

CITY of MONROVIA CALIFORNIA



PROGRAM BUDGET FISCAL YEAR 2020-2021



PREPARED BY

ADMINISTRATIVE SERVICES DEPARTMENT

AUGUST 2020

CITY OF MONROVIA



Program Budget Fiscal Year 2020-2021

Prepared By:

Administrative Services Department

Buffy J. Bullis
Administrative Services Director

Alex Kung
Deputy Administrative Services Director



City of Monrovia

*Program Budget
Fiscal Year 2020-2021*

CITY COUNCIL

Tom Adams, Mayor
Alexander C. Blackburn, Mayor Pro Tem

Gloria Crudgington
Councilmember

Becky A. Shevlin
Councilmember

Larry J. Spicer
Councilmember

ELECTED OFFICIALS

Alice D. Atkins, MMC, City Clerk
Stephen R. Baker, City Treasurer

MANAGEMENT TEAM

Dylan Feik, City Manager
Lauren Vasquez, Assistant City Manager

Buffy Bullis, Administrative Services Director
Tina Cherry, Community Services Director
Brad Dover, Fire Chief
Craig Jimenez, Community Development Director
Alan Sanvictores, Chief of Police
Sean Sullivan, Public Works Director

Submitted By:

*Administrative Services Department
and
City Manager's Office
October 2020*

CITY OF MONROVIA 2020-2021 BUDGET

Table of Contents

DESCRIPTION	PAGE
<u>Introduction</u>	
FY 2020-21 Budget Message	I
Budgeting Philosophies	VII
Principles of Financial Management	XII
Citywide Strategic Goals	XV
Organizational Chart	XVI
Community Demographics	XVII
<u>Financial Overview</u>	
Financial Overview	1
Sources of Revenue by Major Category	3
Sources of Revenue by Major Category-chart	4
Areas of Expenditures	5
Areas of Expenditures-chart	6
Combined Funds Statement	7
Combined Funds Statement-table	9
Transfers In and Out	11
<u>Revenues</u>	
Revenue Schedules	15
Revenues by Source	17
Revenues by Fund	25
Assessed Values	41
Property Tax Table	42
Property Tax Dollar Breakdown	43
Property Tax Roll Summary	44
<u>Expenditures</u>	
Expenditure Schedules	45
Appropriations by Fund	47
Distribution of Overhead Costs	52
Authorized Position Listing - 2020-2021	54
<u>Fund Financial Summaries</u>	
Fund Financial Summaries	63
General Fund	65

Measure K Fund.....	66
Emergency Reserve Fund.....	67
Retirement Fund.....	68
Street Maintenance Fund	69
Pension Obligation Bonds	70
Transportation Development – Prop A.....	71
Transportation Development – Prop C	72
Air Quality Improvement.....	73
Measure R.....	74
Prop C & Measure R Projects.....	75
Monrovia Renewal Prop C & Measure R Debt Service	76
Measure M	77
Traffic Safety.....	78
Gas Tax.....	79
Bikeway Development	80
Library Grant	81
Hazardous Materials.....	82
SB1 RMRA (Roadway Maintenance & Rehabilitation Account).....	83
Other Grants	84
Asset Forfeiture LA Clear	85
Housing Development (CDBG).....	86
Fire Grant.....	87
Asset Forfeiture	88
Police Grants.....	89
Police HIDTA Grant.....	90
Police Fiduciary Grant	91
Other Fiduciary Police Grants.....	92
Lighting & Landscape Maintenance Assessment District.....	93
Park Maintenance Assessment	94
Business Improvement District	95
Development Services.....	96
Capital Improvement	97
Water	98
Sewer	99
Storm Drain Maintenance.....	100
Street Sweeping.....	101
Environmental Services.....	102
Facilities Maintenance	103
Equipment Maintenance.....	104
Central Services	105
S.I.R. Liability	106
S.I.R. Workers' Compensation	107
Self Insured Unemployment	108
Hillside Acquisition Debt Services.....	109
Hillside Acquisition Capital Project.....	110
Library Bond Debt Service.....	111
Library Bond Capital Project.....	112
Miller Memorial Trust.....	113
Bartle Memorial Trust	114
Monrovia Housing Authority.....	115

Capital Improvement Projects

Capital Improvement Projects Summary	116
--	-----

Department Program Budgets

Department Program Budgets	118
----------------------------------	-----

City Manager's Office

City Manager's Office Overview	120
City Council (110)	121
City Manager Administration (120)	122
City Clerk (130)	123
City Treasurer (140)	124
City Attorney (150)	125
Information Systems (223)	126
Telephone Maintenance (224)	127
Human Resources (231)	128
Workers' Compensation (233)	129
Liability and Insurance (234)	130
Unemployment Insurance (236)	131
Affordable Housing (556)	132

Administrative Services

Administrative Services Overview	133
Finance Administration (210)	135
Finance Operations (221)	136
Central Stores (222)	137
Finance Computer System (225)	138
Utility Billing & Collection (227)	139
Non-Departmental (251)	140
Non-Departmental – Measure K (251)	141
Employee Retirement (252)	142
Emergency Services (253)	143
Retirement Debt Service (255)	144
Hillside Acquisition Debt Service (256)	145
Hillside Acquisition Capital Project (257)	146
Library Bond Debt Service (258)	147
Other Grants (260)	148
Asset Forfeiture LA Clear (375)	149
HIDTA Grant Program (37X)	150
LA CLEAR Discretionary (381)	151
Prop C & Measure R Debt Service (543)	152

Police Department

Police Department Overview.....	153
Police Administration (310)	155
Support Services (320)	156
Operations Patrol (331).....	157
Traffic Safety (333).....	158
Crossing Guards (336).....	159
Detectives (340).....	160
Asset Forfeiture (341)	161
Communications, Crime Analysis and Technology (342)	162
Community Policing (350)	163
Animal Control (360).....	164
Police Grants (371).....	165
Police Radios (383).....	166
Police Non Patrol Vehicle Replacement and Maintenance (384)	167
Police Patrol Vehicle Replacement and Maintenance (390)	168

Fire Department

Fire Department Overview	169
Fire Administration (410).....	171
Fire Suppression (420)	172
Prevention (430)	173
Hazardous Materials (431).....	174
Emergency Medical Services (441).....	175
Community Risk Reduction (442)	176
Fire Grants (450)	177
Fire Equipment/Radios Maintenance (460)	178
Fire Vehicle Replacement (461).....	179

Community Development

Community Development Department Overview.....	180
Community Development Administration (510)	183
Building (520).....	184
Historic Preservation (524).....	185
Business License (525).....	186
CDBG-Rehabilitation Preservation Grant (527).....	187
CDBG-Code Enforcement Program (528).....	188
Code Enforcement Program (529)	189
Planning (530)	190
CDBG Programs (541)	191

Community Services - Recreation & Library Programs

Community Services Department Overview	192
<i>Recreation Program Area</i>	
Recreation Administration (610).....	196
Public Relations (611).....	197

Senior Program (612)	198
Youth Center (613)	199
Historical Museum (614)	200
Community Center Operations (615)	201
Concerts in the Parks (617)	202
Contract Classes (619)	203
Special Events (620).....	204
Canyon Park (622).....	205
Urban Park Rental Programs (623).....	206
Jr. Researcher's Summer Academy (626)	207
Youth Sports (627).....	208
Wilderness Management (628).....	209
Passports (630)	210
Business Improvement Assessment District (122)	211
Recreation Transportation (536)	212

Library Program Area

Library Administration (640)	213
Library Grant (641)	214
Library - Adult Services (642).....	215
Library - Youth Services (643)	216
Library Circulation (644).....	217
Bartle Memorial Trust (698)	218
Miller Trust (699).....	219
Library Bond Construction Project (259)	220

Public Works

Public Works Department Overview	221
Public Works Administration (710).....	223
Environmental Services - Waste Management (712)	224
Engineering (720)	225
Street Maintenance (731)	226
Street Sweeping (732)	227
Street Lighting /Traffic Signals (735).....	228
Storm Drain Maintenance (737)	229
Water Services (741)	230
Gas Tax (744).....	231
Sewer and Sanitation (746)	232
Equipment Pool Maintenance (751)	233
Public Works Equipment and Vehicle Replacement (753)	234
Facilities Maintenance (755)	235
Parks Maintenance (771).....	236
Park Assessment Maintenance (772)	237
Street Tree and Parks Maintenance District (773)	238
Median and Parkway Maintenance (774)	239
Goldhills Landscape District (775).....	240
Bikeway Development (776)	241
Road Repair and Accountability (RMRA) (777).....	242
Capital Improvement Projects (250).....	243
Proposition A Program (531)	244

Proposition C Program (532)	245
Regional Air Quality Improvement (533)	246
Dial-a-Ride (535)	247
Discount Bus Program (538).....	248
Measure R (539).....	249
Measure M (540).....	250
Prop C and Measure R Projects (542 & 544)	251
Glossary	252



Budget Message to the Residents of Monrovia:

INTRODUCTION

I am pleased to submit the City of Monrovia's Fiscal Year 2020-21 Budget for your consideration and review. The end of FY 2019-20 created an unprecedented budget challenge with very little time to react accordingly. Due to the COVID-19 pandemic, the City of Monrovia, along with residents and businesses, has been significantly impacted financially. Even during this historic health crisis, the City of Monrovia proactively managed our finances prudently and without hesitation, and swiftly reduced expenditures commensurate with reduced revenues.

Looking forward into Fiscal Year 2020-21, the overall budget proposal contemplates total revenues of \$110.16 million and total expenditures of \$129.45 million in FY 2020-21 across the City's 55 separate funds.

In developing the FY 2020-21 budget, staff closely monitored and assessed the financial impacts of COVID-19 on the City's revenues. Based on those projected impacts, a series of cost savings measures are incorporated into the budget that will offset the anticipated decrease in revenues, which include:

1. A thorough review of each operating department's line item budget was performed.
2. Many contracts were reviewed and renegotiated for price reductions.
3. Some savings will be realized from reduced costs in facility closures.
4. Non-essential overtime was eliminated.
5. Savings will be achieved by keeping 15 non-critical General Fund and 5 non-critical other funds positions vacant throughout the fiscal year.
6. The City Manager and Department Directors will take a voluntary pay cut through the end of the fiscal year.
7. Some costs have been shifted from the General Fund to other appropriate funds, which has reduced the overall negative impact on the General Fund.

With the financial impacts in mind, the revised FY 2020-21 General Fund expenditures are \$41.88 million, which represents a 3% decrease from the original budget.

CURRENT CITY PRIORITIES

The City's budget acts as a policy document that allocates resources to ensure that key priorities are accomplished in a responsible and thoughtful manner. Our current priorities were developed through a collaborative process after much reflection and analysis on what issues needed the most attention in Monrovia, and how we would define achieving success in the coming years.

The FY 2020-21 Budget focuses on incorporating necessary adjustments to address COVID-19 fiscal impacts, while striving to maintain a high level of service to the community. The plan is aligned with the City's mission to serve the people of Monrovia to create a community that offers a premier quality of life and incorporates the following Citywide Strategic Goals into the annual budget process:

- **Customer Service:** This goal will be accomplished by pursuing workplan items that strengthen our mission-driven and values-based organizational culture, invest in training and development of our people to help them achieve success, and gauge operational effectiveness.

- **Financial Management:** This goal will be accomplished by pursuing workplan items that support the development of structurally-balanced operating budgets, advance appropriate new development activity, establish community facilities districts, address economic development priorities, and take proactive steps to both address local areas of concern as well as plan for regional and statewide budgetary impacts.
- **Infrastructure:** This goal will be accomplished by pursuing workplan items that implement Citywide capital infrastructure improvements, ensure neighborhood compatibility and historic preservation, and provide enhanced mobility options.
- **Relationships:** This goal will be accomplished by pursuing workplan items that serve to enhance community trust in all City operations, invest in Community Activist Policing programs, inspire excellence in customer service, and provide enhanced opportunities for civic engagement and fiscal transparency.

While maintaining a focus on achieving Citywide Strategic Objectives, the City Council took a proactive approach to ensure the City's fiscal sustainability by adopted a Financial Resiliency Plan (FRP). The FRP was founded on the principle of taking action today, when we can, instead of tomorrow, when we have to. Five core principles of the FRP include the following:

1. Protect General Fund dollars and minimize subsidies to any funds that should be self-sustaining. This includes ensuring that user fees cover the cost of providing services.
2. Complete the remaining elements of the City's CalPERS Response (CPR) Plan.
3. Facilitate appropriate new development projects to bolster the City's revenue base.
4. Build up General Fund reserve levels in preparation for a possible future recession.
5. Consider contracting out for services if a significant cost savings has been identified and if appropriate.

Both the Citywide Strategic Goals and the FRP core plan principles have been incorporated into the development of the Fiscal Year 2020-21 budget.

GENERAL FUND OVERVIEW

The total General Fund budget for FY 2020-21 is \$41.16 million in revenues and \$41.88 million in expenditures including a \$500,000 set aside for future pension obligations. Key General Fund revenues include property tax, sales tax, transient occupancy tax (TOT), and other revenues. The City's two revenue sources most-impacted by COVID-19 are sales tax and transient occupancy tax, or TOT. Due to the nature of this pandemic and the corresponding impact to certain segments of the economy (consumer spending and lodging), these two revenue sources are disproportionately impacted when compared to other revenues in the General Fund.

