<b>ENDING UNDESIG BAL. (With GF Loan)</b>	<b>(12,344,854)</b>	<b>(11,899,700)</b>	<b>(379,614)</b>	<b>(370,647)</b>	<b>(1,623,291)</b>	<b>19,174</b>
DESIGNATIONS FOR:						
Operating Contingency	4,458,522	4,458,522	4,458,522	4,458,522	4,458,522	4,458,522
Retiree Medical Plan	0	0	0	0	0	0
Capital Projects	0	0	0	0	0	0
Long Term Receivable	0	0	0	0	0	0
Special Programs	552,458	602,026	379,217	433,427	433,427	473,812
Department Savings	(1,553,423)	(1,303,423)	0	0	0	0
Prepaid PD OT	0	0	90,000	0	0	0
Prepaid Costs	0	0	0	0	0	0
<b>COMBINED FUND BALANCE</b>	<b>(\$8,887,297)</b>	<b>(\$8,142,575)</b>	<b>\$4,548,125</b>	<b>\$4,423,987</b>	<b>\$3,268,658</b>	<b>\$4,951,508</b>
	#		#			

# - Ties to Year End CAFR. Combined with Funds 211, 281 & 820.

**EMERGENCY RESERVE  
FUND**

**211  
NUMBER**

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$354,011	\$121,514	\$121,514	\$9,864	\$9,864	\$0
<b>RESOURCES</b>						
REVENUE:						
Use of Money & Property	162	1,000	62	400	400	0
Revenues from Other Agencies	0	0	0	40,134	0	40,134
Other Revenue	106,630	0	0	0	0	0
<b>Subtotal</b>	<b>106,792</b>	<b>1,000</b>	<b>62</b>	<b>40,534</b>	<b>400</b>	<b>40,134</b>
Transfer in from General Fund	0	0	0	0	279,097	0
<b>TOTAL RESOURCES</b>	<b>106,792</b>	<b>1,000</b>	<b>62</b>	<b>40,534</b>	<b>279,497</b>	<b>40,134</b>
<b>TOTAL AVAILABLE</b>	<b>460,803</b>	<b>122,514</b>	<b>121,576</b>	<b>50,398</b>	<b>289,361</b>	<b>40,134</b>
<b>APPROPRIATIONS</b>						
CURRENT EXPENSES:						
Personnel	0	0	0	0	0	0
Maintenance & Operations	0	0	5,243	80,534	105,997	40,134
Capital Outlay	0	0	0	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>0</b>	<b>0</b>	<b>5,243</b>	<b>80,534</b>	<b>105,997</b>	<b>40,134</b>
Projects	339,289	0	106,469	150,000	183,364	0
<b>TOTAL BUDGET</b>	<b>339,289</b>	<b>0</b>	<b>111,712</b>	<b>230,534</b>	<b>289,361</b>	<b>40,134</b>
Transfer Out	0	0	0	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>339,289</b>	<b>0</b>	<b>111,712</b>	<b>230,534</b>	<b>289,361</b>	<b>40,134</b>
<b>TOTAL FUND BALANCE</b>	<b>\$121,514</b>	<b>\$122,514</b>	<b>\$9,864</b>	<b>(\$180,136)</b>	<b>\$0</b>	<b>\$0</b>
	#		#			

# Ties to Year End CAFR. Combined with funds 111, 281 & 820.

**RETIREMENT  
FUND**

**212  
NUMBER**

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	<b>\$3,333,212</b>	<b>\$1,107,971</b>	<b>\$1,107,971</b>	<b>\$2,289,222</b>	<b>\$2,289,222</b>	<b>\$2,079,350</b>
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Property Taxes **	2,924,955	4,732,719	4,472,802	4,512,716	4,512,716	4,651,700
Use of Money & Property	4,431	13,000	1,985	5,000	5,000	6,700
Revenue from Other Agencies	0	0	0	0	0	0
Other Revenue	0	0	2,000,000	0	0	0
<b>TOTAL REVENUE</b>	<b>2,929,386</b>	<b>4,745,719</b>	<b>6,474,787</b>	<b>4,517,716</b>	<b>4,517,716</b>	<b>4,658,400</b>
Transfer In From General Fund	700,000	800,000	800,000	900,000	900,000	1,100,000
<b>TOTAL RESOURCES</b>	<b>3,629,386</b>	<b>5,545,719</b>	<b>7,274,787</b>	<b>5,417,716</b>	<b>5,417,716</b>	<b>5,758,400</b>
<b>TOTAL AVAILABLE</b>	<b>6,962,598</b>	<b>6,653,690</b>	<b>8,382,758</b>	<b>7,706,938</b>	<b>7,706,938</b>	<b>7,837,750</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	0	0	0	0	0	0
Maintenance & Operations	0	0	0	0	0	150,000
Capital Outlay	0	0	0	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>150,000</b>
Transfer Out- POB Debt Service Fund	841,632	1,025,191	1,026,516	1,056,791	1,056,791	1,094,723
Transfer Out- Reimb Other Funds	5,012,995	5,077,337	5,067,020	4,570,797	4,570,797	4,875,478
<b>TOTAL APPROPRIATIONS</b>	<b>5,854,627</b>	<b>6,102,528</b>	<b>6,093,536</b>	<b>5,627,588</b>	<b>5,627,588</b>	<b>6,120,201</b>
<b>TOTAL FUND BALANCE</b>	<b>\$1,107,971</b>	<b>\$551,162</b>	<b>\$2,289,222</b>	<b>\$2,079,350</b>	<b>\$2,079,350</b>	<b>\$1,717,549</b>
	#		#			

# Ties to Year End CAFR

\*\* Property taxes is reduced \$2M in 2011-12 because we wrote off the loan to the MRA. A new loan was booked and set up as deferred revenue. Revenue recognition should occur in 12-13.

**STREET MAINTENANCE  
FUND**

213  
NUMBER

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	<b>(\$386,505)</b>	<b>\$367,320</b>	<b>\$367,320</b>	<b>(\$102,679)</b>	<b>(\$102,679)</b>	<b>\$92,439</b>
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Licenses and Permits	82,369	0	0	0	0	0
Charges for Services	0	0	117	0	0	0
Use of Money & Property	1,328	3,500	2,413	2,000	2,000	4,600
Revenue from Other Agencies	0	0	0	0	0	0
Grant Reimbursement	527,162	424,823	0	423,375	274,717	171,551
Other Revenue	0	0	(50)	0	0	0
<b>TOTAL REVENUE</b>	<b>610,859</b>	<b>428,323</b>	<b>2,480</b>	<b>425,375</b>	<b>276,717</b>	<b>176,151</b>
Transfer from Designations:						
Encumbrances	0	0	0	0	0	0
Future Street Imp. Projects	767,180	0	0	0	0	0
Transfer In - Gas Tax Fund	311,666	365,000	327,406	339,505	339,505	328,401
Transfer In - Gas Tax Fund (aka Prop 42) ##	537,672	391,632	314,125	565,935	565,935	417,982
Transfer In - Waste Fund - hauler permit fees	0	85,000	0	85,000	85,000	85,000
Transfer In - Retirement	68,041	94,520	66,159	114,076	114,076	124,354
Transfer In - Water/Storm Drain Funds	0	0	85,000	0	0	0
Transfer in - Proposition "C"	12,850	1,235,000	855,027	500,000	500,000	500,000
Transfer in - Bikeway	0	0	30,000	0	0	0
Transfer in - Measure R	0	0	0	0	0	250,000
Transfer In - Sewer Fund	75,000	75,000	75,000	75,000	75,000	75,000
<b>TOTAL RESOURCES</b>	<b>2,383,268</b>	<b>2,674,475</b>	<b>1,755,197</b>	<b>2,104,891</b>	<b>1,956,233</b>	<b>1,956,888</b>
<b>TOTAL AVAILABLE</b>	<b>1,996,763</b>	<b>3,041,795</b>	<b>2,122,517</b>	<b>2,002,212</b>	<b>1,853,554</b>	<b>2,049,327</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	429,318	621,655	428,962	669,278	669,278	674,759
Maint. & Operation	308,477	296,672	286,596	326,399	326,399	327,532
Capital Outlay	0	0	0	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>737,795</b>	<b>918,327</b>	<b>715,558</b>	<b>995,677</b>	<b>995,677</b>	<b>1,002,291</b>
Capital & Special Projects	684,924	2,392,613	1,252,550	600,000	600,000	780,000
<b>TOTAL BUDGET</b>	<b>1,422,719</b>	<b>3,310,940</b>	<b>1,968,108</b>	<b>1,595,677</b>	<b>1,595,677</b>	<b>1,782,291</b>
Transfer Out - Overhead charges	206,724	231,036	257,088	110,292	110,292	118,282
Transfer Out - CIP for Library St Imp/Carl Moye	0	0	0	0	0	0
Transfer Out - CIP for ARRA Projects	0	0	0	0	0	0
Transfer Out - Transfer back to Gas Tax	0	0	0	0	0	0
Transfer Out - Engineering Overhead	0	0	0	55,146	55,146	59,141
Transfer to Designations:						
Encumbrances	0	0	0	0	0	0
Future Street Imp. Projects	0	0	0	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>1,629,443</b>	<b>3,541,976</b>	<b>2,225,196</b>	<b>1,761,115</b>	<b>1,761,115</b>	<b>1,959,714</b>
<b>ENDING UNDESIGNATED BALANCE</b>	<b>367,320</b>	<b>(500,181)</b>	<b>(102,679)</b>	<b>241,097</b>	<b>92,439</b>	<b>89,613</b>
Designated for Future Street Proj.	172,132	172,132	172,132	172,132	172,132	172,132
Reserved for encumbrances	0	0	0	0	0	0
<b>TOTAL FUND BALANCE</b>	<b>\$539,452</b>	<b>(\$328,049)</b>	<b>\$69,453</b>	<b>\$413,229</b>	<b>\$264,571</b>	<b>\$261,745</b>
	#		#			

# Ties to Year End CAFR

@ CAFR shows deferral of \$661,117 for grant revenue. Recognized and spent in 11-12.

**PENSION OBLIGATION BONDS D/€  
FUND**

**214  
NUMBER**

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$10,257	\$9,023	\$9,023	\$9,220	\$9,220	\$7,995
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Property Taxes	0	0	0	0	0	0
Use of Money & Property	91	100	197	100	100	600
Revenue from Other Agencies	0	0	0	0	0	0
Other Revenue-Bond Proceeds	0	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>91</b>	<b>100</b>	<b>197</b>	<b>100</b>	<b>100</b>	<b>600</b>
Transfer In From Ret Fund	841,632	1,025,191	1,026,516	1,056,791	1,056,791	1,094,723
<b>TOTAL RESOURCES</b>	<b>841,723</b>	<b>1,025,291</b>	<b>1,026,713</b>	<b>1,056,891</b>	<b>1,056,891</b>	<b>1,095,323</b>
<b>TOTAL AVAILABLE</b>	<b>851,980</b>	<b>1,034,314</b>	<b>1,035,736</b>	<b>1,066,111</b>	<b>1,066,111</b>	<b>1,103,318</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
PERS Pension Costs	0	0	0	0	0	0
Debt Service	842,957	1,025,191	1,026,516	1,058,116	1,058,116	1,096,048
Capital Outlay	0	0	0	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>842,957</b>	<b>1,025,191</b>	<b>1,026,516</b>	<b>1,058,116</b>	<b>1,058,116</b>	<b>1,096,048</b>
Transfer Out	0	0	0	0	0	0
<b>TOTAL APPROPRIATIONS</b>	<b>842,957</b>	<b>1,025,191</b>	<b>1,026,516</b>	<b>1,058,116</b>	<b>1,058,116</b>	<b>1,096,048</b>
<b>TOTAL FUND BALANCE</b>	<b>\$9,023</b>	<b>\$9,123</b>	<b>\$9,220</b>	<b>\$7,995</b>	<b>\$7,995</b>	<b>\$7,270</b>
	#		#			

# - Ties to Year End CAFR

**TRANSPORTATION DEV - PROP A  
FUND**

**221  
NUMBER**

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$993,881	\$887,021	\$887,021	\$706,208	\$706,208	\$611,996
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	883	2,500	1,270	1,500	1,500	3,200
Revenue from Other Agencies	974,467	877,497	905,203	1,081,000	1,046,000	1,112,000
Charges for Service	44,078	45,863	42,688	46,000	46,000	47,500
Other Revenues	9,265	7,497	7,745	8,448	8,448	8,448
<b>TOTAL REVENUE</b>	<b>1,028,693</b>	<b>933,357</b>	<b>956,906</b>	<b>1,136,948</b>	<b>1,101,948</b>	<b>1,171,148</b>
Operating Transfer In	0	0	0	0	0	0
Transfer from Designations:						
Vehicle Replacement	0	0	0	0	0	0
Transportation Projects	0	0	0	0	0	0
Encumbrances	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>1,028,693</b>	<b>933,357</b>	<b>956,906</b>	<b>1,136,948</b>	<b>1,101,948</b>	<b>1,171,148</b>
<b>TOTAL AVAILABLE</b>	<b>2,022,574</b>	<b>1,820,378</b>	<b>1,843,927</b>	<b>1,843,156</b>	<b>1,808,156</b>	<b>1,783,144</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	213,801	232,135	234,646	207,446	207,446	228,497
Maint. & Operation	921,752	955,982	903,073	988,714	988,714	1,013,524
Capital Outlay	0	210,000	0	40,000	0	40,000
Construction	0	0	0	0	0	0
<b>TOTAL BUDGET</b>	<b>1,135,553</b>	<b>1,398,117</b>	<b>1,137,719</b>	<b>1,236,160</b>	<b>1,196,160</b>	<b>1,282,021</b>
Transfers Out	0	0	0	0	0	0
Transfer to Designations:						
Encumbrances	0	0	0	0	0	0
Transportation Projects	0	0	0	0	0	0
Vehicle Replacement	0	0	0	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>1,135,553</b>	<b>1,398,117</b>	<b>1,137,719</b>	<b>1,236,160</b>	<b>1,196,160</b>	<b>1,282,021</b>
<b>ENDING UNDESIGNATED BALANCE</b>	<b>887,021</b>	<b>422,261</b>	<b>706,208</b>	<b>606,996</b>	<b>611,996</b>	<b>501,123</b>
Reserved for Encumbrances	0	0	0	0	0	0
Reserved for Transportation Projects	0	0	0	0	0	0
<b>TOTAL FUND BALANCE</b>	<b>\$887,021</b>	<b>\$422,261</b>	<b>\$706,208</b>	<b>\$606,996</b>	<b>\$611,996</b>	<b>\$501,123</b>
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# - Ties to Year End CAFR

**TRANSPORTATION DEV - PROP C**  
**FUND**

**222**  
**NUMBER**

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$1,347,032	\$1,799,702	\$1,799,702	\$1,437,591	\$1,437,591	\$1,421,731
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	1,628	3,000	2,419	2,000	2,000	7,800
Revenue from Other Agencies	484,906	472,339	512,808	534,000	534,000	550,000
Other Revenues	0	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>486,534</b>	<b>475,339</b>	<b>515,227</b>	<b>536,000</b>	<b>536,000</b>	<b>557,800</b>
Operating Transfer In	0	0	0	0	0	0
Transfer from Designations						
Light Rail	0	0	0	0	0	0
Street Improvements	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>486,534</b>	<b>475,339</b>	<b>515,227</b>	<b>536,000</b>	<b>536,000</b>	<b>557,800</b>
<b>TOTAL AVAILABLE</b>	<b>1,833,566</b>	<b>2,275,041</b>	<b>2,314,929</b>	<b>1,973,591</b>	<b>1,973,591</b>	<b>1,979,531</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	15,134	16,288	16,401	45,082	45,082	35,055
Maint. & Operation	5,880	6,409	5,910	6,778	6,778	6,960
Capital Outlay	0	0	0	0	0	0
<b>TOTAL BUDGET</b>	<b>21,014</b>	<b>22,697</b>	<b>22,311</b>	<b>51,860</b>	<b>51,860</b>	<b>42,015</b>
Transfer Out - Capital Improvement Fund	0	0	0	0	0	0
Transfer Out - Facilities Fund	0	0	0	0	0	0
Transfer Out - Street Fund	12,850	1,235,000	855,027	500,000	500,000	500,000
Transfer to Designations						
Street Improvements	0	0	0	0	0	0
Light Rail	0	0	0	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>33,864</b>	<b>1,257,697</b>	<b>877,338</b>	<b>551,860</b>	<b>551,860</b>	<b>542,015</b>
<b>ENDING BALANCE</b>	<b>1,799,702</b>	<b>1,017,344</b>	<b>1,437,591</b>	<b>1,421,731</b>	<b>1,421,731</b>	<b>1,437,516</b>
Designated for Light Rail	0	0	0	0	0	0
Designated for Street Improvements	0	0	0	0	0	0
<b>TOTAL FUND BALANCE</b>	<b>\$1,799,702</b>	<b>\$1,017,344</b>	<b>\$1,437,591</b>	<b>\$1,421,731</b>	<b>\$1,421,731</b>	<b>\$1,437,516</b>
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# - Ties to Year End CAFR

**AIR QUALITY IMPROVEMENT  
FUND**

223  
NUMBER

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	<b>\$189,376</b>	<b>\$226,185</b>	<b>\$226,185</b>	<b>\$262,100</b>	<b>\$262,100</b>	<b>\$284,040</b>
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	249	500	418	300	300	1,300
Revenue From other Agencies	46,021	46,000	44,305	46,000	46,000	46,000
Other Revenue	5,623	17,166	4,995	7,000	7,000	9,000
<b>TOTAL REVENUE</b>	<b>51,893</b>	<b>63,666</b>	<b>49,718</b>	<b>53,300</b>	<b>53,300</b>	<b>56,300</b>
Transfer In	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>51,893</b>	<b>63,666</b>	<b>49,718</b>	<b>53,300</b>	<b>53,300</b>	<b>56,300</b>
<b>TOTAL AVAILABLE</b>	<b>241,269</b>	<b>289,851</b>	<b>275,903</b>	<b>315,400</b>	<b>315,400</b>	<b>340,340</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	0	0	0	0	0	0
Maintenance & Operations	15,084	31,638	13,803	31,360	31,360	21,386
Capital Outlay	0	0	0	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>15,084</b>	<b>31,638</b>	<b>13,803</b>	<b>31,360</b>	<b>31,360</b>	<b>21,386</b>
Transfer Out	0	0	0	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>15,084</b>	<b>31,638</b>	<b>13,803</b>	<b>31,360</b>	<b>31,360</b>	<b>21,386</b>
<b>TOTAL FUND BALANCE</b>	<b>\$226,185</b>	<b>\$258,213</b>	<b>\$262,100</b>	<b>\$284,040</b>	<b>\$284,040</b>	<b>\$318,954</b>
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# - Ties to Year End CAFR

MEASURE R FUND						224 NUMBER
	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$582,796	\$944,993	\$944,993	\$1,330,916	\$1,330,916	\$1,639,813
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	1,062	1,000	2,015	1,000	1,000	7,800
Revenue From other Agencies	361,135	354,567	383,908	398,000	398,000	414,000
Other Revenue	0	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>362,197</b>	<b>355,567</b>	<b>385,923</b>	<b>399,000</b>	<b>399,000</b>	<b>421,800</b>
Transfer In	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>362,197</b>	<b>355,567</b>	<b>385,923</b>	<b>399,000</b>	<b>399,000</b>	<b>421,800</b>
<b>TOTAL AVAILABLE</b>	<b>944,993</b>	<b>1,300,560</b>	<b>1,330,916</b>	<b>1,729,916</b>	<b>1,729,916</b>	<b>2,061,613</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	0	0	0	0	0	0
Maintenance & Operations	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Transfer Out - Ligthing Landscape	0	0	0	0	0	200,000
Transfer Out - Development Services	0	0	0	0	90,103	0
Transfer Out - Street Maintenance	0	0	0	0	0	250,000
<b>TOTAL APPROPRIATION</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>90,103</b>	<b>450,000</b>
<b>TOTAL FUND BALANCE</b>	<b>\$944,993</b>	<b>\$1,300,560</b>	<b>\$1,330,916</b>	<b>\$1,729,916</b>	<b>\$1,639,813</b>	<b>\$1,611,613</b>
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# - Ties to Year End CAFR

TRAFFIC SAFETY FUND						231 NUMBER
	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$3	(\$39,558)	(\$39,558)	(\$25,374)	(\$25,374)	\$58,661
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Charges for Service	395,754	440,000	449,079	410,000	410,000	410,000
Use of Money & Property	0	0	0	0	0	0
Other Revenue	0	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>395,754</b>	<b>440,000</b>	<b>449,079</b>	<b>410,000</b>	<b>410,000</b>	<b>410,000</b>
Transfer In - PC ECB Support	0	0	0	0	0	0
Transfer from Traffic Safety Projects	0	0	0	0	0	0
Operating Transfer In - Retirement Fund	21,472	23,268	20,458	18,741	18,741	17,725
<b>TOTAL RESOURCES</b>	<b>417,226</b>	<b>463,268</b>	<b>469,537</b>	<b>428,741</b>	<b>428,741</b>	<b>427,725</b>
<b>TOTAL AVAILABLE</b>	<b>417,229</b>	<b>423,710</b>	<b>429,979</b>	<b>403,367</b>	<b>403,367</b>	<b>486,386</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	194,598	163,583	191,292	153,873	126,000	148,250
Maintenance & Operations	188,612	184,985	190,716	182,374	165,000	200,341
RDA Elimination Impact	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>383,210</b>	<b>348,568</b>	<b>382,008</b>	<b>336,247</b>	<b>291,000</b>	<b>348,591</b>
Operating Transfer Out	73,577	79,441	73,345	60,438	53,706	60,745
Transfer to Traffic Safety Projects	0	0	0	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>456,787</b>	<b>428,009</b>	<b>455,353</b>	<b>396,685</b>	<b>344,706</b>	<b>409,336</b>
<b>OPERATING FUNDS</b>	<b>(39,558)</b>	<b>(4,299)</b>	<b>(25,374)</b>	<b>6,682</b>	<b>58,661</b>	<b>77,050</b>
Reserve for Traffic Safety Projects	0	0	0	0	0	0
<b>TOTAL FUND BALANCE</b>	<b>(39,558)</b>	<b>(4,299)</b>	<b>(25,374)</b>	<b>\$6,682</b>	<b>\$58,661</b>	<b>\$77,050</b>
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# - Ties to Year End CAFR

**GAS TAX  
FUND**

**232  
NUMBER**

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$67	\$67	\$67	\$68	\$68	\$68
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money and Prperty	0	500	0	0	0	0
Revenue from Other Agencies	1,109,338	1,016,632	901,532	1,165,440	1,165,440	1,006,383
<b>TOTAL REVENUE</b>	<b>1,109,338</b>	<b>1,017,132</b>	<b>901,532</b>	<b>1,165,440</b>	<b>1,165,440</b>	<b>1,006,383</b>
Transfer back from Streets	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>1,109,338</b>	<b>1,017,132</b>	<b>901,532</b>	<b>1,165,440</b>	<b>1,165,440</b>	<b>1,006,383</b>
<b>TOTAL AVAILABLE</b>	<b>1,109,405</b>	<b>1,017,199</b>	<b>901,599</b>	<b>1,165,508</b>	<b>1,165,508</b>	<b>1,006,451</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	0	0	0	0	0	0
Maintenance & Operations	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Capital & Special Projects	0	0	0	0	0	0
<b>TOTAL BUDGET</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Transfer Out-St. Maint.	954,338	756,632	641,531	905,440	905,440	776,383
Transfer Out-St. Sweeping	0	50,000	50,000	50,000	50,000	50,000
Transfer Out-Development Services	0	55,000	55,000	55,000	55,000	55,000
Transfer Out-Lighting & Landscaping	155,000	155,000	155,000	155,000	155,000	125,000
<b>TOTAL APPROPRIATION</b>	<b>1,109,338</b>	<b>1,016,632</b>	<b>901,531</b>	<b>1,165,440</b>	<b>1,165,440</b>	<b>1,006,383</b>
<b>TOTAL FUND BALANCE</b>	<b>\$67</b>	<b>\$567</b>	<b>\$68</b>	<b>\$68</b>	<b>\$68</b>	<b>\$68</b>
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# - Ties to Year End CAFR

**BIKEWAY DEVELOPMENT  
FUND**

233  
NUMBER

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$0	\$1	\$1	\$1	\$1	\$1
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	0	0	0	0	0	0
Revenue from other Agencies	11,776	0	30,000	16,973	40,000	0
Other Revenues	0	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>11,776</b>	<b>0</b>	<b>30,000</b>	<b>16,973</b>	<b>40,000</b>	<b>0</b>
Operating Transfer In	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>11,776</b>	<b>0</b>	<b>30,000</b>	<b>16,973</b>	<b>40,000</b>	<b>0</b>
<b>TOTAL AVAILABLE</b>	<b>11,776</b>	<b>1</b>	<b>30,001</b>	<b>16,974</b>	<b>40,001</b>	<b>1</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	7,897	0	0	0	0	0
Maintenance & Operations	3,878	0	0	16,973	0	0
Capital Outlay	0	0	0	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>11,775</b>	<b>0</b>	<b>0</b>	<b>16,973</b>	<b>0</b>	<b>0</b>
Capital & Special Projects	0	0	0	0	0	0
<b>TOTAL BUDGET</b>	<b>11,775</b>	<b>0</b>	<b>0</b>	<b>16,973</b>	<b>0</b>	<b>0</b>
Operating Transfer Out	0	0	30,000	0	40,000	0
<b>TOTAL APPROPRIATION</b>	<b>11,775</b>	<b>0</b>	<b>30,000</b>	<b>16,973</b>	<b>40,000</b>	<b>0</b>
<b>TOTAL FUND BALANCE</b>	<b>\$1</b>	<b>\$1</b>	<b>\$1</b>	<b>\$1</b>	<b>\$1</b>	<b>\$1</b>
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# - Ties to Year End CAFR

LIBRARY GRANT  
FUND

234  
NUMBER

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$75,758	\$25,660	\$25,660	\$56,277	\$56,277	\$94,497
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	12	200	0	50	50	300
Grants/Foundation Support	27,524	40,000	45,081	29,000	29,000	25,000
Revenue from Other Agencies	0	0	0	0	0	0
Other Revenue	12,227	10,000	26,222	5,000	5,000	0
<b>TOTAL REVENUE</b>	<b>39,763</b>	<b>50,200</b>	<b>71,303</b>	<b>34,050</b>	<b>34,050</b>	<b>25,300</b>
Operating Transfer In	10,000	10,000	10,000	26,000	26,000	10,000
Transfers from Designation	0	0	0	0	0	0
Special Programs	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>49,763</b>	<b>60,200</b>	<b>81,303</b>	<b>60,050</b>	<b>60,050</b>	<b>35,300</b>
<b>TOTAL AVAILABLE</b>	<b>125,521</b>	<b>85,860</b>	<b>106,963</b>	<b>116,327</b>	<b>116,327</b>	<b>129,797</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	51,172	76,912	24,626	21,830	21,830	28,174
Maintenance & Operation	48,689	32,945	26,060	0	0	6,525
Capital Outlay	0	0	0	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>99,861</b>	<b>109,857</b>	<b>50,686</b>	<b>21,830</b>	<b>21,830</b>	<b>34,699</b>
Capital & Special Projects	0	0	0	0	0	0
<b>TOTAL BUDGET</b>	<b>99,861</b>	<b>109,857</b>	<b>50,686</b>	<b>21,830</b>	<b>21,830</b>	<b>34,699</b>
Operating Transfer Out	0	0	0	0	0	0
Transfer to Designation	0	0	0	0	0	0
Special Projects	0	0	0	0	0	0
<b>TOTAL APPROPRIATIONS</b>	<b>99,861</b>	<b>109,857</b>	<b>50,686</b>	<b>21,830</b>	<b>21,830</b>	<b>34,699</b>
<b>ENDING UNDESIGNATED BALANCE</b>	25,660	(23,997)	56,277	94,497	94,497	95,098
Designated for Special Programs	0	0	0	0	0	0
<b>TOTAL FUND BALANCE</b>	<b>\$25,660</b>	<b>(\$23,997)</b>	<b>\$56,277</b>	<b>\$94,497</b>	<b>\$94,497</b>	<b>\$95,098</b>
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# - Ties to Year End CAFR

**HAZARDOUS MATERIALS  
FUND**

**235  
NUMBER**

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$17,710	\$24,240	\$24,240	\$15,086	\$15,086	\$34,213
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	0	0	11	0	0	0
Charges for Service	133,268	146,515	129,501	156,000	130,000	138,000
Other Revenues	0	20,000	19,998	0	0	0
<b>TOTAL REVENUE</b>	<b>133,268</b>	<b>166,515</b>	<b>149,510</b>	<b>156,000</b>	<b>130,000</b>	<b>138,000</b>
Transfer In From General Fund	0	0	0	0	0	0
Transfer In From Retirement	0	0	0	15,304	11,000	24,314
<b>TOTAL RESOURCES</b>	<b>133,268</b>	<b>166,515</b>	<b>149,510</b>	<b>171,304</b>	<b>141,000</b>	<b>162,314</b>
<b>TOTAL AVAILABLE</b>	<b>150,978</b>	<b>190,755</b>	<b>173,750</b>	<b>186,390</b>	<b>156,086</b>	<b>196,527</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	88,302	50,942	97,312	112,802	90,000	135,623
Maintenance & Operation	18,022	30,967	19,026	20,961	17,000	28,836
Capital Outlay	0	20,000	19,989	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>106,324</b>	<b>101,909</b>	<b>136,327</b>	<b>133,763</b>	<b>107,000</b>	<b>164,459</b>
Transfer Out	20,414	16,596	22,337	14,873	14,873	28,684
<b>TOTAL APPROPRIATION</b>	<b>126,738</b>	<b>118,505</b>	<b>158,664</b>	<b>148,636</b>	<b>121,873</b>	<b>193,143</b>
<b>TOTAL FUND BALANCE</b>	<b>\$24,240</b>	<b>\$72,250</b>	<b>\$15,086</b>	<b>\$37,754</b>	<b>\$34,213</b>	<b>\$3,384</b>
	#		#			

# - Ties to Year End CAFR

**HOUSING DEVELOPMENT (CDBG)  
FUND**

**243  
NUMBER**

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$0	(\$43,630)	(\$43,630)	(\$31,293)	(\$31,293)	\$0
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	0	0	0	0	0	0
Revenue from Other Agencies - HCDA	303,061	246,118	285,643	237,249	268,542	236,435
Other Revenues	44,269	56,972	40,652	0	0	0
<b>TOTAL REVENUE</b>	<b>347,330</b>	<b>303,090</b>	<b>326,295</b>	<b>237,249</b>	<b>268,542</b>	<b>236,435</b>
Transfer In From General Fund	75,233	0	15,992	64,449	64,449	66,216
Transfer In From Retirement Fund	0	32,543	7,013	49,485	49,485	54,626
Transfer In (RDA Housing)	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>422,563</b>	<b>335,633</b>	<b>349,300</b>	<b>351,183</b>	<b>382,476</b>	<b>357,277</b>
<b>TOTAL AVAILABLE</b>	<b>422,563</b>	<b>292,003</b>	<b>305,670</b>	<b>319,890</b>	<b>351,183</b>	<b>357,277</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	335,621	235,937	238,879	284,317	284,317	293,202
Maintenance & Operation	74,273	56,473	43,611	89,570	66,866	64,075
Capital Outlay	0	0	0	0	0	0
Special Projects	56,299	0	0	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>466,193</b>	<b>292,410</b>	<b>282,490</b>	<b>373,887</b>	<b>351,183</b>	<b>357,277</b>
Transfer Out	0	0	54,473	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>466,193</b>	<b>292,410</b>	<b>336,963</b>	<b>373,887</b>	<b>351,183</b>	<b>357,277</b>
<b>TOTAL FUND BALANCE</b>	<b>(\$43,630)</b>	<b>(\$407)</b>	<b>(\$31,293)</b>	<b>(\$53,997)</b>	<b>\$0</b>	<b>\$0</b>
	#		#			

# Ties to Year End CAFR.

**DRUG ENFORCEMENT  
FUND**

**245  
NUMBER**

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$28,373	(\$42,081)	(\$42,081)	(\$99,821)	(\$99,821)	(\$103,516)
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	0	0	0	0	0	0
Revenue from Other Agencies	65,549	65,000	74,675	115,000	75,000	78,000
Charges For Services	23,934	35,000	19,804	27,000	27,000	23,000
Other Revenues	1,598	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>91,081</b>	<b>100,000</b>	<b>94,479</b>	<b>142,000</b>	<b>102,000</b>	<b>101,000</b>
Transfer In - Retirement Fund	38,153	39,991	39,881	28,985	28,985	28,195
Transfer In - General Fund	20,000	20,000	20,000	90,000	90,000	115,000
<b>TOTAL RESOURCES</b>	<b>149,234</b>	<b>159,991</b>	<b>154,360</b>	<b>260,985</b>	<b>220,985</b>	<b>244,195</b>
<b>TOTAL AVAILABLE</b>	<b>177,607</b>	<b>117,910</b>	<b>112,279</b>	<b>161,164</b>	<b>121,164</b>	<b>140,679</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	190,301	164,910	185,047	194,680	194,680	182,487
Maintenance & Operations	29,387	29,113	27,053	31,954	30,000	25,680
Capital Outlay	0	0	0	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>219,688</b>	<b>194,023</b>	<b>212,100</b>	<b>226,634</b>	<b>224,680</b>	<b>208,167</b>
Capital & Special Projects	0	0	0	0	0	0
<b>TOTAL BUDGET</b>	<b>219,688</b>	<b>194,023</b>	<b>212,100</b>	<b>226,634</b>	<b>224,680</b>	<b>208,167</b>
Transfer Out	0	0	0	0	0	0
Transfer To Reserve	0	0	0	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>219,688</b>	<b>194,023</b>	<b>212,100</b>	<b>226,634</b>	<b>224,680</b>	<b>208,167</b>
<b>TOTAL FUND BALANCE</b>	<b>(\$42,081)</b>	<b>(\$76,113)</b>	<b>(\$99,821)</b>	<b>(\$65,470)</b>	<b>(\$103,516)</b>	<b>(\$67,488)</b>
	#		#			

# - Ties to Year End CAFR

## POLICE GRANTS

246

## FUND

NUMBER

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	<b>(\$15,857)</b>	<b>(\$53,892)</b>	<b>(\$53,892)</b>	<b>(\$78,299)</b>	<b>(\$78,299)</b>	<b>(\$49,860)</b>
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	(33)	100	0	0	0	0
Rev. from Other Agencies	257,243	512,976	502,469	234,434	234,434	185,909
Charges for Services	0	0	0	0	0	0
Other Revenues (deferred)	0	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>257,210</b>	<b>513,076</b>	<b>502,469</b>	<b>234,434</b>	<b>234,434</b>	<b>185,909</b>
Operating Transfers In	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>257,210</b>	<b>513,076</b>	<b>502,469</b>	<b>234,434</b>	<b>234,434</b>	<b>185,909</b>
<b>TOTAL AVAILABLE</b>	<b>241,353</b>	<b>459,184</b>	<b>448,577</b>	<b>156,135</b>	<b>156,135</b>	<b>136,049</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	99,581	100,000	93,676	166,783	166,783	92,460
Maintenance & Operations	44,358	3,550	35,638	39,212	39,212	30,000
Capital Outlay	151,306	370,305	397,562	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>295,245</b>	<b>473,855</b>	<b>526,876</b>	<b>205,995</b>	<b>205,995</b>	<b>122,460</b>
Capital & Special Projects	0	0	0	0	0	0
<b>TOTAL BUDGET</b>	<b>295,245</b>	<b>473,855</b>	<b>526,876</b>	<b>205,995</b>	<b>205,995</b>	<b>122,460</b>
Transfer Out	0	0	0	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>295,245</b>	<b>473,855</b>	<b>526,876</b>	<b>205,995</b>	<b>205,995</b>	<b>122,460</b>
<b>ENDING UNDESIGNATED BAL</b>	<b>(53,892)</b>	<b>(14,671)</b>	<b>(78,299)</b>	<b>(49,860)</b>	<b>(49,860)</b>	<b>13,589</b>
<b>TOTAL FUND BALANCE</b>	<b>(53,892)</b>	<b>(14,671)</b>	<b>(78,299)</b>	<b>(49,860)</b>	<b>(49,860)</b>	<b>13,589</b>
	#		#			