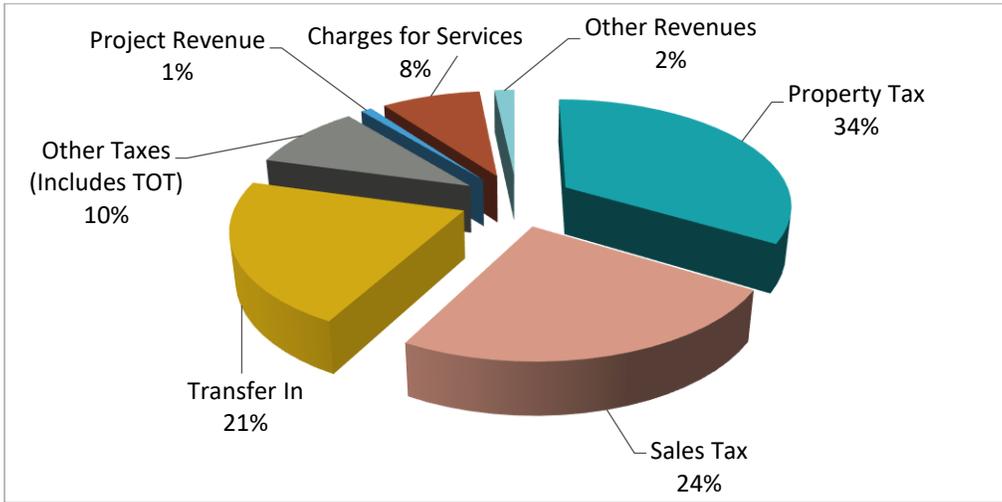
Property tax revenues are expected to be \$13.85 million for FY 2020-21. With a projected increase of 0.5%, property taxes continue to be a strong and stable revenue source for the General Fund. It makes up 34% of the City's General Fund revenue and represents the largest of all revenues. It is expected that COVID-19 will have minimal impacts on property tax revenues in FY 2020-21.

Sales tax revenues are expected to be \$9.98 million for FY 2020-21. The Bradley Burns 1% Sales Tax is the second largest revenue source in the General Fund, making up 24% of all General Fund revenue. Due to COVID-19 forcing the temporary closure of businesses, there is a decrease of 12.1%.

Transient occupancy tax revenues are expected to be \$1.86 million for FY 2020-21. This tax constitutes 4.5% of the General Fund's revenues and is the second most impacted revenue in the General Fund. With hotels operating at 60-80 percent occupancy rates, there is a decrease of 37.4%.

The following charts provides a breakdown of the City's \$41.16 million in General Fund Revenues in FY 2020-21.

**Sources of General Fund Revenue
Fiscal Year 2020-21**



In preparing the expenditure budget, a series of measures were implemented to achieve savings, including: adjusting maintenance and operations line-items; renegotiating contract pricing; freezing vacant positions; eliminating non-essential overtime; instituting voluntary pay cuts for the City Manager and Department Directors, and; shifting some costs to other appropriate funds. The City's three labor unions also requested delay of a compensation salary survey recommendations in the spring of 2020. A thorough review of operating department line-item budgets was also performed and strategic adjustments were made to ensure a budget with the least impact to residents and businesses. Adjustments have been made in all categories of expenditures.

General Fund Expenditures	
Personnel Costs	\$29.09M
Maintenance & Operations	\$9.23M
Transfers & Other	\$3.06M
Expenditures Subtotal	\$41.38M
Funds Set Aside for Section 115 Trust	\$0.50M
Total Expenditures & Set Aside	\$41.88M

General Fund personnel costs are \$29.09 million in FY 2020-21. With around 70% of the operating budget allocated towards personnel related costs, the City has closely monitored and taken a strategic approach to overall staffing levels. The most significant savings was achieved by keeping a number of non-critical General Fund positions vacant through the end of the fiscal year. By keeping positions vacant in each department, approximately \$961,693 is saved. With these changes, the City has a total of 244.75 authorized positions in the FY 2020-21 Budget.

The overall General Fund Maintenance & Operations (M & O) expenditures are \$9.23 million FY 2020-21.

Lastly, one of the key principals of the City's Financial Resiliency Plan is preparing for the future. As such, this budget includes a plan to set aside \$500,000 in a Section 115 Trust to be used to pay for future Other Post-Employment Benefits (OPEB) and the CalPERS Unfunded Accrued Liability (UAL).

MEASURE K FUND

On November 5, 2019, Monrovia voters approved Measure K, which authorized a 0.75% transactions and use tax that became effective on April 1, 2020. Revenues (net of administrative fees) are estimated to be \$3,705,800 for FY 2020-21. In an effort to solicit feedback from the community on funding priorities, residents and businesses were asked to weigh in on how to prioritize funding via a community survey. The City Council was presented with survey data compiled from 223 respondents. Based on survey feedback received, City Council Goals were ranked as being “Very Important or Extremely Important” by the following percentages:

- Financial Management – 92% of respondents felt this goal was very important or extremely important
- Infrastructure – 89% of respondents felt this goal was very important or extremely important
- Customer Service – 63% of respondents felt this goal was very important or extremely important
- Relationships – 50% of respondents felt this goal was very important or extremely important

However, given the uncertainty of the current financial environment and the uncertainty of the actual amount of Measure K revenue that will be received during the year, the City Council decided it would be prudent to delay approving a spending plan at this time. The decision was made to defer approval until a later time when a better assessment of actual revenues can be completed and a better understanding of the overall impacts of COVID-19 on the City’s finances can be determined. Generally, a majority of the funds are likely to be attributed towards deferred maintenance and improving the City’s financial position by increasing reserve levels.

CAPITAL IMPROVEMENT PROGRAM

In accordance with our adopted Strategic Goal of Infrastructure, the City has continued to develop and implement a very aggressive capital improvement program (CIP) plan.

The City’s largest CIP project nearing completion is a multi-year initiative called *Monrovia Renewal*. This initiative is investing an estimated \$55.2 million in improvements of deferred street, sidewalk, water system, and sewer line maintenance initiatives. The overall plan is repairing or replacing every street in the City that has a pavement condition index rating of less than 70, implementing necessary water transmission pipe replacements, improving or replacing water production facilities, and upgrading all sewer lines in need of repair or upsizing.

The Southwest and Southeast sections of Monrovia Renewal, which encompasses the area between Colorado Boulevard and the I-210 freeway within City limits, were completed in FY 2016-17. The Northwest section, covering the area between Colorado and Hillcrest Boulevards west of Myrtle Avenue, was completed in FY 2017-18. The South section, covering the area south of the I-210 freeway stretching to the City’s east and west limits, and the North section, covering the area north of Hillcrest Boulevard to the City’s east and west limits, were completed in calendar year 2020.

As the City is in the last and final phase of Monrovia Renewal, it is anticipated that the project will be completed within this fiscal year and within budget. Monrovia Renewal Project expenditures total \$6.64 million for FY 2020-21.

Additional budgeted CIP expenditures for FY 2020-21, totaling \$4.33 million, have been incorporated into the budget. The comprehensive FY 2020-21 CIP Budget includes:

- Roll over 7 existing CIP projects to the FY 2020-21 budget, as follows:
 - Community Center Planning Project
 - Bradoaks/Santa Fe Project
 - Huntington Drive Phase II
 - Huntington Drive/5th Ave Project
 - Comprehensive Old Town Upgrade Project
 - Comprehensive Library Park Upgrades
 - Mountain Avenue Resurfacing Project

- Establish 1 new CIP capital initiative, as follows:
 - Lucinda Garcia Park Project

Furthermore, the FY 2020-21 budget incorporates a variety of community programs that are aimed at enhancing the quality of life for our residents. Programs are focused on addressing overall housing, homelessness, and affordable housing issues in the community. Staff has been successful in obtaining grant funding for most of these programs, which totals approximately \$1.8 million. Programs include the following:

- Emergency COVID Housing Impact Grant (\$150K)
- Homeless Prevention and Diversion Program (\$15K)
- Homeless Plan Implementation Program (\$150K)
- CDBG CARES Program (\$127K)
- LEAP Housing Planning Grant (\$150K)
- SB2 Planning Grant Program (\$120K)
- Lucinda Garcia Park Improvements (\$1.1M)

LOCAL BUDGETARY CONCERNS IMPACTING CITY'S LONG-TERM FISCAL HEALTH

Several ongoing budgetary concerns impact the City, some of which will require the City to develop long-term solutions and plans to address structural deficits. Several of the budgetary areas of concern are as follows:

Impacts of COVID-19: The COVID-19 pandemic will continue to have an impact on the City's revenues, with the biggest impacts expected in sales tax revenues and hotel tax revenues.

Highly-Subsidized Assessment District Funds: Significant subsidies continue to be required for the City's two Assessment Districts: The Lighting and Landscape Assessment District (LLD), which provides funding for street lighting, street signals, street tree maintenance, median landscaping, and Gold Hills landscaping, and the Park Maintenance Assessment District (PMD), which provides funding to maintain and service the City's eight parks. In regards to the LLD, the assessment to property owners has remained essentially unchanged since inception; however, costs have consistently increased each year, especially electricity, contract services, and other maintenance and operations costs. While the PMD allows for an annual CPI increase, annual increases have not kept up with the cost of providing service.

Workers' Compensation Fund: The Workers' Compensation Fund is an internal service fund that accounts for the City's workers' compensation costs (e.g., the cost of both insurance premiums and claims). Revenue is brought into this fund from other funds, including the General Fund, to pay for workers' compensation costs. The intent of this funding methodology is to recoup the full amount of the annual expense in this fund, so that the fund is fully sustainable on its own. When the City transitioned to the California Joint Powers Insurance Authority (CJPIA) as its insurance carrier, that action created two separate workers' compensation cost centers. With insurance coverage levels through the CJPIA, after the City pays our annual premium, the insurance carrier covers all workers' compensation claim costs from the first dollar in moving forward. However, the action to change insurance carriers also created a listing of tail claims, which are workers' compensation claims accepted by the City prior to engaging the CJPIA as our carrier. While our ongoing forward facing workers' compensation costs have stabilized through the CJPIA, our pre-CJPIA workers' compensation tail claim costs have been steadily increasing during the past few years as the City implemented management practices to pay down future workers' compensation liabilities. Given this overall cost structure, the workers' compensation fund has had difficulty staying in a positive position. Paying down our workers' compensation tail claim costs now will relieve the City of significant future liabilities, however, to implement that strategy, in FY 2020-21, an additional \$400,000 is needed to keep the fund solvent, which equates to a total annual charge out to other funds of \$2.2 million. The General Fund's share of this \$400,000 increase is \$360,000 in FY 2020-21.

Vehicle and Equipment Replacement Reserves: The City's Fund Balance Policy looks to maintain a minimum fund balance reserve of at least 30% of the estimated replacement value of all vehicles and

equipment in the City's fleet inventory. While funding has been set aside each year as part of the budget process, it has not been adequate and we have not been able to achieve our target reserve levels. Based on the replacement value of the City's fleet inventory, the minimum reserve in the fund should be approximately \$2.8 million; however, the estimated reserve at June 30, 2021, is \$1.6 million, resulting in a shortfall of \$1.2 million.

Retirement Fund / Pension Costs: Continued growth is expected in our CalPERS unfunded accrued liability (UAL). While this is an issue that will need to be addressed from a long-term perspective, a payment plan to address the City's current outstanding balance is included in the FY2020-21 budget. As part of the CalPERS Response Plan (CPR) approved in FY 2017-18, City Council adopted a UAL Funding Policy that includes provisions for paying off the City's outstanding UAL balance within a specified period of time. Based on the outstanding balance of \$10.46 million at June 30, 2020, the payoff period should be no more than 9 years. It should be noted, however, that additional UAL balances may develop in future years for a variety of reasons (e.g., CalPERS investments perform lower than discount rate, etc.). As such, staff will develop new payment plans as appropriate.

CONCLUSION

There are many that have contributed in developing the FY 2020-21 Budget. In particular, Monrovia is blessed to have strong and visionary political leadership from the Mayor and City Council. The leadership provided by the City Council is complimented by talented City staff committed to delivering the best services to the community. I am very proud of the City's financial team for working tirelessly to address the new challenges. From department directors to newly appointed employees, all rose to the challenge and found ways to manage our budget.

The adoption of the FY 2020-21 Budget is not the end of our financial management practices for the year, but instead, serves as the beginning of a fluid and interactive process that will be engaged throughout the next year. As part of our commitment to fiscal responsibility, we will be continuing to dialogue with the City Council and the community regarding implementation and execution of sound financial decisions. We will be coming back to the City Council, periodically, throughout this next budget cycle with revised financial projections for the budget period, mid-year budget reviews, regular study sessions, meetings with the Audit Committee, as well as progress updates on advancing our strategic goals. These ongoing practices will ensure that the City remains in good fiscal health, while accomplishing our strategic goals.

Best regards,

Dylan Feik
City Manager

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 budget 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. The City has developed and adopted the following four Strategic Goals that tie into the concept of *the Pursuit of Excellence*:
 - Strategic Goal 1: Customer Service
 - Strategic Goal 2: Financial Management
 - Strategic Goal 3: Infrastructure
 - Strategic Goal 4: Relationships with the Community
2. Beginning with fiscal year 1994-95, the City Council has codified its long-standing principles of financial management. The Fourteen Principles of Financial Management, shown further 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 expenditures (including unfunded mandates), and identify capital project requirements.
4. The City completed a comprehensive cost study update of all citywide fees and charges, whereby the full cost of providing each service was identified, and a percentage of cost recovery was established. The cost of providing services and the percent of cost recovery is updated on an annual basis by Staff, and a comprehensive schedule of fees and charges is presented to Council for review and approval through the budget adoption process. During this review process, the revised rates 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 Administrative Services 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 the Administrative Services Department 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. The Administrative Services Department 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, the Administrative Services Department 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 the Administrative Services Department, 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, the Administrative Services Department 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. However, this year, due to the unforeseen circumstances of the COVID-19 pandemic, the Fiscal Year 2020-2021 budget adoption was postponed until the first Council meeting in August. The additional time was needed to identify and develop cost-savings strategies to help offset significant revenue impacts resulting from COVID-19. During budget meetings 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 Administrative Services Department generates a line item detail report for use by all City departments, which is made available in electronic format on the City's Intranet page. Additionally, the budget presentation is made available on the City's website for use by the community.

The final budget document is prepared by the Administrative Services 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.

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, consistent with the City's Reserve Policy.

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. The City shall evaluate potential risks and benefits, and analyze the impact that the debt will have on City's creditworthiness, debt affordability, and capacity, consistent with the City's Debt Management Policy.

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.

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, in compliance with the City's Investment Policy

Citywide Strategic Goals

The City has established four strategic goals in support of our current thematic goal of the Pursuit of Excellence. Those four strategic goals include the following:

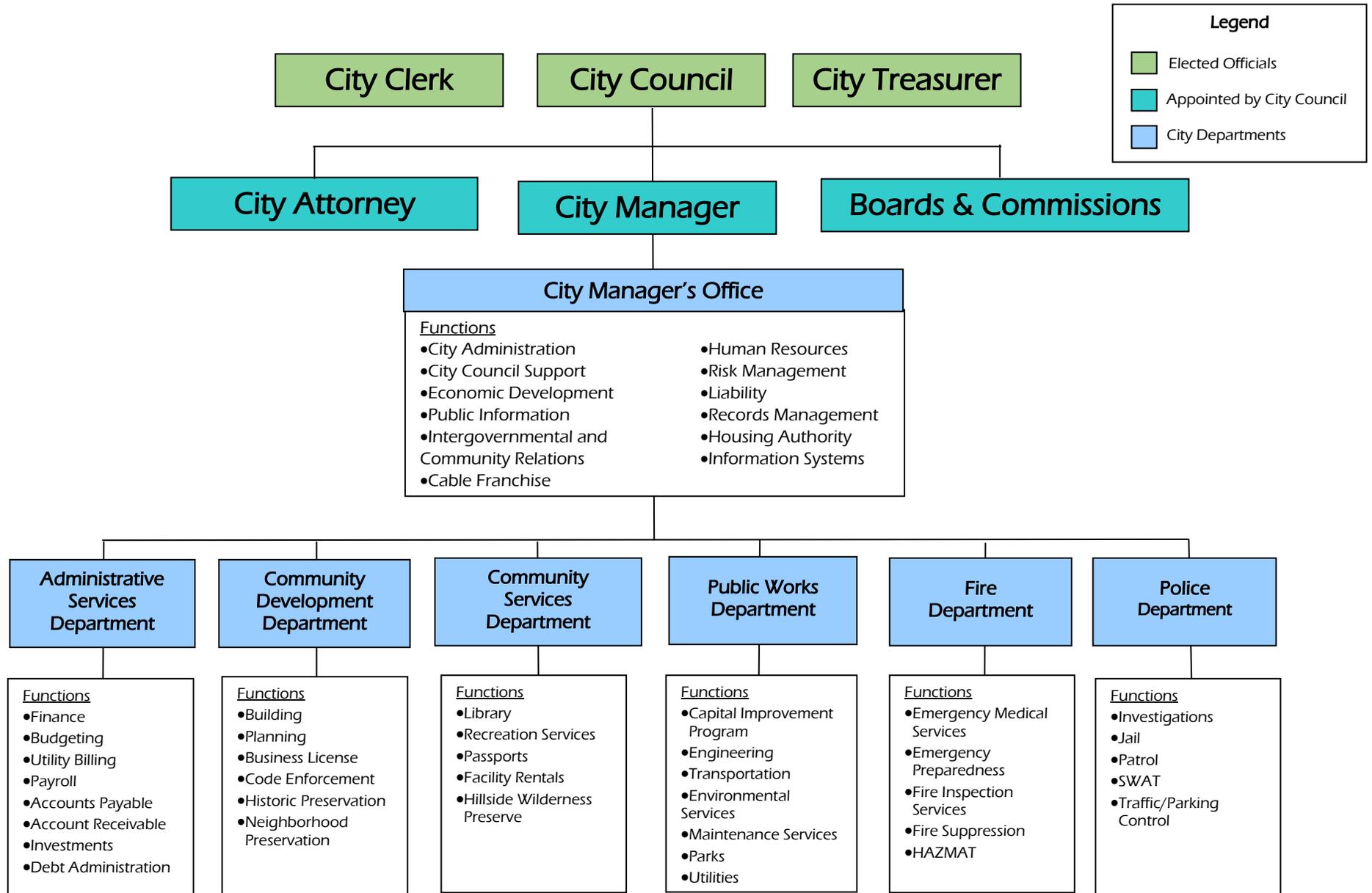
- **Strategic Goal 1: Customer Service**
 - This goal will be accomplished by pursuing workplan items that strengthen our mission-driven and values-based organizational culture, invest in training and development of our people to help them achieve success, and gauge operational effectiveness.

- **Strategic Goal 2: Financial Management**
 - This goal will be accomplished by pursuing workplan items that support the development of structurally-balanced operating budgets, advance appropriate new development activity, establish community facilities districts, address economic development priorities, and take proactive steps to both address local areas of concern as well as plan for regional and statewide budgetary impacts.

- **Strategic Goal 3: Infrastructure**
 - This goal will be accomplished by pursuing workplan items that implement Citywide capital infrastructure improvements, ensure neighborhood compatibility and historic preservation, and provide enhanced mobility options.

- **Strategic Goal 4: Relationships**
 - This goal will be accomplished by pursuing workplan items that serve to enhance community trust in all City operations, invest in Community Activist Policing programs, inspire excellence in customer service, and provide enhanced opportunities for civic engagement and fiscal transparency.

City of Monrovia Organizational Chart

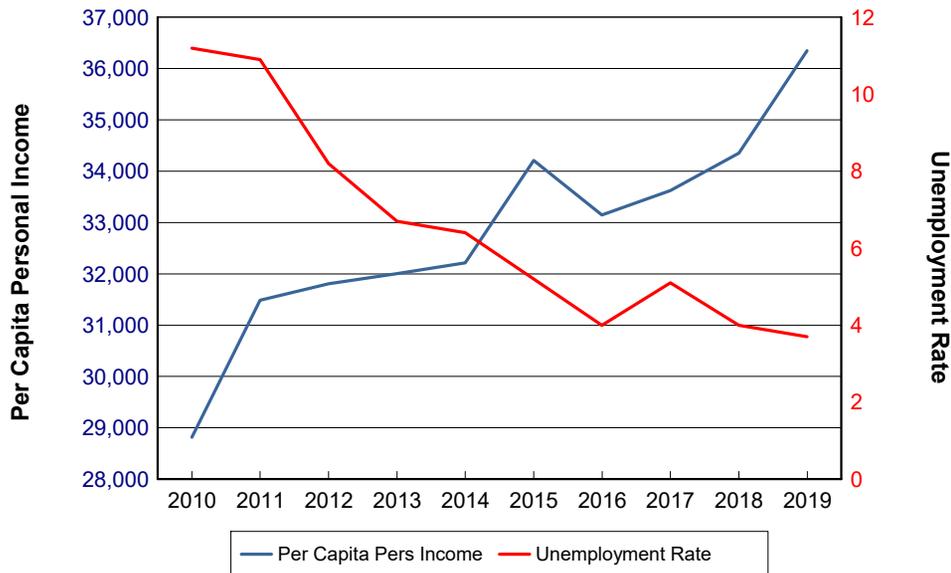


THE CITY OF MONROVIA

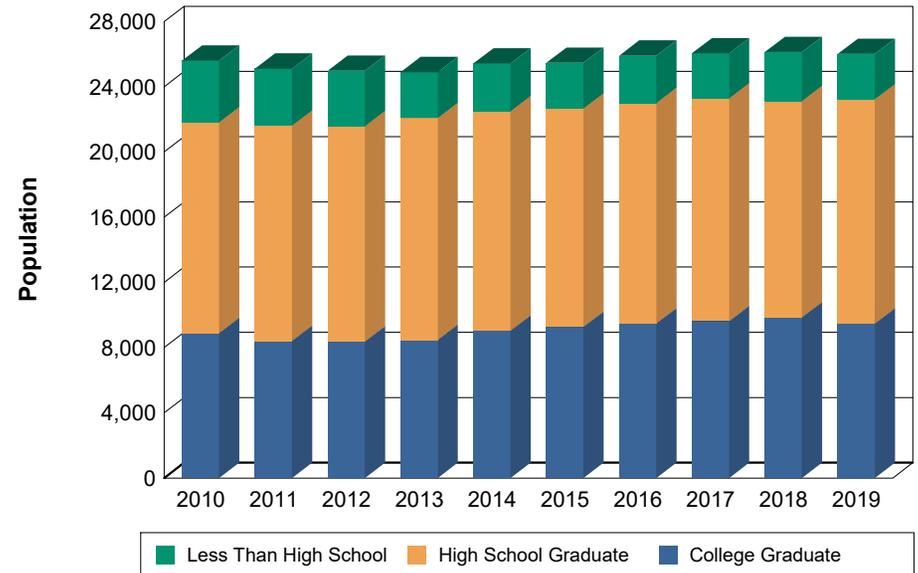
DEMOGRAPHIC AND ECONOMIC STATISTICS

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
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%
2014	37,179	\$1,197,721	\$32,215	6.4%	37.7	88.5%	35.5%
2015	37,531	\$1,283,929	\$34,209	5.2%	37.1	89.0%	36.4%
2016	38,514	\$1,276,561	\$33,145	4.0%	37.8	88.8%	36.6%
2017	38,787	\$1,304,117	\$33,622	5.1%	39.3	89.4%	36.9%
2018	38,529	\$1,323,440	\$34,349	4.0%	39.4	88.5%	37.7%
2019	37,935	\$1,378,862	\$36,348	3.7%	40.0	89.3%	36.4%

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



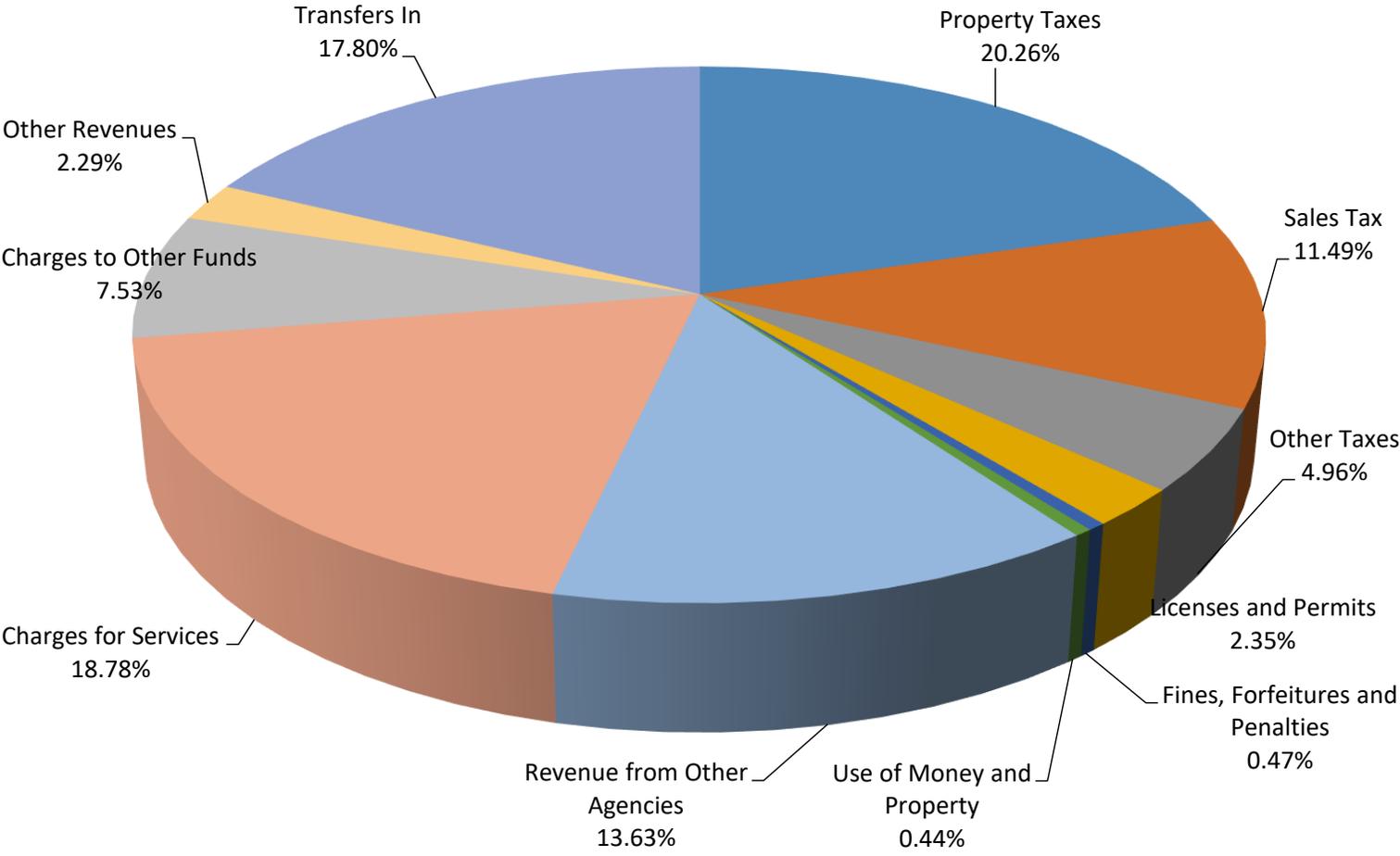
FINANCIAL OVERVIEW

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 2020-21

	Fiscal Year 2020-21	
	\$ Amount	% of Total
<u>PROPERTY TAXES</u>		
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.	\$24,139,899	20.26%
<u>SALES TAX</u>		
Taxes imposed upon the sale or consumption of goods and services in the City. Revenues include Bradley Burns 1% sales tax, transportation sales tax revenues, Measure K transaction tax revenues, and 1/2% public safety revenues.	\$13,684,304	11.49%
<u>OTHER TAXES</u>		
Revenue derived from property transfer, business license, transient occupancy, franchise fees, and other various taxes.	\$5,913,203	4.96%
<u>LICENSES AND PERMITS</u>		
Revenue received from the issuance of licenses and permits within the City of Monrovia (e.g., animal licenses, building permits, etc.)	\$2,798,607	2.35%
<u>FINES, FORFEITURES, AND PENALTIES</u>		
Monies derived from the City's share of fines and penalties imposed by the courts for vehicle code and other statutory violations.	\$544,320	0.47%
<u>USE OF MONEY AND PROPERTY</u>		
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.	\$529,050	0.44%
<u>REVENUE FROM FEDERAL, STATE & OTHER AGENCIES</u>		
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.	\$16,242,317	13.63%
<u>CHARGES FOR SERVICES</u>		
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)	\$22,378,941	18.78%
<u>CHARGES TO OTHER FUNDS</u>		
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.	\$8,974,975	7.53%
<u>OTHER REVENUES</u>		
Miscellaneous and one-time revenues that do not fall into any other classification.	\$2,727,408	2.29%
<u>TRANSFERS IN</u>		
Transfers in from other funds.	\$21,204,085	17.80%
TOTAL	\$119,137,109	100.00%