# - Ties to Year End CAFR

POLICE HIDTA GRANT FUND						247 NUMBER
	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	(\$220,035)	(\$153,976)	(\$153,976)	(\$17,430)	(\$17,430)	(\$17,430)
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	0	0	0	0	0	0
Rev. from Other Agencies	5,898,395	6,952,978	5,342,971	7,036,449	7,036,449	8,413,142
Charges for Services	0	0	0	0	0	0
Other Revenues	0	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>5,898,395</b>	<b>6,952,978</b>	<b>5,342,971</b>	<b>7,036,449</b>	<b>7,036,449</b>	<b>8,413,142</b>
Operating Transfers In	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>5,898,395</b>	<b>6,952,978</b>	<b>5,342,971</b>	<b>7,036,449</b>	<b>7,036,449</b>	<b>8,413,142</b>
<b>TOTAL AVAILABLE</b>	<b>5,678,360</b>	<b>6,799,002</b>	<b>5,188,995</b>	<b>7,019,019</b>	<b>7,019,019</b>	<b>8,395,712</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	0	0	0	0	0	0
Maintenance & Operations	5,832,336	6,952,978	5,206,425	7,036,449	7,036,449	8,413,142
Capital Outlay	0	0	0	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>5,832,336</b>	<b>6,952,978</b>	<b>5,206,425</b>	<b>7,036,449</b>	<b>7,036,449</b>	<b>8,413,142</b>
Capital & Special Projects	0	0	0	0	0	0
<b>TOTAL BUDGET</b>	<b>5,832,336</b>	<b>6,952,978</b>	<b>5,206,425</b>	<b>7,036,449</b>	<b>7,036,449</b>	<b>8,413,142</b>
Transfer Out	0	0	0	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>5,832,336</b>	<b>6,952,978</b>	<b>5,206,425</b>	<b>7,036,449</b>	<b>7,036,449</b>	<b>8,413,142</b>
<b>ENDING UNDESIGNATED BAL</b>	<b>(153,976)</b>	<b>(153,976)</b>	<b>(17,430)</b>	<b>(17,430)</b>	<b>(17,430)</b>	<b>(17,430)</b>
<b>TOTAL FUND BALANCE</b>	<b>(153,976)</b>	<b>(153,976)</b>	<b>(17,430)</b>	<b>(17,430)</b>	<b>(17,430)</b>	<b>(17,430)</b>
	#		#			

# - Combined with Funds 248 and 249 ties to Year End CAFR

POLICE OES GRANT FUND	248 NUMBER					
	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	(\$41,016)	(\$407,280)	(\$407,280)	(\$142,804)	(\$142,804)	(\$194,947)
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	0	0	0	0	0	0
Rev. from Other Agencies	710,151	0	693,925	908,221	908,221	782,260
Other Revenues	0	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>710,151</b>	<b>0</b>	<b>693,925</b>	<b>908,221</b>	<b>908,221</b>	<b>782,260</b>
Operating Transfers In	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>710,151</b>	<b>0</b>	<b>693,925</b>	<b>908,221</b>	<b>908,221</b>	<b>782,260</b>
<b>TOTAL AVAILABLE</b>	<b>669,135</b>	<b>(407,280)</b>	<b>286,645</b>	<b>765,417</b>	<b>765,417</b>	<b>587,313</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	0	0	0	0	0	0
Maintenance & Operations	1,076,415	0	429,449	960,364	960,364	344,764
Capital Outlay	0	0	0	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>1,076,415</b>	<b>0</b>	<b>429,449</b>	<b>960,364</b>	<b>960,364</b>	<b>344,764</b>
Capital & Special Projects	0	0	0	0	0	0
<b>TOTAL BUDGET</b>	<b>1,076,415</b>	<b>0</b>	<b>429,449</b>	<b>960,364</b>	<b>960,364</b>	<b>344,764</b>
Transfer Out	0	0	0	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>1,076,415</b>	<b>0</b>	<b>429,449</b>	<b>960,364</b>	<b>960,364</b>	<b>344,764</b>
<b>TOTAL FUND BALANCE</b>	<b>(\$407,280)</b>	<b>(\$407,280)</b>	<b>(\$142,804)</b>	<b>(\$194,947)</b>	<b>(\$194,947)</b>	<b>\$242,549</b>
	#		#			

# - Combined with Funds 247 and 249 ties to Year End CAFR

## OTHER FIDUCIARY POLICE GRANTS

249

## FUND

NUMBER

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$69,682	\$146,586	\$146,586	\$199,286	\$199,286	\$199,386
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	172	100	312	100	100	1,200
Rev. from Other Agencies	0	0	0	0	0	0
Other Revenues	179,721	0	130,977	0	0	0
<b>TOTAL REVENUE</b>	<b>179,893</b>	<b>100</b>	<b>131,289</b>	<b>100</b>	<b>100</b>	<b>1,200</b>
Operating Transfers In	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>179,893</b>	<b>100</b>	<b>131,289</b>	<b>100</b>	<b>100</b>	<b>1,200</b>
<b>TOTAL AVAILABLE</b>	<b>249,575</b>	<b>146,686</b>	<b>277,875</b>	<b>199,386</b>	<b>199,386</b>	<b>200,586</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	0	0	0	0	0	0
Maintenance & Operations	102,989	0	78,589	0	0	0
Capital Outlay	0	0	0	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>102,989</b>	<b>0</b>	<b>78,589</b>	<b>0</b>	<b>0</b>	<b>0</b>
Capital & Special Projects	0	0	0	0	0	0
<b>TOTAL BUDGET</b>	<b>102,989</b>	<b>0</b>	<b>78,589</b>	<b>0</b>	<b>0</b>	<b>0</b>
Transfer Out	0	0	0	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>102,989</b>	<b>0</b>	<b>78,589</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL FUND BALANCE</b>	<b>\$146,586</b>	<b>\$146,686</b>	<b>\$199,286</b>	<b>\$199,386</b>	<b>\$199,386</b>	<b>\$200,586</b>
	#		#			

# - Combined with Funds 247 and 248 ties to Year End CAFR

**LIGHTING & LANDSCAPE MAINTENANCE ASSESSMENT DISTRICT**  
**FUND**

**261**  
**NUMBER**

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	(543)	123,046	123,046	184,553	184,553	169,469
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Interest Earnings	57	0	257	0	0	600
Charges for Services	1,036,024	1,036,627	1,040,556	1,054,257	1,054,257	1,054,257
Revenue from Other Agencies	0	0	0	0	0	0
Other Revenue	87,561	10,300	0	10,000	10,000	40,000
<b>TOTAL REVENUE</b>	<b>1,123,642</b>	<b>1,046,927</b>	<b>1,040,813</b>	<b>1,064,257</b>	<b>1,064,257</b>	<b>1,094,857</b>
Transfer In						
Gas Tax Fund Support	155,000	155,000	155,000	155,000	155,000	125,000
Retirement	39,185	34,588	45,898	44,078	44,078	46,502
Measure R	0	0	0	0	0	200,000
General Fund support from reserves	0	0	0	0	0	0
Reserve Transfer In - Future Projects	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>1,317,827</b>	<b>1,236,515</b>	<b>1,241,711</b>	<b>1,263,335</b>	<b>1,263,335</b>	<b>1,466,359</b>
<b>TOTAL AVAILABLE</b>	<b>1,317,284</b>	<b>1,359,561</b>	<b>1,364,757</b>	<b>1,447,888</b>	<b>1,447,888</b>	<b>1,635,828</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	247,243	224,418	254,661	251,163	251,163	232,754
Maintenance & Operations	811,524	913,808	743,530	836,517	836,517	1,045,735
Capital Outlay	0	0	57,962	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>1,058,767</b>	<b>1,138,226</b>	<b>1,056,153</b>	<b>1,087,680</b>	<b>1,087,680</b>	<b>1,278,489</b>
Capital & Special Projects	0	0	0	0	0	0
<b>TOTAL BUDGET</b>	<b>1,058,767</b>	<b>1,138,226</b>	<b>1,056,153</b>	<b>1,087,680</b>	<b>1,087,680</b>	<b>1,278,489</b>
Transfer Out - Developmental Services	0	0	0	63,580	63,580	63,632
Transfer Out - General Fund	135,471	129,317	124,051	127,159	127,159	127,262
<b>TOTAL APPROPRIATION</b>	<b>1,194,238</b>	<b>1,267,543</b>	<b>1,180,204</b>	<b>1,278,419</b>	<b>1,278,419</b>	<b>1,469,383</b>
<b>ENDING UNDESIGNATED BALANCE</b>	<b>123,046</b>	<b>92,018</b>	<b>184,553</b>	<b>169,469</b>	<b>169,469</b>	<b>166,445</b>
Designated for Future Projects	0	0	0	0	0	0
<b>TOTAL FUND BALANCE</b>	<b>\$123,046</b>	<b>\$92,018</b>	<b>\$184,553</b>	<b>\$169,469</b>	<b>\$169,469</b>	<b>\$166,445</b>
	#		#			

# - Ties to Year End CAFR

**PARK MAINTENANCE ASSESSMENT  
FUND**

**266  
NUMBER**

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	<b>(\$13,890)</b>	<b>\$3,906</b>	<b>\$3,906</b>	<b>\$99,469</b>	<b>\$99,469</b>	<b>\$126,125</b>
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	45	100	122	100	100	500
Other Revenues	0	0	0	0	0	0
Charges For Service	198,070	193,460	203,224	215,984	215,984	215,984
Other State Agencies	0	30,000	76,648	30,000	30,000	0
<b>TOTAL REVENUE</b>	<b>198,115</b>	<b>223,560</b>	<b>279,994</b>	<b>246,084</b>	<b>246,084</b>	<b>216,484</b>
Transfer In - General Fund	0	0	0	0	0	0
Transfer In - Retirement Fund	23,512	24,523	26,964	27,937	27,937	28,658
<b>TOTAL RESOURCES</b>	<b>221,627</b>	<b>248,083</b>	<b>306,958</b>	<b>274,021</b>	<b>274,021</b>	<b>245,142</b>
<b>TOTAL AVAILABLE</b>	<b>207,737</b>	<b>251,989</b>	<b>310,864</b>	<b>373,490</b>	<b>373,490</b>	<b>371,267</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	144,577	152,084	149,391	152,742	152,742	144,283
Maintenance & Operations	36,154	41,304	38,016	59,567	59,567	58,776
<b>TOTAL OPERATING BUDGET</b>	<b>180,731</b>	<b>193,388</b>	<b>187,407</b>	<b>212,309</b>	<b>212,309</b>	<b>203,059</b>
Capital & Special Projects	0	0	0	0	0	0
<b>TOTALBUDGET</b>	<b>180,731</b>	<b>193,388</b>	<b>187,407</b>	<b>212,309</b>	<b>212,309</b>	<b>203,059</b>
Transfer Out-General	23,100	24,459	23,988	23,371	23,371	23,961
Transfer Out-Dev Svcs Overhead	0	0	0	11,685	11,685	11,980
<b>TOTAL APPROPRIATION</b>	<b>203,831</b>	<b>217,847</b>	<b>211,395</b>	<b>247,365</b>	<b>247,365</b>	<b>239,000</b>
<b>TOTAL FUND BALANCE</b>	<b>3,906</b>	<b>34,142</b>	<b>99,469</b>	<b>126,125</b>	<b>126,125</b>	<b>132,267</b>
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# - Ties to Year End CAFR

**BUSINESS IMPROVEMENT DISTRICT  
FUND**

**271  
NUMBER**

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$14,131	\$4,473	\$4,473	(\$2,495)	(\$2,495)	\$10,971
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	(7)	100	9	50	50	100
Charges for Services	30,420	15,000	36,168	15,000	5,000	15,000
Other Revenues	45,845	46,350	49,946	46,350	80,000	48,000
<b>TOTAL REVENUE</b>	<b>76,258</b>	<b>61,450</b>	<b>86,123</b>	<b>61,400</b>	<b>85,050</b>	<b>63,100</b>
Operating Transfer In	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>76,258</b>	<b>61,450</b>	<b>86,123</b>	<b>61,400</b>	<b>85,050</b>	<b>63,100</b>
<b>TOTAL AVAILABLE</b>	<b>90,389</b>	<b>65,923</b>	<b>90,596</b>	<b>58,905</b>	<b>82,555</b>	<b>74,071</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	0	0	954	0	0	0
Maintenance & Operation	76,167	54,000	81,765	55,800	65,000	55,800
<b>TOTAL OPERATING BUDGET</b>	<b>76,167</b>	<b>54,000</b>	<b>82,719</b>	<b>55,800</b>	<b>65,000</b>	<b>55,800</b>
Capital & Special Projects	0	0	0	0	0	0
<b>TOTAL BUDGET</b>	<b>76,167</b>	<b>54,000</b>	<b>82,719</b>	<b>55,800</b>	<b>65,000</b>	<b>55,800</b>
Operating Transfers Out	9,749	13,312	10,372	6,584	6,584	6,584
<b>TOTAL APPROPRIATION</b>	<b>85,916</b>	<b>67,312</b>	<b>93,091</b>	<b>62,384</b>	<b>71,584</b>	<b>62,384</b>
<b>TOTAL FUND BALANCE</b>	<b>\$4,473</b>	<b>(\$1,389)</b>	<b>(\$2,495)</b>	<b>(\$3,479)</b>	<b>\$10,971</b>	<b>\$11,687</b>
	#		#			

# - Ties to Year End CAFR

**DEVELOPMENT SERVICES  
FUND**

**281  
NUMBER**

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$176,095	\$1	\$1	\$0	\$0	\$168,231
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Charges for Services	1,038,955	1,672,644	1,274,081	1,268,552	1,403,854	1,294,407
Project Revenues	0	0	0	0	0	0
Other Revenues	0	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>1,038,955</b>	<b>1,672,644</b>	<b>1,274,081</b>	<b>1,268,552</b>	<b>1,403,854</b>	<b>1,294,407</b>
Operating Transfers In - Gas Tax	55,000	55,000	55,000	55,000	55,000	55,000
Operating Transfers In - Overhead support	446,482	501,111	458,413	547,588	547,588	601,876
Operating Transfer In - Retirement	151,961	186,556	175,275	243,830	243,830	285,800
Transfers from Designations:						
General Plan Update	0	0	0	51,765	51,765	100,000
Department Savings - CD	58,362	0	0	0	0	0
Department Savings - Engineering	0	0	0	0	0	0
Special Programs	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>1,750,760</b>	<b>2,415,311</b>	<b>1,962,769</b>	<b>2,166,735</b>	<b>2,302,037</b>	<b>2,337,083</b>
<b>TOTAL AVAILABLE</b>	<b>1,926,855</b>	<b>2,415,312</b>	<b>1,962,770</b>	<b>2,166,735</b>	<b>2,302,037</b>	<b>2,505,314</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	\$983,085	\$1,211,550	\$1,154,466	\$1,345,733	\$1,402,684	\$1,442,555
Maintenance & Operation	371,253	309,679	446,793	578,665	522,145	612,685
Capital Outlay	0	0	0	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>1,354,338</b>	<b>1,521,229</b>	<b>1,601,259</b>	<b>1,924,398</b>	<b>1,924,829</b>	<b>2,055,240</b>
Capital & Special Projects	0	0	0	0	0	0
<b>TOTAL BUDGET</b>	<b>1,354,338</b>		<b>1,601,259</b>	<b>1,924,398</b>	<b>1,924,829</b>	<b>2,055,240</b>
Operating Transfers Out:						
General overhead	159,853	148,704	185,796	208,974	208,977	214,051
Transfers to Designations:						
General Plan Update	8,971	0	0	0	0	35,000
Department Savings - CD	284,989	0	75,715	42,619	0	0
Department Savings - Engineering	87,005	0	100,000	42,000	0	0
Special Programs	31,698	0	0	28,000	0	0
<b>TOTAL APPROPRIATION</b>	<b>1,926,854</b>	<b>148,704</b>	<b>1,962,770</b>	<b>2,245,991</b>	<b>2,133,806</b>	<b>2,304,291</b>
<b>ENDING UNDESIGNATED BALANCE</b>	<b>1</b>	<b>2,266,608</b>	<b>0</b>	<b>(79,256)</b>	<b>168,231</b>	<b>201,023</b>
<b>DESIGNATED FOR:</b>						
General Plan Update	183,676	183,676	183,676	131,911	131,911	66,911
Department Savings - CD	(228,237)	(228,237)	(152,522)	(109,903)	(152,522)	(152,522)
Department Savings - Engineering	(285,006)	(285,006)	(185,006)	(143,006)	(185,006)	(185,006)
Restricted & Special Programs	261,056	261,056	261,056	289,056	261,056	261,056
<b>TOTAL FUND BALANCE</b>	<b>(\$68,510)</b>	<b>\$2,198,097</b>	<b>\$107,204</b>	<b>\$88,802</b>	<b>\$223,670</b>	<b>\$191,462</b>
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# - Ties to Year End CAFR. Combined with Funds 111, 211 & 820.

**CAPITAL IMPROVEMENT  
FUND**

311  
NUMBER

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	<b>(\$368,466)</b>	<b>(\$28,115)</b>	<b>(\$28,115)</b>	<b>\$1,622,343</b>	<b>\$1,622,343</b>	<b>\$22,456</b>
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Construction Taxes	1,529	5,000	20,167	5,000	5,000	20,000
Use of Money & Property	72,771	6,500	3,086	0	0	1,100
Revenue from Other Agencies	623,556	903,772	374,666	203,700	3,700	141,438
Other Revenue	2,002	0	2,055,972	0	0	0
<b>TOTAL REVENUE</b>	<b>699,858</b>	<b>915,272</b>	<b>2,453,891</b>	<b>208,700</b>	<b>8,700</b>	<b>162,538</b>
Operating Transfer In - Water Fund	0	0	0	0	0	0
Operating Transfer In - General Fund	0	0	0	0	0	0
Operating Transfer In - Prop C	0	0	0	0	0	0
Operating Transfer In - Prop A	0	0	0	0	0	0
Operating Transfer In - St. Fund (Prop 1B)	8,953	0	0	0	0	0
Operating Transfer In - MRA	0	0	0	0	0	0
Operating Transfer In - Library Bond	920	0	3,982	0	0	0
Transferred from Designations:						
Housing Loan	0	0	0	0	275,000	0
Transit Village	0	0	0	0	0	0
Capital Projects	0	0	0	0	0	0
Land Held for Resale	0	0	0	0	0	0
Encumbrances	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>709,731</b>	<b>915,272</b>	<b>2,457,873</b>	<b>208,700</b>	<b>283,700</b>	<b>162,538</b>
<b>TOTAL AVAILABLE</b>	<b>341,265</b>	<b>887,157</b>	<b>2,429,758</b>	<b>1,831,043</b>	<b>1,906,043</b>	<b>184,994</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Park Capital Projects	0	0	0	0	0	0
Other Capital Projects	319,223	903,480	807,415	200,000	0	141,438
<b>TOTAL BUDGET</b>	<b>319,223</b>	<b>903,480</b>	<b>807,415</b>	<b>200,000</b>	<b>0</b>	<b>141,438</b>
Operating Transfer Out - General Fund	33,438	32,000	0	0	0	0
Operating Transfer Out - Street Maint	0	0	0	0	0	0
Operating Transfer Out - Dev Svcs Fund	16,719	16,000	0	0	0	0
Transferred to Designations:						
Housing Loan	0	0	0	0	0	0
Transit Village	0	0	0	0	0	0
Land Held For Resale	0	0	0	0	0	0
Capital Projects	0	0	0	0	1,883,587	0
Encumbrances	0	0	0	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>369,380</b>	<b>951,480</b>	<b>807,415</b>	<b>200,000</b>	<b>1,883,587</b>	<b>141,438</b>
<b>ENDING UNDESIGNATED BALANCE</b>	<b>(28,115)</b>	<b>(64,323)</b>	<b>1,622,343</b>	<b>1,631,043</b>	<b>22,456</b>	<b>43,556</b>
<b>DESIGNATIONS:</b>						
Housing Loan	275,000	275,000	275,000	275,000	0	0
Transit Village	0	0	0	0	0	0
Land Held For Resale	2,438,433	2,438,433	2,438,433	2,438,433	2,438,433	2,438,433
Encumbrances	0	0	0	0	0	0
Capital Projects	(1,883,587)	(1,883,587)	(1,883,587)	(1,883,587)	0	0
<b>TOTAL FUND BALANCE</b>	<b>\$801,731</b>	<b>\$765,523</b>	<b>\$2,452,189</b>	<b>\$2,460,889</b>	<b>\$2,460,889</b>	<b>\$2,481,989</b>

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# - Ties to Year End CAFR

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$345,639	\$180,046	\$180,046	\$95,444	\$95,444	(\$2,443)
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	19,227	37,000	11,642	5,000	5,000	47,700
Charges for Service	6,094,540	6,204,186	6,583,725	6,275,000	6,275,000	6,395,000
Other Revenue	0	12,000	55,525	50,000	50,000	50,000
<b>TOTAL REVENUE</b>	<b>6,113,767</b>	<b>6,253,186</b>	<b>6,650,892</b>	<b>6,330,000</b>	<b>6,330,000</b>	<b>6,492,700</b>
Transfer from Reserve for Corporate Yard Repayment	120,779	120,779	5,120,779	120,779	120,779	120,779
Transfer from Reserve for Capital Replacement	500,000	824,000	756,481	400,000	400,000	2,633,814
Transfer from Reserve for Investment in Fixed Assets	233,114	270,000	250,767	230,000	230,000	250,000
Transfer from Reserve for Water Purchase	0	0	0	500,000	500,000	0
Transfer from Reserve for Encumbrances	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>6,967,660</b>	<b>7,467,965</b>	<b>12,778,919</b>	<b>7,580,779</b>	<b>7,580,779</b>	<b>9,497,293</b>
<b>TOTAL AVAILABLE</b>	<b>7,313,299</b>	<b>7,648,011</b>	<b>12,958,965</b>	<b>7,676,223</b>	<b>7,676,223</b>	<b>9,494,850</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	2,204,996	2,344,246	2,140,298	2,156,815	2,156,815	2,149,969
Maintenance & Operations	2,938,265	3,325,262	3,092,670	3,969,621	3,969,621	4,029,594
Depreciation	233,114	270,000	250,767	230,000	230,000	250,000
<b>TOTAL OPERATING BUDGET</b>	<b>5,376,375</b>	<b>5,939,508</b>	<b>5,483,735</b>	<b>6,356,436</b>	<b>6,356,436</b>	<b>6,429,563</b>
Capital & Special Projects	0	824,000	0	0	0	500,000
<b>TOTAL BUDGET</b>	<b>5,376,375</b>	<b>6,763,508</b>	<b>5,483,735</b>	<b>6,356,436</b>	<b>6,356,436</b>	<b>6,929,563</b>
Transfer Out - General Fund	963,397	1,049,808	980,450	1,013,380	1,013,380	1,036,474
Transfer Out - Development Services Fund	293,481	322,498	299,336	308,850	308,850	317,926
Transfer Out - Storm Drain	0	0	0	0	0	1,210,887
Transfer to Reserve for Contributed Capital	0	0	0	0	0	0
Transfer to Reserve for Due From Other Funds	0	0	0	0	0	0
Transfer to Reserve for Capital Replacement	0	0	5,600,000	0	0	0
Transfer to Reserve for Water Purchase	500,000	0	500,000	0	0	0
Transfer to Reserve for Encumbrances	0	0	0	0	0	0
Transfer to Reserve for Investment in Fixed Assets	0	0	0	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>7,133,253</b>	<b>8,135,814</b>	<b>12,863,521</b>	<b>7,678,666</b>	<b>7,678,666</b>	<b>9,494,850</b>
<b>Operating Funds</b>	<b>180,046</b>	<b>(487,803)</b>	<b>95,444</b>	<b>(2,443)</b>	<b>(2,443)</b>	<b>0</b>
Reserve for Capital Replacement	2,588,763	1,764,763	7,432,282	7,032,282	7,032,282	4,398,468
Reserve for Contributed Capital	434,730	434,730	434,730	434,730	434,730	434,730
Reserve for Encumbrances	0	0	0	0	0	0
Reserve for Purchase of Water	500,000	500,000	1,000,000	500,000	500,000	500,000
Reserve for Due From Other Funds	5,724,677	5,603,898	603,898	483,119	483,119	362,340
Reserve for Investment in Fixed Assets	9,878,473	9,608,473	9,627,706	9,397,706	9,397,706	9,147,706
<b>TOTAL RETAINED EARNINGS</b>	<b>\$19,306,689</b>	<b>\$17,424,061</b>	<b>\$19,194,060</b>	<b>\$17,845,394</b>	<b>\$17,845,394</b>	<b>\$14,843,244</b>

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# - Ties to Year End CAFR

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	<b>\$453,767</b>	<b>\$654,249</b>	<b>\$654,249</b>	<b>\$893,969</b>	<b>\$893,969</b>	<b>\$629,249</b>
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	2,597	4,000	3,173	1,000	1,000	8,400
Charges for Services	753,325	800,000	794,970	780,000	780,000	780,000
Other Revenue	1,640	5,000	11,471	8,000	8,000	8,000
<b>TOTAL REVENUE</b>	<b>757,562</b>	<b>809,000</b>	<b>809,614</b>	<b>789,000</b>	<b>789,000</b>	<b>796,400</b>
Operating Transfer In - For corp yard renovation	0	0	0	0	0	0
Transfer from Reserve for Encumbrances	0	0	0	0	0	0
Transfer from Reserve for Due From Other Funds	47,583	47,583	47,583	47,583	47,583	47,583
Transfer from Reserve for Contributed Capital	0	0	0	0	0	0
Transfer from Reserve for Fixed Assets	118,429	130,000	130,000	120,000	120,000	110,000
Transfer from Reserve for Capital Replacement	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>923,574</b>	<b>986,583</b>	<b>987,197</b>	<b>956,583</b>	<b>956,583</b>	<b>953,983</b>
<b>TOTAL AVAILABLE</b>	<b>1,377,341</b>	<b>1,640,832</b>	<b>1,641,446</b>	<b>1,850,552</b>	<b>1,850,552</b>	<b>1,583,232</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	204,134	287,544	201,222	342,358	342,358	348,997
Maintenance & Operations	193,469	196,841	225,243	360,926	360,926	634,598
RDA Elimination Impact	0	0	0	0	0	0
Capital Outlay	0	0	0	40,000	40,000	100,000
Depreciation	118,429	130,000	107,787	120,000	120,000	110,000
<b>TOTAL OPERATING BUDGET</b>	<b>516,032</b>	<b>614,385</b>	<b>534,252</b>	<b>863,284</b>	<b>863,284</b>	<b>1,193,595</b>
Capital & Special Projects	0	0	0	121,352	121,352	0
<b>TOTAL BUDGET</b>	<b>516,032</b>	<b>614,385</b>	<b>534,252</b>	<b>984,636</b>	<b>984,636</b>	<b>1,193,595</b>
Transfer out - General Fund	76,545	99,856	81,169	98,750	98,750	174,096
Transfer out - Street Maintenance	75,000	75,000	75,000	75,000	75,000	75,000
Transfer out - Development Services	25,515	33,285	27,056	32,917	32,917	58,032
Transfer out - Street Sweeping	30,000	30,000	30,000	30,000	30,000	30,000
Transfer out - Water Fund	0	0	0	0	0	0
Transfer to Reserve for Encumbrances	0	0	0	0	0	0
Transfer to Reserve for Capital Replacement	0	0	0	0	0	0
Transfer to Reserve for Contributed Capital	0	0	0	0	0	0
Transfer to Reserve for Due from other funds	0	0	0	0	0	0
Transfer to Reserve for Investment in Fixed Assets	0	0	0	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>723,092</b>	<b>852,526</b>	<b>747,477</b>	<b>1,221,303</b>	<b>1,221,303</b>	<b>1,530,723</b>
<b>OPERATING FUNDS</b>	<b>654,249</b>	<b>788,306</b>	<b>893,969</b>	<b>629,249</b>	<b>629,249</b>	<b>52,509</b>
Reserve for Encumbrances	0	0	0	0	0	0
Reserve for Capital Replacement	449,236	449,236	449,236	449,236	449,236	449,236
Reserve for Contributed Capital	420,849	420,849	420,849	420,849	420,849	420,849
Reserve - Due from other funds	285,500	237,917	237,917	190,334	190,334	142,751
Reserve for Investment In Fixed Assets	3,453,192	3,323,192	3,323,192	3,203,192	3,203,192	3,093,192
<b>TOTAL RETAINED EARNINGS</b>	<b>\$5,263,026</b>	<b>\$5,219,500</b>	<b>\$5,325,163</b>	<b>\$4,892,860</b>	<b>\$4,892,860</b>	<b>\$4,158,537</b>
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# - Ties to Year End CAFR

**STORM DRAIN MAINTENANCE  
FUND**

**423  
NUMBER**

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$62,813	\$18,154	\$18,154	\$110,487	\$110,487	\$27,977
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	462	1,000	805	500	500	3,000
Charges for Services	270,447	280,000	283,522	296,000	296,000	335,000
Other Revenue	(127)	0	145	0	0	0
<b>TOTAL REVENUE</b>	<b>270,782</b>	<b>281,000</b>	<b>284,472</b>	<b>296,500</b>	<b>296,500</b>	<b>338,000</b>
Transfer In - Environmental Services	0	0	0	0	0	580,772
Transfer In - Water Fund	0	0	0	0	0	1,210,887
Transfer from Reserves:						
Capital Replacement.	0	0	0	0	0	0
Encumbrances	0	0	0	0	0	0
Investment in Fixed Assets	18,155	18,000	18,000	18,000	18,000	18,000
NPDES	0	50,000	0	100,000	100,000	0
<b>TOTAL RESOURCES</b>	<b>288,937</b>	<b>349,000</b>	<b>302,472</b>	<b>414,500</b>	<b>414,500</b>	<b>2,147,659</b>
<b>TOTAL AVAILABLE</b>	<b>351,750</b>	<b>367,154</b>	<b>320,626</b>	<b>524,987</b>	<b>524,987</b>	<b>2,175,636</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	58,097	61,221	60,994	66,727	66,727	51,544
Maintenance & Operations	74,081	193,066	86,250	286,468	286,468	620,238
RDA Elimination Impact	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Depreciation	18,155	18,000	18,155	18,000	18,000	18,000
<b>TOTAL OPERATING BUDGET</b>	<b>150,333</b>	<b>272,287</b>	<b>165,399</b>	<b>371,195</b>	<b>371,195</b>	<b>689,782</b>
Capital & Special Projects	13,186	0	0	0	0	1,210,887
<b>TOTAL BUDGET</b>	<b>163,519</b>	<b>272,287</b>	<b>165,399</b>	<b>371,195</b>	<b>371,195</b>	<b>1,900,669</b>
Transfer out - General	40,761	57,878	33,555	94,361	94,361	118,905
Transfer out - Street Maintenance	0	0	0	0	0	0
Transfer out - Corp Yd Renovation	0	0	0	0	0	0
Transfer out - Development Services	0	19,293	11,185	31,454	31,454	39,635
Transfer To Reserves:						
Capital Replacement.	10,827	0	0	0	0	0
Encumbrances	0	0	0	0	0	0
Investment in Fixed Asset	0	0	0	0	0	0
NPDES	118,489	0	0	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>333,596</b>	<b>349,458</b>	<b>210,139</b>	<b>497,010</b>	<b>497,010</b>	<b>2,059,209</b>
<b>OPERATING FUNDS</b>	<b>18,154</b>	<b>17,696</b>	<b>110,487</b>	<b>27,977</b>	<b>27,977</b>	<b>116,427</b>
RESERVES - Capital Replacement	100,000	100,000	100,000	100,000	100,000	100,000
RESERVES - Encumbrances	0	0	0	0	0	0
RESERVES - Investment in FA	443,901	425,901	425,901	407,901	407,901	389,901
RESERVES - NPDES	190,225	140,225	190,225	90,225	90,225	90,225
<b>TOTAL RETAINED EARNINGS</b>	<b>\$752,280</b>	<b>\$683,822</b>	<b>\$826,613</b>	<b>\$626,103</b>	<b>\$626,103</b>	<b>\$696,553</b>
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# - Ties to Year End CAFR

**STREET SWEEPING  
FUND**

424  
NUMBER

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$63,120	\$100,423	\$100,423	\$150,862	\$150,862	\$174,382
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	59	100	167	100	100	700
Charges for Services	197,904	202,000	207,598	202,000	202,000	202,000
Other Revenue	70	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>198,033</b>	<b>202,100</b>	<b>207,765</b>	<b>202,100</b>	<b>202,100</b>	<b>202,700</b>
Operating Transfer in - Street Fund	0	0	0	0	0	0
Operating Transfer in - Sanitation	30,000	30,000	30,000	30,000	30,000	30,000
Operating Transfer in - Water	0	0	0	0	0	0
Operating Transfer in - Gas Tax	50,000	50,000	50,000	50,000	50,000	50,000
Operating Transfer in- Retirement	0	0	0	0	0	0
Transfer From Reserves	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>278,033</b>	<b>282,100</b>	<b>287,765</b>	<b>282,100</b>	<b>282,100</b>	<b>282,700</b>
<b>TOTAL AVAILABLE</b>	<b>341,153</b>	<b>382,523</b>	<b>388,188</b>	<b>432,962</b>	<b>432,962</b>	<b>457,082</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	26,570	26,964	29,843	17,634	17,634	18,622
Maintenance & Operations	165,061	208,728	159,111	189,966	189,966	189,966
<b>TOTAL OPERATING BUDGET</b>	<b>191,631</b>	<b>235,692</b>	<b>188,954</b>	<b>207,600</b>	<b>207,600</b>	<b>208,588</b>
Capital & Special Projects	0	0	0	0	0	0
<b>TOTAL BUDGET</b>	<b>191,631</b>	<b>235,692</b>	<b>188,954</b>	<b>207,600</b>	<b>207,600</b>	<b>208,588</b>
Operating Transfer Out	49,099	45,119	36,279	38,235	38,235	36,920
Transfer out - Development Services	0	15,040	12,093	12,745	12,745	12,307
Transfer out - Water fund	0	0	0	0	0	0
Transfer To Reserves	0	0	0	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>240,730</b>	<b>295,851</b>	<b>237,326</b>	<b>258,580</b>	<b>258,580</b>	<b>257,815</b>
<b>OPERATING FUNDS</b>	<b>100,423</b>	<b>86,672</b>	<b>150,862</b>	<b>174,382</b>	<b>174,382</b>	<b>199,267</b>
RESERVES - Capital Replacement	0	0	0	0	0	0
<b>TOTAL RETAINED EARNINGS</b>	<b>\$100,423</b>	<b>\$86,672</b>	<b>\$150,862</b>	<b>\$174,382</b>	<b>\$174,382</b>	<b>\$199,267</b>
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# - Ties to Year End CAFR