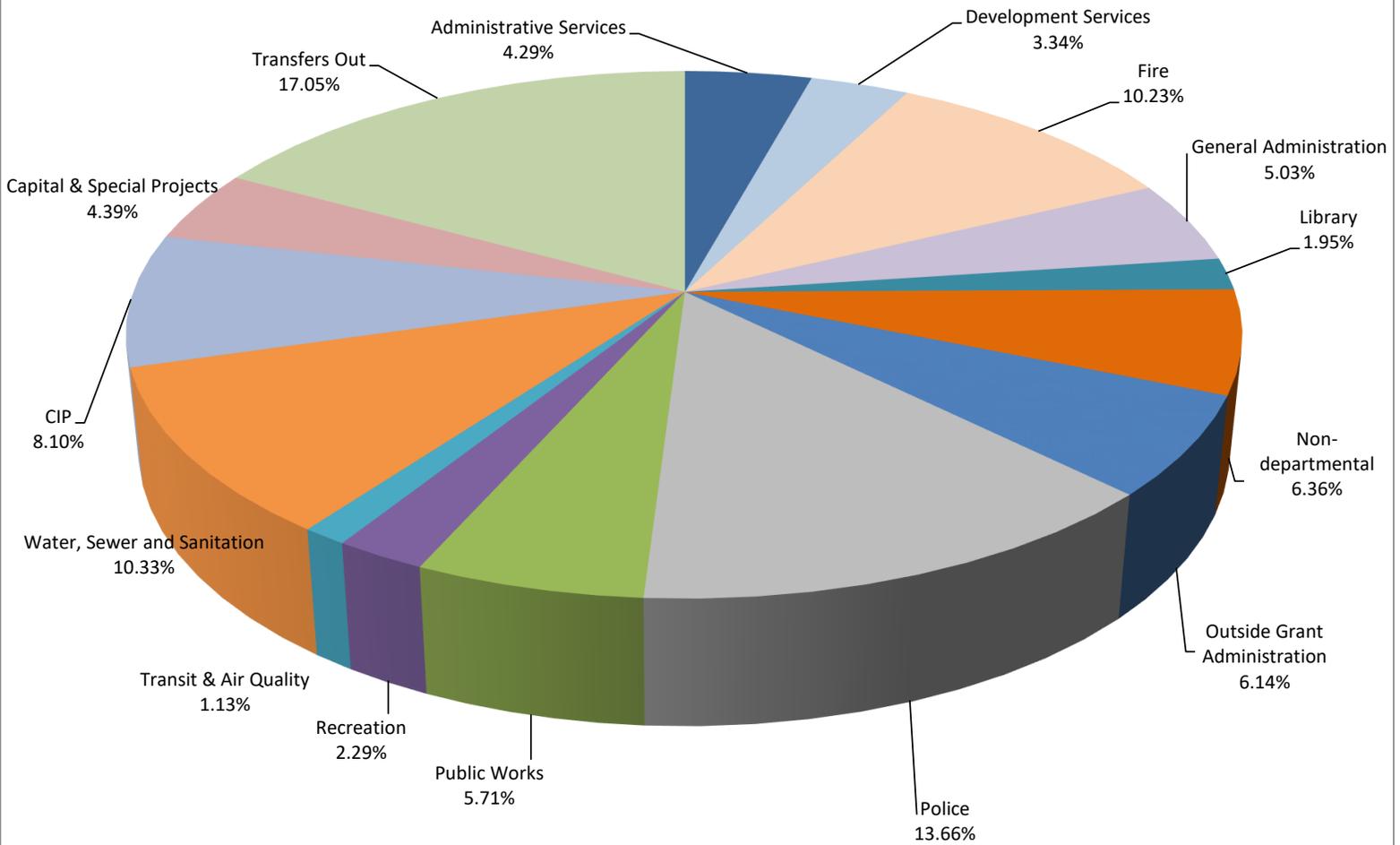
Sources of Revenue by Major Category Fiscal Year 2020-21



**City of Monrovia
Areas of Expenditure
Operating Budget
Fiscal Year 2020-21**

	Fiscal Year 2020-21	
	Amount	% of Total
<u>GENERAL ADMINISTRATION</u>		
Expenditures for general administrative support of the various operating departments. Includes City Council, City Clerk, City Treasurer, City Attorney, and Human Resources. These departments, along with the City Manager, are responsible for news media communication, community relations, website management and record keeping. Also includes expenditures for job recruitments, placements, workers' compensation, claims management, insurance and liability claims, unemployment claims, and employee personnel issues.	6,254,002	5.03%
<u>ADMINISTRATIVE SERVICES</u>		
Expenditures for all accounting services, which includes collecting revenues, paying bills, preparing payroll, data processing and utility billing. Provides financial and analytical support to all departments. In addition, includes expenditures related to the management and maintenance of the City's information systems, including the telephone system and finance computer system.	5,331,011	4.29%
<u>POLICE</u>		
Expenditures for police protection, crime investigation and prevention, traffic safety and animal control services.	16,986,603	13.66%
<u>FIRE</u>		
Expenditures for fire suppression, prevention, and investigation. Emergency medical (paramedic) service is also provided by the Fire Department.	12,727,801	10.23%
<u>RECREATION SERVICES</u>		
Expenditures for recreation programs at the Community Center for youngsters, adults and senior citizens. Also includes all parks programs.	2,848,499	2.29%
<u>LIBRARY</u>		
Expenditures for maintenance of the Library and its collection. Also included are reference services, children's programs and outreach to shut-ins.	2,428,088	1.95%
<u>DEVELOPMENT SERVICES</u>		
Expenditures for building inspection, plan checking, zone administration, and long-range planning. Also included is business licensing.	4,157,091	3.34%
<u>TRANSIT AND AIR QUALITY</u>		
Expenditures for Monrovia Transit, the community's contracted Dial-A-Ride transportation system. Also included are programs funded for other public transit and ridesharing.	1,408,313	1.13%
<u>PUBLIC WORKS</u>		
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.	7,102,914	5.71%
<u>WATER, SEWER AND SANITATION</u>		
Expenditures for design, construction and maintenance of the City's water, sewer and storm drain systems.	12,847,833	10.33%
<u>OUTSIDE GRANT ADMINISTRATION</u>		
Expenditures for outside public safety agencies for which the City performs financial management fiduciary duties.	7,641,317	6.14%
<u>NON-DEPARTMENTAL</u>		
Expenditures for the payment of principal and interest on bonds and items not logically costed in other departments.	7,911,722	6.36%
<u>CIP</u>		
Expenditures for capital improvement projects, including Monrovia Renewal, as well as various streets, transit, and other park improvements.	10,078,717	8.10%
<u>CAPITAL/SPECIAL PROJECTS</u>		
Expenditures for special programs tracked separately from other operational costs. Includes programs funded by various grants.	5,457,743	4.39%
<u>TRANSFERS OUT</u>		
Expenditures that reflect transfers out to other funds, which includes debt service payments, general overhead, and support costs.	21,204,085	17.05%
TOTAL OPERATING BUDGET	124,385,739	100.00%

Areas of Expenditure Operating Budget Fiscal Year 2020-21





COMBINED FUND STATEMENT

The following table summarizes the estimated financial position of each City fund for fiscal year 2020-21. The “Beginning Balance” shows the total amount available at the close of 2019-20, 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 2020-21**

FUND		BEGINNING BALANCE	BEGINNING OTHER FUND	TOTAL FUND BALANCE	PROJECT REVENUES	TRANSFERS IN	TRANSFER FROM RESERVES & REPAYMENTS	TOTAL RESOURCES	TOTAL AVAILABLE	TOTAL OPERATING BUDGET	
#	DESCRIPTION	7-1-20	RESERVES	7-1-20							
GENERAL OPERATING FUNDS											
111	General	7,638,106	69,171	7,707,277	31,941,680	381,740	8,839,796	0	41,163,215	48,801,322	38,412,013
112	Measure K	866,100	0	866,100	3,705,800	0	0	0	3,705,800	4,571,900	0
211	Emergency	(579,205)	0	(579,205)	622,450	0	0	0	622,450	43,245	0
281	Development Services	(3,477,109)	1,123,831	(2,353,278)	4,169,227	625,250	438,552	826,162	6,059,191	2,582,082	3,490,160
SUBTOTAL		4,447,892	1,193,002	5,640,894	40,439,156	1,006,990	9,278,348	826,162	51,550,656	55,998,549	41,902,173
ENTERPRISE & UTILITY FUNDS											
411	Water - Operations	0	11,662,750	11,662,751	14,230,392	0	0	280,000	14,510,392	14,510,392	12,410,522
411	Water - Monrovia Renewal	2,062,757	0	2,062,757	0	0	0	0	0	2,062,757	0
421	Sewer and Sanitation - Operations	0	5,589,216	5,589,216	1,659,822	0	0	178,000	1,837,822	1,837,822	1,542,934
421	Sewer and Sanitation - Monrovia Renewal	2,383,079	0	2,383,079	0	0	0	0	0	2,383,079	0
423	Storm Drain Maintenance	0	759,627	759,627	795,000	0	50,000	22,000	867,000	867,000	153,500
424	Street Sweeping	0	223,088	223,088	213,000	0	0	3,000	216,000	216,000	184,520
431	Waste Management	699,436	18,417	717,853	2,459,915	49,750	0	1,000	2,510,665	3,210,101	402,502
SUBTOTAL		5,145,273	18,253,098	23,398,371	19,358,129	49,750	50,000	484,000	19,941,879	25,087,152	14,693,978
SPECIAL PURPOSE FUNDS											
212	Retirement	1,255,199	0	1,255,199	7,359,332	0	2,100,000	0	9,459,332	10,714,530	160,000
213	Streets Maintenance	(28,257)	0	(28,257)	613,469	0	1,039,896	0	1,653,365	1,625,108	805,789
214	Pension Obligation Bond	40,073	0	40,073	12,000	0	6,469,416	0	6,481,416	6,521,489	6,469,416
221	Transportation Dev - Prop A	152,362	0	152,362	1,117,388	0	0	0	1,117,388	1,269,750	574,262
222	Transportation Dev - Prop C	70,440	0	70,440	715,360	0	0	0	715,360	785,800	24,396
223	Air Quality	436,426	0	436,426	57,400	0	0	0	57,400	493,826	14,350
224	Transportation Dev - Meas R	12,723	0	12,723	444,395	0	0	0	444,395	457,118	0
225	Prop C & Meas R Proj - Monrovia Renewal	984,041	0	984,041	48,000	0	0	0	48,000	1,032,041	0
226	Prop C & Measure R Debt Service	8,424	802,177	810,601	2,000	0	790,656	0	792,656	801,080	793,306
227	Measure M	20,011	0	20,011	552,768	0	0	0	552,768	572,779	2,000
231	Traffic Safety	85,635	0	85,635	459,000	0	60,863	0	519,863	605,498	457,730
232	Gas Tax	0	0	0	906,377	0	0	0	906,377	906,377	0
233	Bikeway Development	0	0	0	0	0	0	0	0	0	0
234	Library Grant	81,020	0	81,020	1,000	77,000	1,125	0	79,125	160,145	0
235	Hazardous Materials	55,501	0	55,501	224,850	0	29,050	0	253,900	309,401	258,232
236	SB1 RMRA	1,179,497	0	1,179,497	666,184	0	0	0	666,184	1,845,681	0
241	Other Grants	0	0	0	395,745	0	0	0	395,745	395,745	0
242	Asset Forfeiture LA Clear	1,600,000	0	1,600,000	300,000	0	0	0	300,000	1,900,000	0
243	Comm. Dev. Block Grant	610	0	610	355,674	0	0	0	355,674	356,284	356,283
244	Fire Grant	4	0	4	56,525	0	0	0	56,525	56,529	0
245	Drug Enforcement	(5,941)	0	(5,941)	30,000	0	260,945	0	290,945	285,004	282,890
246	Police Grants	0	0	0	263,651	0	0	0	263,651	263,651	0
247	HIDTA Grant	(0)	0	(0)	7,831,317	0	0	0	7,831,317	7,831,317	7,831,317
248	OES Grant	618	0	618	0	0	0	0	0	618	0
249	Other Fiduciary Police Grants	11,556	0	11,556	100	0	0	0	100	11,656	0
261	Lighting/Landscape Mctce Dist.	(182,268)	0	(182,268)	1,050,492	0	616,729	0	1,667,221	1,484,953	1,446,840
266	Park Mctce. District	2,223	0	2,223	229,497	0	7,174	0	236,671	238,894	202,643
271	Bus. Improve. District	25,676	0	25,676	90,700	0	0	0	90,700	116,376	93,294
311	Capital Improvement	210,122	2,438,433	2,648,555	2,150,487	0	0	0	2,150,487	2,360,609	0
713	Hillside Acquisition Debt Svcs	33,607	0	33,607	733,000	0	0	0	733,000	766,607	498,643
714	Hillside Acquisition Cap Proj	82,987	0	82,987	0	0	146,000	0	146,000	228,987	9,100
715	Library Bond Debt Service Fund	198,958	0	198,958	1,036,550	0	0	0	1,036,550	1,235,508	934,563
716	Library Construction Project	1,111,870	0	1,111,870	12,000	0	200,000	0	212,000	1,323,870	0
832	Miller Memorial Trust	35,674	70,000	105,674	1,000	0	0	0	1,000	36,674	34,900
833	Bartle Memorial Trust	70,519	0	70,519	0	0	0	0	0	70,519	35,100
921	Monrovia Housing Authority	502,142	3,001,385	3,503,527	25,000	4,000	123,175	0	152,175	654,317	197,226
SUBTOTAL		8,051,451	6,311,995	14,363,446	27,741,262	81,000	11,845,028	0	39,667,289	47,718,740	21,482,279
INTERGOVERNMENTAL FUNDS											
511	Facilities Maintenance	0	2,346,159	2,346,159	1,809,000	0	8,448	98,509	1,915,956	1,915,956	1,544,348
512	Equipment Pool	968,651	2,494,733	3,463,384	2,026,369	0	5,052	3,469,195	5,500,616	6,469,267	2,832,392
521	Central Services	60,617	98,263	158,880	1,688,367	0	17,210	1,636,611	3,342,188	3,402,806	1,554,598
531	S.I.R. Liability	53,706	(427,468)	(373,763)	1,453,000	0	0	0	1,453,000	1,506,706	1,448,073
532	S.I.R. Worker's Compensation	7,745	(1,592,131)	(1,584,386)	2,200,000	0	0	0	2,200,000	2,207,745	2,147,353
533	S.I.R. Unemployment	63,564	0	63,564	80,000	0	0	0	80,000	143,564	40,000
SUBTOTAL		1,154,283	2,919,555	4,073,838	9,256,736	0	30,709	5,204,315	14,491,760	15,646,043	9,566,764
TOTAL		18,798,900	28,677,649	47,476,549	96,795,283	1,137,740	21,204,085	6,514,477	125,651,585	144,450,484	87,645,194

**CITY OF MONROVIA
COMBINED FUNDS STATEMENT
FISCAL YEAR 2020-21**

FUND		CIP	CAPITAL/ SPECIAL PROJECTS	TOTAL BUDGETS	TRANSFERS OUT	TRANSFERS TO RESERVES	TOTAL APPRO- PRIATIONS	ENDING BALANCE 6-30-21	ENDING OTHER FUND RESERVES	TOTAL FUND BALANCE 6-30-21
#	DESCRIPTION									
GENERAL OPERATING FUNDS										
111	General	0	490,010	38,902,022	2,480,588	500,000	41,882,610	6,918,711	569,171	7,487,882
112	Measure K	0	0	0	0	0	0	4,571,900	0	4,571,900
211	Emergency	0	50,000	50,000	0	0	50,000	(6,755)	0	(6,755)
281	Development Services	0	1,096,162	4,586,322	461,464	355,250	5,403,036	(2,820,954)	652,919	(2,168,036)
SUBTOTAL		0	1,636,172	43,538,344	2,942,052	855,250	47,335,647	8,662,902	1,222,090	9,884,991
ENTERPRISE & UTILITY FUNDS										
411	Water - Operations	0	0	12,410,522	2,010,797	89,073	14,510,392	0	11,471,823	11,471,823
411	Water - Monrovia Renewal	1,998,076	0	1,998,076	0	0	1,998,076	64,681	0	64,681
421	Sewer and Sanitation - Operations	0	0	1,542,934	219,417	75,472	1,837,823	(0)	5,486,688	5,486,687
421	Sewer and Sanitation - Monrovia Renewal	2,383,079	0	2,383,079	0	0	2,383,079	0	0	0
423	Storm Drain Maintenance	0	325,000	478,500	77,605	310,895	867,000	0	1,048,522	1,048,522
424	Street Sweeping	0	0	184,520	30,858	622	216,000	0	220,710	220,710
431	Waste Management	0	49,750	452,252	2,450,998	0	2,903,250	306,851	17,417	324,268
SUBTOTAL		4,381,155	374,750	19,449,883	4,789,675	476,062	24,715,620	371,533	18,245,160	18,616,692
SPECIAL PURPOSE FUNDS										
212	Retirement	0	0	160,000	9,592,449	0	9,752,449	962,081	0	962,081
213	Streets Maintenance	613,470	0	1,419,259	130,262	0	1,549,521	75,587	0	75,587
214	Pension Obligation Bond	0	0	6,469,416	0	0	6,469,416	52,073	0	52,073
221	Transportation Dev - Prop A	0	613,748	1,188,010	0	0	1,188,010	81,740	0	81,740
222	Transportation Dev - Prop C	0	325,485	349,881	395,328	0	745,209	40,592	0	40,592
223	Air Quality	0	0	14,350	0	0	14,350	479,476	0	479,476
224	Transportation Dev - Meas R	0	10,605	10,605	445,328	0	455,933	1,185	0	1,185
225	Prop C & Meas R Proj - Monrovia Renewal	788,837	0	788,837	0	0	788,837	243,204	0	243,204
226	Prop C & Measure R Debt Service	0	0	793,306	0	0	793,306	7,774	802,177	809,951
227	Measure M	0	151,891	153,891	400,000	0	553,891	18,888	0	18,888
231	Traffic Safety	0	0	457,730	77,539	0	535,269	70,229	0	70,229
232	Gas Tax	0	0	0	906,377	0	906,377	0	0	0
233	Bikeway Development	0	0	0	0	0	0	0	0	0
234	Library Grant	0	77,000	77,000	0	0	77,000	83,145	0	83,145
235	Hazardous Materials	0	0	258,232	50,408	0	308,640	761	0	761
236	SB1 RMRA	1,681,256	0	1,681,256	0	0	1,681,256	164,425	0	164,425
241	Other Grants	75,000	320,745	395,745	0	0	395,745	0	0	0
242	Asset Forfeiture LA Clear	0	959,315	959,315	0	0	959,315	940,685	0	940,685
243	Comm. Dev. Block Grant	0	0	356,283	0	0	356,283	0	0	0
244	Fire Grant	0	56,525	56,525	0	0	56,525	4	0	4
245	Drug Enforcement	0	0	282,890	0	0	282,890	2,114	0	2,114
246	Police Grants	0	263,650	263,650	0	0	263,650	1	0	1
247	HIDTA Grant	0	0	7,831,317	0	0	7,831,317	(0)	0	(0)
248	OES Grant	0	0	0	0	0	0	618	0	618
249	Other Fiduciary Police Grants	0	0	0	0	0	0	11,656	0	11,656
261	Lighting/Landscape Mtce Dist.	0	0	1,446,840	217,006	0	1,663,845	(178,892)	0	(178,892)
266	Park Mtce. District	0	0	202,643	30,395	0	233,038	5,855	0	5,855
271	Bus. Improve. District	0	0	93,294	12,127	0	105,421	10,955	0	10,955
311	Capital Improvement	1,965,362	0	1,965,362	150,000	0	2,115,362	245,247	2,438,433	2,683,680
713	Hillside Acquisition Debt Svcs	0	0	498,643	230,000	0	728,643	37,964	0	37,964
714	Hillside Acquisition Cap Proj	0	0	9,100	0	0	9,100	219,887	0	219,887
715	Library Bond Debt Service Fund	0	0	934,563	200,000	0	1,134,563	100,945	0	100,945
716	Library Construction Project	522,598	0	522,598	0	0	522,598	801,272	0	801,272
832	Miller Memorial Trust	0	0	34,900	0	0	34,900	1,774	70,000	71,774
833	Bartle Memorial Trust	0	0	35,100	0	0	35,100	35,419	0	35,419
921	Monrovia Housing Authority	0	121,657	318,883	141,954	0	460,837	193,480	3,001,385	3,194,865
SUBTOTAL		5,646,523	2,900,622	30,029,424	12,979,173	0	43,008,597	4,710,143	6,311,995	11,022,138
INTERGOVERNMENTAL FUNDS										
511	Facilities Maintenance	51,039	75,000	1,670,387	245,569	0	1,915,956	0	2,247,650	2,247,650
512	Equipment Pool	0	471,200	3,303,592	165,603	2,031,421	5,500,616	968,651	1,056,959	2,025,610
521	Central Services	0	0	1,554,598	82,013	1,705,578	3,342,189	60,617	167,230	227,846
531	S.I.R. Liability	0	0	1,448,073	0	0	1,448,073	58,633	(427,468)	(368,836)
532	S.I.R. Worker's Compensation	0	0	2,147,353	0	0	2,147,353	60,392	(1,592,131)	(1,531,739)
533	S.I.R. Unemployment	0	0	40,000	0	0	40,000	103,564	0	103,564
SUBTOTAL		51,039	546,200	10,164,003	493,185	3,736,999	14,394,187	1,251,856	1,452,240	2,704,096
TOTAL		10,078,717	5,457,743	103,181,654	21,204,085	5,068,311	129,454,050	14,996,434	27,231,484	42,227,918

CITY OF MONROVIA
Transfers In
Fiscal Year 2020-21 Budget

TO FUND	#	AMOUNT FROM FUND	#	AMOUNT	PURPOSE	
General	111	\$8,847,576	Retirement	212	\$3,284,671	Retirement costs
			Street Maintenance	213	\$114,937	General overhead
			Traffic Safety	231	\$77,539	General and PD Admin overhead
			Hazardous Materials	235	\$50,408	General & Fire Admin overhead
			Lighting and Tree District	261	\$217,006	General overhead
			Park Maint. District	266	\$30,395	General overhead
			Business Imp District	271	\$12,127	General overhead
			Development Services	281	\$461,464	General overhead
			Capital Projects	311	\$150,000	One-time transfer of dwelling unit tax proceeds
			Water	411	\$1,329,174	General & PW Admin overhead
			Sanitation	421	\$172,176	General & PW Admin overhead
			Storm Drain Maintenance	423	\$68,475	General & PW Admin overhead
			Street Sweeping	424	\$27,228	General & PW Admin overhead
			Waste Management	431	\$2,092,998	Waste Hauler permit revenue
			Facilities Maintenance	511	\$245,569	General overhead
			Equip./Vehicle Replacement	512	\$165,603	General, Fire & Pol. Admin overhead
			Central Services	521	\$82,013	General overhead
			Hillside Bond Fund	713	\$84,000	Hillside Maint. Tax
			Housing Set Aside	921	\$36,954	General overhead
			Water	411	\$38,112	Water fund's share of UAL contribution
			Sewer	421	\$1,726	Sewer fund's share of UAL contribution
Housing	921	\$105,000	Support for homeless outreach			
				<u>\$8,847,576</u>		
Retirement	212	\$2,100,000	General	111	\$2,100,000	To supplement retirement fund
Street Maintenance	213	\$1,039,896	Retirement	212	\$33,519	Retirement costs
			Gas Tax	232	\$256,377	Gas Tax support of Street Fund
			Measure R	224	\$50,000	General Street Resurfacing Projects
			Measure M	227	\$400,000	General Street Improvement Projects
			Waste Mgmt	431	\$300,000	Hauler fees to support street operations
					<u>\$1,039,896</u>	
POB Debt Service	214	\$6,469,416	Retirement	212	\$5,950,834	Transfer to Cover Annual D/S + Trustee Fees
					\$496,024	Water fund's share of POB debt service
					\$22,558	Sanitation fund's share of POB debt service
					<u>\$6,469,416</u>	
Monrovia Renewal LRB's	226	\$790,656	Prop C	222	\$395,328	Mon Ren Project Financing - 50% DS and Trustee Charges
			Measure R	224	\$395,328	Mon Ren Project Financing - 50% DS and Trustee Charges
					\$790,656	
Traffic Safety	231	\$60,863	Retirement	212	\$10,863	Retirement costs
			General Fund	111	\$50,000	Support for Traffic Safety Fund
					<u>\$60,863</u>	
Public Library	234	\$1,125	Retirement	111	\$1,125	Retirement costs
Hazardous Materials	235	\$29,050	Retirement	212	\$29,050	Retirement costs
Asset Forfeiture	245	\$260,945	General	111	\$260,945	PERS & Gen Fnd Support for Asst Forfeiture

CITY OF MONROVIA
Transfers In
Fiscal Year 2020-21 Budget

TO FUND	#	AMOUNT FROM FUND	#	AMOUNT	PURPOSE	
Lighting/Tree Mtce Dist.	261	\$616,729	Gas Tax	232	\$600,000	Gas Tax Support for District Maintenance
			Retirement	212	\$16,729	Retirement costs
					\$616,729	
Park Maint. Assmt. District	266	\$7,174	Retirement	212	\$7,174	Retirement costs
Development Services Fund	281	\$430,772	Retirement	212	\$174,243	Eng support;
			Various	281	\$256,529	Gas Tax support
					\$430,772	
Storm Drain	423	\$50,000	Waste Management	431	\$50,000	Hauler fees to cover storm drain compliance costs
Facilities Maintenance	511	\$8,448	Retirement	212	\$8,448	Retirement costs
Equipment Maintenance	512	\$5,052	Retirement	212	\$5,052	Retirement costs
Central Services	521	\$17,210	Retirement	212	\$17,210	Retirement costs
Hillside Acquisition Cap Proj	714	\$146,000	Hillside Debt Service	713	\$146,000	Transfer excess reserves and annual property tax
Library Cap Proj	716	\$200,000	Library Debt Service	716-xxx	\$200,000	Transfer excess reserves
SUBTOTAL CITY TRANSFERS		\$21,080,910			\$21,080,910	
Successor Agency						
Affordable Housing	921	\$123,175	Retirement	212	\$10,009	Retirement costs
			Retirement	212	\$8,351	Retirement costs
			General Fund	111	\$104,815	Support of MAP - salary + M & O
					\$123,175	
SUBTOTAL SA TRANSFERS		\$123,175			\$123,175	
TOTAL		\$21,204,085			\$21,204,085	