**ENVIRONMENTAL SERVICES  
FUND**

431  
NUMBER

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$320,141	\$470,190	\$470,190	\$786,325	\$786,325	\$1,017,103
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Fees and Permits	554,178	805,500	1,122,539	1,091,000	1,091,000	1,155,000
Use of Money & Property	992	1,500	1,822	1,200	1,200	6,700
Revenue from Other Agencies	0	0	0	0	0	0
Charges for Service	0	0	0	0	0	0
Other Revenue (Projects)	67,811	91,746	36,823	78,397	78,397	51,322
<b>TOTAL REVENUE</b>	<b>622,981</b>	<b>898,746</b>	<b>1,161,184</b>	<b>1,170,597</b>	<b>1,170,597</b>	<b>1,213,022</b>
Operating Transfers In - Retirement	0	0	0	0	0	0
Transfer In From Reserves:						
AB 939 Program	0	0	0	0	0	0
Investment in Fixed Assets	0	0	0	1,500	1,500	1,500
<b>TOTAL RESOURCES</b>	<b>622,981</b>	<b>898,746</b>	<b>1,161,184</b>	<b>1,172,097</b>	<b>1,172,097</b>	<b>1,214,522</b>
<b>TOTAL AVAILABLE</b>	<b>943,122</b>	<b>1,368,936</b>	<b>1,631,374</b>	<b>1,958,422</b>	<b>1,958,422</b>	<b>2,231,625</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	204,162	303,208	260,027	317,192	317,192	306,323
Maintenance & Operations	111,734	111,728	78,960	217,299	217,299	358,469
Capital Outlay	3,710	0	0	0	0	0
Depreciation	1,529	0	1,529	1,500	1,500	1,500
<b>TOTAL OPERATING BUDGET</b>	<b>321,135</b>	<b>414,936</b>	<b>340,516</b>	<b>535,991</b>	<b>535,991</b>	<b>666,292</b>
Capital & Special Projects	74,219	55,491	42,260	51,485	51,485	27,379
<b>TOTAL BUDGET</b>	<b>395,354</b>	<b>470,427</b>	<b>382,776</b>	<b>587,476</b>	<b>587,476</b>	<b>693,671</b>
Transfer Out - overhead	77,576	71,933	92,189	124,843	124,843	156,891
Transfer Out - St. Maint. hauler fees	2	85,000	85,000	85,000	85,000	85,000
Transfer Out - Storm Drain Maintenance	0	0	0	0	0	580,772
Transfer Out - Gf Res. Franchise fees	0	290,000	282,025	144,000	144,000	179,000
Transfer to Reserves:						
AB 939 Program	0	0	0	0	0	0
Investment in Fixed Assets	0	0	3,059	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>472,932</b>	<b>917,360</b>	<b>845,049</b>	<b>941,319</b>	<b>941,319</b>	<b>1,695,334</b>
<b>OPERATING FUNDS</b>	<b>470,190</b>	<b>451,576</b>	<b>786,325</b>	<b>1,017,103</b>	<b>1,017,103</b>	<b>536,291</b>
RESERVE - AB 939 PROGRAM	300,000	300,000	300,000	300,000	300,000	300,000
RESERVE - Investment in FA	0	0	3,059	1,559	1,559	59
<b>TOTAL RETAINED EARNINGS</b>	<b>\$770,190</b>	<b>\$751,576</b>	<b>\$1,089,384</b>	<b>\$1,318,662</b>	<b>\$1,318,662</b>	<b>\$836,350</b>
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# - Ties to Year End CAFR

**FACILITIES MAINTENANCE  
FUND**

511  
NUMBER

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	<b>(\$356,402)</b>	<b>(\$117,613)</b>	<b>(\$117,613)</b>	<b>\$68,300</b>	<b>\$68,300</b>	<b>\$11,274</b>
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	2	0	383	150	150	1,300
Grant Revenues	0	0	0	0	0	0
Charges for Services	1,674,543	1,674,542	1,674,543	1,700,000	1,700,000	1,800,000
Other Revenue	(1,008)	9,738	4,160	3,600	3,600	66,480
<b>TOTAL REVENUE</b>	<b>1,673,537</b>	<b>1,684,280</b>	<b>1,679,086</b>	<b>1,703,750</b>	<b>1,703,750</b>	<b>1,867,780</b>
Operating Transfer In - Retirement	56,512	64,387	64,654	70,897	70,897	77,292
Operating Transfer In - General Fund	0	0	0	0	0	0
Operating Transfer In - Prop C	0	0	0	0	0	0
Operating Transfer In - MRA Public Improv.	0	0	0	0	0	0
Operating Transfer In - Capital Improvement	0	0	0	0	0	0
Transfer From Facility Projects Reserve	0	0	0	0	0	0
Transfer from Encumbrance Reserve	0	0	0	0	0	0
Transfer from Investment in FA	131,785	425,000	112,942	135,000	135,000	115,000
<b>TOTAL RESOURCES</b>	<b>1,861,834</b>	<b>2,173,667</b>	<b>1,856,682</b>	<b>1,909,647</b>	<b>1,909,647</b>	<b>2,060,072</b>
<b>TOTAL AVAILABLE</b>	<b>1,505,432</b>	<b>2,056,054</b>	<b>1,739,069</b>	<b>1,977,947</b>	<b>1,977,947</b>	<b>2,071,346</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	364,701	384,784	425,463	377,631	382,000	379,911
Maintenance & Operations	967,048	841,637	958,160	1,039,283	1,085,858	1,037,668
RDA Elimination Impact	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	200,000
Depreciation	131,785	425,000	112,942	135,000	135,000	115,000
<b>TOTAL OPERATING BUDGET</b>	<b>1,463,534</b>	<b>1,651,421</b>	<b>1,496,565</b>	<b>1,551,914</b>	<b>1,602,858</b>	<b>1,732,579</b>
Capital & Special Projects	1,165	33,000	0	0	0	0
<b>TOTAL BUDGET</b>	<b>1,464,699</b>	<b>1,684,421</b>	<b>1,496,565</b>	<b>1,551,914</b>	<b>1,602,858</b>	<b>1,732,579</b>
Operating Transfer Out	158,346	161,842	174,204	163,815	163,815	167,274
Transfer out to Encumbrance Reserves	0	0	0	0	0	0
Transfer To Facility Projects Reserve	0	350,000	0	200,000	200,000	100,000
Transfer To Investments in FA	0	0	0	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>1,623,045</b>	<b>2,196,263</b>	<b>1,670,769</b>	<b>1,915,729</b>	<b>1,966,673</b>	<b>1,999,853</b>
<b>OPERATING FUNDS</b>	<b>(117,613)</b>	<b>(140,209)</b>	<b>68,300</b>	<b>62,218</b>	<b>11,274</b>	<b>71,493</b>
Reserve - Facility Projects	0	350,000	0	200,000	200,000	300,000
Reserve - Encumbrances	0	0	0	0	0	0
Reserve - Investment in FA	2,147,899	1,722,899	2,034,957	1,899,957	1,899,957	1,784,957
<b>TOTAL RETAINED EARNINGS</b>	<b>\$2,030,286</b>	<b>\$1,932,690</b>	<b>\$2,103,257</b>	<b>\$2,162,175</b>	<b>\$2,111,231</b>	<b>\$2,156,450</b>

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# - Ties to Year End CAFR

**EQUIPMENT MAINTENANCE  
FUND**

512  
Number

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$58,441	\$884,122	\$884,122	\$134,634	\$134,634	\$699,090
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	3,453	27,600	3,911	2,000	2,000	15,400
Revenue from Other Agencies	200,710	0	75,000	0	0	0
Charges for Service	2,331,217	1,651,317	1,796,786	1,942,261	1,942,261	2,063,574
Other Revenue	0	5,150	6,828	0	0	0
<b>TOTAL REVENUE</b>	<b>2,535,380</b>	<b>1,684,067</b>	<b>1,882,525</b>	<b>1,944,261</b>	<b>1,944,261</b>	<b>2,078,974</b>
Transfer in - Retirement	6,754	2,062	6,552	0	0	0
Transfer From Reserves for:						
Long Term Receivables	0	500,000	500,000	0	0	0
PW Vehicle/Equipment Replacement	358,281	0	0	670,000	670,000	0
PW Vehicle/Equipment Maintenance	55,367	0	30,427	0	0	0
Investment in FA	257,960	142,000	177,876	184,000	184,000	184,500
Fuel Station	45,808	0	56,680	0	0	0
Police Patrol Vehicle Replacement	0	100,000	0	102,000	102,000	0
Police Non Patrol Vehicle Replacement	0	100,000	0	190,079	190,079	0
Fire Equipment/Vehicle Maint.	0	7,000	0	17,000	17,000	0
Fire Vehicle Pool Replacement	0	0	0	0	0	147,500
Police Radios	0	50,000	0	0	0	0
Capital Assets Purchased	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>3,259,550</b>	<b>2,585,129</b>	<b>2,654,060</b>	<b>3,107,340</b>	<b>3,107,340</b>	<b>2,410,974</b>
<b>TOTAL AVAILABLE</b>	<b>3,317,991</b>	<b>3,469,251</b>	<b>3,538,182</b>	<b>3,241,974</b>	<b>3,241,974</b>	<b>3,110,064</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	39,458	6,331	40,334	0	0	0
Maintenance & Operations	1,292,776	1,050,488	1,318,465	1,319,905	1,319,905	1,379,474
Capital Outlay	227,557	257,000	0	974,079	974,079	146,000
Depreciation	257,960	135,000	177,876	184,000	184,000	184,500
<b>TOTAL OPERATING BUDGET</b>	<b>1,817,751</b>	<b>1,448,819</b>	<b>1,536,675</b>	<b>2,477,984</b>	<b>2,477,984</b>	<b>1,709,974</b>
Capital & Special Projects	500,000	6,331	0	0	0	0
<b>TOTAL BUDGET</b>	<b>2,317,751</b>	<b>1,455,150</b>	<b>1,536,675</b>	<b>2,477,984</b>	<b>2,477,984</b>	<b>1,709,974</b>
Operating Transfer Out	116,118	149,633	113,865	64,900	64,900	68,913
Transfer to Reserves for:						
Long Term Receivables	0	0	0	0	0	0
PW Vehicle/Equip. Replacement	0	500,000	815,079	0	0	0
PW Vehicle/Equip. Maint.	0	0	0	0	0	0
Investment in Fixed Assets	0	0	559,234	0	0	0
Fuel Station	0	0	0	0	0	0
Police Patrol Vehicle Replacement	0	0	42,579	0	0	0
Police Non Patrol Vehicle Replacement	0	0	106,144	0	0	0
Police Radios	0	0	87,764	0	0	0
Fire Equipment/Vehicle Maint.	0	0	47,174	0	0	0
Fire Vehicle Pool Replacement	0	0	95,034	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>2,433,869</b>	<b>2,104,783</b>	<b>3,403,548</b>	<b>2,542,884</b>	<b>2,542,884</b>	<b>1,778,887</b>
<b>OPERATING FUNDS</b>	<b>\$884,122</b>	<b>\$1,364,468</b>	<b>\$134,634</b>	<b>\$699,090</b>	<b>\$699,090</b>	<b>\$1,331,177</b>
Reserve - Long Term Recievables	500,000	0	0	0	0	0
Reserve - Fire Equipment/Vehicle Maint.	(391,370)	(398,370)	(344,196)	(361,196)	(361,196)	(361,196)
Reserve - Fire Vehicle Replacement	162,539	162,539	257,573	257,573	257,573	110,073
Reserve - Investment in Fixed Assets	542,452	400,452	923,810	739,810	739,810	555,310
Reserve - Fuel Station	89,903	89,903	33,223	33,223	33,223	33,223
Reserve - PW Vehicle/Equip. Replacement	614,537	1,114,537	1,429,616	759,616	759,616	759,616
Reserve - PW Vehicle/Equip. Maint.	(1,884)	(1,884)	(32,311)	(32,311)	(32,311)	(32,311)
Reserve - Police Patrol Vehicles	311,517	211,517	354,096	252,096	252,096	252,096
Reserve - Police Non - Patrol Vehicles	457,712	357,712	563,856	373,777	373,777	373,777
Reserve - Police Radios	235,897	185,897	323,661	323,661	323,661	323,661
<b>TOTAL RETAINED EARNINGS</b>	<b>\$3,405,425</b>	<b>\$3,486,771</b>	<b>\$3,643,962</b>	<b>\$3,045,339</b>	<b>\$3,045,339</b>	<b>\$3,345,426</b>

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# - Ties to Year End CAFR

@ - CAFR reflects a \$58,441 restatement.

**CENTRAL SERVICES  
FUND**

521  
NUMBER

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	64,454	54,400	54,400	3,650	3,650	68,226
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	826	1,500	1,154	600	600	3,800
Charges for Service	1,001,554	1,033,116	1,018,665	1,070,000	1,070,000	1,060,000
Other Revenue	13,532	0	6,523	0	0	0
<b>Subtotal</b>	<b>1,015,912</b>	<b>1,034,616</b>	<b>1,026,342</b>	<b>1,070,600</b>	<b>1,070,600</b>	<b>1,063,800</b>
Operating Transfer In - Retirement	85,531	85,378	73,388	94,572	94,572	103,004
Operating Transfer In - Other	0	0	0	0	0	0
Transfer from Reserves:						
Capital Replacement	2,260	0	0	0	0	0
Finance Computer System Replacement	0	0	49,599	0	0	0
Information Systems	43,145	0	0	0	0	0
Telephone System	0	0	0	0	0	0
Encumbrances	0	0	0	0	0	0
Investment In Fixed Assets	119,922	18,000	14,693	1,663	1,663	15,000
Prepaid Items	4,638	0	0	0	0	0
Contributed Capital	0	0	0	0	0	0
Capital Assets Purchased	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>1,271,408</b>	<b>1,137,994</b>	<b>1,164,022</b>	<b>1,166,835</b>	<b>1,166,835</b>	<b>1,181,804</b>
<b>TOTAL AVAILABLE</b>	<b>1,335,862</b>	<b>1,192,394</b>	<b>1,218,422</b>	<b>1,170,485</b>	<b>1,170,485</b>	<b>1,250,030</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	503,874	494,644	449,390	503,333	503,333	507,648
Maintenance & Operations	475,154	502,183	508,837	508,140	508,140	482,173
RDA Elimination Impact	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Depreciation	119,922	18,000	14,693	0	0	15,000
<b>TOTAL OPERATING BUDGET</b>	<b>1,098,950</b>	<b>1,014,827</b>	<b>972,920</b>	<b>1,011,473</b>	<b>1,011,473</b>	<b>1,004,821</b>
Capital & Special Projects	0	0	0	0	0	0
<b>TOTAL BUDGET</b>	<b>1,098,950</b>	<b>1,014,827</b>	<b>972,920</b>	<b>1,011,473</b>	<b>1,011,473</b>	<b>1,004,821</b>
Operating Transfer Out	124,370	124,614	123,160	90,786	90,786	116,799
Transfer to Reserves:						
Capital Replacement	0	0	49,097	0	0	0
Finance Computer System Replacement	11,519	0	0	0	0	0
Information System Equip. Replacement	0	0	16,629	0	0	0
Telephone System	46,623	0	47,105	0	0	0
Encumbrances	0	0	0	0	0	0
Investment In Fixed Assets	0	0	0	0	0	0
Prepaid Items	0	0	5,861	0	0	0
Contributed Capital	0	0	0	0	0	0
Capital Assets Contributed	0	0	0	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>1,281,462</b>	<b>1,139,441</b>	<b>1,214,772</b>	<b>1,102,259</b>	<b>1,102,259</b>	<b>1,121,620</b>
<b>OPERATING FUNDS</b>	<b>54,400</b>	<b>52,953</b>	<b>3,650</b>	<b>68,226</b>	<b>68,226</b>	<b>128,410</b>
RESERVE - Prepaid Items	10,558	10,558	16,419	16,419	16,419	16,419
RESERVE - Finance Computer System	316,497	316,497	266,898	266,898	266,898	266,898
RESERVE - Capital Replacement (Stores)	(32,705)	(32,705)	16,392	16,392	16,392	16,392
RESERVE - Information System	142,368	142,368	158,997	158,997	158,997	158,997
RESERVE - Encumbrances	0	0	0	0	0	0
RESERVE - Telephone	44,268	44,268	91,373	91,373	91,373	91,373
RESERVE - Investment In Fixed Assets	19,663	1,663	4,970	3,307	3,307	(11,693)
Contributed Capital	79,786	79,786	79,786	79,786	79,786	79,786
<b>TOTAL RETAINED EARNINGS</b>	<b>634,835</b>	<b>615,388</b>	<b>638,485</b>	<b>701,398</b>	<b>701,398</b>	<b>746,582</b>

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#

# - Ties to Year End CAFR

**S.I.R. LIABILITY  
FUND**

**531  
NUMBER**

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	<b>(\$279,650)</b>	<b>\$14,736</b>	<b>\$14,736</b>	<b>\$354,710</b>	<b>\$354,710</b>	<b>\$663,063</b>
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	0	0	150	0	0	1,100
Charges to Other Funds	1,775,426	1,775,423	1,775,426	1,800,000	1,800,000	1,800,000
Other Revenues	2,955	0	1,428	0	0	0
<b>TOTAL REVENUE</b>	<b>1,778,381</b>	<b>1,775,423</b>	<b>1,777,004</b>	<b>1,800,000</b>	<b>1,800,000</b>	<b>1,801,100</b>
Transfers In - Retirement Costs	21,328	21,055	20,660	25,105	25,105	26,608
Transfers In - Other Funds	0	0	0	0	0	0
Transfers from Reserves						
Noncovered Claims Reserve	0	0	0	0	0	0
Future Claims	273,614	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>2,073,323</b>	<b>1,796,478</b>	<b>1,797,664</b>	<b>1,825,105</b>	<b>1,825,105</b>	<b>1,827,708</b>
<b>TOTAL AVAILABLE</b>	<b>1,793,673</b>	<b>1,811,214</b>	<b>1,812,400</b>	<b>2,179,815</b>	<b>2,179,815</b>	<b>2,490,771</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	136,937	134,060	133,159	142,162	142,162	141,294
Maintenance & Operations	1,642,000	1,365,770	551,524	1,374,590	1,374,590	1,311,230
Capital Outlay	0	0	0	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>1,778,937</b>	<b>1,499,830</b>	<b>684,683</b>	<b>1,516,752</b>	<b>1,516,752</b>	<b>1,452,524</b>
Transfers Out	0	0	0	0	0	0
Transfers to Designations:						
Transfer - Noncovered Claims Res	0	0	0	0	0	0
Transfer - Future Claims Reserve	0	0	773,007	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>1,778,937</b>	<b>1,499,830</b>	<b>1,457,690</b>	<b>1,516,752</b>	<b>1,516,752</b>	<b>1,452,524</b>
<b>OPERATING FUNDS</b>	<b>14,736</b>	<b>311,384</b>	<b>354,710</b>	<b>663,063</b>	<b>663,063</b>	<b>1,038,247</b>
Reserve - Noncovered Claims	0	0	0	0	0	0
Reserve - Future Claims (IBNR's)	(1,658,696)	(1,658,696)	(885,689)	(885,689)	(885,689)	(885,689)
<b>TOTAL RETAINED EARNINGS</b>	<b>(\$1,643,960)</b>	<b>(\$1,347,312)</b>	<b>(\$530,979)</b>	<b>(\$222,626)</b>	<b>(\$222,626)</b>	<b>\$152,558</b>
	#		#			
# - Ties to Year End CAFR						
<i>Liabilities Booked Per GASB 10</i>						
Claims Payable	\$979,016	\$979,016	\$261,680	\$261,680	\$261,680	\$261,680
IBNR's Accrued for Current Year	\$679,680	\$679,680	\$624,009	\$624,009	\$624,009	\$624,009
<b>Available Cash Reserves</b>	<b>\$14,736</b>	<b>\$311,384</b>	<b>\$354,710</b>	<b>\$663,063</b>	<b>\$663,063</b>	<b>\$1,038,247</b>

**S.I.R. WORKERS' COMPENSATION  
FUND**

**532  
NUMBER**

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$113,355	\$651,260	\$651,260	\$1,177,617	\$1,177,617	\$1,742,075
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	692	0	1,779	600	600	7,000
Charges to Other Funds	1,327,994	1,467,582	1,387,776	1,415,837	1,415,837	1,055,454
Other Revenue	0	0	1,471	0	0	0
<b>TOTAL REVENUE</b>	<b>1,328,686</b>	<b>1,467,582</b>	<b>1,391,026</b>	<b>1,416,437</b>	<b>1,416,437</b>	<b>1,062,454</b>
Operating Transfer In	16,908	17,311	16,573	20,816	20,816	21,903
Transfers from Reserves	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>1,345,594</b>	<b>1,484,893</b>	<b>1,407,599</b>	<b>1,437,253</b>	<b>1,437,253</b>	<b>1,084,357</b>
<b>TOTAL AVAILABLE</b>	<b>1,458,949</b>	<b>2,136,153</b>	<b>2,058,859</b>	<b>2,614,870</b>	<b>2,614,870</b>	<b>2,826,432</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	109,750	110,423	105,125	118,804	118,804	117,601
Maintenance & Operations	632,567	739,641	244,414	753,991	753,991	752,632
Capital Outlay	0	0	0	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>742,317</b>	<b>850,064</b>	<b>349,539</b>	<b>872,795</b>	<b>872,795</b>	<b>870,233</b>
Operating Transfer Out	0	0	0	0	0	0
Transfer to Designations						
Reserve for Future Claims	65,372	0	531,703	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>807,689</b>	<b>850,064</b>	<b>881,242</b>	<b>872,795</b>	<b>872,795</b>	<b>870,233</b>
<b>OPERATING FUNDS</b>	<b>651,260</b>	<b>1,286,089</b>	<b>1,177,617</b>	<b>1,742,075</b>	<b>1,742,075</b>	<b>1,956,199</b>
Reserve - Future Claims	(4,602,418)	(4,602,418)	(4,070,715)	(4,070,715)	(4,070,715)	(4,070,715)
<b>TOTAL RETAINED EARNINGS</b>	<b>(\$3,951,158)</b>	<b>(\$3,316,329)</b>	<b>(\$2,893,098)</b>	<b>(\$2,328,640)</b>	<b>(\$2,328,640)</b>	<b>(\$2,114,516)</b>
	#		#			
# - Ties to Year End CAFR						
<i>Liabilities Booked Per GASB 10</i>						
Estimated Liability Claims	\$1,757,098	\$1,757,098	\$1,686,675	\$1,686,675	\$1,686,675	\$1,686,675
IBNR Estimated Claims	\$2,845,320	\$2,845,320	\$2,384,040	\$2,384,040	\$2,384,040	\$2,384,040
Cash Reserves per CAFR	\$651,260	\$1,286,089	\$1,177,617	\$1,742,075	\$1,742,075	\$1,956,199

**SELF INSURED UNEMPLOYMENT  
FUND**

**533  
NUMBER**

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$3,796	\$45,095	\$45,095	\$105,985	\$105,985	\$163,499
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	56	100	160	100	100	700
Charges to Other Funds	95,755	94,791	98,566	92,832	92,832	42,847
Other Revenue	0	0	0	0	0	0
<b>Subtotal</b>	<b>95,811</b>	<b>94,891</b>	<b>98,726</b>	<b>92,932</b>	<b>92,932</b>	<b>43,547</b>
Operating Transfer In	2,607	2,896	2,790	3,406	3,406	3,757
Transfer from Claims Reserve	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>98,418</b>	<b>97,787</b>	<b>101,516</b>	<b>96,338</b>	<b>96,338</b>	<b>47,304</b>
<b>TOTAL AVAILABLE</b>	<b>102,214</b>	<b>142,882</b>	<b>146,611</b>	<b>202,323</b>	<b>202,323</b>	<b>210,803</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	15,278	16,692	16,997	18,197	18,197	18,549
Maintenance & Operations	41,841	50,933	23,629	20,627	20,627	20,627
<b>TOTAL OPERATING BUDGET</b>	<b>57,119</b>	<b>67,625</b>	<b>40,626</b>	<b>38,824</b>	<b>38,824</b>	<b>39,176</b>
Operating Transfer Out	0	0	0	0	0	0
Transfer to Claims Reserve	0	0	0	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>57,119</b>	<b>67,625</b>	<b>40,626</b>	<b>38,824</b>	<b>38,824</b>	<b>39,176</b>
<b>OPERATING FUNDS</b>	<b>45,095</b>	<b>75,257</b>	<b>105,985</b>	<b>163,499</b>	<b>163,499</b>	<b>171,627</b>
RESERVE - SELF INSURANCE CLAIMS	0	0	0	0	0	0
<b>TOTAL RETAINED EARNINGS</b>	<b>\$45,095</b>	<b>\$75,257</b>	<b>\$105,985</b>	<b>\$163,499</b>	<b>\$163,499</b>	<b>\$171,627</b>
	#		#			

# - Ties to Year End CAFR

HILLSIDE ACQUISITION DEBT SVCS  
FUND

713  
NUMBER

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$0	\$2	\$2	\$5,022	\$5,022	\$3
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	296	500	526	200	200	1,600
Open Space Tax	647,604	639,000	643,807	645,000	645,000	645,000
Open Space Maint. Tax	82,182	78,000	81,669	80,000	80,000	80,000
Bond Proceeds	0	0	0	0	0	0
Other Revenue	0	0	0	0	0	0
	<b>730,082</b>	<b>717,500</b>	<b>726,002</b>	<b>725,200</b>	<b>725,200</b>	<b>726,600</b>
Transfers In from Reserves:						
Wilderness Preserve	0	0	0	0	0	0
Operating Transfer In	0	0	0	0	0	0
	<b>730,082</b>	<b>717,500</b>	<b>726,002</b>	<b>725,200</b>	<b>725,200</b>	<b>726,600</b>
<b>TOTAL RESOURCES</b>	<b>730,082</b>	<b>717,500</b>	<b>726,002</b>	<b>725,200</b>	<b>725,200</b>	<b>726,600</b>
<b>TOTAL AVAILABLE</b>	<b>730,082</b>	<b>717,502</b>	<b>726,004</b>	<b>730,222</b>	<b>730,222</b>	<b>726,603</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Maint. & Operations (incl. Debt Service Payments)	600,306	596,568	596,381	599,193	599,193	597,193
<b>TOTAL OPERATING BUDGET</b>	<b>600,306</b>	<b>596,568</b>	<b>596,381</b>	<b>599,193</b>	<b>599,193</b>	<b>597,193</b>
Operating Transfer Out- General Fund (CS)	82,182	78,000	81,669	80,000	80,000	80,000
Operating Transfer Out- Hillside Cap. Proj.	0	0	0	0	0	0
Transfer to Reserve For Designations						
Debt Service Reserve	47,592	42,000	42,932	46,007	51,026	49,407
	<b>730,080</b>	<b>716,568</b>	<b>720,982</b>	<b>725,200</b>	<b>730,219</b>	<b>726,600</b>
<b>TOTAL APPROPRIATION</b>	<b>730,080</b>	<b>716,568</b>	<b>720,982</b>	<b>725,200</b>	<b>730,219</b>	<b>726,600</b>
<b>OPERATING FUNDS</b>	<b>2</b>	<b>934</b>	<b>5,022</b>	<b>5,022</b>	<b>3</b>	<b>3</b>
<b>Reserves and Designations</b>						
Debt Service Reserve	353,827	395,827	396,759	442,766	447,785	497,192
<b>TOTAL FUND BALANCE</b>	<b>\$353,829</b>	<b>\$396,761</b>	<b>\$401,781</b>	<b>\$447,788</b>	<b>\$447,788</b>	<b>\$497,195</b>
	#		#			

# - Ties to Year End CAFR

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$4,782	\$4,783	\$4,783	(\$77,131)	(\$77,131)	\$1
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	1	100	0	50	0	0
Property Taxes	0	0	0	0	0	0
Other Revenue	21,581	131,866	12,862	0	77,132	0
<b>TOTAL REVENUE</b>	<b>21,582</b>	<b>131,966</b>	<b>12,862</b>	<b>50</b>	<b>77,132</b>	<b>0</b>
Operating Transfer In	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>21,582</b>	<b>131,966</b>	<b>12,862</b>	<b>50</b>	<b>77,132</b>	<b>0</b>
<b>TOTAL AVAILABLE</b>	<b>26,364</b>	<b>136,749</b>	<b>17,645</b>	<b>(77,081)</b>	<b>1</b>	<b>1</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	0	0	6,768	0	0	0
Maintenance & Operations	21,581	131,866	88,008	0	0	0
Capital Outlay	0	131,866	0	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>21,581</b>	<b>263,732</b>	<b>94,776</b>	<b>0</b>	<b>0</b>	<b>0</b>
Operating Transfer Out	0	0	0	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>21,581</b>	<b>263,732</b>	<b>94,776</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OPERATING FUNDS</b>	<b>4,783</b>	<b>(126,983)</b>	<b>(77,131)</b>	<b>(77,081)</b>	<b>1</b>	<b>1</b>
<b>TOTAL FUND BALANCE</b>	<b>\$4,783</b>	<b>(\$126,983)</b>	<b>(\$77,131)</b>	<b>(\$77,081)</b>	<b>\$1</b>	<b>\$1</b>
	#		#			

# - Ties to Year End CAFR

**LIBRARY BOND DEBT SERVICE  
FUND**

**715  
NUMBER**

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$794,905	\$809,918	\$809,918	\$780,324	\$780,324	\$800,325
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	742	1,500	1,151	600	600	3,400
Property Taxes	1,022,376	1,000,000	1,020,511	1,025,000	1,025,000	1,025,000
Other Revenue	0	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>1,023,118</b>	<b>1,001,500</b>	<b>1,021,662</b>	<b>1,025,600</b>	<b>1,025,600</b>	<b>1,028,400</b>
Operating Transfer In	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>1,023,118</b>	<b>1,001,500</b>	<b>1,021,662</b>	<b>1,025,600</b>	<b>1,025,600</b>	<b>1,028,400</b>
<b>TOTAL AVAILABLE</b>	<b>1,818,023</b>	<b>1,811,418</b>	<b>1,831,580</b>	<b>1,805,924</b>	<b>1,805,924</b>	<b>1,828,725</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Debt Service Payments	1,008,105	1,008,824	1,051,256	1,005,599	1,005,599	1,005,411
Capital Outlay	0	0	0	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>1,008,105</b>	<b>1,008,824</b>	<b>1,051,256</b>	<b>1,005,599</b>	<b>1,005,599</b>	<b>1,005,411</b>
Operating Transfer Out	0	0	0	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>1,008,105</b>	<b>1,008,824</b>	<b>1,051,256</b>	<b>1,005,599</b>	<b>1,005,599</b>	<b>1,005,411</b>
<b>OPERATING FUNDS</b>	<b>809,918</b>	<b>802,594</b>	<b>780,324</b>	<b>800,325</b>	<b>800,325</b>	<b>823,314</b>
<b>TOTAL FUND BALANCE</b>	<b>\$809,918</b>	<b>\$802,594</b>	<b>\$780,324</b>	<b>\$800,325</b>	<b>\$800,325</b>	<b>\$823,314</b>
	#		#			

# - Ties to Year End CAFR

**LIBRARY BOND CAPITAL PROJECT  
FUND**

**716  
NUMBER**

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$242,693	\$219,943	\$219,943	\$254,706	\$254,706	\$254,906
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	265	1,000	375	200	200	1,300
Property Taxes	0	0	0	0	0	0
Other Revenue	60	0	38,370	0	0	0
<b>TOTAL REVENUE</b>	<b>325</b>	<b>1,000</b>	<b>38,745</b>	<b>200</b>	<b>200</b>	<b>1,300</b>
Operating Transfer In	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>325</b>	<b>1,000</b>	<b>38,745</b>	<b>200</b>	<b>200</b>	<b>1,300</b>
<b>TOTAL AVAILABLE</b>	<b>243,018</b>	<b>220,943</b>	<b>258,688</b>	<b>254,906</b>	<b>254,906</b>	<b>256,206</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Personnel	0	0	0	0	0	0
Maintenance & Operations	0	0	0	0	0	0
Professional Services	0	0	0	0	0	0
Construction	13,202	0	0	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>13,202</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Operating Transfer Out	9,873	0	3,982	0	0	0
<b>TOTAL APPROPRIATION</b>	<b>23,075</b>	<b>0</b>	<b>3,982</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OPERATING FUNDS</b>	<b>219,943</b>	<b>220,943</b>	<b>254,706</b>	<b>254,906</b>	<b>254,906</b>	<b>256,206</b>
<b>TOTAL FUND BALANCE</b>	<b>\$219,943</b>	<b>\$220,943</b>	<b>\$254,706</b>	<b>\$254,906</b>	<b>\$254,906</b>	<b>\$256,206</b>
	#		#			

# - Ties to Year End CAFR

**MILLER MEMORIAL TRUST  
FUND**

**832  
NUMBER**

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$98,220	\$98,332	\$98,332	\$98,497	\$98,497	\$98,597
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	112	500	165	100	100	600
Other Revenue	0	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>112</b>	<b>500</b>	<b>165</b>	<b>100</b>	<b>100</b>	<b>600</b>
Operating Transfer In	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>112</b>	<b>500</b>	<b>165</b>	<b>100</b>	<b>100</b>	<b>600</b>
<b>TOTAL AVAILABLE</b>	<b>98,332</b>	<b>98,832</b>	<b>98,497</b>	<b>98,597</b>	<b>98,597</b>	<b>99,197</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Maintenance & Operations	0	5,150	0	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>0</b>	<b>5,150</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL APPROPRIATION</b>	<b>0</b>	<b>5,150</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OPERATING FUNDS</b>	<b>98,332</b>	<b>93,682</b>	<b>98,497</b>	<b>98,597</b>	<b>98,597</b>	<b>99,197</b>
RESTRICTED RESERVE PER TRUST	0	0	0	0	0	0
<b>TOTAL FUND BALANCE</b>	<b>\$98,332</b>	<b>\$93,682</b>	<b>\$98,497</b>	<b>\$98,597</b>	<b>\$98,597</b>	<b>\$99,197</b>
	#		#			

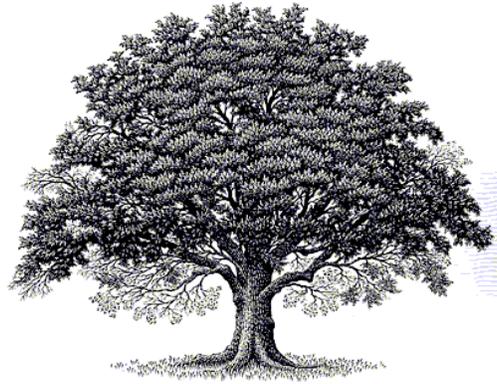
# - Ties to Year End CAFR

**BARTLE MEMORIAL TRUST  
FUND**

**833  
NUMBER**

	2011-12 ACTUAL	2012-13 REVISED BUDGET	2012-13 ACTUAL	2013-14 REVISED BUDGET	2013-14 ESTIMATED ACTUAL	2014-15 REVISED BUDGET
<b>BEGINNING BALANCE</b>	\$249,946	\$227,664	\$227,664	\$219,494	\$219,494	\$219,694
<b>RESOURCES</b>						
<b>REVENUE:</b>						
Use of Money & Property	254	1,000	369	200	200	1,200
Other Revenue	0	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>254</b>	<b>1,000</b>	<b>369</b>	<b>200</b>	<b>200</b>	<b>1,200</b>
Operating Transfer In	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>254</b>	<b>1,000</b>	<b>369</b>	<b>200</b>	<b>200</b>	<b>1,200</b>
<b>TOTAL AVAILABLE</b>	<b>250,200</b>	<b>228,664</b>	<b>228,033</b>	<b>219,694</b>	<b>219,694</b>	<b>220,894</b>
<b>APPROPRIATIONS</b>						
<b>CURRENT EXPENSES:</b>						
Maintenance & Operations	22,536	0	8,539	0	0	0
<b>TOTAL OPERATING BUDGET</b>	<b>22,536</b>	<b>0</b>	<b>8,539</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL APPROPRIATION</b>	<b>22,536</b>	<b>0</b>	<b>8,539</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OPERATING FUNDS</b>	<b>227,664</b>	<b>228,664</b>	<b>219,494</b>	<b>219,694</b>	<b>219,694</b>	<b>220,894</b>
RESTRICTED RESERVE PER TRUST	0	0	0	0	0	0
<b>TOTAL FUND BALANCE</b>	<b>\$227,664</b>	<b>\$228,664</b>	<b>\$219,494</b>	<b>\$219,694</b>	<b>\$219,694</b>	<b>\$220,894</b>
	#		#			