CITY OF MONROVIA
Transfers Out
Fiscal Year 2020-21 Budget

FROM FUND	#	AMOUNT	TO FUND	#	AMOUNT	PURPOSE
General	111	\$2,480,588	Retirement	212	\$2,100,000	To supplement retirement fund
			Asset Forfeiture	245	\$225,773	Support for Asset Forfeiture Program
			Affordable Housing (MAP)	921	\$104,815	Support of MAP - salary + M & O
			Traffic Safety	231	\$50,000	Support for Traffic Safety Fund
					<u>\$2,480,588</u>	
Retirement	212	\$9,592,449	General	111	\$3,284,671	Retirement costs
			Street Maintenance	213	\$33,519	Retirement costs
			POB Debt Service	214	\$5,950,834	Transfer to Cover Annual D/S + Trustee Fees
			Traffic Safety	231	\$10,863	Retirement costs
			Public Library	234	\$1,125	Retirement costs
			Hazardous Materials	235	\$29,050	Retirement costs
			Asset Forfeiture	245	\$35,172	Retirement costs
			L & L Assessment District	261	\$16,729	Retirement costs
			Park Assessment	266	\$7,174	Retirement costs
			Development Services	281	\$174,243	Retirement costs
			Facilities Maintenance	511	\$8,448	Retirement costs
			Equip Mtce/Fire Equip/Radio	512	\$5,052	Retirement costs
			Central Services	521	\$17,210	Retirement costs
			Affordable Housing	921	\$18,360	Retirement costs
					<u>\$9,592,449</u>	
Street Maintenance	213	\$130,262	General	111	\$130,262	General overhead
Proposition C	222	\$395,328	Monrovia Renewal LRB's	226	<u>\$395,328</u>	Mon Ren Project Fin. - 50% DS and Trustee Charges
Measure R	224	\$445,328	Street Maintenance Fund	213	\$50,000	General Street Resurfacing Projects
			Monrovia Renewal LRB's	226	<u>\$395,328</u>	Mon Ren Project Fin. - 50% DS and Trustee Charges
					<u>\$445,328</u>	
Measure M	227	\$400,000	Street Maintenance Fund	213	\$400,000	General Street Improvement Projects
Traffic Safety	231	\$77,539	General	111	<u>\$77,539</u>	General and Police overhead
Gas Tax	232	\$906,377	Street Maint.	213	\$256,377	Gas Tax support of Street Fund
			Del Svcs (Engineering)	281	\$50,000	Gas Tax support of Engineering
			Lighting & Landscaping Districts	261	<u>\$600,000</u>	Support of Lighting & Landscaping Districts
					<u>\$906,377</u>	
Hazardous Materials	235	\$50,408	General	111	\$50,408	General & Fire overhead
Lighting/Tree Assmt	261	\$217,006	General	111	\$188,072	General & P/W Admin overhead
			Development Services	281	<u>\$28,934</u>	Engineering overhead
					<u>\$217,006</u>	
Park Maint. Asst. Dist.	266	\$30,395	General	111	\$30,395	General overhead
Business Impr District	271	\$12,127	General	111	\$12,127	General overhead
Development Services	281	\$461,464	General	111	\$461,464	0 General overhead, Additional support to the GF
Capital Improvement	311	\$150,000	General	111	\$150,000	General and PW Admin overhead
Water	411	\$2,010,797	General	111	\$1,329,174	General overhead
			General	111	\$10,804	Water fund's share of UAL Contribution
			General	111	\$27,308	Water fund's share of UAL Contribution
			POB Debt Service	214	\$140,558	Water fund's share of POB debt service (UB)
			POB Debt Service	214	\$355,466	Water fund's share of POB debt service (water serv)
			Development Services	281	<u>\$147,487</u>	PW Engineering Overhead
					<u>\$2,010,797</u>	

CITY OF MONROVIA
Transfers Out
Fiscal Year 2020-21 Budget

FROM FUND	#	AMOUNT	TO FUND	#	AMOUNT	PURPOSE
Sanitation	421	\$219,418	General	111	\$172,176	General & PW Admin overhead
			General	111	\$1,726	Sewer fund's share of UAL Contribution
			POB Debt Service	214	\$22,558	Sanitation fund's share of POB debt service
			Development Services	281	<u>\$22,957</u>	Engineering Overhead
					<u>\$219,418</u>	
Storm Drain Maintenance	423	\$77,605	General	111	\$68,475	General and PW Admin overhead
			Development Services	281	<u>\$9,130</u>	PW Engineering Overhead
					<u>\$77,605</u>	
Street Sweeping	424	\$30,858	General	111	\$27,228	General and PW Admin overhead
			Development Services	281	<u>\$3,630</u>	PW Engineering Overhead
					<u>\$30,858</u>	
Waste Management	431	\$2,450,998	General	111	\$1,642,998	General & PW overhead; Waste Hauler permit transfer
			General	111	\$450,000	Hauler fees to provide additional GF support
			Development Services	281	\$8,000	Eng o/h; add'l hauler fees for pt hours/support
			Storm Drain Maintenance	423	\$50,000	Hauler fees to cover storm drain comp. program costs
			Street Maintenance	213	<u>\$300,000</u>	Comm. Hauler fee now accted for here; Trf to 213
					<u>\$2,450,998</u>	
Facilities Maintenance	511	\$245,569	General	111	\$245,569	General overhead
Equipment Maintenance	512	\$165,603	General	111	\$165,603	General, Police & Fire Admin overhead
Central Services	521	\$82,013	General	111	\$41,341	General overhead
			General	511	<u>\$40,672</u>	General overhead
					<u>\$82,013</u>	
Hillside Acquisition	713	\$230,000	General	111	\$84,000	Annual property tax earmarked for HWP
			Hillside Acquisition	714	<u>\$146,000</u>	Excess reserves/property tax to be transferred to project fund
					<u>\$230,000</u>	
Library Debt Service	715	\$200,000	Library Cap Proj	715-xxx	\$200,000	Transfer excess reserves
SUBTOTAL CITY		<u>\$21,062,131</u>			<u>\$21,062,131.44</u>	
MRA						
Housing Set Aside	921	\$141,954	General	111	\$29,174	General overhead
			General	112	\$105,000	Support for homeless outreach
			Development Services	281	<u>\$7,780</u>	Community Development overhead
					<u>\$141,954</u>	
SUBTOTAL MRA		<u>\$141,954</u>			<u>\$141,954</u>	
TOTAL		<u>\$21,204,085</u>			<u>\$21,204,085</u>	



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.

City of Monrovia
Revenues by Source
Fiscal Years 2018-19 through 2020-21

ACCT		2018-19	2019-20	2020-21
NO.	DESCRIPTION	ACTUAL	REVISED BUDGET	ADOPTED BUDGET
PROPERTY TAXES				
3000	Current Secured Taxes	\$14,125,882	\$14,472,439	\$15,118,928
3003	Redemption Taxes	104,006	153,023	155,265
3006	Open Space	656,381	660,000	649,440
3007	Maintenance Tax	83,318	84,000	83,160
3010	Current Unsecured Taxes	336,150	354,172	340,000
3012	Property Tax In Lieu of VLF	4,338,453	4,575,466	4,765,804
3013	Other Property Taxes	1,041,159	1,050,000	1,034,550
3014	Penalties & Interest	33,549	38,514	38,960
3017	In-Lieu Property Taxes	552,576	552,000	552,576
3030	Property Transfer Tax	192,535	230,000	200,000
3128	Homeowners Property Tax Relief	85,034	92,239	89,000
3129	State Supplemental Property Tax	350,078	406,241	387,216
3426	AB 1290 Reimbursement	653,516	650,000	725,000
	Subtotal	\$22,552,638	\$23,318,094	\$24,139,899
SALES TAXES				
3023	Sales Tax - 1%	\$10,105,515	\$11,422,814	\$13,263,800
3025	PSAF - 1/2 Cent Sales Tax	473,829	476,632	420,504
	Subtotal	\$10,579,344	\$11,899,446	\$13,684,304
OTHER TAXES				
3027	Franchises	\$927,783	\$825,675	\$743,098
3031	Business License Tax	763,282	740,000	703,000
3032	Construction Tax	6,001	226,500	180,125
3033	Business License Penalties	22,263	20,000	20,000
3034	Transient Occupancy Taxes	2,045,103	2,253,257	1,861,181
3036	In-Lieu Franchise Fees	546,619	550,000	483,396
3057	Commercial Franchise Fees	498,692	535,991	557,431
3058	Residential Franchise Fees	567,532	577,984	601,104
3478	Old Town Franchise Fees	40,027	21,216	22,065
3483	Supplemental Franchise Fees	698,377	713,274	741,805
3514	Mello Roos	0	0	0
	Subtotal	\$6,115,679	\$6,463,897	\$5,913,203
LICENSES & PERMITS				
3037	Animal Licenses	\$31,735	\$40,000	\$40,000
3043	Special Business Regulation Program	7	0	0
3046	Filming Permits	11,281	7,500	7,500
3047	Temporary Encroachment Permits	0	0	0
3048	Permanent Encroachment Permits	126,305	83,114	85,607
3049	Public Improvement Inspection- Residential	0	0	0
3051	Building Permit Fees	178,992	424,000	1,748,000
3052	Electrical Permit Fees	66,022	98,000	280,000

**City of Monrovia
Revenues by Source
Fiscal Years 2018-19 through 2020-21**

ACCT		2018-19	2019-20	2020-21
NO.	DESCRIPTION	ACTUAL	REVISED BUDGET	ADOPTED BUDGET
3053	Garage Sale Permits	2,535	2,750	2,000
3055	Business License Admin Processing Fee	0	0	0
3056	Air Condition/Refrigerator/Heating Permits	30,765	66,000	140,000
3061	Grading Inspection Fees- Residential	8,532	11,000	11,000
3064	Grading Inspection Fees- Commercial	0	12,500	12,500
3065	Plumbing/Sewer Permits	50,490	54,000	120,000
3066	Building Permit / No Plan Check Fees	167,597	220,000	130,000
3067	Building Demo Permit	0	1,305	0
3071	Inspections - Relocations	0	0	0
3072	Reinspection Fees	103	0	0
3074	Fire Department Permits	973	500	500
3077	Hydrant System Flow Test	0	0	0
3078	State Mandated Inspection	0	0	2,000
3079	Fire Service Impact Fee	342,815	70,000	70,000
3080	Fire Inspection Fee	250	0	0
3081	Fire System Permit Fee	42,088	115,000	115,000
3481	Solar Permit - Commercial	0	1,500	2,000
3482	Solar Permit - Residential	17,750	20,000	25,000
3502	Building Permit - Grading	521	0	7,500
	Subtotal	\$1,078,761	\$1,227,169	\$2,798,607
FINES & FORFEITURES				
3083	Non Sweeping Parking Fines	\$195,845	\$130,000	\$130,000
3084	Street Sweeping Parking Fines	232,466	180,000	180,000
3085	Court Fines (Vehicle Code)	95,064	95,000	84,000
3089	Civil Subpoena Fees	448	200	200
3090	Parking Bail	124,971	144,000	144,000
3091	Library Book Fines	13,059	12,000	6,000
3092-3095	Miscellaneous Fines	113	120	120
	Subtotal	\$661,966	\$561,320	\$544,320
USE OF MONEY & PROPERTY				
3096	Interest & Investment Earnings	\$720,083	\$558,100	\$529,050
3097, 3495	Rents & Concessions	\$125	\$0	\$0
3508	Lease Revenue	\$1,101,485	\$0	\$0
	Subtotal	\$1,821,693	\$558,100	\$529,050
REVENUE FROM OTHER AGENCIES				
3102	MTA Bus Passes	\$3,616	\$4,000	\$4,000
3103	Foothill Transit Fares	156	400	400
3104	Proposition C	641,357	667,145	586,049
3105	Other County Grants	364,685	110,789	925,968
3106	Prop "A" Park Maintenance	345,297	29,000	29,000

City of Monrovia
Revenues by Source
Fiscal Years 2018-19 through 2020-21

ACCT		2018-19	2019-20	2020-21
NO.	DESCRIPTION	ACTUAL	REVISED BUDGET	ADOPTED BUDGET
3108	Incentive Grants	182,195	107,445	94,123
3111	Motor Vehicle In-Lieu	18,618	20,000	30,000
3112	Off Highway Motor Vehicle Fees	0	0	0
3114	St POST Reimbursements	32,689	7,500	7,500
3117	AF OT Reimbursement - Non Federal	0	0	0
3118	DMV Fee/Air Quality	50,309	48,000	48,000
3120	State Grant	88,199	75,000	77,000
3121	State Gas Tax - 2106	131,709	129,103	124,926
3122	State Gas Tax - 2107	267,632	264,384	245,685
3123	State Gas Tax - 2107.5	6,000	6,000	6,000
3124	Gas Tax - Bikeways	0	28,861	0
3125	State Gas Tax - 2105	212,810	211,131	204,226
3127	State Sales Tax	773,211	804,300	706,530
3132	Public Library Grant	2,931	0	0
3133	OES Reimbursement	359,565	202,900	200,000
3134	AB2928-Traffic Congestion	0	0	0
3136	Other State Grants	232,326	195,447	206,380
3137	Bullet Proof Vest Reimb	6,556	0	7,072
3138	Beverage Container Grant	9,766	9,905	19,750
3141	Federal Grant	51,968	0	1,887,283
3142	C.D.B.G. Reimbursements	244,803	227,475	355,674
3143	AF OT Reimbursement - Justice	17,530	20,000	30,000
3144	AF OT Reimbursement - Treasury Dept	10,692	0	0
3405	Homeland Security Grant	42,701	120,911	86,899
3422	HIDTA Grant	6,842,635	8,596,707	8,131,317
3435	Measure "R"	481,156	500,359	439,581
3440	Bradbury Reimbursement	8,449	0	0
3443	Highway Users Tax	129,577	319,894	325,540
3463	BSCC Grant	0	0	0
3476	Adiministrative Cost Allowance Reimbursement	250,000	250,000	250,000
3480	Arcadia Reimbursement	28,063	10,000	10,000
3484	Urban Greening Grant	0	0	0
3485	ELAC Reimbursement	16,037	15,000	15,000
3490	MUSD Reimburesment	80,000	80,000	80,000
3513	Measure "M"	540,533	567,074	498,141
3517	Taking Back Our Community Initiative	4,500	10,000	10,000
3523	AF-Shares Non-Federal	0	0	0
3528	Maintenance Agreement Revenues	16,712	100,272	100,272
3532	Measure W	0	125,000	500,000
Subtotal		\$12,494,982	\$13,864,002	\$16,242,317