# - Ties to Year End CAFR



CAPITAL  
IMPROVEMENT  
PROGRAMS

**Infrastructure  
Deferred Capital and Maintenance**

**R O A D W A Y S**

Street/Location	Description	Estimated Cost	Funding Source
<b>Street Resurfacing - Asphalt Overlay</b>			
<i>*Grind 2" of exist. AC and overlay 2" of new AC</i>			
WILDROSE AVENUE	Mountain to Heliotrope	\$204,000	Unfunded
ENCINITAS AVENUE	Hillcrest to Scenic	\$102,000	Unfunded
CYPRESS AVENUE	Mytle to Magnolia	\$180,000	Unfunded
CHERRY AVENUE	Mytle to Magnolia	\$180,000	Unfunded
KRUSE STREET	Myrtle to east end	\$100,800	Unfunded
CHESTNUT AVENUE	Myrtle to Canyon	\$180,000	Unfunded
MOUNTAIN AVENUE	Foothill to Huntington Drive	\$987,000	Unfunded *
GREYSTONE AVENUE	Myrtle to Grand	\$275,400	Unfunded *
MYRTLE AVENUE	Huntington to south boundary limit	\$2,416,240	Unfunded *
HUNTINGTON DRIVE	Magnolia to Shamrock Street Improvements	\$1,800,000	ARRA
<b>Resurfacing Total Cost =</b>		<b>\$6,425,440</b>	
<b>Unfunded Cost =</b>		<b>\$4,625,440</b>	
<b>Street Slurry Seal Program/Chip Seal</b>			
<i>* Application of thin dense-graded cold mixed overlay mixture of emulsified asphalt and well graded fine aggregate over street surface.</i>			
Area Bounded by	Huntington/Ivy/Central/California	\$65,000	Unfunded
Area Bounded by	Mountain View/Shamrock/Foothill/Mountain	\$65,000	Unfunded
Area Bounded by	Foothill/Sunset/Colorado/Mayflower	\$65,000	Unfunded
Area Bounded by	Foothill/5th/Colorado/Madison	\$65,000	Unfunded
Area Bounded by	Chestnut/5th/Huntington/Alta Vista	\$65,000	Unfunded
Area Bounded by	Lime/Mayflower/Chestnut/Alta Vista	\$65,000	Unfunded
<b>Slurry Seal Total Cost =</b>		<b>\$390,000</b>	
<b>Unfunded Cost =</b>		<b>\$390,000</b>	
<b>Funding Sources:</b>			
Prop C Funds	Funding "available" from Prop C as eligible st.	\$3,678,640	
Unfunded	(Unfunded if Prop C is not used)	\$5,015,440	
ARRA	Funding available from ARRA	\$1,800,000	
<b>Total cost for Roadways</b>		<b>\$6,815,440</b>	

\* project qualifies for Prop C if available

Note: Priority projects above are based on Pavement Management Plan

**Infrastructure  
Deferred Capital and Maintenance**

**SIDEWALKS**

Street/Location	Description	Estimated Cost	Funding Source
<b><i>Sidewalk removal and replacement</i></b>			
250 locations per recorded work orders	Includes 4,000+ repair, more than 1" offset, can't grind, many will require tree removal and replacement too.	\$800,000	Unfunded
Other priority areas	Grind, fill, patch	\$250,000	Unfunded
<b><i>Sidewalk Total Cost =</i></b>		<b>\$1,050,000</b>	
		<b>Unfunded Cost =</b>	<b>\$1,050,000</b>
<b>Funding Sources:</b>			
Prop C Funds			
Unfunded		\$1,050,000	
<b>Total cost for Sidewalks</b>		<b>\$1,050,000</b>	

**Infrastructure  
Deferred Capital and Maintenance**

**W A T E R**

Street/Location	Description	Estimated Cost	Funding Source
<b><i>Water main line and facilities replacement</i></b>			
Canyon	Water main line construction	\$2,200,000	Unfunded/Reserve
Lynwood and Palm	6" steel water main replacement	\$800,000	Unfunded/Reserve
Canyon Park	100,000 gallon tank	\$6,000,000	Unfunded/Reserve
Well Field	3 Well Rehabilitations (100-150K/rehab)	\$400,000	Unfunded/Reserve
Well Field	Pump Replacements (5k x 12 replacements)	\$900,000	Unfunded/Reserve
Well Field	Reservoir Roof Replacements (2 roofs) public health standard	\$6,000,000	Unfunded/Reserve
<b><i>Water Total Cost =</i></b>		<b>\$16,300,000</b>	
<b>Funding Sources:</b>			
Water Funds (reserves)		\$6,500,000	
Unfunded		\$9,800,000	
<b>Total cost for Water projects</b>		<b>\$16,300,000</b>	

**Infrastructure  
Deferred Capital and Maintenance**

**S E W E R**

Street/Location	Description	Estimated Cost	Funding Source
<b><i>Sewer main line construction</i></b>			
Norumbega	Move septic tank system to sewer system required by law (city liable for any contamination)	\$3,000,000	Unfunded
Canyon Park	New sewer line (currently costs the City \$52,000/year to maintain failing system)	\$4,000,000	Unfunded
<b><i>Sewer Total Cost =</i></b>		<b>\$7,000,000</b>	
<b>Unfunded Cost =</b>		<b>\$7,000,000</b>	
<b>Funding Sources:</b>			
Unfunded		\$7,000,000	
<b>Total cost for Sewer Line Construction</b>		<b>\$7,000,000</b>	

**Infrastructure  
Deferred Capital and Maintenance**

**NPDES & TMDLs**

	<b>Description</b>	<b>Estimated Cost</b>	<b>Funding Source</b>
<b>MS4 Permit &amp; TMDL Compliance</b>			
FY 13-14	Retrofit Opportunities & Public Facility Inventory	\$25,000	Unfunded
FY 13-14 forward	Industrial/Commercial Inspection Program	\$60,000 /yr	New fee developer
FY 14-15	Canyon Creek monitoring & de-listing request	\$20,000	Unfunded
FY 14-15	CIMP Implementation	\$175,000	Unfunded
FY 14-15	installation)	\$200,000 /yr	Unfunded
FY 14-15 & 15-16	monitoring and implementation plan development)	\$200,000	Unfunded
FY 15-16 forward	Education & Outreach Program	\$20,000 /yr	Unfunded
FY 15-16 forward	Education & Outreach Program (K-12)	\$20,000 /yr	Unfunded
FY 15-16 forward	Enhanced Code Enforcement	\$30,000 /yr	Unfunded
FY 15-16 forward	Enhanced Plan Check & Inspection Program	\$20,000 /yr	Unfunded
FY 15-16 forward	EWMP (future projects)	TBD (\$100mill ++)	Unfunded
FY 15-16 forward	Bacteria TMDL Implementation (low-flow diversi	TBD (\$mill ++)	Unfunded
FY 15-16 forward	Implement Green Streets Policy	TBD	Unfunded
<b>NPDES/TMDL Compliance Total Cost =</b>		<b>\$770,000</b>	*
<b>Unfunded Cost =</b>		<b>\$710,000</b>	

**Funding Sources:**

Unfunded	\$710,000
New fee generation	\$60,000

**Total cost for Stormdrain compliance and new construction \$770,000**

Notes:

Enhanced Watershed Management Plan (EWMP)

Coordinated Integrated Monitoring Plan (CIMP)

\* \$350,000 is ongoing costs; \$420,000 is one-time costs. (Short-term revenue stream has been identified. Long term solution still to be decided.)

**Infrastructure  
Deferred Capital and Maintenance**

**S T O R M D R A I N S (NON- NPDES)**

Street/Location	Description	Estimated Cost	Funding Source
<b><i>Stormdrain maintenance &amp; new construction</i></b>			
Evergreen	Reconstruct open channel stormdrain	\$3,000,000	Unfunded
Citywide various location	Stormdrain repairs	\$2,600,000	Unfunded
<b><i>Stormdrain Total Cost =</i></b>		<b>\$5,600,000</b>	
<b>Unfunded Cost =</b>		<b>\$5,600,000</b>	
<b><u>Funding Sources:</u></b>			
Unfunded		\$5,600,000	
<b>Total cost for Stormdrain maintenance and new construction</b>		<b>\$5,600,000</b>	

**Infrastructure  
Deferred Capital and Maintenance**

**FACILITIES**

Street/Location	Description	Estimated Cost	Funding Source
<b><i>Building Facilities</i></b>			
City Hall	HVAC removal of old system, engineering furnace and install new system	\$2,300,000	Unfunded
CS Kay Dalton Room, Corporate Yard	Room upgrades, roof repair, HVAC change outs, City Hall generator, PW flooring repairs	\$200,000	Unfunded
<b><i>Building Facilities Total Cost =</i></b>		<b>\$2,500,000</b>	
<b>Unfunded Cost =</b>		<b>\$2,500,000</b>	
<b><u>Funding Sources:</u></b>			
Unfunded		\$2,500,000	
<b>Total cost for Building Facilities</b>		<b>\$2,500,000</b>	

**Infrastructure  
Deferred Capital and Maintenance**

**T R E E S**

Street/Location	Description	Estimated Cost	Funding Source
<i>Trees</i>			
	Citywide 9,500 trees total, 4 years of backlogged trimming (\$60/trimming x 6,334 trees)	\$400,000	Reserves
		<b>Trees Maintenance Total Cost =</b>	<b>\$400,000</b>
		<b>Unfunded Cost =</b>	<b>\$0</b>
<b>Funding Sources:</b>			
	Reserves	\$400,000	
<b>Total cost for Trees Maintenance</b>		<b>\$400,000</b>	

**Infrastructure  
Deferred Capital and Maintenance**

**LANDSCAPING & MEDIANS**

Street/Location	Description	Estimated Cost	Funding Source
<b><i>Landscaping and medians</i></b>			
Huntington Medians	Replanting, hardscaping, irrigation repairs Non-Green streets version	\$50,000	Unfunded
Old Town landscaping	Replanting w/drought tolerant plants	\$10,000	Unfunded
<b><i>Landscaping &amp; Medians Total Cost =</i></b>		<b>\$60,000</b>	
<b>Unfunded Cost =</b>		<b>\$60,000</b>	
<b>Funding Sources:</b>			
Unfunded		\$60,000	
<b>Total cost of Landscaping and medians maintenance</b>		<b>\$60,000</b>	

**Infrastructure  
Deferred Capital and Maintenance**

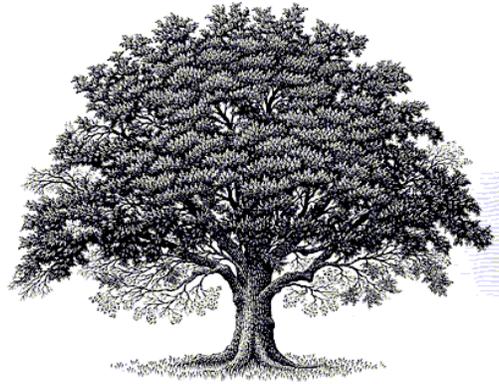
**P A R K S**

Street/Location	Description	Estimated Cost	Funding Source
<b><i>Public Parks Maintenance</i></b>			
Julian Fisher, Lucinda Garcia, Rotary, Grand Ave. Park	New Play Equipment	\$1,200,000	Unfunded
Julian Fisher Repairs	Landscape, hardscape, courts and lighting	\$300,000	Unfunded
Grand Ave Park	Replace failing Calsense & irrigation system	\$60,000	Unfunded
Grand Ave Park	Slope clearing, tree trimming, slope planting	\$30,000	Unfunded
Lucinda Garcia Park	Hardscape and landscaping repairs	\$50,000	Unfunded
Rotary Park	20k hardscape repairs; 25K fix convert lighting to LED	\$45,000	Unfunded
Canyon Park	Nature Center fencing and Display Repairs, Entry Station Exterior repairs	\$150,000	Unfunded
<b><i>Parks Maintenance Total Cost =</i></b>		<b>\$1,835,000</b>	
<b>Unfunded Cost =</b>		<b>\$1,835,000</b>	
<b>Funding Sources:</b>			
Unfunded		\$1,835,000	
<b>Total cost for Park Maintenance</b>		<b>\$1,835,000</b>	

**Infrastructure  
Deferred Capital and Maintenance**

**PARKING LOTS**

Street/Location	Description	Estimated Cost	Funding Source
<b><i>Parking Lots</i></b>			
Citywide parking lots	Parking lots repaving, curbs, landscaping Irrigation, ADA, all lots need work except Park and Ride Lot 40k/lot (20K repaving, 20K tree removals, landscaping, irrigation, ADA compliance	\$200,000	Unfunded
<b><i>Parking Lots Total Cost =</i></b>		<b>\$200,000</b>	
<b>Unfunded Cost =</b>		<b>\$200,000</b>	
<b><u>Funding Sources:</u></b>			
	Unfunded	\$200,000	
<b>Total cost of Parking Lots maintenance</b>		<b>\$200,000</b>	



DEPARTMENT  
PROGRAM  
BUDGETS



## **DEPARTMENT PROGRAM BUDGETS**

This section represents the budgets for each program/facility. They are grouped by department and a summary sheet is included where, at a glance, the reader can see: 1) the various programs which are the department's responsibility, 2) the totals for the entire department in the major categories of expenditure (i.e. salaries, maintenance & operations, etc.), and 3) the various funds which support the department's programs. The line-item accounts are not shown in this section; instead, they are summarized into the major categories of expenditures (personnel, maintenance & operations, etc.).



## Administration



### **City Manager's Office**

The City Manager's Office is headed by the City Manager and consists of four distinct divisions – Administration, Economic Development/The Successor Agency to the former Monrovia Redevelopment Agency, Public Information/Community Relations, and the City Clerk's office.

### **Administration**

The Administration Division serves as the liaison to the Monrovia Old Town Business Improvement District. The duties associated with this include staff liaison to the Monrovia Old Town Advisory Board (MOTAB), preparing minutes and agendas for MOTAB meetings, implementing programs as directed by MOTAB, serving as liaison to individual merchants in the Old Town District, coordinating construction projects within the Old Town District and minimizing the impact of these projects on the merchants, marketing and actively recruiting new businesses to fill vacancies in the Old Town.

The Administration Division also performs the legislative review and advocacy for the City of Monrovia. At any given time, there are bills at the federal and state level that may impact Monrovia. As such, staff ensures legislators in Sacramento and Washington D.C. are informed of the positions the City takes on these bills. Further, staff pursues grants and earmarks at both the state and federal levels to complete projects that would benefit Monrovia and allow the City to use its general funds in other areas.

The Division is responsible for providing staff support duties to the Mayor and City Council as needed, including preparing reports, coordinating schedules and travel to City related events, memorializing events with photographs and film, preparing certificates of recognition, and other duties. The Division also serves as City staff liaison to various Monrovia community groups and governmental agencies such as the Chamber of Commerce, Monrovia Unified School District, Metro Gold Line Foothill Extension Board, Boys and Girls Club, YMCA, Monrovia Reads, and others.

### **Economic Development**

The Economic Development Department focuses on the economic vitality of the business community as a whole, including: manufacturing, service, retail and hospitality. The program is achieved through outreach for both new business attraction and business retention and support. The department coordinates Roundtable meetings and receptions in order to create business opportunities and offer resources for our business community. In addition, external available resource information is shared with our businesses to help further their growth.

### **Successor Agency to the former Monrovia Redevelopment Agency**

The role of the Successor Agency to the former Monrovia Redevelopment Agency is to conclude the business of the former Redevelopment Agency. This occurs through legislatively specified directions including taking an inventory of the properties held by the former Monrovia Redevelopment Agency and creating a Long Range Property Management Plan for said properties. In addition the Successor Agency must create a State-approved Recognized Obligation Payments Schedule which will detail all outstanding debt and operating expenses that the former Redevelopment Agency was responsible for paying and a timeline for debt pay off.



## Administration



### **Public Information / Community Relations**

The Public Information Office is responsible for press relations and press releases; acting as liaison to the press in emergency situations and maintaining and staffing community communications systems during emergencies; acting as City Spokesperson when the Mayor, City Manager or other spokespersons are not available for comment; creation and production of the Monrovia Today newsletter; various City publications; creating and producing informational videos; scripting podcasts; designing and creating advertisements, brochures, web pages and other media; consulting with other departments concerning their marketing needs and maintaining marketing liaisons. The PIO's office also produces the State of the City events, Economic Development events, and other large-scale City memorials or events, etc. The PIO office is also responsible for creating content for, maintaining and overseeing the City's official social media outlets.

The Public Information Officer maintains contact with our cable franchisees on an as-needed basis, handles customer complaints when they are not resolved by the cable firms, and handles all franchise issues and related administrative tasks. The PIO administers the City's agreement for services with Community Media of the Foothills (CMF) and is also staff liaison to CMF, attending CMF board meetings and meeting/talking with the executive director on a regular basis.

The Public Information Office is responsible for the design and organization of the City's website, regular updating, training and overseeing of personnel in other City departments who also need to update text, and working closely with a website designer/contractor to continually reassess and alter pages and solve site-related problems.

On the Community Relations side, the Office maintains management oversight for staff involved in Monrovia Old Town Advisory Board functions and activities, citizen surveys, etc.

### **City Clerk's Office**

The City Clerk is responsible for the overall administration of the day-to-day functions of the office. The City Clerk provides leadership and general administrative direction necessary for serving the public, City Council and staff efficiently. Administration also includes budget coordination and management, staff training, strategic planning, organizational mentoring and development, and community support.

#### **City Council Meeting Management Program**

The office is responsible for the preparation, posting and distribution of official City Council agendas in accordance with the Ralph M. Brown Act, legal and legislative documents, and the Minutes of all City Council meetings. Meeting management helps to assure that City Council meetings are run efficiently and effectively for the public, City Council and staff.

#### **Elections Program**

The City Clerk oversees the Municipal elections held every two years in odd years and all special elections. A pre-nomination period informational meeting is conducted, and candidates receive an orientation and an updated Candidate's Handbook prior to filing. Candidates are kept apprised of FPCC filing dates, special meetings, election rules and regulations. Polling officers are trained prior to each election, and polling sites are obtained in each precinct. Election results are announced publicly as each precinct's results are tallied by a Counting Board. Newly elected officers are sworn in at a subsequent meeting, following the adoption of the canvass of votes.

#### **Records Management Program**

The City Clerk is the custodian of all official records of the City, including ordinances, resolutions, Minutes of the City Council, Successor Agency to the Monrovia Redevelopment Agency, Oversight Board to the



## Administration



Successor Agency, Housing Authority, and Financing Authority, contracts and agreements, election-related documents, campaign disclosure filings, and statements of economic interest. The Records Management Program provides for the safekeeping and storage of the City's records and archives and the retention schedule for all records retained and destroyed by all City departments. Public Notice publication and document recordation with the County of Los Angeles is also handled through the office. Documents such as ordinances, resolutions, minutes, City Council agendas, staff reports and summaries are scanned and available through the City's website. Requests for records are received by this office and handled in accordance with the California Public Records Act. The office also receives and records petitions, claims, lawsuits and official notices from other departments, agencies and cities.

### **Municipal Code Program**

The office coordinates updating the Monrovia Municipal Code in concert with an outside codifier. The Municipal Code is a compilation of City laws and regulations as adopted by the City Council and is accessible at City Hall and on the City's website. The Code can be found on the City's website, and is retained in printed form in a number of departments, including the City Attorney and the Assistant City Attorney. In addition, Code Books are retained by the U.C. Berkeley Library, Alhambra Superior Court, Pasadena Juvenile Court, Dappeer, Rosenblit & Litvak, Pasadena District Attorney, and Pasadena Juvenile Traffic Court, and supplements are provided to each. The Code Book may also be ordered directly from American Legal Publishing on a subscription basis.

### **Passport Application Services**

The Passport Application Acceptance Facility was established in September 2003 on a part-time basis and is now managed by 1 full-time Agent. The Deputy City Clerk acts as a back-up for the facility when needed. Agents review, screen and process applications for individuals applying for a U.S. Passport from the U.S. Department of State, Bureau of Consular Affairs. Passport photos are available at a cost. Customer service assistance and information is also provided. Service is available during all open hours of City Hall. Each passport generates income for the City Clerk's office and is used for payroll expenses for the Agents.

### **Commission/Board Recruitment**

Coordination of the recruitment process for the City's Planning Commission, Community Services Commission, Historic Preservation Commission, Library Board and the Monrovia Old Town Advisory Board is conducted through the City Clerk's office. Included as part of the process is an orientation for prospective members presented by Department Directors and the City Manager. The hour long program includes information on how much time a commissioner or board member should expect to give to the position, items covered in their duties, legal aspects and terms of office. Newly appointed members are sworn in by the City Clerk.

**PROGRAM DESCRIPTION:**

City Council is the legislative branch of the Monrovia City government, responsible for formulation of general City policy. The Mayor is an elective office with a two-year term. Councilmembers are elected at large every four years with two positions up for election every two years.

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Salaries and Benefits	\$106,564	\$124,121	\$136,883
Maintenance & Operations	130,043	89,213	91,464
<b>Program Total:</b>	<b>\$236,607</b>	<b>\$213,334</b>	<b>\$228,347</b>

**PROGRAM RESOURCES:**

Taxes	\$99,130	\$40,875	\$53,701
Other Revenues	137,477	172,459	174,646
<b>Program Total:</b>	<b>\$236,607</b>	<b>\$213,334</b>	<b>\$228,347</b>

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PERSONNEL:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Updated</u></b>
Full Time (F.T.E)	5	5	5

**PROGRAM DESCRIPTION:**

The City Manager is Chief Executive Officer of the City and is responsible for the administration of the day to day affairs of the City, subject to policy direction of the Council. The City Manager is appointed by and serves at the pleasure of Council, and in turn, is the appointing authority for all positions in the City. The City Manager's Office coordinates efforts of City departments to carry out the City Council's goals and priorities. The City Manager advises the Council on matters of operations, finance, legislation, litigation, etc.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$469,198	\$461,228	\$489,651
Maintenance & Operations	76,248	100,951	78,307
<b>Program Total:</b>	<b>\$545,446</b>	<b>\$562,179</b>	<b>\$567,958</b>

**PROGRAM RESOURCES:**

Taxes	\$56,206	\$172,899	\$131,427
Other Revenues	489,240	389,280	436,531
<b>Program Total:</b>	<b>\$545,446</b>	<b>\$562,179</b>	<b>\$567,958</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	3.25	3.25	3.25

**PROGRAM DESCRIPTION:**

This program is staffed by the Public Information Officer who also functions as the City's Ombudsperson. The Public Information Office handles a variety of information and outreach, marketing, legislative analysis and other responsibilities, including press relations, Old Town marketing, recycling education, video production, City publications, website content, social media, electronic emergency notification, event coordination, photography, and merchandising.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$139,608	\$128,845	\$152,078
Maintenance & Operations	73,591	108,651	95,645
<b>Program Total:</b>	<b>\$213,199</b>	<b>\$237,496</b>	<b>\$247,723</b>

**PROGRAM RESOURCES:**

Taxes	\$57,477	\$77,706	\$73,542
Other Revenues	155,722	159,790	174,181
<b>Program Total:</b>	<b>\$213,199</b>	<b>\$237,496</b>	<b>\$247,723</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	1.25	1.25	1.50

**PROGRAM DESCRIPTION:**

In 1968, the City formed a Business Improvement Area (the central business district bounded by Palm, Olive, Primrose and Ivy Avenues), and imposed an assessment on each business computed under various rate structures. A Board of Directors, made up of merchants from the area, is appointed to administer the activities of the Business Improvement Area. The City is responsible for collection of the assessments. In November, 1985, the District was enlarged to include the area bounded by Foothill Blvd., Ivy, Olive, and Primrose Avenues (Foothill Park Plaza). Not reflected in this fund is the money raised by the Business Improvement District from filming in the downtown area. Those monies go to supplement the district's promotional activities. Revenues are used to market local merchant activities.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Salaries and Benefits	\$954	\$0	\$0
Maintenance & Operations	81,765	55,800	55,800
Other Expenditures	10,372	6,584	6,584
Total Expenditures	\$93,091	\$62,384	\$62,384
Transfer to Reserves	0	0	716
<b>Program Total:</b>	<b>\$93,091</b>	<b>\$62,384</b>	<b>\$63,100</b>

**PROGRAM RESOURCES:**

Charges for Services	\$13,622	\$15,000	\$15,000
Franchise Taxes	49,946	46,350	48,000
Other Revenues	22,555	50	100
Total Revenues	\$86,123	\$61,400	\$63,100
Use of Reserves	6,968	984	0
<b>Program Total:</b>	<b>\$93,091</b>	<b>\$62,384</b>	<b>\$63,100</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

The Economic Development Department focuses on the economic vitality of the business community. The program is achieved through outreach for both business attraction and business retention. Examples of outreach are roundtable meetings and receptions that are organized to create business opportunities and offer resources for our business community.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$0	\$0	\$164,819
Maintenance & Operations	0	82,532	100,173
<b>Program Total:</b>	<b>\$0</b>	<b>\$82,532</b>	<b>\$264,992</b>

**PROGRAM RESOURCES:**

Taxes	\$0	\$82,532	\$78,447
Other Revenues	0	0	186,545
<b>Program Total:</b>	<b>\$0</b>	<b>\$82,532</b>	<b>\$264,992</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	N/A	0	1.50

**PROGRAM DESCRIPTION:**

This program includes agenda development in concert with the City Manager and department managers, agenda publishing/posting/packet preparation, and City Council meeting management, including minute taking, minute preparation, and execution of all legal documents. Other duties include: compiling the department budget; the management, supervision and evaluation of staff; codification of ordinances/maintenance of Municipal Code; legal advertisements; recordkeeping/retrieval of records for the public and staff as the records center, and a passport acceptance facility. The City Clerk is Secretary to the Successor Agency to the Monrovia Redevelopment Agency, Oversight Board, Monrovia Housing Authority and Monrovia Finance Authority; provides Notary services; presides at all bid openings; provides public information through various media; maintains compliance with State Conflict of Interest and campaign reporting laws; administers oaths; and receives and records petitions, claims, lawsuits and official notices.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$106,193	\$105,071	\$106,378
Maintenance & Operations	33,771	31,584	30,424
<b>Program Total:</b>	<b>\$139,964</b>	<b>\$136,655</b>	<b>\$136,802</b>

**PROGRAM RESOURCES:**

Taxes	\$35,074	\$38,688	\$37,359
Charges for Services	1,552	600	800
Other Revenues	103,338	97,367	98,643
<b>Program Total:</b>	<b>\$139,964</b>	<b>\$136,655</b>	<b>\$136,802</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	1.25	1.25	1.25

**PROGRAM DESCRIPTION:**

This program manages all municipal, general and special elections using the records provided by the L.A. County Registrar-Recorder's Office, ensuring the most effective services to Monrovia voters and candidates. It is responsible for polling places, precinct officers, printing and distribution of the Sample Ballot/Pamphlet, candidates' information packets, nomination papers/statement, ballot measures, arguments, legal advertising, voter registration, filing of conflict/economic interest statements, campaign finance reporting, absent voter requests, signature verification, ballot counting and canvassing. The next election is scheduled for Spring, 2015.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Salaries and Benefits	\$621	\$0	\$1,017
Maintenance & Operations	61,622	200	66,175
<b>Program Total:</b>	<b>\$62,243</b>	<b>\$200</b>	<b>\$67,192</b>

**PROGRAM RESOURCES:**

Taxes	\$18,888	\$200	\$24,976
Other Revenues	43,355	0	42,216
<b>Program Total:</b>	<b>\$62,243</b>	<b>\$200</b>	<b>\$67,192</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

This program consists of acting as an authorized passport acceptance facility on behalf of the U.S. Department of State. As part of the acceptance process, the acceptance agents must examine each application for legibility and completeness, screen citizenship evidence and photographs for acceptability, record identification, collect the required fees, and execute the application by administering an oath as to the truth of the statements given and witness the applicant's signature on the application. Applications are forwarded to the Passport Agency for final processing. The program also offers on-site Passport Photo services.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Salaries and Benefits	\$71,135	\$67,530	\$69,651
Maintenance & Operations	8,983	9,416	8,916
<b>Program Total:</b>	<b>\$80,118</b>	<b>\$76,946</b>	<b>\$78,567</b>

**PROGRAM RESOURCES:**

Charges for Services	\$49,663	\$45,650	\$51,950
Other Revenues	30,455	31,296	26,617
<b>Program Total:</b>	<b>\$80,118</b>	<b>\$76,946</b>	<b>\$78,567</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Full Time (F.T.E)	1	1	1

**PROGRAM DESCRIPTION:**

The City Treasurer is an elected position, and as such, is the designated person to provide oversight of cash management and related fiscal matters. The Treasurer serves a four-year term. Duties include the review/preparation of daily banking deposits, and the review and approval of accounts payable warrants and payroll checks. In the absence of the Treasurer, the City Clerk provides support for this function.

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PROGRAM EXPENDITURES:</u></b>	<b><i>Actual</i></b>	<b><i>Adopted</i></b>	<b><i>Adopted</i></b>
Salaries and Benefits	\$14,858	\$16,494	\$16,624
Maintenance & Operations	904	650	650
<b><i>Program Total:</i></b>	<b><i>\$15,762</i></b>	<b><i>\$17,144</i></b>	<b><i>\$17,274</i></b>

**PROGRAM RESOURCES:**

Taxes	\$4,927	\$5,891	\$6,030
Other Revenues	10,835	11,253	11,244
<b><i>Program Total:</i></b>	<b><i>\$15,762</i></b>	<b><i>\$17,144</i></b>	<b><i>\$17,274</i></b>

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PERSONNEL:</u></b>	<b><i>Actual</i></b>	<b><i>Adopted</i></b>	<b><i>Adopted</i></b>
Full Time (F.T.E)	0.25	0.25	0.25

**PROGRAM DESCRIPTION:**

The City Attorney is appointed by and serves at the pleasure of the City Council. General City legal services are charged to this account. This does not include specialized personnel and labor relations counsel, which is managed by the Human Resources Department. Special legal counsel for worker's compensation matters and legal services related to liability claims are charged against the Workers' Compensation and Liability Self-Insured Retention Funds, respectively.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Maintenance & Operations	\$423,494	\$441,050	\$441,000
<b>Program Total:</b>	<b>\$423,494</b>	<b>\$441,050</b>	<b>\$441,000</b>

**PROGRAM RESOURCES:**

Taxes	\$160,483	\$103,636	\$186,894
Other Revenues	263,011	337,414	254,106
<b>Program Total:</b>	<b>\$423,494</b>	<b>\$441,050</b>	<b>\$441,000</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

Pursuant to the dissolution of Redevelopment, the Housing Authority assumed responsibility for the assets of the former Affordable Housing Program. The Affordable Housing fund is charged with constructing and rehabilitating potentially blighted areas.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$112,855	\$61,932	\$67,443
Maintenance & Operations	25,906	229,150	193,900
Total Expenditures	\$138,761	\$291,082	\$261,343
Transfer to Reserves	117,313	6,849	0
<b>Program Total:</b>	<b>\$256,074</b>	<b>\$297,931</b>	<b>\$261,343</b>

**PROGRAM RESOURCES:**

Use of Money and Property	\$16,251	\$15,000	\$17,100
Other Revenues	239,823	282,931	231,443
Total Revenues	\$256,074	\$297,931	\$248,543
Use of Reserves	0	0	12,800
<b>Program Total:</b>	<b>\$256,074</b>	<b>\$297,931</b>	<b>\$261,343</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	1.25	0.75	0.75



## Administrative Services Department



The Administrative Services Department consists of Administration, the Finance Division, the Information Systems Division, and the Human Resources/Risk Management Division. These four divisions plan, organize, lead, and monitor the activities of financial accounting, capital improvement programs, information technology, and human resources/risk management.

The Administrative Services Department focuses on successfully obtaining the following goals:

- Developing and implementing efficient and effective financial policies, plans, and reporting systems that help the operating departments achieve their objectives and assure the City's long-term fiscal health
- Protecting the City's assets from unauthorized use
- Effectively using the City's information technology resources in improving productivity, customer service and public access to City information
- Providing quality services with respect to recruitment and selection, job classification and compensation, employee benefits, labor relations, training, worker's compensation claims, and insurance/liability issues

### **Administration**

Administration is focused on developing innovative and cost-effective ways of financing City services and facilities; preparing and implementing policies and plans for, one, effectively managing the City's financial resources and preserving its long-term financial health, and two, for ensuring that personnel rules and regulations are satisfactorily in place to ensure fair and safe working conditions exist for employees; advising the Council and City Manager on fiscal matters and personnel issues; and coordinating the preparation of the City's two-year budget and long-range financial plan. In addition, this department is responsible for planning the effective use of information technology resources to improve the organizational productivity, customer service and public access to City information.

### **Finance**

The Finance Division is responsible for the overall financial management of the City's assets. This division provides financial support services to City-operating departments and is responsible for the ongoing management of the City's financial accounting and reporting functions. Some of the detailed responsibilities of the Finance Division include the following:

- Budgeting
- General accounting and financial recordkeeping
- Treasury management
- Payroll
- Accounts payable
- Accounts receivable
- Cashiering/Cash Handling
- Utility billing

Budgeting is a key area within this division. This includes preparing the annual budget for approval by City Council and working with operating departments, throughout the year, to continually track and monitor budget performance.

General accounting and financial recordkeeping is also an important function within this division. Responsibilities include maintaining the general ledger system and chart of accounts, reconciling monthly bank statements, providing monthly financial reports for operating departments, preparing the annual State Controller's Report, compiling data for the City's annual financial audit and all other regulatory audits, and



## Administrative Services Department



preparing the Comprehensive Annual Financial Report (CAFR). In addition, Finance is also responsible for preparing and recording the financial transactions of the Successor Agency to the Monrovia Redevelopment Agency, which includes preparing Recognized Obligation Payment Schedules (ROPS) every six months.

Treasury management is also an important area within the Finance Division. The treasury management function ensures that the City's idle funds are prudently invested in allowable investments as outlined in the City's Investment Policy. As provided in the Investment Policy, funds are invested in order to ensure safety, liquidity, and return on investment, among other key objectives. In addition, the treasury management function ensures that the City has adequate cash flows to meet operational and capital needs as they arise.

Finance is also responsible for ensuring that City obligations are paid timely and accurately through the payroll and accounts payable function. The payroll function is responsible for processing the City's bi-weekly payroll and ensuring that all monthly, quarterly, and annual reports are filed timely with the taxing authorities and regulatory agencies. The accounts payable operation is responsible for processing all of the City's invoices and issuing payments to vendors. Other duties of the accounts payable operation include filing annual reports required by regulatory agencies, reviewing internal controls, adhering to established payable procedures, and maintaining vendor and encumbrance files.

Accounts receivable and cashing are other operations within the division. Processing the City's accounts receivable billings, maintaining customer aging schedules and files, processing delinquent accounts, and initiating collection procedures are key components of the accounts receivable operation. In addition, the timely deposit and safekeeping of cash are also critical components of the Finance Division.

A final area of responsibility within Finance is the utility billing operation, which is responsible for processing monthly utility billings for approximately 10,000 customers. In addition to issuing monthly bills to customers, utility billing staff initiates customer turn on/turn off service requests, maintains customer history files, receives and posts utility-related payments, and assists customers with all account-related inquiries.

### **Information Systems**

Creating and implementing policies and standards is a critical component of this division. Functions include implementing the City's information technology plans, policies and standards, assisting in establishing organization-wide priorities for new system acquisitions, ensuring compliance with software copyrights and licensing agreements, protecting computer systems and files from unauthorized use or access, and providing staff support to all departments.

Another critical area is the support of new systems and applications installation support. Success in this area is done by taking responsibility for planning and managing the installation of new organization-wide systems and applications, and assisting operating departments in planning and managing the installation of new systems and applications for more specialized functions.

In addition, network and office automation support is accomplished by assuring adequate support, maintenance, and training for the full use of Citywide information systems, providing advice and support to departmental application administrators, and administering the wide area network (WAN), and all the local area networks (LANS).

Supporting and maintaining organization-wide telecommunications systems; including telephones, voice mail, cell phones, fiber optic systems, data circuits, radios, utilities telemetry systems and other "wireless" communication systems such as the mobile data computers in the Water Department is another key component of the Information Systems Division.