CHARGES FOR SERVICES

Planning and Zoning

3159	Landscape Plan Check	\$3,640	\$3,400	\$3,000
3160	Hillside Development Permit	0	2,000	2,000

**City of Monrovia
Revenues by Source
Fiscal Years 2018-19 through 2020-21**

ACCT		2018-19	2019-20	2020-21
NO.	DESCRIPTION	ACTUAL	REVISED BUDGET	ADOPTED BUDGET
3161	Environmental Assessment	15,960	10,000	5,000
3162	Window/Awning Sign Permit	48	48	48
3164	Historical Preservation- Mills Act	3,200	3,200	3,200
3165	Historical Preservation- Design Fee	2,500	2,000	2,000
3166	Historical Preservation- Certificate Application	883	1,040	1,040
3167	Minor Variance Review	6,160	6,000	6,000
3168	Variance Fees	0	1,700	1,700
3169	Certificate of Compliance	0	0	0
3170	Time Extension Review	540	540	540
3171	Temporary Banner Review	194	150	150
3172	Change of Address	640	480	480
3174	Tent Tract Amendment	0	0	0
3176	Historic Dist Design	0	0	0
3177	Minor Conditional Use Permit	2,320	1,500	1,500
3178	Conditional Use Permit	26,432	25,000	23,000
3183	Conditional Use Permit Amendment	1,823	1,200	600
3186	Tent Vest Parcel	0	0	0
3187	Zone Change Fee	12,108	39,200	15,000
3188	Zone Response Letter	186	700	600
3189	Property Owner List Preparation	5,697	5,000	4,500
3190	Lot Split Fee	0	0	0
3191	Tract Map Fees	0	1,000	1,000
3193	Parcel Map Fees	25	1,500	1,000
3197	Notice of Publication Fees	3,498	5,000	3,800
3217	Misc Dev Review	0	0	0
3499	Technical Review	10,495	51,610	3,500
3511	Demolition Review	3,840	3,000	2,800
3518	CEQA Third Party Review	0	0	0
3519	Traffic Study Review	0	0	0
3520	Soil/Geotech Report Review	0	0	0
3521	Biological Report Review	0	0	0
3522	Other Technical Review	0	36,500	0
3525	Consultant Technical Review	81,865	0	70,000
	Subtotal	\$182,052	\$201,768	\$152,458

Plan Check Revenues

3198	Plan Check Fees- Consultant	\$229,180	\$1,615,000	\$1,075,000
3199	Plan Check Fees- Commercial	0	0	0
3200	Additional Plan Check Fees	9,214	15,000	30,000
3202	Plan Revision Checking	0	0	0
3203	Computerization Cost Recovery	28,665	30,000	29,000
3204	Construction Inspection	98,831	98,375	78,831
3206	Environmental Impact Report	0	0	0
3207	General Plan Cost Recovery	25,700	300,000	200,000
3210	DRC- Comm'l/ Ind/ Manf.	7,537	4,000	3,000
3213	DRC- Other	4,327	16,000	12,000

City of Monrovia
Revenues by Source
Fiscal Years 2018-19 through 2020-21

ACCT		2018-19	2019-20	2020-21
NO.	DESCRIPTION	ACTUAL	REVISED BUDGET	ADOPTED BUDGET
3218	Grading Plan Check- Residential	5,524	22,230	22,230
3219	Grading Plan Check- Commercial	44,050	18,800	18,800
3223	Fortune Telling Permit-Renewal	0	0	0
3425	Plan Check-Building Permit Plans	33,929	300,500	165,000
3447	DRC Apporval/Encroachment Permit	150	300	300
3448	Building Departmental Review Process	15,834	24,998	18,553
3449	Encroachment License	0	0	0
3456	Wireless Facility Revenue	7,613	7,500	5,000
3466	Subdivision Fees	34,063	195,000	20,000
3467	Appeal Fees	355	300	300
3468	Mining Fees	0	0	0
3470	Design Review (DRC)	8,325	17,000	12,000
3471	Sign Review (DRC)	3,935	3,500	3,000
3473	Historical Preservation-Surcharge	2,758	3,000	3,000
3486	Wireless Review	0	0	0
3500	Plan Check - In House	51,978	40,000	70,000
3501	Plan Check - Grading	1,000	0	10,000
Subtotal		\$613,724	\$2,711,503	\$1,776,014

Public Safety Services

3228	Filming Services	\$10,321	\$10,000	\$10,000
3230, 3236	Impounds	60,266	43,500	43,500
3231	Noise Disturb Call Back	0	0	0
3232	Impound/Vehicle Release-Misc.	29,150	64,000	64,000
3233	Vehicle Equipment Correction Inspection	4,168	4,000	4,000
3234	DUI Accident/Investigation Report	22,157	13,000	13,000
3239	Photo Reproduction	224	0	0
3240	Subpoena Production	422	0	0
3243	Fire Incident Report	0	0	0
3245	Emergency Medical Service Fees	16,170	190,000	210,000
3248	Police and Fire False Alarms	26,185	27,500	27,500
3249	Video Reproduction	583	0	0
3250	Police Crime Verification Letter	1,064	1,000	1,000
3254	Record Check	1,640	1,200	1,200
3258	Special Services/ Police and Fire	5,914	5,000	5,000
3261	Paramedic Fees	540,212	540,000	525,000
3262	Fire Inspection/Test Fees	152,669	245,000	193,000
3264	Haz Mat Inspection Fees	208,824	221,450	221,450
3266	Risk Management Protection Plan	2,281	3,000	2,400
3388	Repossession Fees	795	1,000	1,000
3391	Inmate Worker Program Revenue	1,210	6,000	6,000
3427	Proposition 69 DNA ID Card	1,380	1,500	1,500
3493	Parking Permit	7,234	3,000	3,000
3507	Ambulance Dispatch Fee	0	0	0
3529	Booking Fee	0	0	0
3530	911 Recording Reproduction	0	6,000	1,000

City of Monrovia
Revenues by Source
Fiscal Years 2018-19 through 2020-21

ACCT		2018-19	2019-20	2020-21
NO.	DESCRIPTION	ACTUAL	REVISED BUDGET	ADOPTED BUDGET
3531	Weapons Intake & Release	0	450	450
	Subtotal	\$1,092,869	\$1,386,600	\$1,334,000
<u>Highway and Street Charges</u>				
3267	Route Oversized Vehicle Charges	\$1,280	\$1,368	\$1,368
	Subtotal	1,280	1,368	1,368
<u>Public Works Charges</u>				
3268	St. Vac Processing			
3269	Street Lighting Assessment	\$483,446	\$487,946	\$487,946
3270	Landscape Assessment	79,479	80,180	79,126
3271	Parkway Assessment	719,544	739,585	712,567
	Subtotal	\$1,282,469	\$1,307,711	\$1,279,639
<u>Recreation and Library Services</u>				
3276	Non-Residence Fees	\$1,237	\$1,135	\$1,560
3278	Youth Commission Revenue	253	1,000	400
3279	Canyon Park Cabin Rental	30,128	36,000	36,000
3281	Special Events Revenue	27,570	32,700	32,700
3282	Taxable Merchandise Revenue	961	1,500	1,500
3283	Room Rentals - Community Center	122,813	80,000	72,000
3284	Software Cost Recovery	2,595	4,100	4,100
3285	Program Income	16,852	24,500	18,500
3287	Youth Contract Classes	35,272	30,000	30,000
3288	Adult Contract Classes	25,155	27,000	20,000
3292	Park Outdoor Education Program	1,385	3,000	1,000
3293	Outdoor Education Program- MUSD	16,868	8,000	6,000
3294	Park Facility Reservation	24,668	10,000	10,000
3295	Youth Ball Field Rental	1,365	500	3,500
3296	Adult Ball Field Rental	0	0	0
3297	Equipment Rental	62	350	0
3300	Canyon Park Admission Fee	126,991	135,500	110,000
3410	Spring Sponsorships	0	9,000	9,000
3432	Youth Sports Revenue	4,815	7,820	3,000
3433	DVD Rentals	0	0	0
3453	Sponsorships	17,541	2,000	2,000
3460	Canyon Park Special Activities	6,300	8,000	8,000
3474	Parade Sponsorships	0	3,000	3,000
3475	Halloween Sponsorships	0	9,000	9,000
	Subtotal	\$462,830	\$434,105	\$382,260
<u>Utility Services Revenue</u>				
3305	Water Sales	\$11,457,263	\$12,974,204	\$13,823,892
3306	Backflow Inspection Charges	90,665	50,000	55,000
3309	Utility Activation Fees	16,878	15,000	15,000
3310	Turn On/Shut Off Charges	18,883	10,000	5,000

**City of Monrovia
Revenues by Source
Fiscal Years 2018-19 through 2020-21**

ACCT		2018-19	2019-20	2020-21
NO.	DESCRIPTION	ACTUAL	REVISED BUDGET	ADOPTED BUDGET
3311	Meter Installation Charges	41,981	50,000	50,000
3314	Delinquent Penalty	86,840	85,000	85,000
3318	Sewer Service Charges	1,536,116	1,553,519	1,576,822
3320	Storm Drain Maintenance Fee	289,656	285,000	285,000
3321	Street Sweeping Charges	212,256	210,000	210,000
3324	Waste Impact Fees-Residential	468,053	476,396	490,687
3326	Waste Impact Fees- Commercial	5,663	36,722	37,823
	Subtotal	\$14,224,253	\$15,745,841	\$16,634,225

Miscellaneous Services

3229	Finger Prints	\$536	\$0	\$0
3329	Sale of Prints & Publications	1,036	1,936	1,130
3330	Passport Fee	50,348	56,000	35,000
3331	Document Certification	25	10	10
3334	Proctor Testing	0	0	0
3336	Farebox Revenues	651,698	579,389	398,637
3337	Sales of Fuel	201,468	185,640	210,000
3339	Charges to Other Funds	8,121,326	8,190,529	8,974,975
3342	Business License Application Fees	60,256	62,000	62,000
3344	Assessments	43,122	52,000	52,000
3345	Microfilming/Scanning Fees	28,104	45,000	40,000
3436	Passport Photos	22,810	32,000	15,000
3437	Passport Postage	14,227	20,000	5,000
3451	Document Notarization Fee	379	200	200
	Subtotal	\$9,195,336	\$9,224,704	\$9,793,951

OTHER REVENUE

3352	Sale of Real & Personal Property	\$78,540	\$143,200	\$15,000
3353	Gain/Loss Sales of Property	0	0	0
3355	Tech Center Sales	454	400	400
3356	SB-90 Reimbursement	62,484	30,000	30,000
3357	Miscellaneous Reimbursements	380,319	337,111	1,455,624
3362	Contributions	55,111	55,650	47,350
3363	Contributions - Park Bench	5,545	4,250	4,250
3364	Filming Revenues	3,150	5,000	5,000
3365	Contributions- MUSD	0	0	0
3371	Proceeds from Loans	0	0	0
3377	Hillside Bond Proceeds	0	0	0
3381	Gain (Loss) on Investment	338,695	0	0
3397	Other Revenues	248,086	150,200	318,100
3419,3421	Staff Recovery	15,676	6,500	11,500
3431	Administrative Fine Citations	0	0	0
3462	SB-1186 Revenues	10,626	8,000	12,000
3496	Special Duty Reimbursement	15,798	4,500	4,500
3497	Citation - Admin Fine Program	36,018	45,000	45,000

**City of Monrovia
Revenues by Source
Fiscal Years 2018-19 through 2020-21**

ACCT		2018-19	2019-20	2020-21
NO.	DESCRIPTION	ACTUAL	REVISED BUDGET	ADOPTED BUDGET
3498	Citation - Foreclosed Property	94	0	0
3503	Fourth of July Celebration	3,483	5,250	5,250
3504	Friday Night Live	1,777	0	0
3505	Fountain to the Falls	7,887	11,250	11,250
3506, 3512	Monrovia Days	87,504	95,000	95,000
3509	Road Repair & Account	43,740	43,315	0
3516	Election Fees	0	0	0
3524	SB1 RMRA	711,284	709,823	662,184
3527	Senior Program Donations	736	0	5,000
	Subtotal	\$2,107,007	\$1,654,449	\$2,727,408
	TOTAL ALL FUNDS	\$84,466,883	\$90,560,077	\$97,933,024
	PLUS TRANSFERS IN	20,874,312	21,892,915	21,204,085
	TOTAL ALL FUNDS PLUS TRANSFERS IN	\$105,341,196	\$112,452,992	\$119,137,109

**City of Monrovia
Revenues by Fund
Fiscal Year 2020-21**

ACCT. NO.	DESCRIPTION	2020-21 ADOPTED REVENUE	2020-21 ADOPTED TRANSFERS IN	2020-21 TOTAL REVENUE
111	GENERAL FUND			
	<i>PROPERTY TAXES:</i>			
3000	Current Secured Taxes	\$8,222,037		\$8,222,037
3003	Redemption Taxes	\$85,000		\$85,000
3010	Current Unsecured Taxes	\$200,000		\$200,000
3012	Property Tax In Lieu of VLF	\$4,765,804		\$4,765,804
3014	Penalties & Interest	\$25,000		\$25,000
3017	In-Lieu Property Taxes	\$552,576		\$552,576
	Subtotal	\$13,850,417	\$0	\$13,850,417
	<i>SALES TAXES:</i>			
3023	Sales Tax - 1%	\$9,558,000		\$9,558,000
3025	PSAF - 1/2 Cent Sales Tax	\$420,504		\$420,504
	Subtotal	\$9,978,504	\$0	\$9,978,504
	<i>OTHER TAXES:</i>			
3027	Franchises	\$743,098		\$743,098
3030	Property Transfer Tax	\$200,000		\$200,000
3031	Business License Tax	\$703,000		\$703,000
3033	Business License Penalties	\$20,000		\$20,000
3034	Occupancy Taxes	\$1,861,181		\$1,861,181
3036	In-Lieu Franchise Fees	\$483,396		\$483,396
	Subtotal	\$4,010,675	\$0	\$4,010,675
	<i>LICENSES & PERMITS:</i>			
3037	Animal Licenses	\$40,000		\$40,000
3046	Film Permit Review	\$7,500		\$7,500
3053	Garage Sale Permits	\$2,000		\$2,000
3074	Fire Department Permits	\$500		\$500
3078	State Mandated Inspection	\$2,000		\$2,000
3079	Fire Service Impact Fee	\$70,000		\$70,000
3081	Fire System Permit Fee	\$115,000		\$115,000
	Subtotal	\$237,000	\$0	\$237,000
	<i>FINES & FORFEITURES:</i>			
3085	Court Fines (Vehicle Code)	\$84,000		\$84,000
3089	Civil Subpoena Fees	\$200		\$200
3091	Library Book Fines	\$6,000		\$6,000
3092-3095	Miscellaneous Fines	\$120		\$120
	Subtotal	\$90,320	\$0	\$90,320
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$55,000		\$55,000
	Subtotal	\$55,000	\$0	\$55,000
	<i>REVENUE FROM OTHER AGENCIES:</i>			
3105	Other County Grants	\$25,000		\$25,000
3106	Prop A Maintenance	\$29,000		\$29,000
3111	Motor Vehicle In-Lieu	\$30,000		\$30,000
3114	St. POST Reimbursements	\$7,500		\$7,500
3128	Homeowners Property Tax Relief	\$45,000		\$45,000
3129	St. Supp. Property Tax	\$200,000		\$200,000
3133	OES Reimbursement	\$200,000		\$200,000
	Subtotal	\$536,500	\$0	\$536,500