## Administrative Services Department



The Division is also responsible for developing the data and information that is put into the Geographical Information System (GIS) which is then used to create the customized maps and mapping applications for the City.

### Human Resources

Human Resources is, to a large degree, an internal service Department. Human Resources staff provides service to City employees as well as Department and Division Managers with respect to recruitment and selection, employee benefits, employee relations, and employee training and development. The Risk Management component encompasses the Citywide Safety/Wellness Program, workers' compensation and liability claims administration.

#### Employment/Employee Relations

Human Resources coordinates recruitments for the City, including regular, hourly and volunteer positions. This includes preparing job announcements, advertising, accepting and reviewing applications, conducting interviews and related testing, and coordinating background and reference checks for final candidates.

Human Resources coordinates the various benefit plans available to City employees. Benefits include the retirement plan, as well as health, dental, vision, long-term disability, and life insurance. Supplemental insurance programs such as deferred compensation (457), Medical and Dependent Care reimbursement (Section 125), employee assistance program, long term care, and accident and cancer insurance policies.

The Human Resources and Risk Management Division Manager serves as the City's chief negotiator with each of its three employee bargaining units representing Police, Fire and General employees. The City is required to negotiate with the employee bargaining units on any issues related to wages, hours and working conditions. A Memorandum of Understanding exists with each of the bargaining units and is reviewed and updated to reflect changes including salary and benefit adjustments. Human Resources works with each of the City departments in interpreting and applying the various conditions of the Memoranda of Understanding.

Human Resources is responsible for ensuring that employees are provided with training and development opportunities to enhance their professional skills and abilities. Training may be provided on a Citywide basis or may be specific to work groups within the organization.

#### Risk Management

Human Resources oversees the administration of the Liability Program. The Human Resources and Risk Management Division Manager coordinates with a third party administrator, various attorneys, and City departments in response to claims and lawsuits filed against the City. Preventative measures are reviewed with departments to limit the City's exposure to claims including sidewalk and sewer maintenance activities.

Human Resources works with its broker to procure insurance necessary to protect the City from loss in a number of areas including workers' compensation, general liability, property, auto, and boiler and machinery. Human Resources also ensures that contractors and businesses working with the City procure the necessary insurance to protect the City from a loss related to their activities.

Workers' Compensation is a no-fault system designed to provide medical treatment for employees who are injured or become ill as a result of their employment with the City. Human Resources coordinates their treatment and return to work by working with a third party administrator, attorneys, and the employee.

Another component of the Workers' Compensation Program is the Citywide Safety/Wellness Committee. Human Resources coordinates the activities of all City departments to ensure a safe work environment and that employees are provided necessary safety equipment and tools accompanied by training to eliminate



## Administrative Services Department



accidents. Wellness is also an important component of safety. Therefore, employees are encouraged to participate in health activities and maintain a healthy lifestyle.

Human Resources coordinates the City's Mediation Program. City residents have received training as mediators. This free voluntary program allows these mediators to assist other members of our community resolve disputes without having to resort to utilizing the court system.

Human Resources also offers fingerprinting services. "LiveScan" fingerprinting is a requirement of our background process and is often a requirement of employers in both the private and public sectors as part of a background investigation when a candidate is being considered for employment. By purchasing our own LiveScan machine, the Human Resources Department has increased efficiency within our hiring process and has created new revenue for the department. There are only a few agencies in the San Gabriel Valley that offer LiveScan fingerprinting services to the general public. |

**PROGRAM DESCRIPTION:**

This program manages and coordinates the financial functions of the City and the Successor Agency to the Monrovia Redevelopment Agency. It provides fiscal guidance and problem solving on accounting issues to line departments. Finance Administration is expected to develop and monitor a stable, long-term financial plan for Monrovia. Responsibilities include investment and cash management, creation and revision of Department and City-wide policies regarding financial issues, budget preparation and monitoring, and five-year strategic and financial forecasting.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$228,383	\$202,437	\$176,369
Maintenance & Operations	19,373	19,967	20,229
<b>Program Total:</b>	<b>\$247,756</b>	<b>\$222,404</b>	<b>\$196,598</b>

**PROGRAM RESOURCES:**

Taxes	\$59,967	\$58,289	\$48,272
Other Revenues	187,789	164,115	148,326
<b>Program Total:</b>	<b>\$247,756</b>	<b>\$222,404</b>	<b>\$196,598</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0.95	0.95	0.70

**PROGRAM DESCRIPTION:**

Finance Operations is responsible for the overall daily accounting for City revenues, expenditures, and asset management. The department provides budgeting and financial reporting services to operating and support departments. Additionally, Finance is responsible for all accounting functions, including accounts payable, accounts receivable, budgeting, cash collections, general ledger, and payroll.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$578,465	\$544,154	\$567,807
Maintenance & Operations	299,527	295,855	299,232
<b>Program Total:</b>	<b>\$877,992</b>	<b>\$840,009</b>	<b>\$867,039</b>

**PROGRAM RESOURCES:**

Taxes	\$117,464	\$111,033	\$141,490
Other Revenues	760,528	728,976	725,549
<b>Program Total:</b>	<b>\$877,992</b>	<b>\$840,009</b>	<b>\$867,039</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	5.85	5.40	5.15

**PROGRAM DESCRIPTION:**

The Central Stores program provides operating departments with photo copying and mail processing services. All costs to the Central Stores Program are recovered through service charges to other departments.

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Maintenance & Operations	\$32,991	\$16,970	\$15,474
Other Expenditures	4,223	2,002	1,827
Total Expenditures	\$37,214	\$18,972	\$17,301
Transfer to Reserves	252	11,628	16,499
<b>Program Total:</b>	<b>\$37,466</b>	<b>\$30,600</b>	<b>\$33,800</b>

**PROGRAM RESOURCES:**

Charges to Other Funds	\$36,299	\$30,000	\$30,000
Use of Money and Property	1,167	600	3,800
<b>Program Total:</b>	<b>\$37,466</b>	<b>\$30,600</b>	<b>\$33,800</b>

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PERSONNEL:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

Information Systems provides personal computer assistance to all City departments. This department is responsible for the telephone system, computer network infrastructure, servers, workstation support & training, Geographical Information Systems (GIS) and internal and/or external website support.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>2012-13</u></b> <b><u>Actual</u></b>	<b><u>2013-14</u></b> <b><u>Adopted</u></b>	<b><u>2014-15</u></b> <b><u>Adopted</u></b>
Salaries and Benefits	\$244,746	\$298,605	\$301,167
Maintenance & Operations	113,520	137,048	135,607
Other Expenditures	46,314	51,407	51,539
Total Expenditures	\$404,580	\$487,060	\$488,313
Transfer to Reserves	20,189	0	22,688
<b>Program Total:</b>	<b>\$424,769</b>	<b>\$487,060</b>	<b>\$511,001</b>

**PROGRAM RESOURCES:**

Charges to Other Funds	\$384,771	\$420,000	\$450,000
Other Revenues	39,998	56,030	61,001
Total Revenues	\$424,769	\$476,030	\$511,001
Use of Reserves	0	11,030	0
<b>Program Total:</b>	<b>\$424,769</b>	<b>\$487,060</b>	<b>\$511,001</b>

<b><u>PERSONNEL:</u></b>	<b><u>2012-13</u></b> <b><u>Actual</u></b>	<b><u>2013-14</u></b> <b><u>Adopted</u></b>	<b><u>2014-15</u></b> <b><u>Adopted</u></b>
Full Time (F.T.E)	2	2	2

**PROGRAM DESCRIPTION:**

Telephone Maintenance is an internal service activity which provides for management, cost accounting, purchase, maintenance, repair, and replacement of the City's telecommunications system.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$17,544	\$18,581	\$18,734
Maintenance & Operations	242,809	269,643	244,643
Other Expenditures	33,376	5,443	32,355
Total Expenditures	\$293,729	\$293,667	\$295,732
Transfer to Reserves	47,502	49,828	8,078
<b>Program Total:</b>	<b>\$341,231</b>	<b>\$343,495</b>	<b>\$303,810</b>

**PROGRAM RESOURCES:**

Charges to Other Funds	\$331,701	\$340,000	\$300,000
Other Revenues	9,530	3,495	3,810
<b>Program Total:</b>	<b>\$341,231</b>	<b>\$343,495</b>	<b>\$303,810</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0.10	0.10	0.10

**PROGRAM DESCRIPTION:**

The Finance Computer System is the responsibility of the Administrative Services Department. The fully-integrated financial software program manages all of the general ledger and budgeting data that occurs within the City, including applications such as accounting, payroll, accounts payable and receivable, cash collections, utility billing, and purchase orders.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>2012-13</u></b>	<b><u>2013-14</u></b>	<b><u>2014-15</u></b>
	<b><i>Actual</i></b>	<b><i>Adopted</i></b>	<b><i>Adopted</i></b>
Salaries and Benefits	\$187,100	\$186,147	\$187,747
Maintenance & Operations	119,516	84,479	86,449
Other Expenditures	53,940	31,934	46,078
Total Expenditures	\$360,556	\$302,560	\$320,274
Transfer to Reserves	0	12,487	0
<b><i>Program Total:</i></b>	<b><u>\$360,556</u></b>	<b><u>\$315,047</u></b>	<b><u>\$320,274</u></b>

**PROGRAM RESOURCES:**

Charges to Other Funds	\$265,894	\$280,000	\$280,000
Other Revenues	30,370	35,047	38,193
Total Revenues	\$296,264	\$315,047	\$318,193
Use of Reserves	64,292	0	2,081
<b><i>Program Total:</i></b>	<b><u>\$360,556</u></b>	<b><u>\$315,047</u></b>	<b><u>\$320,274</u></b>

<b><u>PERSONNEL:</u></b>	<b><u>2012-13</u></b>	<b><u>2013-14</u></b>	<b><u>2014-15</u></b>
	<b><i>Actual</i></b>	<b><i>Adopted</i></b>	<b><i>Adopted</i></b>
Full Time (F.T.E)	1.30	1.30	1.30

**PROGRAM DESCRIPTION:**

The Utility Billing and Collection Program is responsible for generating utility bills for the City's approximately 10,000 customers each month. Direct program costs to generate bills, including staffing costs, are reflected in this program. This activity was first established in the 1992-93 fiscal year to provide better tracking of billing costs. The Utility Billing Department currently prepares approximately 110,000 utility bills a year, which generates an estimated \$6,000,000 in water sales revenue for the Water Service Division.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$353,080	\$449,527	\$446,148
Maintenance & Operations	291,002	303,348	344,831
Other Expenditures	82,442	86,829	82,695
<b>Program Total:</b>	<b>\$726,524</b>	<b>\$839,704</b>	<b>\$873,674</b>

**PROGRAM RESOURCES:**

Charges for Services	\$726,524	\$839,704	\$873,674
<b>Program Total:</b>	<b>\$726,524</b>	<b>\$839,704</b>	<b>\$873,674</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	5.90	5.35	5.10

**PROGRAM DESCRIPTION:**

Human Resources is responsible for providing services Citywide with respect to recruitment and selection, classification and compensation, employee benefits, employee relations, and training.

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PROGRAM EXPENDITURES:</u></b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$132,345	\$130,858	\$141,294
Maintenance & Operations	84,977	79,724	78,347
<b>Program Total:</b>	<b>\$217,322</b>	<b>\$210,582</b>	<b>\$219,641</b>

**PROGRAM RESOURCES:**

Taxes	\$42,218	\$30,409	\$55,975
Charges for Services	23,668	25,500	10,500
Other Revenues	151,436	154,673	153,166
<b>Program Total:</b>	<b>\$217,322</b>	<b>\$210,582</b>	<b>\$219,641</b>

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PERSONNEL:</u></b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	1.06	1.06	1.06

**PROGRAM DESCRIPTION:**

This program manages employee injury/illness claims through a third party administrator and as needed, an appropriate attorney. The City's self-insured retention is \$750,000 per claim. The Citywide Safety Committee also operates as part of this program as it endeavors to provide employees with a hazard-free work environment as well as continued education on safe work practices.

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PROGRAM EXPENDITURES:</u></b>	<b><i>Actual</i></b>	<b><i>Adopted</i></b>	<b><i>Adopted</i></b>
Salaries and Benefits	\$105,125	\$118,804	\$117,601
Maintenance & Operations	244,414	753,991	752,632
Total Expenditures	\$349,539	\$872,795	\$870,233
Transfer to Reserves	1,058,061	564,458	214,124
<b>Program Total:</b>	<b>\$1,407,600</b>	<b>\$1,437,253</b>	<b>\$1,084,357</b>

**PROGRAM RESOURCES:**

Charges to Other Funds	\$1,387,809	\$1,415,837	\$1,055,454
Other Revenues	19,791	21,416	28,903
<b>Program Total:</b>	<b>\$1,407,600</b>	<b>\$1,437,253</b>	<b>\$1,084,357</b>

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PERSONNEL:</u></b>	<b><i>Actual</i></b>	<b><i>Adopted</i></b>	<b><i>Adopted</i></b>
Full Time (F.T.E)	0.98	0.98	0.98

**PROGRAM DESCRIPTION:**

This program manages all general liability claims and/or lawsuits filed against the City of Monrovia through a third party administrator and a specialized attorney, as needed. The City's self-insured retention is \$300,000 per claim. It also maintains responsibility for various insurances required on behalf of the City.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$133,159	\$142,162	\$141,294
Maintenance & Operations	551,524	1,374,590	1,311,230
Total Expenditures	\$684,683	\$1,516,752	\$1,452,524
Transfer to Reserves	1,112,982	308,353	375,184
<b>Program Total:</b>	<b>\$1,797,665</b>	<b>\$1,825,105</b>	<b>\$1,827,708</b>

**PROGRAM RESOURCES:**

Charges to Other Funds	\$1,775,426	\$1,800,000	\$1,800,000
Other Revenues	22,239	25,105	27,708
<b>Program Total:</b>	<b>\$1,797,665</b>	<b>\$1,825,105</b>	<b>\$1,827,708</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	1.06	1.06	1.06

**PROGRAM DESCRIPTION:**

This program oversees claims for unemployment insurance filed by former City employees. The City of Monrovia is self-insured for all unemployment claims and participates in the reimbursement program offered by the State whereby quarterly reimbursements are paid as costs are incurred by the State.

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Salaries and Benefits	\$16,997	\$18,197	\$18,549
Maintenance & Operations	23,629	20,627	20,627
Total Expenditures	\$40,626	\$38,824	\$39,176
Transfer to Reserves	60,889	57,514	8,128
<b>Program Total:</b>	<b>\$101,515</b>	<b>\$96,338</b>	<b>\$47,304</b>

**PROGRAM RESOURCES:**

Charges to Other Funds	\$98,566	\$92,832	\$42,847
Other Revenues	2,949	3,506	4,457
<b>Program Total:</b>	<b>\$101,515</b>	<b>\$96,338</b>	<b>\$47,304</b>

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PERSONNEL:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Full Time (F.T.E)	0.10	0.10	0.10

**PROGRAM DESCRIPTION:**

This activity accounts for all expenditures and revenues which cannot be assigned to specific departments of the General Fund. Property taxes and sales taxes are accounted for in this department. Also included in this department is the cost of passing through a portion of cable franchise fees for community access television, retiree medical costs, and other costs not associated with a specific department or program.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$3,544	\$0	\$110,000
Maintenance & Operations	1,327,109	1,466,512	1,450,489
Other Expenditures	815,992	1,036,877	1,245,217
Total Expenditures	\$2,146,645	\$2,503,389	\$2,805,706
Transfer to Operating Depts.	20,617,980	20,562,026	21,138,705
Transfer to Reserves	13,438,961	0	0
<b>Program Total:</b>	<b>\$36,203,586</b>	<b>\$23,065,415</b>	<b>\$23,944,411</b>

**PROGRAM RESOURCES:**

Taxes	\$21,995,292	\$22,425,415	\$23,272,911
Use of Money and Property	49,536	50,000	100,000
Other Revenues	14,158,758	590,000	571,500
<b>Program Total:</b>	<b>\$36,203,586</b>	<b>\$23,065,415</b>	<b>\$23,944,411</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

The Employee Retirement Fund tracks revenues and costs associated with providing pension benefits to the City's employees. Revenues that are generated through an override tax are used to help augment costs associated with the City's pension program. The City currently participates in the California Public Employees' Retirement System (CalPERS).

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Maintenance & Operations	\$0	\$0	\$150,000
Other Expenditures	6,093,536	5,627,588	5,970,201
Total Expenditures	\$6,093,536	\$5,627,588	\$6,120,201
Transfer to Reserves	1,181,251	0	0
<b>Program Total:</b>	<b>\$7,274,787</b>	<b>\$5,627,588</b>	<b>\$6,120,201</b>

**PROGRAM RESOURCES:**

Taxes	\$4,472,802	\$4,512,716	\$4,651,700
Use of Money and Property	1,833	5,000	6,700
Other Revenues	2,800,152	900,000	1,100,000
Total Revenues	\$7,274,787	\$5,417,716	\$5,758,400
Use of Reserves	0	209,872	361,801
<b>Program Total:</b>	<b>\$7,274,787</b>	<b>\$5,627,588</b>	<b>\$6,120,201</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

The Emergency Services program captures costs resulting from one-time emergency events occurring within the City. Recent events accounted for in this cost center include the 2011 Windstorms, the 2013 Madison Fire, and the 2014 Rainstorms.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Salaries and Benefits	\$34,647	\$0	\$0
Maintenance & Operations	75,607	80,534	40,134
Capital Outlay	1,459	150,000	0
<b>Program Total:</b>	<b>\$111,713</b>	<b>\$230,534</b>	<b>\$40,134</b>

**PROGRAM RESOURCES:**

Revenues from Other Agencies	\$0	\$40,134	\$40,134
Use of Money and Property	62	400	0
Total Revenues	\$62	\$40,534	\$40,134
Use of Reserves	111,651	190,000	0
<b>Program Total:</b>	<b>\$111,713</b>	<b>\$230,534</b>	<b>\$40,134</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

On July 28, 2010, the City issued \$12,750,000 in Taxable Pension Obligation Bonds. The proceeds of the bonds were used to pay off a portion of the City's unfunded liability to the California Public Employees' Retirement System (CalPERS). Funds from the City's pension override tax are used to pay principal and interest on these bonds.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Maintenance & Operations	\$1,026,516	\$1,058,116	\$1,096,048
Total Expenditures	\$1,026,516	\$1,058,116	\$1,096,048
Transfer to Reserves	197	0	0
<b>Program Total:</b>	<b>\$1,026,713</b>	<b>\$1,058,116</b>	<b>\$1,096,048</b>

**PROGRAM RESOURCES:**

Use of Money and Property	\$197	\$100	\$600
Other Revenues	1,026,516	1,056,791	1,094,723
Total Revenues	\$1,026,713	\$1,056,891	\$1,095,323
Use of Reserves	0	1,225	725
<b>Program Total:</b>	<b>\$1,026,713</b>	<b>\$1,058,116</b>	<b>\$1,096,048</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

In July 2000, the voters of Monrovia approved the "Wilderness Preserve Open Space" tax measure. Voters approved the protection and preservation of open space by the adoption of the "Hillside Wilderness Preserve" and "Hillside Recreation" designations. Voters also approved the funding for the acquisition and maintenance of open space land by creating a special tax. The maintenance tax will generate approximately \$78,000 a year. The tax generated for the acquisition of open space resulted in a bond issue of \$9,500,000. The Hillside Acquisition Debt Service Program is used to pay debt service related to the bond issue.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Maintenance & Operations	\$596,381	\$599,193	\$597,193
Other Expenditures	81,669	80,000	80,000
Total Expenditures	\$678,050	\$679,193	\$677,193
Transfer to Reserves	47,951	46,007	49,407
<b>Program Total:</b>	<b>\$726,001</b>	<b>\$725,200</b>	<b>\$726,600</b>

**PROGRAM RESOURCES:**

Taxes	\$725,475	\$725,000	\$725,000
Use of Money and Property	526	200	1,600
<b>Program Total:</b>	<b>\$726,001</b>	<b>\$725,200</b>	<b>\$726,600</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

In March 2007, the voters of Monrovia approved the passage of Measure L, a ballot measure which approved the funding to pay for the design, construction, and furnishing of a new Monrovia Public Library by creating a special parcel tax. The revenues generated by the special parcel tax resulted in a bond issue of \$15,850,000. The Library Bond Debt Service program is used to pay for the debt service related to the bond issue.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Maintenance & Operations	\$1,051,256	\$1,005,599	\$1,005,411
Total Expenditures	\$1,051,256	\$1,005,599	\$1,005,411
Transfer to Reserves	0	20,001	22,989
<b>Program Total:</b>	<b>\$1,051,256</b>	<b>\$1,025,600</b>	<b>\$1,028,400</b>

**PROGRAM RESOURCES:**

Taxes	\$1,020,511	\$1,025,000	\$1,025,000
Use of Money and Property	1,151	600	3,400
Total Revenues	\$1,021,662	\$1,025,600	\$1,028,400
Use of Reserves	29,594	0	0
<b>Program Total:</b>	<b>\$1,051,256</b>	<b>\$1,025,600</b>	<b>\$1,028,400</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

Beginning in fiscal year 2006-2007, the City of Monrovia accepted fiduciary responsibility for the administration of the High Intensity Drug Trafficking Area (HIDTA) Grant. This grant helps to fund law enforcement activities that combat drug trafficking within the Los Angeles HIDTA area. As fiduciary, the City is a conduit for the grant funds. The City makes payment for grant related expenditures based upon approved invoices, and subsequently requests reimbursement from the Office of National Drug Control Policy.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Maintenance & Operations	\$5,206,425	\$7,036,449	\$8,413,142
Total Expenditures	\$5,206,425	\$7,036,449	\$8,413,142
Transfer to Reserves	136,546	0	0
<b>Program Total:</b>	<b>\$5,342,971</b>	<b>\$7,036,449</b>	<b>\$8,413,142</b>

**PROGRAM RESOURCES:**

Federal and State Reimbursement	\$5,342,971	\$7,036,449	\$8,413,142
<b>Program Total:</b>	<b>\$5,342,971</b>	<b>\$7,036,449</b>	<b>\$8,413,142</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

In fiscal year 2006-2007, the City of Monrovia accepted fiduciary responsibility for the administration of the Governor's Office of Emergency Services (OES) Anti-Drug Abuse Program Grant. During fiscal year 2012-2013, the grant was transferred to the jurisdiction of the Board of State and Community Corrections (BSCC), a new agency established as part of the Governor's 2011 Public Safety Realignment Program. The purpose of this grant is to help fund law enforcement activities that combat drug trafficking within the Los Angeles area. The City is a conduit for the funds related to this grant. The City makes payment for grant related expenditures, based upon approved invoices, and subsequently requests reimbursement from the grantor.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Updated</b>
Maintenance & Operations	\$429,449	\$960,364	\$344,764
Total Expenditures	\$429,449	\$960,364	\$344,764
Transfer to Reserves	264,476	0	437,496
<b>Program Total:</b>	<b>\$693,925</b>	<b>\$960,364</b>	<b>\$782,260</b>

**PROGRAM RESOURCES:**

Federal and State Reimbursement	\$693,925	\$908,221	\$782,260
Total Revenues	\$693,925	\$908,221	\$782,260
Use of Reserves	0	52,143	0
<b>Program Total:</b>	<b>\$693,925</b>	<b>\$960,364</b>	<b>\$782,260</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Updated</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

This program tracks fiduciary grants and other funding for the Los Angeles Regional Criminal Information Clearing House (LA CLEAR), a multi-agency investigative and intelligence law enforcement task force. The City, acting in a fiduciary capacity, is a conduit for the funds generated through LA CLEAR.

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PROGRAM EXPENDITURES:</u></b>	<b><i>Actual</i></b>	<b><i>Adopted</i></b>	<b><i>Adopted</i></b>
Maintenance & Operations	\$78,589	\$0	\$0
Total Expenditures	\$78,589	\$0	\$0
Transfer to Reserves	52,700	100	1,200
<b>Program Total:</b>	<b>\$131,289</b>	<b>\$100</b>	<b>\$1,200</b>

**PROGRAM RESOURCES:**

Use of Money and Property	\$312	\$100	\$1,200
Other Revenues	130,977	0	0
<b>Program Total:</b>	<b>\$131,289</b>	<b>\$100</b>	<b>\$1,200</b>

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PERSONNEL:</u></b>	<b><i>Actual</i></b>	<b><i>Adopted</i></b>	<b><i>Adopted</i></b>
Full Time (F.T.E)	0	0	0



## Police Department



The Monrovia Police Department has a long tradition of innovation and service. This tradition has been carried on by highly qualified police professionals, who exhibit the passion and energy needed to fulfill the law enforcement role in our community. The overall values that are the hallmark of our organization are integrity first, service before self, and excellence in everything we do.

### **Administration**

The Chief of Police is the executive officer of the Police Department and is responsible for administration of day-to-day affairs of the police organization. The Chief provides leadership and general administrative direction necessary for effective delivery of law enforcement services. Administration also includes budget coordination and management, personnel and payroll administration, strategic planning, organizational mentoring and development, and community support.

### **Support Services Division**

Support Services Division includes Records, Jail Operations, Court Services, Property and Evidence, Communications, Crime Analysis, Technology, Detectives, Community Policing, the Special Enforcement Team, and the officer assigned to the West San Gabriel Valley Anti-Crime Task Force. Personnel from this Division perform in support roles to many of the Department's operational areas.

### **Operations-Patrol Division**

Operations Division includes Uniform Patrol Services, Bicycle Patrol, Chaplains, Reserve Police Officers, Traffic Enforcement, Regional Tactical Team Management, Explorers, Homeland Security Responsibilities, Personnel and Training, and Air Support. Personnel from this Division are the first responders to all calls for service and conduct most preliminary investigations.

### **Detective Bureau**

The Detective Bureau is commanded by a lieutenant who works under the supervision of the Captain. The Detective Bureau is responsible for follow-up and completion of felony and misdemeanor criminal cases, and preparation of these cases for filing with the District Attorney's Office. The Special Enforcement Team (SET) is also managed through the Detective Bureau, and consists of a sergeant and three police officers. SET is responsible for targeting specific crime problems with emphasis on narcotics and gang enforcement. The officer assigned to the West San Gabriel Valley Anti-Crime Task Force (WSGVACT) is managed by the Detective Bureau Lieutenant. WSGVACT is a regional task force created to deal with crime trends related to AB 109 State Realignment.

### **Asset Forfeiture Program**

This program account funds the detective position assigned to the Los Angeles Interagency Metropolitan Police Apprehension Crime Task Force (LA IMPACT). LA IMPACT is a multi-agency task force which targets, investigates, and prosecutes persons involved in mid to high-level narcotics trafficking and money laundering. Through the asset forfeiture process, the task force seizes illegally derived assets and returns a portion to each participating city.

### **Communications, Crime Analysis and Technology (CCAT) Bureau**

Communications, Crime Analysis and Technology Bureau is managed by a civilian supervisor with overall responsibility over these units. The Police Communications Center is the public safety answering point for both Police and Fire Department 9-1-1 emergency calls. The Center also receives and dispatches all other calls for service received by the Police Department. Crime Analysis collects, collates, and analyzes crime data from the Department's information system and a variety of other sources. This data is then disseminated to patrol officers and investigators to provide information concerning crime trends, patterns, and suspect information. Additionally, this unit produces reports for administrative studies and projects, as well as provides training, help desk, and technical support for all users. Technology Services provides daily maintenance, support and upkeep of all computer, communications, and video systems within the Police Department.



## Police Department



### **Community Policing Program**

The Community Policing Bureau is run by a Sergeant and seeks to improve the quality of life for Monrovia residents by targeting criminal and social problems in the community. The Community Policing Sergeant coordinates a variety of resources to eliminate neighborhood problems and blighted conditions and manages a variety of ongoing programs, including Neighborhood Watch, At Risk Youth Counseling, child identification and printing, station tours, home security checks and seminars, business security and crime prevention training, Citizen Patrol, and station volunteers.

### **Animal Control Services**

The Police Department contracts with the Pasadena Humane Society (PHS) to provide animal control services to the community. PHS officers provide day-to-day field services handling all animal related calls for service. PHS provides shelter and veterinarian services, animal licensing, and responds to emergency call outs. |

**PROGRAM DESCRIPTION:**

The Chief of Police is the executive officer of the Police Department and is responsible for administration of day-to-day affairs of the Department. The Chief provides leadership and general administrative direction necessary for effective delivery of law enforcement services. This program also includes budget coordination and management, personnel and payroll administration, strategic planning, organizational mentoring and development, and community support.

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	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Salaries and Benefits	\$354,649	\$353,187	\$355,381
Maintenance & Operations	51,041	55,224	55,922
<b>Program Total:</b>	<b>\$405,690</b>	<b>\$408,411</b>	<b>\$411,303</b>

**PROGRAM RESOURCES:**

Taxes	\$308,666	\$318,410	\$316,445
Other Revenues	97,024	90,001	94,858
<b>Program Total:</b>	<b>\$405,690</b>	<b>\$408,411</b>	<b>\$411,303</b>

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	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PERSONNEL:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Full Time (F.T.E)	2	2	2

**PROGRAM DESCRIPTION:**

Police Services is managed by a police captain with overall responsibility for Records, Jail Operations, Court Services, Property and Evidence, Communications, Crime Analysis, Technology, Detectives, Community Policing, and the Special Enforcement Team. Many of these areas of responsibility have individual program accounts, which are reflected in other areas of the budget. This particular account identifies specific Records Bureau performance indicators and objectives. The Records Bureau is responsible for records management, Inmate Worker Program, evidence and property handling, purchasing of office supplies, filing of misdemeanor criminal cases, and facilities maintenance.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$1,322,485	\$1,253,504	\$1,266,669
Maintenance & Operations	300,150	322,683	320,490
<b>Program Total:</b>	<b>\$1,622,635</b>	<b>\$1,576,187</b>	<b>\$1,587,159</b>

**PROGRAM RESOURCES:**

Taxes	\$1,309,232	\$1,331,132	\$1,318,966
Charges for Services	12,136	10,800	13,800
Other Revenues	301,267	234,255	254,393
<b>Program Total:</b>	<b>\$1,622,635</b>	<b>\$1,576,187</b>	<b>\$1,587,159</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	16	15	15

**PROGRAM DESCRIPTION:**

Operations Division is managed by Patrol Lieutenants with overall responsibility for Uniform Patrol Services, Canine, Bicycle Patrol, Chaplains, Reserve Police Officers, Traffic Enforcement, Regional Tactical Team Management, Explorers, Homeland Security Responsibilities, Personnel and Training, and Air Support. Many of these areas of responsibility have individual program accounts, which are reflected in other areas of the budget. Personnel from this division are the first responders to all calls for service and conduct most preliminary investigations.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$6,417,107	\$5,926,996	\$5,982,542
Maintenance & Operations	810,129	905,063	894,760
Other Expenditures	20,000	90,000	115,000
<b>Program Total:</b>	<b>\$7,247,236</b>	<b>\$6,922,059</b>	<b>\$6,992,302</b>

**PROGRAM RESOURCES:**

Taxes	\$5,536,240	\$5,683,381	\$5,682,893
Charges for Services	223,418	197,000	197,000
Other Revenues	1,487,578	1,041,678	1,112,409
<b>Program Total:</b>	<b>\$7,247,236</b>	<b>\$6,922,059</b>	<b>\$6,992,302</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	37	36	36

**PROGRAM DESCRIPTION:**

Parking Management supports the effective operation of the community's parking resources. This is accomplished through enforcement of parking regulations throughout the commercial and residential areas of the community. Parking enforcement ensures that street sweeping services are delivered without unnecessary delay, and parking accommodations are available to those who live and conduct business in the community. One of the full time parking control positions is a Lead Parking Control Officer who is responsible for coordinating services and managing the administrative review process. Parking enforcement officers are also responsible for marking and impounding abandoned vehicles. Additionally, traffic safety and speed reduction trailers are used throughout the community to augment the Department's traffic safety efforts.

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Salaries and Benefits	\$155,753	\$115,841	\$105,049
Maintenance & Operations	190,716	181,374	199,341
Other Expenditures	66,522	53,706	53,877
Total Expenditures	\$412,991	\$350,921	\$358,267
Transfer to Reserves	55,330	76,513	68,145
<b>Program Total:</b>	<b>\$468,321</b>	<b>\$427,434</b>	<b>\$426,412</b>

**PROGRAM RESOURCES:**

Charges for Services	\$449,079	\$410,000	\$410,000
Other Revenues	19,242	17,434	16,412
<b>Program Total:</b>	<b>\$468,321</b>	<b>\$427,434</b>	<b>\$426,412</b>

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PERSONNEL:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Full Time (F.T.E)	2	1	1

**PROGRAM DESCRIPTION:**

The Detective Bureau is responsible for follow-up and completion of felony and misdemeanor criminal cases, and preparation of these cases for filing with the District Attorney's Office. The Special Enforcement Team (SET) is also managed through the Detective Bureau, and consists of a sergeant and three police officers. SET is responsible for targeting specific crime problems with emphasis on narcotics and gang enforcement. The Detective Bureau is commanded by a lieutenant.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Salaries and Benefits	\$1,564,522	\$1,415,913	\$1,438,250
Maintenance & Operations	228,747	254,320	252,161
<b>Program Total:</b>	<b>\$1,793,269</b>	<b>\$1,670,233</b>	<b>\$1,690,411</b>

**PROGRAM RESOURCES:**

Taxes	\$1,426,294	\$1,423,659	\$1,410,684
Charges for Services	1,421	0	1,000
Other Revenues	365,554	246,574	278,727
<b>Program Total:</b>	<b>\$1,793,269</b>	<b>\$1,670,233</b>	<b>\$1,690,411</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Full Time (F.T.E)	12	9	9

**PROGRAM DESCRIPTION:**

This program account funds the detective position assigned to the Los Angeles Interagency Metropolitan Police Apprehension Crime Task Force (LA IMPACT). LA IMPACT is a multi-agency task force which targets, investigates, and prosecutes persons involved in mid to high-level narcotics trafficking and money laundering. Through the asset forfeiture process, the task force seizes illegally derived assets and returns a portion to each participating city. Assets seized by local narcotics detectives are also tracked in this account.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>2012-13</u></b>	<b><u>2013-14</u></b>	<b><u>2014-15</u></b>
	<b><i>Actual</i></b>	<b><i>Adopted</i></b>	<b><i>Adopted</i></b>
Salaries and Benefits	\$185,047	\$194,680	\$182,487
Maintenance & Operations	27,053	31,954	25,680
Total Expenditures	\$212,100	\$226,634	\$208,167
Transfer to Reserves	0	34,351	36,028
<b><i>Program Total:</i></b>	<b><u>\$212,100</u></b>	<b><u>\$260,985</u></b>	<b><u>\$244,195</u></b>

**PROGRAM RESOURCES:**

Charges for Services	\$19,804	\$27,000	\$23,000
Other Revenues	134,556	233,985	221,195
Total Revenues	\$154,360	\$260,985	\$244,195
Use of Reserves	57,740	0	0
<b><i>Program Total:</i></b>	<b><u>\$212,100</u></b>	<b><u>\$260,985</u></b>	<b><u>\$244,195</u></b>

<b><u>PERSONNEL:</u></b>	<b><u>2012-13</u></b>	<b><u>2013-14</u></b>	<b><u>2014-15</u></b>
	<b><i>Actual</i></b>	<b><i>Adopted</i></b>	<b><i>Adopted</i></b>
Full Time (F.T.E)	1	1	1

**PROGRAM DESCRIPTION:**

Communications, Crime Analysis and Technologies Bureau is managed by a civilian supervisor with overall responsibility over these units. The Police Communications Center is the public safety answering point for both Police and Fire Department 9-1-1 emergency calls. The Center also receives and dispatches all other calls for service received by the Police Department. Crime Analysis collects, collates, and analyzes crime data from the Department's information system and a variety of other sources. This data is then disseminated to patrol officers and investigators to provide information concerning crime trends, patterns, and suspect information. Additionally, this unit produces reports for administrative studies and projects, as well as provides training, help desk, and technical support for all users. Technology Services provides daily maintenance, support and upkeep of all computer, communications, and video systems within the Police Department.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$1,033,547	\$1,012,557	\$1,003,188
Maintenance & Operations	307,263	193,541	197,215
<b>Program Total:</b>	<b>\$1,340,810</b>	<b>\$1,206,098</b>	<b>\$1,200,403</b>

**PROGRAM RESOURCES:**

Taxes	\$1,018,152	\$932,517	\$907,829
Charges for Services	61,169	54,000	54,000
Other Revenues	261,489	219,581	238,574
<b>Program Total:</b>	<b>\$1,340,810</b>	<b>\$1,206,098</b>	<b>\$1,200,403</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	9	10	10

**PROGRAM DESCRIPTION:**

The Community Policing Program seeks to improve the quality of life for Monrovia residents by targeting criminal and social problems in the community. This program is run by the Community Policing Sergeant who coordinates a variety of resources from within the City and throughout to eliminate neighborhood problems and blighted conditions. The Community Policing Sergeant coordinates and manages a variety of ongoing programs including Neighborhood Watch, At Risk Youth Counseling, child identification and printing, station tours, home security checks and seminars, business security and crime prevention training, Citizen Patrol, and station volunteers.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Salaries and Benefits	\$213,936	\$200,641	\$192,584
Maintenance & Operations	51,430	62,300	65,766
<b>Program Total:</b>	<b>\$265,366</b>	<b>\$262,941</b>	<b>\$258,350</b>

**PROGRAM RESOURCES:**

Taxes	\$177,805	\$194,371	\$187,960
Charges for Services	36,880	32,000	32,000
Other Revenues	50,681	36,570	38,390
<b>Program Total:</b>	<b>\$265,366</b>	<b>\$262,941</b>	<b>\$258,350</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Full Time (F.T.E)	3	1	1

**PROGRAM DESCRIPTION:**

The Animal Control Program is provided through a contract with the Pasadena Humane Society. The services provided include animal shelter, veterinary costs, response to calls for service, patrol, emergency call out, dog licensing, and code enforcement.

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Salaries and Benefits	\$194,608	\$181,252	\$0
Maintenance & Operations	81,484	91,535	185,945
<b>Program Total:</b>	<b>\$276,092</b>	<b>\$272,787</b>	<b>\$185,945</b>

**PROGRAM RESOURCES:**

Taxes	\$97,946	\$141,358	\$83,945
Charges for Services	133,724	100,000	102,000
Other Revenues	44,422	31,429	0
<b>Program Total:</b>	<b>\$276,092</b>	<b>\$272,787</b>	<b>\$185,945</b>

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PERSONNEL:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Full Time (F.T.E)	2	2	0

**PROGRAM DESCRIPTION:**

This program account is funded by a grant through California's Citizens Option for Public Safety Grant Program. The program provides supplemental funding to municipal law enforcement agencies for field operations. This account is used to fund Foothills Special Enforcement Team Operations, and our commitment to the Foothill Air Support Team.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b><i>Actual</i></b>	<b><i>Adopted</i></b>	<b><i>Adopted</i></b>
Salaries and Benefits	\$93,676	\$166,783	\$92,460
Maintenance & Operations	35,638	39,212	30,000
Capital Outlay	397,562	0	0
Total Expenditures	<u>\$526,876</u>	<u>\$205,995</u>	<u>\$122,460</u>
Transfer to Reserves	0	28,439	63,449
<b><i>Program Total:</i></b>	<b><u>\$526,876</u></b>	<b><u>\$234,434</u></b>	<b><u>\$185,909</u></b>

**PROGRAM RESOURCES:**

Revenues from Other Agencies	\$502,469	\$234,434	\$185,909
Total Revenues	<u>\$502,469</u>	<u>\$234,434</u>	<u>\$185,909</u>
Use of Reserves	24,407	0	0
<b><i>Program Total:</i></b>	<b><u>\$526,876</u></b>	<b><u>\$234,434</u></b>	<b><u>\$185,909</u></b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b><i>Actual</i></b>	<b><i>Adopted</i></b>	<b><i>Adopted</i></b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

The Police Department Radio Maintenance Program is responsible for the management, accounting, purchasing, maintenance, repair, and disposal of radio equipment used by the police department.

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Maintenance & Operations	\$35,142	\$24,114	\$24,114
Other Expenditures	1,316	0	1,500
Total Expenditures	\$36,458	\$24,114	\$25,614
Transfer to Reserves	95,866	33,210	31,710
<b>Program Total:</b>	<b>\$132,324</b>	<b>\$57,324</b>	<b>\$57,324</b>

**PROGRAM RESOURCES:**

Charges to Other Funds	\$57,324	\$57,324	\$57,324
Other Revenues	75,000	0	0
<b>Program Total:</b>	<b>\$132,324</b>	<b>\$57,324</b>	<b>\$57,324</b>

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PERSONNEL:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

The Police Department Non Patrol Vehicle Fleet and Maintenance Fund is managed by a police lieutenant. This program is responsible for the accounting, purchasing, maintenance, repair, and disposal of all police vehicles other than patrol vehicles.

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PROGRAM EXPENDITURES:</u></b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Maintenance & Operations	\$109,836	\$110,000	\$105,000
Capital Outlay	9,725	190,079	0
Other Expenditures	8,868	0	10,000
Total Expenditures	\$128,429	\$300,079	\$115,000
Transfer to Reserves	16,938	0	72,120
<b>Program Total:</b>	<b>\$145,367</b>	<b>\$300,079</b>	<b>\$187,120</b>

**PROGRAM RESOURCES:**

Charges to Other Funds	\$145,367	\$195,202	\$187,120
Total Revenues	\$145,367	\$195,202	\$187,120
Use of Reserves	0	104,877	0
<b>Program Total:</b>	<b>\$145,367</b>	<b>\$300,079</b>	<b>\$187,120</b>

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PERSONNEL:</u></b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

The Police Department Patrol Fleet Program is managed by a police lieutenant who is responsible for the accounting, purchasing, maintenance, repair and disposal of patrol vehicles used by the police department.

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Maintenance & Operations	\$171,460	\$165,000	\$165,000
Capital Outlay	10,908	102,000	0
Other Expenditures	43,227	35,000	45,000
Total Expenditures	\$225,595	\$302,000	\$210,000
Transfer to Reserves	5,711	0	42,500
<b>Program Total:</b>	<b>\$231,306</b>	<b>\$302,000</b>	<b>\$252,500</b>

**PROGRAM RESOURCES:**

Charges to Other Funds	\$225,048	\$252,500	\$252,500
Other Revenues	6,258	0	0
Total Revenues	\$231,306	\$252,500	\$252,500
Use of Reserves	0	49,500	0
<b>Program Total:</b>	<b>\$231,306</b>	<b>\$302,000</b>	<b>\$252,500</b>

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PERSONNEL:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Full Time (F.T.E)	0	0	0



## Fire Department



Monrovia Fire & Rescue is a full-service professional public safety organization providing fire suppression, emergency medical service, fire prevention and public education assistance to all constituents living, working or visiting within the city. Providing efficient, effective fire and life safety service out of two fire stations, 41 suppression personnel, three prevention personnel and two administrative personnel provide assistance through six essential divisions:

### **Administration**

The Fire Administration Division is tasked with the overall effectiveness and efficiency of Monrovia Fire & Rescue. Consisting of the Fire Chief and the Administrative Secretary, the Fire Administration Division is responsible for overall leadership and strategic management of the department. Critical to these tasks are the management and coordination of all activities within the department including: budget coordination and management; personnel and payroll administration; planning and organizational development; leadership and succession planning. Administration supports each division within the department to provide exceptional fire and life safety service within available resources.

### **Fire Suppression**

The Fire Suppression Division includes those activities that are most traditional to the fire service. Suppression personnel respond to fires, floods, medical aid calls, hazardous material release incidents and extrication rescue calls while also providing non-emergency public assistance. This division includes activities related to fire prevention, business inspections, pre-fire planning, training, apparatus maintenance and emergency two-way radio communication support.

### **Fire Prevention**

The Fire Prevention Division is tasked with one of the most important aspects in the fire service – reducing the likelihood of fires and fire-related injuries while mitigating the potential severity of those events that do occur. Fire prevention activities include: inspections of buildings and premises for code compliance; fire suppression equipment plans reviews; fire investigation; preparing and revising laws and codes; safety and fire prevention public education; and enforcement of fire regulations.

### **Emergency Medical Services**

The Emergency Medical Services (EMS) Division provides pre-hospital basic life support (BLS) and advanced life support (ALS) emergency medical care and patient stabilization, while assisting with patient transportation to medical facilities as necessary. Quickly becoming the most widely utilized service within the fire department, the EMS Division is positioned to provide efficient, effective life safety support using the most advanced pre-hospital medical technology available. An emphasis on superior quality of patient care is maintained through continuing education and quality assurance mandates of all EMS personnel.

### **Emergency Preparedness**

The Emergency Preparedness Division is responsible for the development and maintenance of the City disaster plan that coordinates the local, State and Federal resources needed to manage disaster incidents impacting Monrovia. The primary purpose of the Emergency Preparedness Division is to support and improve the ability of the City and its residents to mitigate, prepare, respond and recover from disasters, both natural and man-made.

### **Hazardous Materials**

The Hazardous Materials Division ensures compliance with the mandates of the State Legislature for the hazardous materials disclosure program. The Division monitors hazardous material storage and disclosure information of all businesses within the City of Monrovia and assists with the development of business and area plans in the event of accidental release. Activities include the important aspect of chemical inventory and disclosure which assists fire suppression personnel with the proper tactics and strategies to take in the event of a hazardous materials release, thereby further improving fire and life safety within the community. |

**PROGRAM DESCRIPTION:**

This program is responsible for the planning, organizing and directing all activities within the Fire Department including fire suppression, emergency medical services and prevention activities. Supervision of department staff, coordination of activities with other departments, completion of highly complex assignments and staff assistance to the City Manager and City Council is included. Of importance is budget management, personnel and payroll administration and organizational development. Administration supports each division of the department to provide the most effective service level within available resources.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$325,063	\$329,998	\$325,930
Maintenance & Operations	75,205	102,653	106,625
<b>Program Total:</b>	<b>\$400,268</b>	<b>\$432,651</b>	<b>\$432,555</b>

**PROGRAM RESOURCES:**

Taxes	\$332,207	\$361,442	\$353,838
Charges for Services	460	700	700
Other Revenues	67,601	70,509	78,017
<b>Program Total:</b>	<b>\$400,268</b>	<b>\$432,651</b>	<b>\$432,555</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	2	2	2

**PROGRAM DESCRIPTION:**

Efficient and effective response to fires, floods, medical emergencies, hazardous materials releases, extrication incidents and other rescue calls while also providing non-emergency public assistance is the primary goal of this division. Functions include fire prevention, fire suppression, pre-hospital emergency medical care, pre-fire planning, training, apparatus maintenance and communications support.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Salaries and Benefits	\$7,134,138	\$6,974,155	\$6,942,875
Maintenance & Operations	1,165,803	1,187,933	1,208,597
Capital Outlay	58,104	1,141,385	0
<b>Program Total:</b>	<b>\$8,358,045</b>	<b>\$9,303,473</b>	<b>\$8,151,472</b>

**PROGRAM RESOURCES:**

Taxes	\$6,974,309	\$6,560,748	\$5,324,390
Charges for Services	63,500	1,524,347	1,677,961
Other Revenues	1,320,236	1,218,378	1,149,121
<b>Program Total:</b>	<b>\$8,358,045</b>	<b>\$9,303,473</b>	<b>\$8,151,472</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Full Time (F.T.E)	41	41	41

**PROGRAM DESCRIPTION:**

The purpose of this division is to reduce the likelihood of fires and to mitigate the potential severity of those events that do occur. Fire prevention activities include inspections of buildings and premises, brush abatement, fire suppression equipment plan reviews, fire investigations, preparing and revising laws and codes, safety and fire prevention public education and the enforcement of fire regulations.

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	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Salaries and Benefits	\$197,336	\$207,881	\$223,615
Maintenance & Operations	118,984	102,983	135,891
Total Expenditures	\$316,320	\$310,864	\$359,506
Transfer to Reserves	53,077	100,812	133,804
<b>Program Total:</b>	<b>\$369,397</b>	<b>\$411,676</b>	<b>\$493,310</b>

**PROGRAM RESOURCES:**

Charges for Services	291,992	327,930	344,210
Other Revenues	77,405	83,746	149,100
<b>Program Total:</b>	<b>\$369,397</b>	<b>\$411,676</b>	<b>\$493,310</b>

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	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PERSONNEL:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Full Time (F.T.E)	0.75	1.15	1.15

**PROGRAM DESCRIPTION:**

This division complies with the mandates of the State Legislature for administering the hazardous materials disclosure program. Hazardous materials storage and disclosure information is monitored to assist with the development of business and area plans to reduce the likelihood of accidental release and mitigate the effects in the event a release occurs. The Hazardous Materials Division works closely with fire prevention and fire suppression to catalogue and monitor the hazardous materials and processes used by business within the City with the goal of continued public safety.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$97,312	\$112,802	\$135,623
Maintenance & Operations	19,026	20,961	28,836
Capital Outlay	19,989	0	0
Other Expenditures	22,337	14,873	28,684
Total Expenditures	\$158,664	\$148,636	\$193,143
Transfer to Reserves	0	22,668	0
<b>Program Total:</b>	<b>\$158,664</b>	<b>\$171,304</b>	<b>\$193,143</b>

**PROGRAM RESOURCES:**

Charges for Services	\$129,501	\$156,000	\$138,000
Other Revenues	20,009	15,304	24,314
Total Revenues	\$149,510	\$171,304	\$162,314
Use of Reserves	9,154	0	30,829
<b>Program Total:</b>	<b>\$158,664</b>	<b>\$171,304</b>	<b>\$193,143</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0.25	0.85	0.85

**PROGRAM DESCRIPTION:**

This division provides pre-hospital emergency medical care and patient stabilization while assisting with transportation to medical facilities as necessary. Care provided to patients that are injured or ill includes advanced life support by State certified Paramedics and Basic life support by State certified Emergency Medical Technicians. Continuing education, quality assurance of care and advanced use of medical equipment and technology supports the service provided.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b><i>Actual</i></b>	<b><i>Adopted</i></b>	<b><i>Adopted</i></b>
Maintenance & Operations	\$319,302	\$372,757	\$357,757
Capital Outlay	0	58,000	58,000
Total Expenditures	\$319,302	\$430,757	\$415,757
Transfer to Reserves	304,862	209,243	229,243
<b>Program Total:</b>	<b>\$624,164</b>	<b>\$640,000</b>	<b>\$645,000</b>

**PROGRAM RESOURCES:**

Charges for Services	\$624,164	\$640,000	\$645,000
<b>Program Total:</b>	<b>\$624,164</b>	<b>\$640,000</b>	<b>\$645,000</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b><i>Actual</i></b>	<b><i>Adopted</i></b>	<b><i>Adopted</i></b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

The Emergency Preparedness division is responsible for the development and maintenance of a citywide disaster plan and Emergency Operations Center that will coordinate the local, State and Federal resources necessary to manage disasters impacting Monrovia. The purpose of the program is to support and enhance the ability of the City and its residents to prepare, mitigate, repond and recover from disasters, both natural and man-made, as well as advocate for citizen participation related to emergency preparedness.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Maintenance & Operations	\$7,105	\$8,579	\$7,379
<b>Program Total:</b>	<b>\$7,105</b>	<b>\$8,579</b>	<b>\$7,379</b>

**PROGRAM RESOURCES:**

Taxes	\$7,105	\$8,579	\$7,379
<b>Program Total:</b>	<b>\$7,105</b>	<b>\$8,579</b>	<b>\$7,379</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

This division is responsible for the purchase and maintenance of all equipment, tools and two-way emergency radios necessary to support fire and emergency medical service delivery. Included in the program are depreciation schedules and replacement cycles for critical equipment that supports the safety of personnel and the community, as well as recommendations for new technology and equipment upgrades to improve service delivery.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Maintenance & Operations	\$182,782	\$234,730	\$253,230
Capital Outlay	1,001	12,000	16,000
Total Expenditures	\$183,783	\$246,730	\$269,230
Transfer to Reserves	28,186	24,063	0
<b>Program Total:</b>	<b>\$211,969</b>	<b>\$270,793</b>	<b>\$269,230</b>

**PROGRAM RESOURCES:**

Charges to Other Funds	\$211,969	\$270,793	\$269,230
<b>Program Total:</b>	<b>\$211,969</b>	<b>\$270,793</b>	<b>\$269,230</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

The vehicle replacement program is coordinated by the Operations Chief who, working with staff, evaluates and recommends the replacement cycle and budget requirements that are needed to support replacement of fleet vehicles and fire apparatus. Included in this program is the development of depreciation schedules and replacement cycles for apparatus, design and selection of replacement apparatus and oversight of placing new apparatus into service.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Maintenance & Operations	\$7,626	\$3,893	\$0
Capital Outlay	0	0	130,000
Other Expenditures	101,685	125,000	105,000
Total Expenditures	\$109,311	\$128,893	\$235,000
Transfer to Reserves	66,731	47,149	0
<b>Program Total:</b>	<b>\$176,042</b>	<b>\$176,042</b>	<b>\$235,000</b>

**PROGRAM RESOURCES:**

Charges to Other Funds	\$176,042	\$176,042	\$180,000
Total Revenues	\$176,042	\$176,042	\$180,000
Use of Reserves	0	0	55,000
<b>Program Total:</b>	<b>\$176,042</b>	<b>\$176,042</b>	<b>\$235,000</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Full Time (F.T.E)	0	0	0



## Community Development Department



The Community Development Department is dedicated to serving the community, protecting the quality of life, preserving property values, and improving the built and natural environment. The department has diverse duties and programs between the Planning, Building, Neighborhood and Business Services and Administration divisions. A few of these programs include spearheading the Monrovia Area Partnership and Leadership Training and Development programs, managing Monrovia Transit, providing a Green Building program, and planning for the Transit Village project.

### **Administration**

The Administration Division is responsible for the operation of the department, the budget, staff training, regional coordination, and for special projects such as the Comprehensive Transportation Study.

### **Building Division**

The Building Division is organized into inspection, plan check, and permit services. The Building Division is charged with keeping all municipal codes in compliance with the International and California codes, as well as keeping all field inspectors up to date with their training. Additionally, in compliance with the City's Green Accords, inspectors are being trained in Green Building techniques and standards. This will keep the building ordinances in compliance with Green Building laws.

### **Neighborhood and Business Services**

The Neighborhood and Business Services Division is comprised of three sections – Code Enforcement, Neighborhood Services and Business Services.

#### Code Enforcement Section

The Code Enforcement section is responsible for the enforcement of violations of state, county, and municipal codes related to public nuisances, unsafe substandard conditions, property maintenance, and zoning/land use on residential and commercial properties. The result is the preservation of the quality of life, community environment and property values for the citizens of Monrovia.

Code Enforcement Officers respond to citizen complaints, abate inoperable junk vehicles, and coordinate the removal of discarded shopping carts, trash, and other debris from the public right-of-way. Code Enforcement Officers spearhead amendments to further the code enforcement program, provide Code-Ed educational workshops to residents, and facilitate the Community Officers Regional Exchange (CORE) meetings attended by law enforcement personnel from surrounding cities.

Additionally, Code Enforcement staff routinely partner with Community Policing staff to provide comprehensive enforcement strategies to gain compliance at properties where both crime and blight conditions exist.

Code Enforcement's primary compliance tool is the Administrative Citation Program. This program that became effective in 2008 has proven successful in gaining compliance, reducing repeat violators and has decreased City costs of filing criminal cases.

#### Neighborhood Services Section

The Neighborhood Services section is responsible for the administration of the Community Development Block Grant (CBDG) program, the Monrovia Area Partnership (MAP) program and facilitates the Neighborhood Strategy Team (NST).



## Community Development Department



The CDBG program includes the administration (involving adherence to strict Federal HUD guidelines) of grant monies that assist in funding the Code Enforcement Program, the Residential Rehabilitation (Grant) Program and the Neighborhood Recreation Program.

The MAP Program began in 2006 with a concerted effort in MAP Areas 1 & 2 due to incidents of increased crime, blight and resident apathy in those areas. MAP goals are to decrease crime and blight and encourage community participation. While MAP program services are maintained in the original MAP Areas 1, 2 & the overall MAP philosophy of partnership and community engagement have spread city-wide.

Neighborhood Services staff issue MAP Home Improvement Grants to qualified home owners to correct blighted conditions.

Resident education is accomplished through the MAP Adult Leadership Academy, MAP Youth Leadership Academy, MAP Quarterly Educational Workshops, and the MAP Annual Neighborhood Conference.

Additionally, neighborhood/community engagement is encouraged through Neighborhood Meetings, Community Outreach, Nextdoor.com, MAP Neighborhood Alerts, Blogs, and Neighborhood Events such as the Summer Neighborhood Movie Series.

Neighborhood Services staff facilitates the Neighborhood Strategy Team (NST) that is comprised of representatives from all city departments who come together as needed to identify strategies to improve the city's neighborhoods and community.

### Business Services Section

The Business Services section is responsible for the processing of business licenses for in town and out of town businesses who conduct business in the city of Monrovia. Also, for the processing of specialized business licensing including massage, autos for hire, mobile vendors, etc.

This section is also tasked with monitoring illegal business activities and unpermitted vending.

### **Planning**

The Planning Division plays a critical role in achieving the City Council's goals and objectives relative to the physical development of Monrovia. The Division's responsibility is for current and long-range land use planning, historic preservation, transportation and air quality programs.

Current planning activities include providing support to the City Council, Planning and Historic Preservation Commissions, and the Development Review Committee in the submission, analysis, recommendation, and approval of development proposals. The support includes providing zoning information to the public, the review of development plans for compliance with applicable zoning regulations, field inspections of approved projects, and compliance with the National Environmental Protection Act (NEPA) and the California Environmental Quality Act (CEQA).

Long-range planning activities include the maintaining the General Plan with periodic updates of the land use, housing, circulation, open space, conservation, noise, and safety elements, collecting and analyzing data relative to the community's future land use needs, maintaining the inventory and updates of historic landmarks and Mills Act Contracts, and administering the Historic Preservation Ordinance, monitoring and planning for the transit needs of the city, and undertaking long-range planning studies to guide public decision-making. The Planning Division also coordinates filming production permits and special event permits.

**PROGRAM DESCRIPTION:**

This program funds the Director of the Community Development who oversees the overall operation of department activities including Planning, Building and Safety, Business Services, Code Enforcement, MAP, Historic Preservation, Transit Operations, and Filming Coordination. Ensuring that the efficiency of the City's development services activities enhance economic development efforts is a priority.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>2012-13</u></b>	<b><u>2013-14</u></b>	<b><u>2014-15</u></b>
	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Salaries and Benefits	\$223,927	\$236,683	\$249,775
Maintenance & Operations	22,885	25,861	25,787
Other Expenditures	31,592	30,921	32,516
<b>Program Total:</b>	<b>\$278,404</b>	<b>\$293,465</b>	<b>\$308,078</b>

**PROGRAM RESOURCES:**

Other Revenues	\$36,126	\$43,327	\$49,770
Total Revenues	\$36,126	\$43,327	\$49,770
Use of Reserves	242,278	250,138	258,308
<b>Program Total:</b>	<b>\$278,404</b>	<b>\$293,465</b>	<b>\$308,078</b>

<b><u>PERSONNEL:</u></b>	<b><u>2012-13</u></b>	<b><u>2013-14</u></b>	<b><u>2014-15</u></b>
	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Full Time (F.T.E)	1	1	1

**PROGRAM DESCRIPTION:**

The Building Division is responsible for all City inspections on private property. Personnel assigned to this division also review plans for compliance with applicable local and State codes and issue permits for construction on private property.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>2012-13</u></b>	<b><u>2013-14</u></b>	<b><u>2014-15</u></b>
	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Salaries and Benefits	\$528,677	\$493,749	\$563,290
Maintenance & Operations	252,033	303,552	290,859
Other Expenditures	80,766	82,911	84,122
Total Expenditures	\$861,476	\$880,212	\$938,271
Transfer to Reserves	35,857	143,417	74,661
<b>Program Total:</b>	<b>\$897,333</b>	<b>\$1,023,629</b>	<b>\$1,012,932</b>

**PROGRAM RESOURCES:**

Use of Money and Property	\$447	\$100	\$1,100
Charges for Services	614,523	828,500	798,500
Other Revenues	282,363	195,029	213,332
<b>Program Total:</b>	<b>\$897,333</b>	<b>\$1,023,629</b>	<b>\$1,012,932</b>

<b><u>PERSONNEL:</u></b>	<b><u>2012-13</u></b>	<b><u>2013-14</u></b>	<b><u>2014-15</u></b>
	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Full Time (F.T.E)	3.85	3.95	4.95

**PROGRAM DESCRIPTION:**

The Business License section administers and enforces the City's business license regulations. All businesses located within the City and out-of-town businesses conducting commercial activities within the City are required to be licensed. The section also administers special business permits (solicitation, autos for hire & massage) and yard sale permits.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$86,098	\$89,887	\$91,451
Maintenance & Operations	21,225	30,149	30,265
<b>Program Total:</b>	<b>\$107,323</b>	<b>\$120,036</b>	<b>\$121,716</b>

**PROGRAM RESOURCES:**

Taxes	\$33,087	\$43,817	\$39,026
Charges for Services	58,349	58,975	63,725
Other Revenues	15,887	17,244	18,965
<b>Program Total:</b>	<b>\$107,323</b>	<b>\$120,036</b>	<b>\$121,716</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0.80	0.80	0.80

**PROGRAM DESCRIPTION:**

The purpose of the program is to eliminate blight, substandard housing conditions, and to promote property maintenance through home repair grants to eligible single family homeowners. Through the Handyworker Program (6) qualified homeowners per year will receive approximately \$7,500 in home repairs, including labor and materials.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Salaries and Benefits	\$24,657	\$18,483	\$18,698
Maintenance & Operations	30,148	37,500	38,375
Total Expenditures	\$54,805	\$55,983	\$57,073
Transfer to Reserves	60,364	2,602	0
<b>Program Total:</b>	<b>\$115,169</b>	<b>\$58,585</b>	<b>\$57,073</b>

**PROGRAM RESOURCES:**

Revenues from Other Agencies	\$114,381	\$49,499	\$47,377
Other Revenues	788	9,086	9,696
<b>Program Total:</b>	<b>\$115,169</b>	<b>\$58,585</b>	<b>\$57,073</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Full Time (F.T.E)	0.25	0.20	0.20

**PROGRAM DESCRIPTION:**

The purpose of this program is to eliminate blight, substandard housing conditions, and to promote property maintenance to insure compliance with Municipal, Health & Safety and Building Codes.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$175,960	\$237,018	\$243,076
Maintenance & Operations	8,828	44,370	20,700
Other Expenditures	54,473	0	0
<b>Program Total:</b>	<b>\$239,261</b>	<b>\$281,388</b>	<b>\$263,776</b>

**PROGRAM RESOURCES:**

Revenues from Other Agencies	\$176,280	\$154,000	\$155,886
Other Revenues	18,439	102,060	107,890
Total Revenues	\$194,719	\$256,060	\$263,776
Use of Reserves	44,542	25,328	0
<b>Program Total:</b>	<b>\$239,261</b>	<b>\$281,388</b>	<b>\$263,776</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	1.35	2.55	2.55

**PROGRAM DESCRIPTION:**

The Planning Division is responsible for current and advance planning of the community. Current planning activities include providing zoning information to the public and reviewing development plans for compliance with zoning regulations and CEQA. Advance planning includes the development of Specific Plans, updates of the Municipal Code, General Plan and Special Studies. The Planning Division provides staff support for the Planning Commission, Historic Preservation Commission, and Development Review Committee as well as coordinates filming and special event permits.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$286,561	\$325,425	\$332,926
Maintenance & Operations	80,677	150,555	200,952
Other Expenditures	47,006	49,821	51,198
<b>Program Total:</b>	<b>\$414,244</b>	<b>\$525,801</b>	<b>\$585,076</b>

**PROGRAM RESOURCES:**

Charges for Services	\$200,439	\$203,652	\$249,157
Other Revenues	213,805	322,149	335,919
<b>Program Total:</b>	<b>\$414,244</b>	<b>\$525,801</b>	<b>\$585,076</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	2.25	2.65	2.65

**PROGRAM DESCRIPTION:**

Proposition A Local Return Funds are used for the operation of transit programs, such as Monrovia Transit, Recreational Transportation, the Senior Trip Program and provide transit amenities through the Bus Stop Improvement Program. The fund also supports Transit Administration and SGVCOG regional planning dues.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Salaries and Benefits	\$200,961	\$171,396	\$190,431
Maintenance & Operations	10,437	15,124	13,806
Total Expenditures	\$211,398	\$186,520	\$204,237
Transfer to Proposition A Programs	407,723	457,980	467,963
<b>Program Total:</b>	<b>\$619,121</b>	<b>\$644,500</b>	<b>\$672,200</b>

**PROGRAM RESOURCES:**

Taxes	\$617,851	\$643,000	\$669,000
Use of Money and Property	1,270	1,500	3,200
<b>Program Total:</b>	<b>\$619,121</b>	<b>\$644,500</b>	<b>\$672,200</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Full Time (F.T.E)	1.85	1.12	1.50

**PROGRAM DESCRIPTION:**

Proposition C Local Return Funds are used for SGVCOG regional planning dues, Congestion Transportation programs administration, and transportation related capital projects such as street resurfacing.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Salaries and Benefits	\$16,401	\$45,082	\$35,055
Maintenance & Operations	5,910	6,778	6,960
Other Expenditures	855,027	500,000	500,000
Total Expenditures	\$877,338	\$551,860	\$542,015
Transfer to Reserves	0	0	15,785
<b>Program Total:</b>	<b>\$877,338</b>	<b>\$551,860</b>	<b>\$557,800</b>

**PROGRAM RESOURCES:**

Taxes	\$512,808	\$534,000	\$550,000
Use of Money and Property	2,419	2,000	7,800
Total Revenues	\$515,227	\$536,000	\$557,800
Use of Reserves	362,111	15,860	0
<b>Program Total:</b>	<b>\$877,338</b>	<b>\$551,860</b>	<b>\$557,800</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Full Time (F.T.E)	0.10	0.68	0.30

**PROGRAM DESCRIPTION:**

The Air Quality Fund is used for programs that help reduce emissions such as the City Rideshare Program, Discount Bus Passes, and the leasing or purchasing of hybrid powered vehicles. The AB2766 fund is also used for the administration of these Programs.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>2012-13</u></b>	<b><u>2013-14</u></b>	<b><u>2014-15</u></b>
	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Maintenance & Operations	\$4,492	\$4,860	\$4,886
Total Expenditures	\$4,492	\$4,860	\$4,886
Transfer to Reserves	40,231	41,440	42,414
<b>Program Total:</b>	<b>\$44,723</b>	<b>\$46,300</b>	<b>\$47,300</b>

**PROGRAM RESOURCES:**

Use of Money and Property	\$412	\$300	\$1,300
Other Revenues	44,311	46,000	46,000
<b>Program Total:</b>	<b>\$44,723</b>	<b>\$46,300</b>	<b>\$47,300</b>

<b><u>PERSONNEL:</u></b>	<b><u>2012-13</u></b>	<b><u>2013-14</u></b>	<b><u>2014-15</u></b>
	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

Monrovia Transit, the City's Dial-a-Ride system, provides door-to-door transit service to residents and visitors in Monrovia, as well County islands to the south of the Monrovia and the City of Bradbury. The County of Los Angeles and City of Bradbury reimburse the City of Monrovia for their fair share of program expenses.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>2012-13</u></b> <b><u>Actual</u></b>	<b><u>2013-14</u></b> <b><u>Adopted</u></b>	<b><u>2014-15</u></b> <b><u>Adopted</u></b>
Salaries and Benefits	\$33,685	\$36,050	\$38,066
Maintenance & Operations	826,297	906,990	932,500
<b>Program Total:</b>	<b>\$859,982</b>	<b>\$943,040</b>	<b>\$970,566</b>

**PROGRAM RESOURCES:**

Charges for Services	\$50,433	\$54,448	\$55,948
Proposition A Revenues	522,197	485,592	506,618
Revenues from Other Agencies	287,352	403,000	408,000
<b>Program Total:</b>	<b>\$859,982</b>	<b>\$943,040</b>	<b>\$970,566</b>

<b><u>PERSONNEL:</u></b>	<b><u>2012-13</u></b> <b><u>Actual</u></b>	<b><u>2013-14</u></b> <b><u>Adopted</u></b>	<b><u>2014-15</u></b> <b><u>Adopted</u></b>
Full Time (F.T.E)	0.40	0.40	0.40

**PROGRAM DESCRIPTION:**

This program funds transportation for the Summer Extravaganza Youth Program, Senior Trip Program, and the temporary K-Rail shuttle service.

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<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>2012-13</u></b> <b><u>Actual</u></b>	<b><u>2013-14</u></b> <b><u>Adopted</u></b>	<b><u>2014-15</u></b> <b><u>Adopted</u></b>
Maintenance & Operations	\$47,338	\$46,000	\$46,000
<b><i>Program Total:</i></b>	<b><u>\$47,338</u></b>	<b><u>\$46,000</u></b>	<b><u>\$46,000</u></b>

**PROGRAM RESOURCES:**

Proposition A Revenues	\$47,338	\$46,000	\$46,000
<b><i>Program Total:</i></b>	<b><u>\$47,338</u></b>	<b><u>\$46,000</u></b>	<b><u>\$46,000</u></b>

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<b><u>PERSONNEL:</u></b>	<b><u>2012-13</u></b> <b><u>Actual</u></b>	<b><u>2013-14</u></b> <b><u>Adopted</u></b>	<b><u>2014-15</u></b> <b><u>Adopted</u></b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

Provides for the maintenance of Foothill Transit and Metro bus stops and new improvements including bus benches, trash receptacles and bus shelters. This fund is also used for matching bus improvement grant money.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Maintenance & Operations	\$19,001	\$20,600	\$21,218
Capital Outlay	0	40,000	40,000
<b>Program Total:</b>	<b>\$19,001</b>	<b>\$60,600</b>	<b>\$61,218</b>

**PROGRAM RESOURCES:**

Proposition A Revenues	\$19,001	\$60,600	\$61,218
<b>Program Total:</b>	<b>\$19,001</b>	<b>\$60,600</b>	<b>\$61,218</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

This fund is used to subsidize the cost of Metro and Foothill Transit transportation passes for Monrovia's residents.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>2012-13</u></b> <i>Actual</i>	<b><u>2013-14</u></b> <i>Adopted</i>	<b><u>2014-15</u></b> <i>Adopted</i>
Maintenance & Operations	\$9,311	\$26,500	\$16,500
<b><i>Program Total:</i></b>	<b>\$9,311</b>	<b>\$26,500</b>	<b>\$16,500</b>

**PROGRAM RESOURCES:**

Other Revenues	\$4,995	\$7,000	\$9,000
Total Revenues	\$4,995	\$7,000	\$9,000
Use of Reserves	4,316	19,500	7,500
<b><i>Program Total:</i></b>	<b>\$9,311</b>	<b>\$26,500</b>	<b>\$16,500</b>

<b><u>PERSONNEL:</u></b>	<b><u>2012-13</u></b> <i>Actual</i>	<b><u>2013-14</u></b> <i>Adopted</i>	<b><u>2014-15</u></b> <i>Adopted</i>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

Measure R funds are used towards construction in the Monrovia Station Square Transit Area. Funds will also be used to maintain streets, such as pavement crack sealing, slurry sealing, and street striping.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>2012-13</u></b>	<b><u>2013-14</u></b>	<b><u>2014-15</u></b>
	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Other Expenditures	\$0	\$0	\$450,000
Total Expenditures	\$0	\$0	\$450,000
Transfer to Reserves	385,922	399,000	0
<b>Program Total:</b>	<b>\$385,922</b>	<b>\$399,000</b>	<b>\$450,000</b>

**PROGRAM RESOURCES:**

Taxes	\$383,908	\$398,000	\$414,000
Use of Money and Property	2,014	1,000	7,800
Total Revenues	\$385,922	\$399,000	\$421,800
Use of Reserves	0	0	28,200
<b>Program Total:</b>	<b>\$385,922</b>	<b>\$399,000</b>	<b>\$450,000</b>

<b><u>PERSONNEL:</u></b>	<b><u>2012-13</u></b>	<b><u>2013-14</u></b>	<b><u>2014-15</u></b>
	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

In July 2000, the voters of Monrovia approved the "Wilderness Preserve Open Space" tax measure. Voters approved the protection and preservation of open space by the adoption of the "Hillside Wilderness Preserve" and "Hillside Recreation" designations. Voters also approved the funding for the acquisition and maintenance of open space land by creating a special tax. The maintenance tax will generate approximately \$78,000 a year. The tax generated for the acquisition of open space resulted in a bond issue of \$9,500,000. The Hillside Acquisition Capital Project Program is used to purchase property for the Hillside Wilderness Preserve.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Salaries and Benefits	\$6,768	\$0	\$0
Maintenance & Operations	88,008	0	0
Total Expenditures	\$94,776	\$0	\$0
Transfer to Reserves	0	50	0
<b>Program Total:</b>	<b>\$94,776</b>	<b>\$50</b>	<b>\$0</b>

**PROGRAM RESOURCES:**

Use of Money and Property	\$0	\$50	\$0
Other Revenues	12,863	0	0
Total Revenues	\$12,863	\$50	\$0
Use of Reserves	81,913	0	0
<b>Program Total:</b>	<b>\$94,776</b>	<b>\$50</b>	<b>\$0</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Full Time (F.T.E)	0	0	0



## Community Services Department



The Community Services Department, which includes Administration as well as the Recreation and Library Divisions, is an essential component for a healthy and thriving community; providing individual, social, and economic value. The community relies on the department for the pursuit of health and fitness, life-long learning, connecting with nature, and/or seeking a sense of belonging. The department enhances quality of life through programs and services that provide information and knowledge, leisure experiences, and exploring natural resources. Community Services encourages individuals and groups to connect with one another by providing interactive programming such as community events, contract classes, outdoor education, literacy services, job and career planning, reading clubs, and volunteer opportunities. These elements combine to promote an environment where people want to live, work, and play.

### **ADMINISTRATION**

Administration includes front office operations providing customer service to the public through the dissemination of information, class/program registration, MTA/Bus Pass sales, managing purchase orders, payment of department invoices, daily revenue deposits, and personnel records. This work unit is responsible for the clerical functions of the department, from transcribing minutes and finalizing the Community Services Commission and Library Board packets, to clerical support for full-time staff. The administrative staff also maintains the Blue Star Banner Program honoring Monrovia military personnel.

### **RECREATION DIVISION**

The Recreation Division enriches the community by providing impactful programs and opportunities for all ages, cultures, and populations. This is accomplished by offering active and passive recreation programs, community events, facility rentals, and the opportunity to experience the natural resources that exist within the urban and wilderness park areas. Events, activities, and programs are developed based on the ever-changing community dynamic, and the ability to deliver all services with the highest level of customer service. Division success is achieved through thoughtful planning and evaluation, effective collaboration, and a desire to create a community where all individuals thrive.

#### Youth Programs

Youth programs provide opportunities to take part in character development activities that teach responsibility, hard work, as well as aim to improve academics. Activities provide alternatives to watching television and playing video games. These programs engage youth in wellness activities during critical unstructured afterschool leisure times, when students are most likely at risk to participate in unhealthy activities. The programs are designed to be affordable in order to reach the greatest number of participants. Youth programs vary depending on community needs and wants, and typically include Youth Sports, Monrovia Reads and Plays, Summer Extravaganza, and Youth Commission.

#### Therapeutic Recreation

Therapeutic Recreation is a specialized program that focuses on providing recreation and leisure services for individuals with disabilities. The purpose of the program is to improve the lives of these individuals through recreational activities and life skill lessons. The therapeutic program, Sunshine Company, participates in social functions two to three times a week. Activities and services include grocery shopping, cooking, crafts, excursions, movies, nutrition, and grooming lessons.

#### Community Events

Community events are an integral part of the quality of life for Monrovia residents. Recreation staff designs these events to provide celebrations that are affordable, safe, fun, and promote community togetherness. Many of the activities are made possible through contributions from local merchants and business owners who sponsor these events. Examples of traditional events include the Halloween Carnival and Costume Contest, Holiday Tree Lighting Ceremony, Holiday Home Decorating Contest, Spring Egg Hunt and Healthy Kids Days, and Summer Concerts. Community events offered in partnership with the Monrovia Old Town Advisory Board (MOTAB) include the Holiday Parade and the Fourth of July Fireworks Show.



## Community Services Department



### Classes

Recreation staff recruits instructors who design and present classes that promote socializing in an affordable setting. They are fun by nature, trend-driven, and pay-to-play oriented. Classes focus on the social, educational, physical, nutritional, mental, and occupational components of wellness. Quarterly classes are offered to youth and adults, and typically include exercise, dance, crafts, sports, and music.

### Facility Rentals

The Facility Rental Program is designed to promote rental and/or use of the department's public venues. Facilities are used by the general public for private rentals, local organizations/businesses for various functions, and for City-sponsored programs. Rental locations include the Community Center, Historical Museum, Urban Parks, Canyon Park Cabin/Conference Center and Fireman's Flat, and the Library Community Room. A vital component of Facility Rentals is continual building maintenance to ensure facilities are aesthetically pleasing. Program success is measured by positive feedback from customers, the number of returning and annual rental customers, and through achievement of program revenue goals.

### Active Adults and Senior Programming

This program is comprised of clubs, excursions, activities and presentations that serve the adult and senior populations. The objective is to provide individuals with a wide variety of passive and active recreation experiences promoting human connectivity and community engagement. These activities improve quality of life through various life stages.

### Crossing Guards

Crossing guards work at the elementary and middle schools to ensure the safety of youth who travel to and from school, using the crossing locations. Each post is studied and reviewed by the Traffic Safety Engineer and provides information on the placement of crossing guards for child safety. There are currently nine posts throughout the City.

### Canyon Park

Canyon Park is the largest of all City parks and is open daily except Tuesday. The park is approximately 80 acres, with 22 developed acres. The mission is to preserve Monrovia Canyon Park in its natural state so the public has an opportunity to experience the beauty and solitude of nature. Canyon Park programs foster an appreciation, understanding, and respect for nature through education, while providing a safe, attractive and peaceful environment in a natural setting. Program areas include interpretative programming, outdoor education, a nature center, a volunteer program, facility rentals, educational tours, and self-guided hiking.

### Hillside Wilderness Preserve

The Hillside Wilderness Preserve was established in March 2000 when voters approved two measures on the municipal ballot. Measure A set reasonable housing densities for hillside properties and defined "Wilderness Preserve" or "Hillside Recreation" zones for City-owned hillside properties. Measure B approved a parcel tax to raise \$10 million in acquisition and maintenance funds to purchase hundreds of acres of privately owned land. The Preserve contains approximately 1,100 acres of hillside, riparian canyons, and wildlife habitat. Staff's goal is to balance public access, community education, and environmental stewardship. The Hillside Wilderness Preserve is monitored daily for appropriate recreational use, invasive plant encroachment, native plant and land restoration, and non-native wildlife. A Ranger Reserve Program was established to support staff in their endeavors to monitor the hillsides. There are four designated access points to the hillsides: Sleepy Hallow, Ridgeside, Cloverleaf, and Highland. Sleepy Hallow and Ridgeside are open; Highland is closed due to the Madison Fire of spring 2012. Staff is currently working with the in-holders at Cloverleaf to perfect the easement issues.



## Community Services Department



### **LIBRARY DIVISION**

The Monrovia Public Library enriches lives by fostering life-long learning. This is achieved by ensuring every member of the community has access to a range of ideas and information, in a variety of formats, to meet the educational, informational, and recreational needs of the community. Staff monitors economic, educational, technological, and library trends to plan services and programs. Staff promotes services and programs through marketing and publicity, including social media. The Library includes five points of service: Circulation, Youth, Adult, Literacy, and Technology. Most importantly, the Library is a place for the community to meet, discover, and learn.

#### Circulation Services

Circulation Services is the first point of contact for the public. Staff greets customers as they enter the building, answers directional and informational questions, supports telephone customers and directs incoming calls. Staff checks materials in and out of the Library, processes new Library materials to make them shelf-ready for the public, and manages overdue fines and payments. Additionally, staff provides administrative support by monitoring the budget and processing invoices and personnel forms.

#### Youth Services

Youth Services provides assistance to children and teens, their parents, caregivers, and teachers in accessing age appropriate information for the school curriculum, recreational reading and literacy. Staff provides literacy and cultural programming using a variety of teaching methods to build cognitive, social, physical and early literacy skills. Staff assists with answering research questions, provides homework help, and gives limited computer instruction. Staff selects, orders, receives, and processes Library materials and organizes those materials for easy public access. Staff provides a variety of outreach services, including Library tours and class visits for local schools and organizations. This educates and informs the public about services the Library offers.

#### Adult Services

Primarily serving adults and mature teens, Adult Services provides educational opportunities, promotes reading, and enhances the cultural climate of the community. The goals are to provide accurate and timely information by maintaining access to current and high demand materials in a variety of formats, as well as providing educational and cultural workshops to support access to the Library's collection and information. Staff selects, orders, receives, and processes Library materials and organizes those materials for easy public access. Staff collects and preserves local historical information and materials. Staff uses volunteers to deliver Library materials to homebound patrons and is responsible for managing the Volunteer Program by recruiting, hiring, and training quality volunteers to support the goals of the Library.

#### Literacy Services

Adult Literacy of the Monrovia Public Library provides adult learners a bridge to literacy, which helps build skills and change lives. This confidential program provides individual and group tutoring in reading, writing, technology, and health literacy in a positive environment. For learners, the program paves a path to a better quality of life; ending the familial cycle of illiteracy, and to building self-esteem, awareness, and knowledge. For tutors, the program provides a rewarding experience in helping their neighbors help themselves. Staff is responsible for managing the Adult Literacy Program and recruiting, hiring, and training volunteer tutors. This is the only program completely dependent on donations and grants, and staff is responsible for fundraising, grant writing, and reporting statistical information to the State Library in support of the California Library Literacy Services Grant.



## Community Services Department



### Technology Services

Technology Services is responsible for the library's automated management system and the public technology centers. Technology Services is responsible for managing databases, the Library's webpage, digital materials format, and digital preservation of local historical materials. Library staff works closely with the City's Information Systems Division staff coordinating and planning maintenance, updates, replacements, and new acquisitions for software and hardware.

**PROGRAM DESCRIPTION:**

The Community Services Administration is responsible for the management support and coordination of all the program activities within Community Services. The administration ensures programs under Community Services meet the needs of Monrovia residents and enhance their quality of life.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>2012-13</u></b> <b><u>Actual</u></b>	<b><u>2013-14</u></b> <b><u>Adopted</u></b>	<b><u>2014-15</u></b> <b><u>Adopted</u></b>
Salaries and Benefits	\$822,197	\$863,728	\$759,322
Maintenance & Operations	161,017	174,253	183,368
<b>Program Total:</b>	<b>\$983,214</b>	<b>\$1,037,981</b>	<b>\$942,690</b>

**PROGRAM RESOURCES:**

Taxes	\$815,390	\$856,142	\$774,922
Charges for Services	3,942	0	4,700
Other Revenues	163,882	181,839	163,068
<b>Program Total:</b>	<b>\$983,214</b>	<b>\$1,037,981</b>	<b>\$942,690</b>

<b><u>PERSONNEL:</u></b>	<b><u>2012-13</u></b> <b><u>Actual</u></b>	<b><u>2013-14</u></b> <b><u>Adopted</u></b>	<b><u>2014-15</u></b> <b><u>Adopted</u></b>
Full Time (F.T.E)	8.25	8.25	8

**PROGRAM DESCRIPTION:**

Public relations will incorporate all the advertising and printing costs for the Recreation Division including news media, press releases, public service announcements, marketing materials, posters and flyers.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Maintenance & Operations	\$17,919	\$11,750	\$11,750
<b>Program Total:</b>	<b>\$17,919</b>	<b>\$11,750</b>	<b>\$11,750</b>

**PROGRAM RESOURCES:**

Taxes	\$17,919	\$11,750	\$11,750
<b>Program Total:</b>	<b>\$17,919</b>	<b>\$11,750</b>	<b>\$11,750</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

This program is designed to provide baby boomer, elderly and oldest old seniors with recreational, social, and health and wellness leisure time activities. Programs and services include senior clubs, health screenings, informational seminars, volunteer projects, trips, classes, dances, community projects and special events. Emphasis is placed on maintaining the physical and mental vitality of the senior population ages 55 and up.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>2012-13</u></b> <b><u>Actual</u></b>	<b><u>2013-14</u></b> <b><u>Adopted</u></b>	<b><u>2014-15</u></b> <b><u>Adopted</u></b>
Salaries and Benefits	\$7,935	\$7,858	\$7,775
Maintenance & Operations	8,369	6,628	6,590
<b>Program Total:</b>	<b>\$16,304</b>	<b>\$14,486</b>	<b>\$14,365</b>

**PROGRAM RESOURCES:**

Taxes	\$10,090	\$8,516	\$8,395
Charges for Services	5,941	5,700	5,700
Other Revenues	273	270	270
<b>Program Total:</b>	<b>\$16,304</b>	<b>\$14,486</b>	<b>\$14,365</b>

<b><u>PERSONNEL:</u></b>	<b><u>2012-13</u></b> <b><u>Actual</u></b>	<b><u>2013-14</u></b> <b><u>Adopted</u></b>	<b><u>2014-15</u></b> <b><u>Adopted</u></b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

The Mary Wilcox Youth Center is currently being leased by the Boys & Girls Club and Santa Anita Family YMCA. Each agency, along with the City, will offer programming in the facility. Priority programming is given to City programs including Summer Extravaganza, Youth Sports and MAP. The lease will expire in 2016.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Maintenance & Operations	\$0	\$0	\$1,500
Total Expenditures	\$0	\$0	\$1,500
Transfer to Reserves	2	4,500	0
<b>Program Total:</b>	<b>\$2</b>	<b>\$4,500</b>	<b>\$1,500</b>

**PROGRAM RESOURCES:**

Taxes	\$0	\$0	\$1,500
Charges for Services	2	4,500	0
<b>Program Total:</b>	<b>\$2</b>	<b>\$4,500</b>	<b>\$1,500</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

The Monrovia Historical Museum is located in Recreation Park and includes a 16,500 square foot garden area, and a 200 square foot interior lobby area available to rent for special occasion gatherings. Amenities include men's and women's restrooms, a private sitting room and kitchen. The exterior garden space includes a cemented courtyard with a working fountain and a fully landscaped grass and garden area.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$6,177	\$6,112	\$6,048
Maintenance & Operations	51,460	53,195	56,153
<b>Program Total:</b>	<b>\$57,637</b>	<b>\$59,307</b>	<b>\$62,201</b>

**PROGRAM RESOURCES:**

Taxes	\$28,222	\$34,097	\$36,991
Charges for Services	29,203	25,000	25,000
Other Revenues	212	210	210
<b>Program Total:</b>	<b>\$57,637</b>	<b>\$59,307</b>	<b>\$62,201</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

The purpose of the Community Center Operations is to provide maintenance and operating expenses for rental use to both commercial and non-profit organizations. The Community Center is available for special occasions such as weddings, receptions, birthday parties, anniversary parties and family reunions. The larger rooms for rent include the Kay Dalton Room, East Room and West Room. Small meeting rooms include the Iris, Monroe and Senior Game Rooms and are ideal for business meetings and seminars.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$78,710	\$78,588	\$85,536
Maintenance & Operations	306,888	291,857	305,866
Capital Outlay	0	4,500	4,500
<b>Program Total:</b>	<b>\$385,598</b>	<b>\$374,945</b>	<b>\$395,902</b>

**PROGRAM RESOURCES:**

Taxes	\$316,076	\$303,645	\$328,602
Charges for Services	66,818	68,600	64,600
Other Revenues	2,704	2,700	2,700
<b>Program Total:</b>	<b>\$385,598</b>	<b>\$374,945</b>	<b>\$395,902</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

This program is designed to bring the community together in a leisurely musical atmosphere. The concerts offer a family oriented, musically diverse, free event for all ages. Concerts are held at the Library Park Rotary Club Bandshell on Sunday evenings from 7 - 8:30pm. Concerts are sponsored by local companies, individuals and organizations.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$2,449	\$2,402	\$2,376
Maintenance & Operations	14,803	12,600	12,600
<b>Program Total:</b>	<b>\$17,252</b>	<b>\$15,002</b>	<b>\$14,976</b>

**PROGRAM RESOURCES:**

Taxes	\$3,607	\$2,919	\$2,893
Charges for Services	13,561	12,000	12,000
Other Revenues	84	83	83
<b>Program Total:</b>	<b>\$17,252</b>	<b>\$15,002</b>	<b>\$14,976</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

The Crossing Guard Program was designed to safely assist Monrovia elementary and middle school students to and from school. There are currently nine crossing guard posts throughout the City of Monrovia

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$35,539	\$38,032	\$43,200
Maintenance & Operations	0	1,000	1,000
Other Expenditures	6,823	6,732	6,868
<b>Program Total:</b>	<b>\$42,362</b>	<b>\$45,764</b>	<b>\$51,068</b>

**PROGRAM RESOURCES:**

Other Revenues	\$1,216	\$1,307	\$1,313
Total Revenues	\$1,216	\$1,307	\$1,313
Use of Reserves	41,146	44,457	49,755
<b>Program Total:</b>	<b>\$42,362</b>	<b>\$45,764</b>	<b>\$51,068</b>

**PERSONNEL:**

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

Contract Classes provide leisure, fitness and educational opportunities to the community. Classes include, but are not limited to, fitness, tennis, tap, ballet, yoga, health and wellness seminars, line dancing, karate and educational seminars. Specialty classes are offered for infants, youth, adults and seniors.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$18,673	\$18,665	\$18,468
Maintenance & Operations	67,982	61,700	61,700
Total Expenditures	\$86,655	\$80,365	\$80,168
Transfer to Reserves	0	7,776	7,973
<b>Program Total:</b>	<b>\$86,655</b>	<b>\$88,141</b>	<b>\$88,141</b>

**PROGRAM RESOURCES:**

Taxes	\$431	\$0	\$0
Charges for Services	85,582	87,500	87,500
Other Revenues	642	641	641
<b>Program Total:</b>	<b>\$86,655</b>	<b>\$88,141</b>	<b>\$88,141</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

This program provides special event opportunities to the community. Events include the Halloween Carnival and Costume Contest, Holiday Tree Lighting Ceremony, Holiday Home Decorating Contest, Holiday Parade, Arbor Day, the Spring Egg Hunt and 4th of July Concert and Firework show.

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<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Salaries and Benefits	\$12,025	\$12,008	\$27,881
Maintenance & Operations	12,873	14,030	15,770
<b>Program Total:</b>	<b>\$24,898</b>	<b>\$26,038</b>	<b>\$43,651</b>

**PROGRAM RESOURCES:**

Taxes	\$7,496	\$10,125	\$23,938
Other Revenues	17,402	15,913	19,713
<b>Program Total:</b>	<b>\$24,898</b>	<b>\$26,038</b>	<b>\$43,651</b>

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<b><u>PERSONNEL:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

The purpose of the Community Center Recreation Services program is to provide maintenance and operating expenses to conduct leisure time activities and services to the community. The Community Center is the hub of all recreation activities and houses the full and part-time staff that plan, promote, implement and direct all services. The Community Center also houses the three Senior Clubs and is the primary location for all specialty classes.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b><i>2008-09 Estimated</i></b>	<b><i>2009-10 Adopted</i></b>	<b><i>2010-11 Adopted</i></b>
Maintenance & Operations	\$21	\$250	\$250
Total Expenditures	\$21	\$250	\$250
Transfer to Reserves	521	250	250
<b><i>Program Total:</i></b>	<b><i>\$542</i></b>	<b><i>\$500</i></b>	<b><i>\$500</i></b>

**PROGRAM RESOURCES:**

Charges for Services	\$542	\$500	\$500
<b><i>Program Total:</i></b>	<b><i>\$542</i></b>	<b><i>\$500</i></b>	<b><i>\$500</i></b>

<b><u>PERSONNEL:</u></b>	<b><i>2008-09 Estimated</i></b>	<b><i>2009-10 Adopted</i></b>	<b><i>2010-11 Adopted</i></b>
Full Time (F.T.E)	2.55	0	0

**PROGRAM DESCRIPTION:**

Canyon Park is an 80 acre wilderness environment (22 developed acres) used for outdoor education purposes, hiking, picnicking, nature activities and overnight camping. The park houses a nature center, designated picnic areas, maintained hiking trails, free-flowing waterfall and cabin/conference facility available for rental purposes.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$112,470	\$128,797	\$127,440
Maintenance & Operations	122,903	290,811	293,961
<b>Program Total:</b>	<b>\$235,373</b>	<b>\$419,608</b>	<b>\$421,401</b>

**PROGRAM RESOURCES:**

Taxes	\$58,320	\$83,779	\$94,672
Charges for Services	166,582	165,500	170,500
Other Revenues	10,471	170,329	156,229
<b>Program Total:</b>	<b>\$235,373</b>	<b>\$419,608</b>	<b>\$421,401</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

There are 6 urban parks in the City which include Library Park, Recreation Park, Rotary Park, Julian Fisher Park, Grand Avenue Park and Olive Avenue Park. Three of the six parks are available for rent including Library, Recreation and Julian Fisher. Each park offers a variety of amenities such as bathrooms, drinking fountains, play equipment, gazebos, etc.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>2012-13</u></b> <b><u>Actual</u></b>	<b><u>2013-14</u></b> <b><u>Adopted</u></b>	<b><u>2014-15</u></b> <b><u>Adopted</u></b>
Salaries and Benefits	\$2,960	\$2,947	\$2,915
Maintenance & Operations	2,918	2,100	3,970
Total Expenditures	\$5,878	\$5,047	\$6,885
Transfer to Reserves	5,983	4,054	2,416
<b>Program Total:</b>	<b>\$11,861</b>	<b>\$9,101</b>	<b>\$9,301</b>

**PROGRAM RESOURCES:**

Charges for Services	\$11,759	\$9,000	\$9,200
Other Revenues	102	101	101
<b>Program Total:</b>	<b>\$11,861</b>	<b>\$9,101</b>	<b>\$9,301</b>

<b><u>PERSONNEL:</u></b>	<b><u>2012-13</u></b> <b><u>Actual</u></b>	<b><u>2013-14</u></b> <b><u>Adopted</u></b>	<b><u>2014-15</u></b> <b><u>Adopted</u></b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

Monrovia Reads and Plays is a free mobile literacy and recreation program for youth focusing on academics, active and passive games, health and fitness and positive reinforcement. The program operates in the afternoon hours, September through June immediately following the school day at two low, socio-economic neighborhoods in Monrovia.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$21,228	\$21,285	\$21,060
Maintenance & Operations	7,163	10,429	9,950
<b>Program Total:</b>	<b>\$28,391</b>	<b>\$31,714</b>	<b>\$31,010</b>

**PROGRAM RESOURCES:**

Taxes	\$17,472	\$20,983	\$20,279
Other Revenues	10,919	10,731	10,731
<b>Program Total:</b>	<b>\$28,391</b>	<b>\$31,714</b>	<b>\$31,010</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

This program is designed to provide organized recreation activities, along with neighborhood pride and citizenship programs, to benefit local youth from qualified low and moderate income households. This budget will partially fund the salaries of part-time recreation staff who administer this CDBG program and program supplies.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Salaries and Benefits	\$38,262	\$28,816	\$31,428
Maintenance & Operations	4,635	7,722	5,000
<b>Program Total:</b>	<b>\$42,897</b>	<b>\$36,538</b>	<b>\$36,428</b>

**PROGRAM RESOURCES:**

Revenues from Other Agencies	\$35,634	\$33,750	\$33,172
Other Revenues	3,778	2,788	3,256
Total Revenues	\$39,412	\$36,538	\$36,428
Use of Reserves	3,485	0	0
<b>Program Total:</b>	<b>\$42,897</b>	<b>\$36,538</b>	<b>\$36,428</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

The Youth Activities Program supports Youth Sports and Youth Commission. The goal of Youth Sports is to develop youth physically, mentally, and socially to 4th and 5th grade MUSD students. The program offers football, basketball, soccer and cheerleading. The Youth Commission challenges and empowers local middle and high school students to develop programs, services and volunteer opportunities. They volunteer at citywide programs and average 5,000 – 7,000 volunteer hours annually.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$50,394	\$50,318	\$52,488
Maintenance & Operations	12,373	15,850	15,350
<b>Program Total:</b>	<b>\$62,767</b>	<b>\$66,168</b>	<b>\$67,838</b>

**PROGRAM RESOURCES:**

Taxes	\$51,462	\$55,339	\$57,009
Charges for Services	9,546	9,100	9,100
Other Revenues	1,759	1,729	1,729
<b>Program Total:</b>	<b>\$62,767</b>	<b>\$66,168</b>	<b>\$67,838</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

The Wilderness Preserve and Hillside Recreation designations were established in March of 2000 as a result of the voter approved Measures A and B. The Preserve contains approximately 1,400 acres of hillside, riparian canyons and wildlife habitat.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>2012-13</u></b> <b><u>Actual</u></b>	<b><u>2013-14</u></b> <b><u>Adopted</u></b>	<b><u>2014-15</u></b> <b><u>Adopted</u></b>
Salaries and Benefits	\$61,788	\$59,597	\$77,005
Maintenance & Operations	9,218	13,600	8,100
Total Expenditures	\$71,006	\$73,197	\$85,105
Transfer to Reserves	12,711	8,851	0
<b>Program Total:</b>	<b>\$83,717</b>	<b>\$82,048</b>	<b>\$85,105</b>

**PROGRAM RESOURCES:**

Taxes	\$0	\$0	\$2,431
Other Revenues	83,717	82,048	82,674
<b>Program Total:</b>	<b>\$83,717</b>	<b>\$82,048</b>	<b>\$85,105</b>

<b><u>PERSONNEL:</u></b>	<b><u>2012-13</u></b> <b><u>Actual</u></b>	<b><u>2013-14</u></b> <b><u>Adopted</u></b>	<b><u>2014-15</u></b> <b><u>Adopted</u></b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

Monrovia Public Library provides the residents with cultural, educational and recreational reading; reference and research information to individuals as well as companies and organizations in town; disseminates information and ideas necessary to advance the welfare of the community; strengthens and extends appreciation of the cultural values of life; provides outreach services to residents unable to come to the facility; supports lifelong learning; and encourages children from preschool up through a broad spectrum of programs how to use the library to meet their needs.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$141,555	\$1,067,054	\$1,244,487
Maintenance & Operations	537,216	474,920	494,780
Other Expenditures	10,000	26,000	10,000
<b>Program Total:</b>	<b>\$688,771</b>	<b>\$1,567,974</b>	<b>\$1,749,267</b>

**PROGRAM RESOURCES:**

Taxes	\$581,515	\$1,346,186	\$1,500,842
Charges for Services	47,584	45,290	47,055
Other Revenues	59,672	176,498	201,370
<b>Program Total:</b>	<b>\$688,771</b>	<b>\$1,567,974</b>	<b>\$1,749,267</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0.75	10.50	10.75

**PROGRAM DESCRIPTION:**

The Public Library Grant Program provides additional revenue for libraries (due to the signing of SB-558). The City must put this money to use on expenditures over and above the normal budget. These funds are for the automation project, including equipment upgrades, add-ons, annual maintenance, etc. The State cut the funding to this grant in 2013.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$9,466	\$0	\$0
Maintenance & Operations	8,139	0	0
Total Expenditures	\$17,605	\$0	\$0
Transfer to Reserves	0	50	300
<b>Program Total:</b>	<b>\$17,605</b>	<b>\$50</b>	<b>\$300</b>

**PROGRAM RESOURCES:**

Use of Money and Property	\$78	\$50	\$300
Revenues from Other Agencies	17,369	0	0
Total Revenues	\$17,447	\$50	\$300
Use of Reserves	158	0	0
<b>Program Total:</b>	<b>\$17,605</b>	<b>\$50</b>	<b>\$300</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

The Literacy Program is the bridge between the literate and non-literate world, providing one-on-one tutoring for adults, computer instruction, and a positive, nurturing environment for those who wish to cross the bridge into literacy. The program provides a path to a better quality of life, to ending the family cycles of illiteracy, and to building self-esteem, awareness and knowledge. Due to State budget cuts and a renewed direction, the program focuses on Adult Literacy.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$15,160	\$21,830	\$28,174
Maintenance & Operations	17,920	0	6,525
Total Expenditures	\$33,080	\$21,830	\$34,699
Transfer to Reserves	30,776	38,170	301
<b>Program Total:</b>	<b>\$63,856</b>	<b>\$60,000</b>	<b>\$35,000</b>

**PROGRAM RESOURCES:**

Revenues from Other Agencies	\$53,856	\$34,000	\$25,000
Other Revenues	10,000	26,000	10,000
<b>Program Total:</b>	<b>\$63,856</b>	<b>\$60,000</b>	<b>\$35,000</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	1	0	0

**PROGRAM DESCRIPTION:**

Adult Services provides basic reference services using a core collection of reference books, online services, documents, and other book and non-book materials. General and specific instruction is given to individuals and groups in methods of utilizing the facility to obtain the desired information for recreational, business, and educational needs to support lifelong learning.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$380,867	\$0	\$0
Maintenance & Operations	129,521	157,350	161,265
<b>Program Total:</b>	<b>\$510,388</b>	<b>\$157,350</b>	<b>\$161,265</b>

**PROGRAM RESOURCES:**

Taxes	\$441,931	\$148,350	\$158,765
Other Revenues	68,457	9,000	2,500
<b>Program Total:</b>	<b>\$510,388</b>	<b>\$157,350</b>	<b>\$161,265</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	3.75	0	0

**PROGRAM DESCRIPTION:**

Youth Services presents programs and activities to support educational, recreational and developmental needs of children through literacy and cultural programs. Types of programming include story times, book clubs, class visits, and outreach. Staff provides reference services and reader's advisory services to youth of all ages, their parents and caregivers, and people who work with youth. Staff develops a collection of resources in both print and non-print formats to support literacy development, educational and recreational needs, and the school district's curriculum.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>2012-13</u></b>	<b><u>2013-14</u></b>	<b><u>2014-15</u></b>
	<b><i>Actual</i></b>	<b><i>Adopted</i></b>	<b><i>Adopted</i></b>
Salaries and Benefits	\$295,782	\$0	\$0
Maintenance & Operations	76,471	75,983	79,291
<b><i>Program Total:</i></b>	<b><u>\$372,253</u></b>	<b><u>\$75,983</u></b>	<b><u>\$79,291</u></b>

**PROGRAM RESOURCES:**

Taxes	\$326,431	\$75,983	\$79,291
Other Revenues	45,822	0	0
<b><i>Program Total:</i></b>	<b><u>\$372,253</u></b>	<b><u>\$75,983</u></b>	<b><u>\$79,291</u></b>

<b><u>PERSONNEL:</u></b>	<b><u>2012-13</u></b>	<b><u>2013-14</u></b>	<b><u>2014-15</u></b>
	<b><i>Actual</i></b>	<b><i>Adopted</i></b>	<b><i>Adopted</i></b>
Full Time (F.T.E)	3.75	0.00	0.00

**PROGRAM DESCRIPTION:**

Circulation Services is the first point of contact for the customers or the Concierge of the Library. Staff greets customers, answers directional and informational questions, greets telephone customers and directs incoming calls. Staff is responsible for checking materials in and out of the library, registering patrons, and processing overdue and fine payments. Staff provides administrative support by monitoring the budget, processing invoices and personnel forms, and processing and mending library materials.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$265,731	\$0	\$0
Maintenance & Operations	19,532	23,954	25,666
<b>Program Total:</b>	<b>\$285,263</b>	<b>\$23,954</b>	<b>\$25,666</b>

**PROGRAM RESOURCES:**

Taxes	\$250,630	\$23,954	\$25,666
Other Revenues	34,633	0	0
<b>Program Total:</b>	<b>\$285,263</b>	<b>\$23,954</b>	<b>\$25,666</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	2	0	0

**PROGRAM DESCRIPTION:**

This program was funded by an estate donation of \$281,000 in the Spring of 2003. The funds must be used for the purchase of additional maintenance and operation needs.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Maintenance & Operations	\$8,539	\$0	\$0
Transfer to Reserves	0	200	1,200
<b>Program Total:</b>	<b>\$8,539</b>	<b>\$200</b>	<b>\$1,200</b>

**PROGRAM RESOURCES:**

Use of Money and Property	\$369	\$200	\$1,200
Total Revenues	\$369	\$200	\$1,200
Use of Reserves	8,170	0	0
<b>Program Total:</b>	<b>\$8,539</b>	<b>\$200</b>	<b>\$1,200</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

This program was funded by an estate donation of \$70,000 in 1988. Interest earned on these funds can be used to purchase books for the various library programs. The \$70,000 must remain in this fund in perpetuity as directed by the Miller Memorial Trust.

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	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Updated</u></b>
Transfer to Reserves	\$165	\$100	\$600
<b>Program Total:</b>	<b>\$165</b>	<b>\$100</b>	<b>\$600</b>

**PROGRAM RESOURCES:**

Use of Money and Property	\$165	\$100	\$600
<b>Program Total:</b>	<b>\$165</b>	<b>\$100</b>	<b>\$600</b>

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	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PERSONNEL:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Updated</u></b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

March, 2007, the voters of Monrovia approved the passage of Measure L, a ballot measure which approved the funding to pay for the design, construction, and furnishing of a new Monrovia Public Library by creating a special parcel tax. The revenues generated by the special parcel tax resulted in a bond issue of \$15,850,000. The Library Bond Construction Project program is used to pay for costs related to the design and construction of the new Library.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Other Expenditures	\$3,982	\$0	\$0
Total Expenditures	\$3,982	\$0	\$0
Transfer to Reserve	34,763	200	1,300
<b>Program Total:</b>	<b>\$38,745</b>	<b>\$200</b>	<b>\$1,300</b>

**PROGRAM RESOURCES:**

Use of Money and Property	\$379	\$200	\$1,300
Other Revenues	38,366	0	0
<b>Program Total:</b>	<b>\$38,745</b>	<b>\$200</b>	<b>\$1,300</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Full Time (F.T.E)	0	0	0



## Public Works Department



### **“Public Works Employees Working Together to Serve the Community”**

The Public Works Department currently consists of 48 full-time employees, and 3 part-time employees. Our Department’s vision provided above is supported by our mission to serve Monrovia’s future by planning, designing and building infrastructure, utilities, parks, and facilities that meet the communities’ needs and ensures an enriched community will thrive.

The Public Works Department is organized into three divisions: Administration, Engineering and Infrastructure Maintenance.

#### **Administration**

The Administration Division is responsible for strategic planning, personnel, payroll, financial reporting, budget, contract management and record keeping, legislation tracking, as well as community support.

Environmental Services is responsible for integrated waste management programs, and service contracting for solid, household hazardous and electronic wastes public outreach, energy efficiency programs, and assisting Engineering in the transition of the stormwater management program.

#### **Engineering**

The Engineering Division is responsible for planning, design, inspection, and construction management of the City’s Capital Improvement Projects that includes streets, sidewalks, traffic signal, street lighting, storm drainage facilities, and the sewer and water system. The Division reviews and inspects, comments on, and plan checks public and private development’s grading/drainage/utility plans, subdivision maps, geology and hydrology reports and land surveying requirements. The Division is also responsible for the City’s stormwater management program and provides engineering and technical support to other departments as well as special funded capital projects on an as-needed basis.

#### **Infrastructure Maintenance Division**

The Parks Section is responsible for the maintenance of the City’s 7 park sites (equivalent to approximately 122 acres), all of the play equipment, the Skate Park, and the landscaping and turf around City Hall, Youth Center and the Museum gardens. Additional locations maintained are the median and parkway landscaping, and the maintenance and trash pick up in the downtown area. The Parks staff will continue to maintain the Gold Hills Landscape District, oversee tree trimming throughout the City, the Graffiti Removal Program, and the Memorial Bench Program.

The Streets Section is divided into two distinct areas of responsibilities:

*Maintenance:* Responsible for the 90 miles of streets and 12 miles of alleys, repairing and maintaining street right-of-ways, filling potholes, replacing damaged sidewalks/curbs/gutters, grinding and/or filling high spots, repairing tripping hazards, cleaning storm water catch basins and open channels, assisting with special City events such as the parades and MAP events, and administering the City’s Street Sweeping program.

*Paint/Signs:* Responsible for painting all of traffic street legends, street marking, curbs, and crosswalks, and maintaining 5,000 traffic signs. This section will also take the lead in the replacement of the street name signs (to larger signs), to meet new State and Federal standards.

The Utilities Section is divided into four distinct areas of responsibilities:



## Public Works Department



*Maintenance:* Responsible for the installation, maintenance, and repairs of the 84 miles of water mains and approximately 9,700 water services throughout the City, including all of the appurtenances and other infrastructure within the distribution system.

*Production:* Responsible for the treatment and delivery of over 3 billion gallons of potable water annually, and the daily maintenance and operation of the water treatment facility, 5 deep water wells, all of the booster stations, along with taking system water samples to meet the State's mandated water quality testing requirements.

*Customer Service:* Responsible for reading over 9,700 water meters per month, replacing damaged or broken water meters, replacing missing or broken meter lids and boxes, performing emergency water turn-offs/ons, and administering the City's Cross Connection Inspection Program.

*Sewer Maintenance:* Responsible for the prevention of sewer overflows by maintaining and cleaning the 93 miles of sewer mains. This is done through high pressure water jetting and video inspection of problem areas. This section also operates the City's 50/50 sewer lateral repair program.

The Facilities Section is responsible for the maintenance of the 17 City-owned buildings. They will also administer several maintenance contracts, which include the security systems and janitorial services, HVAC equipment, fleet maintenance, traffic signals and street lights, and the Public Works two-way radio system.

**PROGRAM DESCRIPTION:**

Public Works Administration is responsible for the management, personnel, payroll, and budget coordination of all the activities within the department, including engineering, street maintenance, street sweeping, equipment maintenance, water, sewer and storm drain operations, waste management, parks, parkway trees and median landscaping, street lighting, traffic signals and facilities maintenance.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$245,027	\$174,490	\$230,393
Maintenance & Operations	38,078	62,466	66,246
<b>Program Total:</b>	<b>\$283,105</b>	<b>\$236,956</b>	<b>\$296,639</b>

**PROGRAM RESOURCES:**

Other Revenues	\$283,105	\$236,956	\$296,639
<b>Program Total:</b>	<b>\$283,105</b>	<b>\$236,956</b>	<b>\$296,639</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	1.80	1.55	1.55

**PROGRAM DESCRIPTION:**

This program implements the City’s waste management responsibilities as mandated by AB 939, the California Integrated Waste Management Act, and described in Monrovia’s Source Reduction and Recycling Element (SRRE). The comprehensive nature of this program includes planning, development, and implementation of recycling and waste reduction activities aimed at maintaining the State’s solid waste diversion goal of 50%.

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PROGRAM EXPENDITURES:</u></b>	<b><i>Actual</i></b>	<b><i>Adopted</i></b>	<b><i>Adopted</i></b>
Salaries and Benefits	\$274,996	\$317,192	\$306,323
Maintenance & Operations	106,252	268,784	385,848
Other Expenditures	460,743	355,343	1,003,163
Total Expenditures	\$841,991	\$941,319	\$1,695,334
Transfer to Reserve	319,192	229,278	0
<b><i>Program Total:</i></b>	<b><i>\$1,161,183</i></b>	<b><i>\$1,170,597</i></b>	<b><i>\$1,695,334</i></b>

**PROGRAM RESOURCES:**

Use of Money and Property	\$1,791	\$1,200	\$6,700
Charges for Services	1,113,962	1,120,000	1,155,000
Revenues from Other Agencies	44,054	48,147	50,072
Other Revenue	1,376	1,250	1,250
Total Revenues	\$1,161,183	\$1,170,597	\$1,213,022
Use of Reserves	0	0	482,312
<b><i>Program Total:</i></b>	<b><i>\$1,161,183</i></b>	<b><i>\$1,170,597</i></b>	<b><i>\$1,695,334</i></b>

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PERSONNEL:</u></b>	<b><i>Actual</i></b>	<b><i>Adopted</i></b>	<b><i>Adopted</i></b>
Full Time (F.T.E)	3.03	3.30	3.30

**PROGRAM DESCRIPTION:**

The Engineering Division is responsible for the design and construction administration of projects within the public right-of-way and on City properties. A partial list of typical responsibilities includes design, preparation of construction plans, specifications, engineering estimate, administration and inspection of all City capital improvement projects, such as streets, sidewalk, traffic signal facilities, storm drainage, water, sewer and other special funded projects. The division reviews subdivision maps, grading, and drainage plans for private development projects. It also provides engineering and technical support to other departments. Other functions include archiving of City approved construction plans, as-built drawings and issuance of miscellaneous Public Works permits.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>2012-13 Actual</u></b>	<b><u>2013-14 Adopted</u></b>	<b><u>2014-15 Adopted</u></b>
Salaries and Benefits	\$90,554	\$289,876	\$296,564
Maintenance & Operations	115,945	98,697	95,087
Other Expenditures	26,432	45,321	46,215
Total Expenditures	\$232,931	\$433,894	\$437,866
Transfer to Reserves	547,741	348,161	418,725
<b>Program Total:</b>	<b>\$780,672</b>	<b>\$782,055</b>	<b>\$856,591</b>

**PROGRAM RESOURCES:**

Charges for Services	\$241,057	\$125,350	\$139,700
Other Revenues	539,615	656,705	716,891
<b>Program Total:</b>	<b>\$780,672</b>	<b>\$782,055</b>	<b>\$856,591</b>

<b><u>PERSONNEL:</u></b>	<b><u>2012-13 Actual</u></b>	<b><u>2013-14 Adopted</u></b>	<b><u>2014-15 Adopted</u></b>
Full Time (F.T.E)	1.75	2.30	2.30

**PROGRAM DESCRIPTION:**

The Street Maintenance Program is responsible for the repair and preventative maintenance of all City streets to ensure effective transportation of vehicular and pedestrian traffic. The Street Division is responsible for overseeing the Graffiti abatement program, 90 miles of streets, 12 miles of alleys, 160 miles of curbs and gutters, 2,500,000 square feet of sidewalks, 15 City parking lots, all traffic markings such as lane lines, red curbs and crosswalks, and 5,000 traffic signs. Typical maintenance and repair work include sealing cracks in the pavement, repairing pot holes, graffiti removal, overlaying streets with asphalt, repairing concrete pavement, curbs, gutters, sidewalks, and placement of sandbags for property preservation, etc.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$448,231	\$669,278	\$674,759
Maintenance & Operations	320,344	426,399	357,532
Capital Outlay	1,199,535	500,000	750,000
Other Expenditures	257,088	165,438	177,423
Total Expenditures	\$2,225,198	\$1,761,115	\$1,959,714
Transfer to Reserves	0	343,776	0
<b>Program Total:</b>	<b>\$2,225,198</b>	<b>\$2,104,891</b>	<b>\$1,959,714</b>

**PROGRAM RESOURCES:**

Use of Money and Property	\$2,373	\$2,000	\$4,600
Revenues from Other Agencies	0	423,375	171,551
Other Revenues	1,752,823	1,679,516	1,780,737
Total Revenues	\$1,755,196	\$2,104,891	\$1,956,888
Use of Reserves	470,002	0	2,826
<b>Program Total:</b>	<b>\$2,225,198</b>	<b>\$2,104,891</b>	<b>\$1,959,714</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	7.53	7.15	7.15

**PROGRAM DESCRIPTION:**

The Street Sweeping Program ensures that public streets and alleys are kept in a clean and sanitary condition. The Street Division is responsible for 10,400 curb miles of street, alley, median and City parking lot sweeping. The City is currently divided into a series of residential zones that are each swept once every week. The commercial and industrial areas and the central downtown business district are swept every week and allies are swept once a month on the first Wednesday.

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Salaries and Benefits	\$27,614	\$17,634	\$18,622
Maintenance & Operations	161,339	189,966	189,966
Other Expenditures	48,372	50,980	49,227
Total Expenditures	\$237,325	\$258,580	\$257,815
Transfer to Reserves	50,440	23,520	24,885
<b>Program Total:</b>	<b>\$287,765</b>	<b>\$282,100</b>	<b>\$282,700</b>

**PROGRAM RESOURCES:**

Use of Money and Property	\$154	\$100	\$700
Charges for Services	207,598	202,000	202,000
Other Revenues	80,013	80,000	80,000
<b>Program Total:</b>	<b>\$287,765</b>	<b>\$282,100</b>	<b>\$282,700</b>

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PERSONNEL:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Full Time (F.T.E)	0.25	0.10	0.10

**PROGRAM DESCRIPTION:**

Streetlight maintenance provides daily operational needs of the 1,350 streetlights and the 43 traffic signalized intersections. The responsibilities include maintenance, repair, damage replacement and the management of contract services.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Salaries and Benefits	\$73,552	\$83,255	\$84,220
Maintenance & Operations	545,396	404,632	404,932
Other Expenditures	75,508	122,216	86,581
Total Expenditures	\$694,456	\$610,103	\$575,733
Transfer to Reserves	0	54,374	90,886
<b>Program Total:</b>	<b>\$694,456</b>	<b>\$664,477</b>	<b>\$666,619</b>

**PROGRAM RESOURCES:**

Charges for Services	\$477,253	\$484,077	\$484,077
Use of Money and Property	228	0	600
Other Revenues	109,068	180,400	181,942
Total Revenues	\$586,549	\$664,477	\$666,619
Use of Reserves	107,907	0	0
<b>Program Total:</b>	<b>\$694,456</b>	<b>\$664,477</b>	<b>\$666,619</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Full Time (F.T.E)	0.60	0.90	0.90

**PROGRAM DESCRIPTION:**

The Storm Drain Maintenance Program is responsible for the maintenance, operation, and repair of 5 miles of City-owned storm drains and 154 catch basins/culverts. The program is also responsible for the City's compliance with its Municipal National Pollution Discharge Elimination System (NPDES) Storm Water permit issued by the State of California Regional Water Quality Control Board. This permit includes compliance with various programs, including development and implementation of a Low Impact Development (LID) Ordinance, and Total Maximum Daily Loads (TMDL) programs, to eliminate discharge of pollutants to the local waters via the City's storm drain system and eventually to Long Beach Harbor and the Los Angeles River.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Salaries and Benefits	\$60,994	\$66,727	\$51,544
Maintenance & Operations	86,250	286,468	1,831,125
Other Expenditures	62,895	143,815	176,540
Total Expenditures	\$210,139	\$497,010	\$2,059,209
Transfer to Reserves	74,333	0	70,450
<b>Program Total:</b>	<b>\$284,472</b>	<b>\$497,010</b>	<b>\$2,129,659</b>

**PROGRAM RESOURCES:**

Use of Money and Property	\$950	\$500	\$3,000
Charges for Services	283,522	296,000	335,000
Other Revenues	0	0	1,791,659
Total Revenues	\$284,472	\$296,500	\$2,129,659
Use of Reserves	0	200,510	0
<b>Program Total:</b>	<b>\$284,472</b>	<b>\$497,010</b>	<b>\$2,129,659</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Full Time (F.T.E)	0.64	0.60	0.60

**PROGRAM DESCRIPTION:**

The Utilities Division is responsible for the delivery of potable water to approximately 9,350 service connections, and for the safe, efficient operation in the production and treatment of 3 billion gallons of water, and the daily operation of the VOC Treatment Facility at the Monrovia well field. The Utilities Division is also responsible for the distribution system maintenance, along with implementing additional State-mandated water quality testing requirements and cross connection inspection services.

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Salaries and Benefits	\$1,787,218	\$1,707,288	\$1,703,821
Maintenance & Operations	2,801,669	3,666,273	3,684,763
Capital Outlay	0	0	500,000
Other Expenditures	1,448,111	1,465,401	2,732,592
<b>Program Total:</b>	<b>\$6,036,998</b>	<b>\$6,838,962</b>	<b>\$8,621,176</b>

**PROGRAM RESOURCES:**

Use of Money and Property	\$10,902	\$5,000	\$47,700
Charges for Services	5,858,701	5,435,296	5,521,326
Other Revenues	53,718	50,000	50,000
Total Revenues	\$5,923,321	\$5,490,296	\$5,619,026
Use of Reserves	113,677	1,348,666	3,002,150
<b>Program Total:</b>	<b>\$6,036,998</b>	<b>\$6,838,962</b>	<b>\$8,621,176</b>

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PERSONNEL:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Full Time (F.T.E)	20.90	17.80	17.80

**PROGRAM DESCRIPTION:**

This program accounts for State Gas Tax revenues, also known as Highway Users Tax revenues or Motor Vehicle Fuel Tax revenues. These revenues are derived from a tax collected on each gallon of gasoline purchased in the State of California. Gas Tax revenues are restricted for use on expenditures related to planning, construction, improvement, maintenance, and operation of public streets and highways. Gas Tax is allocated to cities based primarily on population. Revenues are accounted for in this program and are transferred out to other funds, such as the Street Maintenance Fund and the Street Sweeping Fund, to help fund eligible expenditures within those funds.

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PROGRAM EXPENDITURES:</u></b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Other Expenditures	\$901,532	\$1,165,440	\$1,006,383
<b>Program Total:</b>	<b>\$901,532</b>	<b>\$1,165,440</b>	<b>\$1,006,383</b>

**PROGRAM RESOURCES:**

Taxes	\$901,532	\$1,165,440	\$1,006,383
<b>Program Total:</b>	<b>\$901,532</b>	<b>\$1,165,440</b>	<b>\$1,006,383</b>

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PERSONNEL:</u></b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

The Utilities Division is responsible for maintaining and cleaning 93 miles of sewer lines. A program of preventative maintenance is continuously pursued through cleaning by high pressure water jet flushing. Each sewer main is scheduled for cleaning at least once annually. In addition, staff provides 24-hour emergency standby service in case of sewer stoppages.

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Salaries and Benefits	\$201,222	\$342,358	\$348,997
Maintenance & Operations	225,243	360,926	634,598
Capital Outlay	0	40,000	100,000
Other Expenditures	321,012	356,667	447,128
Total Expenditures	<u>\$747,477</u>	<u>\$1,099,951</u>	<u>\$1,530,723</u>
Transfer to Reserves	62,137	0	0
<b>Program Total:</b>	<b><u>\$809,614</u></b>	<b><u>\$1,099,951</u></b>	<b><u>\$1,530,723</u></b>

**PROGRAM RESOURCES:**

Use of Money and Property	\$3,138	\$1,000	\$8,400
Charges for Services	794,970	780,000	780,000
Other Revenues	11,506	8,000	8,000
Total Revenues	<u>\$809,614</u>	<u>\$789,000</u>	<u>\$796,400</u>
Use of Reserves	0	310,951	734,323
<b>Program Total:</b>	<b><u>\$809,614</u></b>	<b><u>\$1,099,951</u></b>	<b><u>\$1,530,723</u></b>

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PERSONNEL:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Full Time (F.T.E)	2.85	3.50	3.50

**PROGRAM DESCRIPTION:**

The Equipment Pool is an internal services fund that provides management, cost accounting, procurement, disposal, cost allocation for I/S charges, license renewal, maintenance and repair services for the Equipment Pool fleet of 88 pieces of equipment.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Salaries and Benefits	\$20,275	\$0	\$0
Maintenance & Operations	191,912	248,168	248,130
Other Expenditures	27,869	2,000	1,000
Total Expenditures	\$240,056	\$250,168	\$249,130
Transfer to Reserves	0	0	22,670
<b>Program Total:</b>	<b>\$240,056</b>	<b>\$250,168</b>	<b>\$271,800</b>

**PROGRAM RESOURCES:**

Use of Money and Property	\$3,832	\$2,000	\$15,400
Other Revenues	205,797	214,400	256,400
Total Revenues	\$209,629	\$216,400	\$271,800
Use of Reserves	30,427	33,768	0
<b>Program Total:</b>	<b>\$240,056</b>	<b>\$250,168</b>	<b>\$271,800</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

The Fueling Services Program provides gasoline and diesel for the equipment pool vehicles as well as for the fire department, police department, Monrovia Unified School District and the City of Duarte.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Salaries and Benefits	\$20,275	\$0	\$0
Maintenance & Operations	596,573	534,000	584,000
Other Expenditures	86,705	64,900	68,913
<b>Program Total:</b>	<b>\$703,553</b>	<b>\$598,900</b>	<b>\$652,913</b>

**PROGRAM RESOURCES:**

Charges for Services	\$643,597	\$555,000	\$640,000
Other Revenues	3,276	0	0
Total Revenues	\$646,873	\$555,000	\$640,000
Use of Reserves	56,680	43,900	12,913
<b>Program Total:</b>	<b>\$703,553</b>	<b>\$598,900</b>	<b>\$652,913</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

The Vehicle and Equipment Replacement Fund is an internal services fund that provides management, cost accounting, procurement, disposal and cost allocation of replacement costs to the departments/divisions that own the 88 pieces of equipment that comprises the total fund.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Maintenance & Operations	\$1,288	\$0	\$0
Capital Outlay	0	527,827	0
Other Expenditures	22,071	22,000	22,000
Total Expenditures	\$23,359	\$549,827	\$22,000
Transfer to Reserve	112,208	0	199,000
<b>Program Total:</b>	<b>\$135,567</b>	<b>\$549,827</b>	<b>\$221,000</b>

**PROGRAM RESOURCES:**

Charges to Other Funds	\$135,567	\$221,000	\$221,000
Total Revenues	\$135,567	\$221,000	\$221,000
Use of Reserves	0	328,827	0
<b>Program Total:</b>	<b>\$135,567</b>	<b>\$549,827</b>	<b>\$221,000</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

Building Maintenance is an internal services fund which provides management, cost accounting, construction oversight, maintenance and minor and major repairs on City buildings, infrastructures and systems. The buildings which the division maintains are the City Hall, Police Station, Fire Stations Nos. 1, 2 and 3, Community Center, Library, Historical Museum, Youth Center, Boys and Girls Club, Canyon Park buildings and City Yard. Service is provided through both in-house staff as well as contract services.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Salaries and Benefits	\$391,781	\$377,631	\$379,911
Maintenance & Operations	991,843	1,039,283	1,037,668
Capital Outlay	0	0	200,000
Other Expenditures	287,146	298,815	282,274
Total Expenditures	\$1,670,770	\$1,715,729	\$1,899,853
Transfer to Reserves	72,970	58,918	45,219
<b>Program Total:</b>	<b>\$1,743,740</b>	<b>\$1,774,647</b>	<b>\$1,945,072</b>

**PROGRAM RESOURCES:**

Use of Money and Property	\$322	\$150	\$1,300
Charges to Other Funds	1,674,543	1,700,000	1,800,000
Other Revenues	68,875	74,497	143,772
<b>Program Total:</b>	<b>\$1,743,740</b>	<b>\$1,774,647</b>	<b>\$1,945,072</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Adopted</b>	<b>2014-15 Adopted</b>
Full Time (F.T.E)	3.80	3.80	3.80

**PROGRAM DESCRIPTION:**

The Parks Division maintains 7 park sites (121.8 acres), Skate Park (10,000 sq. ft.), Youth Center Landscape (27,400 sq. ft.), City Hall Landscape (20,000 sq. ft.), and the Museum Garden (8,000sq ft.). Within the parks' physical inventory is 770,200 sq. ft. of turf, 3,990 sq. ft. of planters, 177,050 sq. ft. of landscape, 10,060 l.f. of walkways, 13 barbecues, 16 drinking fountains, 6 play structures, and an irrigation system which consists of 27 controllers and 3,000 sprinkler heads.

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Salaries and Benefits	\$203,418	\$273,075	\$273,088
Maintenance & Operations	274,958	254,670	255,481
<b>Program Total:</b>	<b>\$478,376</b>	<b>\$527,745</b>	<b>\$528,569</b>

**PROGRAM RESOURCES:**

Taxes	\$360,242	\$446,417	\$472,800
Other Revenues	118,134	81,328	55,769
<b>Program Total:</b>	<b>\$478,376</b>	<b>\$527,745</b>	<b>\$528,569</b>

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PERSONNEL:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Full Time (F.T.E)	2.30	3.45	3.45

**PROGRAM DESCRIPTION:**

In conformance with Proposition 218, a Park Assessment was brought to vote and approved by City property owners in July 1997. Revenues from the assessment will be used to provide management and maintenance of the City's 3 regional parks: Canyon Park, Recreation, and Library Park. These parks were previously part of the Lighting and Landscaping Assessment District.

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Salaries and Benefits	\$149,391	\$152,742	\$144,283
Maintenance & Operations	38,016	59,567	58,776
Other Expenditures	23,988	35,056	35,941
Total Expenditures	<u>\$211,395</u>	<u>\$247,365</u>	<u>\$239,000</u>
Transfer to Reserve	95,563	26,656	6,142
<b>Program Total:</b>	<b><u>\$306,958</u></b>	<b><u>\$274,021</u></b>	<b><u>\$245,142</u></b>

**PROGRAM RESOURCES:**

Use of Money and Property	\$109	\$100	\$500
Charges for Services	203,224	215,984	215,984
Other Revenues	103,625	57,937	28,658
<b>Program Total:</b>	<b><u>\$306,958</u></b>	<b><u>\$274,021</u></b>	<b><u>\$245,142</u></b>

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PERSONNEL:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Full Time (F.T.E)	1.75	1.75	1.75

**PROGRAM DESCRIPTION:**

Monrovia is recognized as a Tree City USA, maintaining approximately 9,500 street and park trees. 20% of the parkway inventory is trimmed each year. The program is also responsible for 5 miles of roadside clearance, planting the urban forest, and responding to emergency situations as required. A portion of the maintenance is included for the City's 3 regional parks (Canyon, Recreation, Library).

<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>2012-13</u></b>	<b><u>2013-14</u></b>	<b><u>2014-15</u></b>
	<b><i>Actual</i></b>	<b><i>Adopted</i></b>	<b><i>Adopted</i></b>
Salaries and Benefits	\$175,791	\$162,356	\$143,966
Maintenance & Operations	162,678	343,653	552,571
Other Expenditures	43,324	59,827	87,887
Total Expenditures	<u>\$381,793</u>	<u>\$565,836</u>	<u>\$784,424</u>
Transfer to Reserves	132,355	0	0
<b><i>Program Total:</i></b>	<b><u>\$514,148</u></b>	<b><u>\$565,836</u></b>	<b><u>\$784,424</u></b>

**PROGRAM RESOURCES:**

Charges for Services	\$481,117	\$488,186	\$488,186
Other Revenues	33,031	27,657	228,655
Total Revenues	<u>\$514,148</u>	<u>\$515,843</u>	<u>\$716,841</u>
Use of Reserves	0	49,993	67,583
<b><i>Program Total:</i></b>	<b><u>\$514,148</u></b>	<b><u>\$565,836</u></b>	<b><u>\$784,424</u></b>

<b><u>PERSONNEL:</u></b>	<b><u>2012-13</u></b>	<b><u>2013-14</u></b>	<b><u>2014-15</u></b>
	<b><i>Actual</i></b>	<b><i>Adopted</i></b>	<b><i>Adopted</i></b>
Full Time (F.T.E)	1.75	1.75	1.75

**PROGRAM DESCRIPTION:**

Contract services to maximize the level of maintenance to: (1) Huntington Drive medians between Mountain Ave. and 5th Ave.; (2) Myrtle Ave. medians and designated parkways between Foothill Blvd. and Huntington Drive; (3) Cypress Ave. parkway between Shamrock Ave. and Myrtle Ave.; and (4) Maple Ave. parkway between Shamrock Ave. and California Ave.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$5,318	\$5,552	\$4,568
Maintenance & Operations	32,221	83,356	83,356
Other Expenditures	4,805	8,303	15,563
Total Expenditures	\$42,344	\$97,211	\$103,487
Transfer to Reserves	35,817	0	0
<b>Program Total:</b>	<b>\$78,161</b>	<b>\$97,211</b>	<b>\$103,487</b>

**PROGRAM RESOURCES:**

Charges for Services	\$77,292	\$77,118	\$77,118
Other Revenues	869	1,021	905
Total Revenues	\$78,161	\$78,139	\$78,023
Use of Reserves	0	19,072	25,464
<b>Program Total:</b>	<b>\$78,161</b>	<b>\$97,211</b>	<b>\$103,487</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0.05	0.05	0.05

**PROGRAM DESCRIPTION:**

This program provides for the landscape maintenance of the Gold Hills Landscape District. Maintenance includes the common area on the west side of North Myrtle Avenue, north of Scenic Drive and one block south of Alta Vista. This district area was established in fiscal year 1995-96.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Maintenance & Operations	\$3,235	\$4,876	\$4,876
Other Expenditures	414	393	863
Total Expenditures	<u>\$3,649</u>	<u>\$5,269</u>	<u>\$5,739</u>
Transfer to Reserve	1,245	0	0
<b>Program Total:</b>	<b><u>\$4,894</u></b>	<b><u>\$5,269</u></b>	<b><u>\$5,739</u></b>

**PROGRAM RESOURCES:**

Charges for Services	<u>\$4,894</u>	<u>\$4,876</u>	<u>\$4,876</u>
Total Revenues	<u>\$4,894</u>	<u>\$4,876</u>	<u>\$4,876</u>
Use of Reserves	0	393	863
<b>Program Total:</b>	<b><u>\$4,894</u></b>	<b><u>\$5,269</u></b>	<b><u>\$5,739</u></b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

Provides for the construction and maintenance of a citywide bikeway system and/or pedestrian facilities. SB821 requires all project developments benefit commuters who prefer to bicycle or walk to work. Recreational aspects are an additional, not a primary, benefit.

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PROGRAM EXPENDITURES:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Maintenance & Operations	\$0	\$16,973	\$0
Other Expenditures	30,000	0	0
<b>Program Total:</b>	<b>\$30,000</b>	<b>\$16,973</b>	<b>\$0</b>

**PROGRAM RESOURCES:**

Taxes	\$30,000	\$16,973	\$0
<b>Program Total:</b>	<b>\$30,000</b>	<b>\$16,973</b>	<b>\$0</b>

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
<b><u>PERSONNEL:</u></b>	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
Full Time (F.T.E)	0	0	0

**PROGRAM DESCRIPTION:**

This department accounts for the funding of City-wide capital improvements not specifically accounted for in another department. Capital improvements include new building construction, land acquisition, and major facility improvements and/or expansion. Because there is not an ongoing dedicated revenue source to fund these projects, projects are budgeted and approved only as funding sources are identified and secured.

<b><u>PROGRAM EXPENDITURES:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Salaries and Benefits	\$1,443	\$0	\$0
Maintenance & Operations	447,790	0	141,438
Capital Outlay	358,182	200,000	0
Total Expenditures	\$807,415	\$200,000	\$141,438
Transfer to Reserves	1,837,747	8,700	21,100
<b>Program Total:</b>	<b>\$2,645,162</b>	<b>\$208,700</b>	<b>\$162,538</b>

**PROGRAM RESOURCES:**

Taxes	\$20,167	\$5,000	\$20,000
Revenues from Other Agencies	2,623,112	203,700	141,438
Use of Money and Property	1,883	0	1,100
<b>Program Total:</b>	<b>\$2,645,162</b>	<b>\$208,700</b>	<b>\$162,538</b>

<b><u>PERSONNEL:</u></b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full Time (F.T.E)	0	0	0

## GLOSSARY

**Accounting System** - The total structure of records and procedures which identify, record, classify, summarize and report information on the financial position and results of operations of a government.

**Adopted Budget** - Revenues and appropriations approved by the City Council in June for the following fiscal year(s).

**Allocated Costs** - An expense charged by one department/division to another for services performed or expenditures of a general nature which are charged to one main account and allocated to other departments/divisions by a specified formula.

**Appropriation** - An authorization made by the City Council which permits the City to incur obligations and to make expenditures of resources.

**Assessed Valuation** - A value established by the County Assessor which approximates fair market value of real or personal property. By state law, one hundred percent of the property value is used for determining the basis for levying property taxes.

**Assessments** - A compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

**Authorized Positions** - The number of full time and permanent part time staff identified within a division or program measured on a full time equivalent (FTE) basis.

**Bonds** - A written promise to pay a sum of money on a specific date at a specified interest rate.

**Budget** - A financial plan for a specific period of time (fiscal year or years) that matches all planned revenues and expenditures with various municipal services.

**Budget Amendment** - A legal procedure utilized by the City Manager to revise a budget appropriation. Adjustments to expenditures within or between departmental budgets may be accomplished administratively. City Council approval is required for additional appropriations from fund balance or new revenue sources.

**Capital Improvement Program** - Annual appropriations in the City's budget for capital improvement projects such as street or park improvements, building construction and various kinds of major facility maintenance. They are often multi-year projects which require funding beyond the one year period of the annual budget.

**Capital Outlay** - Expenditures relating to the purchase of furniture, land, vehicles, computers and equipment.

**Certificate of Participation (C.O.P.)** - Provides long term financing through a lease, installment of sale agreement or loan agreement.

## GLOSSARY

**COLA** - Cost of living adjustment.

**Consumer Price Index (CPI)** - A statistical measure of price levels provided by the U.S. Department of Labor signifying the cost of living and economic inflation.

**Contingency** - A budgetary reserve set aside for emergency or unanticipated expenditures, revenue shortfall and/or unknown expenditures, such as those for pending legal settlements.

**Cost Recovery** - The establishment of user fees which are less than or equal to the full cost of providing services.

**Debt Service** - The payment of principal and interest on borrowed funds such as bonds.

**Debt Service Fund** - A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. Sometimes referred to as a Sinking Fund.

**Department** - A major administrative segment of the City which indicates overall management responsibility for an operation or a group of related operations within a functional area.

**Designated Fund Balance** - A portion of fund balance set aside to pay for special programs or expenditures in a future period.

**Division** - A unit of organization which reports to a department.

**Encumbrance** - An amount of money committed for the payment of goods and services not yet received or paid for.

**Enterprise Fund** - A fund established to account for activities that are financial and operated in a manner similar to private business enterprises, in which costs of providing services are fully recovered through user fees.

**Estimated Budget or Estimated Year End** - The status of appropriations between July 1 and June 30. Includes the adopted budget, budget amendments, prior year encumbrances, approved carry forwards and transfers between objects, divisions and departments.

**Estimated Revenue** - The amount of revenue expected in some future period.

**Expenditure** - Utilization of fund resources. Expenditures include operating expenses, debt service and capital outlays.

**Expenditure Category** - A basis for distinguishing types of expenditures. The major expenditure categories used by the City are salaries and benefits, maintenance and operations, capital outlay, debt service and capital projects.

## GLOSSARY

**Fiscal Year** - A twelve month time period signifying the beginning and ending period for recording financial transactions. The City has specified July 1 through June 30 for its fiscal year.

**Full Time Equivalent (FTE)** - Part time and hourly positions expressed as a fraction of full time positions (2080 hours per year). Example: 3 positions working ½ time equals 1 ½ FTE's.

**Fund** - A fiscal and accounting entity for which the recording of financial transactions is made for the purpose of carrying on specific activities in accordance with the requirements placed upon the use of financial resources.

**Fund Balance** - The net effect of assets less liabilities at any given point in time.

**General Fund** - the fund used to account for the major operating revenues and expenditures of the City, except for those resources that are required to be accounted for in another fund category. General Fund revenues are derived primarily from property sales and other taxes, and are used to pay for tax supported services such as park maintenance, library, fire and police.

**General Government** - A grouping of administrative departments (City Manager, City Clerk, City Attorney, Human Resources, and Administrative Services) that support the operating departments which provide direct service to the public.

**General Obligation (GO) Bonds** - Legal debt instruments used to finance public projects. These bonds are backed by the full faith and credit of the issuing government and are paid off through property tax revenues.

**Goals** - Tasks or projects which identify the focus of a program's activities within the budget year. These are presented to provide the reader with information regarding what can be expected based upon the resources allocated to a particular division or program.

**Grants** - Contributions of cash or other assets from another governmental agency to be used or expended for a specific purpose, activity or facility.

**Gross** - Amount prior to any deductions.

**Infrastructure** - A substructure or underlying foundation on which the continuance or growth of a community is dependent; such as streets, sidewalks, medians, sewer systems and storm drains.

**Interfund Transfers** - Movement of money from one fund to another within the City of Monrovia.

**Intergovernmental Revenue** - Grants, entitlements and cost reimbursements from another federal, state or local government unit.

## GLOSSARY

**Internal Service Fund** - A fund used to account for the services provided by one department to other departments on a cost reimbursement basis.

**Key Result Areas** - Critical areas of City-wide or department organizational performance where positive results must be achieved for the organization to reach its goals.

**Long Term Debt** - Debt with a maturity of more than one year after the date of issue.

**Mission Statement** - A broad direction based on the needs of the community. A mission is general and timeless; it is not concerned with a specific achievement in a given time period.

**Net** - Amount after consideration of any adjustments.

**Objectives** - Statements of measurable results to be accomplished within a specific time frame. Objectives support long term goals.

**Operating Budget** - A financial plan for the provision of direct service and support functions that provide basic government services. The operating budget contains appropriations for such expenditures as salaries, benefits, services, supplies, capital outlay and debt service. It does not include Capital Improvement or Special Project expenditures.

**PERS** - Public Employees Retirement System.

**Performance Measurement** - The performance measures provide an indicator of the amount of work performed or measures the quality of effectiveness of work performed by a department or program from year to year.

**Program** - A unit or organization which reports and is an activity of a division.

**Property Tax Apportionment** - The allotment of direct taxes on the basis of population.

**Proposition 4/GANN Initiative Limit** - The City is required, under Article XIII.B of the State Constitution, to limit appropriations from proceeds of taxes. The annual appropriation limit is based on data received from the State, including various growth measures such as population, CPI and non-residential construction changes.

**Reserve** - An account used to designate a portion of the fund balance for a specific future use and which is, therefore, not available for general appropriation.

**Revenue** - Increases in fund resources. Revenues include income from user fees, taxes, permits, licenses, interest earnings and other sources.

**Revenue Enhancements** - Any action that increases current revenue sources or creates new ones.

**Revised Budget** - The Adopted Budget plus/minus any mid-year City Council actions.

## GLOSSARY

**Secured** - Debt obligation guaranteed by the pledge of assets or other collateral.

**Self-Supporting Activity** - An enterprise activity where all service costs (including principal and interest debt payments) are covered solely from the earnings of the enterprise.

**Subsidy** - Supplemental resources provided to ensure adequate funding when anticipated expenditures exceed revenues.

**Taxes** - Compulsory charges levied by a government to finance services performed for the common benefit. This term does not include specific charges made against particular person or property for current or permanent benefits, such as assessments. Neither does the term include charges for services rendered only to those paying such charges (i.e., building permits, engineering fees, facility rentals).

**Unsecured** - Debt Obligation not backed by the pledge of specific collateral.

**User Fees** - Fees charged to users of a particular service provided by the City. Fees are established based upon cost recovery policy decisions reviewed on an annualized basis.

**Utilities** - A public service such as gas, electricity, water or transportation. Also used to account for a program's expenditures for services such as gas, electricity, water, refuse collection, etc.