**City of Monrovia
Revenues by Fund
Fiscal Year 2020-21**

ACCT. NO.	DESCRIPTION	2020-21 ADOPTED REVENUE	2020-21 ADOPTED TRANSFERS IN	2020-21 TOTAL REVENUE
	<i>CHARGES FOR SERVICES:</i>			
	<u>Plan Check Revenues</u>			
3198	Plan Check Fees - Residential	\$25,000		\$25,000
	Subtotal	\$25,000	\$0	\$25,000
	<u>Public Safety Services</u>			
3228	Filing Services	\$10,000		\$10,000
3230,36	Impounds	\$43,500		\$43,500
3232	Impound/Vehicle Release-Misc	\$64,000		\$64,000
3233	Vehicle Equipment Corr. Inspection	\$4,000		\$4,000
3234	Vehicle Accident/Invest Reports	\$13,000		\$13,000
3245	EMS (ALS pass through)	\$210,000		\$210,000
3248	Police and Fire False Alarms	\$27,500		\$27,500
3249-54	Miscellaneous Services	\$2,200		\$2,200
3258	Special Services/ Police and Fire	\$5,000		\$5,000
3261	Paramedic Service	\$525,000		\$525,000
3262	Fire Inspct/Test Fees	\$193,000		\$193,000
3530	911 Recording Reproduction	\$1,000		\$1,000
3531	Weapons Intake and Release	\$450		\$450
	Subtotal	\$1,098,650	\$0	\$1,098,650
	<u>Recreation & Library Services</u>			
3275-76	Racquetball Fees	\$1,560		\$1,560
3278	Youth Comm Rev	\$400		\$400
3279	Canyon Park Cabin Rental	\$36,000		\$36,000
3282	Taxable Merchandise Revenue	\$1,500		\$1,500
3283	Room Rentals - Comm. Center	\$72,000		\$72,000
3284	Software Cost Recovery	\$4,100		\$4,100
3285	Program Income-CS Program	\$18,500		\$18,500
3287	Youth Contract Classes	\$30,000		\$30,000
3288	Adult Contract Classes	\$20,000		\$20,000
3292	Park Outdoor Ed Program	\$1,000		\$1,000
3293	Outdoor Ed Program- MUSD	\$6,000		\$6,000
3294	Park Facility Reservation	\$10,000		\$10,000
3295	Youth Ball field Rental	\$3,500		\$3,500
3300	Canyon Park Admission Fee	\$110,000		\$110,000
	Subtotal	\$314,560		\$314,560
	<u>Miscellaneous Services</u>			
3329	Sale of Prints & Publications	\$150		\$150
3330	Passport Fees	\$35,000		\$35,000
3331	Document Notification	\$10		\$10
3342	Business License Application Fees	\$62,000		\$62,000
	Subtotal	\$97,160		\$97,160
	<i>OTHER REVENUE:</i>			
3355	Tech Center Sales	\$400		\$400
3356	SB-90 Reimbursement	\$30,000		\$30,000
3357	Reimbursements	\$214,813		\$214,813
3362	Contributions	\$41,100		\$41,100
3363	Park Bench Contributions	\$4,250		\$4,250
3388	Repossession Fees	\$1,000		\$1,000
3391	Inmate Worker Program	\$6,000		\$6,000
3397	Other Revenues	\$295,600		\$295,600

**City of Monrovia
Revenues by Fund
Fiscal Year 2020-21**

ACCT. NO.	DESCRIPTION	2020-21 ADOPTED REVENUE	2020-21 ADOPTED TRANSFERS IN	2020-21 TOTAL REVENUE
3410	Spring Sponsorship	\$9,000		\$9,000
3419	Event Staff Recovery Fee	\$10,000		\$10,000
3421	Staff Recovery Fee	\$1,500		\$1,500
3426	AB1290 Reimbursement	\$725,000		\$725,000
3427	Prop 69 DNA ID	\$1,500		\$1,500
3432	Youth sports	\$3,000		\$3,000
3436	Passport Photos	\$15,000		\$15,000
3437	Passport Postage	\$5,000		\$5,000
3451	Notarization Fee	\$200		\$200
3453	Sponsorships	\$2,000		\$2,000
3460	CYNPK Special Activities and Events	\$8,000		\$8,000
3462	SB-1186 Revenues	\$12,000		\$12,000
3474	Parade Sponsorships	\$3,000		\$3,000
3475	Halloween Sponsorships	\$9,000		\$9,000
3476	Administrative Cost Allowance	\$250,000		\$250,000
3480	Arcadia Reimbursement	\$10,000		\$10,000
3485	ELAC Reimbursement	\$15,000		\$15,000
3490	MUSD Reimbursement	\$80,000		\$80,000
3496	Special Duty Reimbursement	\$4,500		\$4,500
3497	Citation - Admin Fine Program	\$45,000		\$45,000
3503	Fourth of July Contributions	\$5,250		\$5,250
3505	Fountain to the Falls Contributions	\$11,250		\$11,250
3506	Monrovia Days Contributions	\$95,000		\$95,000
3517	Take Back Our Community Member Dues	\$10,000		\$10,000
3527	Senior Program Donations	\$5,000		\$5,000
3528	Maintenance Agreement Revenues	\$100,272		\$100,272
	Subtotal	\$2,029,635		\$2,029,635
	<i>TRANSFER IN</i>			
3404	Transfer In	\$0	\$8,839,796	\$8,839,796
	Subtotal	\$0	\$8,839,796	\$8,839,796
	TOTAL GENERAL FUND	\$32,323,421	\$8,839,796	\$41,163,216
112	MEASURE K FUND			
	<i>SALES TAXES:</i>			
3023	Sales Tax - 1% (Net of Admin Fees)	\$3,705,800		\$3,705,800
	Subtotal	\$3,705,800		\$3,705,800
	TOTAL MEASURE K FUND	\$3,705,800	\$0	\$3,705,800
211	EMERGENCY RESERVE FUND			
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$200		\$200
	Subtotal	\$200		\$200
	<i>OTHER REVENUE:</i>			
3357	Reimbursement	\$622,250		\$622,250
	Subtotal	\$622,250		\$622,250
	TOTAL EMERGENCY RESERVE FUND	\$622,450	\$0	\$622,450

**City of Monrovia
Revenues by Fund
Fiscal Year 2020-21**

ACCT. NO.	DESCRIPTION	2020-21 ADOPTED REVENUE	2020-21 ADOPTED TRANSFERS IN	2020-21 TOTAL REVENUE
212	RETIREMENT FUND			
	<i>PROPERTY TAXES:</i>			
3000	Current Secured	\$6,896,891		\$6,896,891
3003	Redemption Tax	\$70,265		\$70,265
3010	Current Unsecured Taxes	\$140,000		\$140,000
3014	Penalties & Interest	\$13,960		\$13,960
3128	Homeowners Property Tax Relief	\$44,000		\$44,000
3129	State Supplemental Property Tax	\$187,216		\$187,216
	Subtotal	\$7,352,332		\$7,352,332
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$7,000		\$7,000
	Subtotal	\$7,000		\$7,000
3404	Transfer In	\$0	\$2,100,000	\$2,100,000
	Subtotal	\$0	\$2,100,000	\$2,100,000
	TOTAL RETIREMENT FUND	\$7,359,332	\$2,100,000	\$9,459,332
213	STREET MAINTENANCE FUND			
	<i>REVENUE FROM OTHER AGENCIES:</i>			
3141	Federal Grant	\$613,469		\$613,469
	Subtotal	\$613,469		\$613,469
	<i>TRANSFER IN</i>			
3404	Transfer In	\$0	\$1,039,896	\$1,039,896
	Subtotal	\$0	\$1,039,896	\$1,039,896
	TOTAL STREET MAINTENANCE FUND	\$613,469	\$1,039,896	\$1,653,365
214	PENSION OBLIGATION BOND DEBT SERVICE			
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$12,000		\$12,000
	Subtotal	\$12,000		\$12,000
	<i>TRANSFER IN</i>			
3404	Transfer In	\$0	\$6,469,416	\$6,469,416
	Subtotal	\$0	\$6,469,416	\$6,469,416
	TOTAL PENSION OBLIGATION BOND D/S	\$12,000	\$6,469,416	\$6,481,416
221	PROPOSITION A FUND			
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$1,000		\$1,000
	Subtotal	\$1,000		\$1,000
	<i>REVENUE FROM OTHER AGENCIES:</i>			
3105	Other County Grants	\$88,850		\$88,850
3108	Incentive Grants	\$94,123		\$94,123
3127	State Sales Tax	\$706,530		\$706,530
3440	Bradbury Reimbursement	\$0		\$0
	Subtotal	\$889,504		\$889,504
	<i>CHARGES FOR SERVICES:</i>			
3336	Farebox Revenues	\$223,135		\$223,135

**City of Monrovia
Revenues by Fund
Fiscal Year 2020-21**

ACCT. NO.	DESCRIPTION	2020-21 ADOPTED REVENUE	2020-21 ADOPTED TRANSFERS IN	2020-21 TOTAL REVENUE
	Subtotal	\$223,135		\$223,135
	<i>OTHER REVENUE:</i>			
3352	Sale of Real/Personal Properties	\$3,750		\$3,750
	Subtotal	\$3,750		\$3,750
	TOTAL PROPOSITION A FUND	\$1,117,389	\$0	\$1,117,389
222	PROPOSITION C FUND			
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$1,000		\$1,000
	Subtotal	\$1,000		\$1,000
	<i>REVENUE FROM OTHER AGENCIES:</i>			
3104	Proposition C	\$586,049		\$586,049
	Subtotal	\$586,049		\$586,049
	<i>CHARGES FOR SERVICES:</i>			
3336	Farebox Revenues	\$117,061		\$117,061
	Subtotal	\$117,061		\$117,061
	<i>OTHER REVENUE:</i>			
3352	Sale of Real/Personal Properties	\$11,250		\$11,250
	Subtotal	\$11,250		\$11,250
	TOTAL PROPOSITION C FUND	\$715,360	\$0	\$715,360
223	AB2766 FUND			
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$5,000		\$5,000
	Subtotal	\$5,000		\$5,000
	<i>REVENUE FROM OTHER AGENCIES:</i>			
3102	MTA Bus Passes	\$4,000		\$4,000
3103	Foothill Transit Fares	\$400		\$400
3118	DMV Fee/Air Quality	\$48,000		\$48,000
	Subtotal	\$52,400		\$52,400
	TOTAL AB2766 FUND	\$57,400	\$0	\$57,400
224	MEASURE R FUND			
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$1,000		\$1,000
	Subtotal	\$1,000		\$1,000
	<i>CHARGES FOR SERVICES:</i>			
3336	Farebox Revenues	\$3,814		\$3,814
	Subtotal	\$3,814		\$3,814
	<i>REVENUE FROM OTHER AGENCIES:</i>			
3435	Measure R	\$439,581		\$439,581
	Subtotal	\$439,581		\$439,581
	TOTAL MEASURE R FUND	\$444,395	\$0	\$444,395
225	PROP C & MEAS R PROJ - MONROVIA RENEWAL			

**City of Monrovia
Revenues by Fund
Fiscal Year 2020-21**

ACCT. NO.	DESCRIPTION	2020-21 ADOPTED REVENUE	2020-21 ADOPTED TRANSFERS IN	2020-21 TOTAL REVENUE
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$48,000		\$48,000
	Subtotal	\$48,000		\$48,000
	TOTAL PROP C & MEASURE R PROJECTS	\$48,000	\$0	\$48,000
226	PROP C & MEASURE R DEBT SERVICE			
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$2,000		\$2,000
	Subtotal	\$2,000		\$2,000
	<i>TRANSFER IN</i>			
3404	Transfer In	\$0	\$790,656	\$790,656
	Subtotal	\$0	\$790,656	\$790,656
	TOTAL PROP C & MEASURE R DEBT SERVICE	\$2,000	\$790,656	\$792,656
227	MEASURE M			
	<i>CHARGES FOR SERVICES:</i>			
3336	Farebox Revenues	\$54,627		\$54,627
	Subtotal	\$54,627		\$54,627
	<i>REVENUE FROM OTHER AGENCIES:</i>			
3513	Measure M	\$498,141		\$498,141
	Subtotal	\$498,141		\$498,141
	TOTAL MEASURE M FUND	\$552,768	\$0	\$552,768
231	TRAFFIC SAFETY FUND			
	<i>FINES & FORFEITURES:</i>			
3083	Non-Sweeping Parking Fines	\$130,000		\$130,000
3084	Street Sweeping Parking Fines	\$180,000		\$180,000
3090	Parking Bail	\$144,000		\$144,000
	Subtotal	\$454,000		\$454,000
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$2,000		\$2,000
	Subtotal	\$2,000		\$2,000
	<i>OTHER REVENUE:</i>			
3493	Parking Permits	\$3,000		\$3,000
	Subtotal	\$3,000		\$3,000
	<i>TRANSFER IN</i>			
3404	Transfer In	\$0	\$60,863	\$60,863
	Subtotal	\$0	\$60,863	\$60,863
	TOTAL TRAFFIC SAFETY FUND	\$459,000	\$60,863	\$519,863
232	GAS TAX FUND			
	<i>REVENUE FROM OTHER AGENCIES:</i>			
3121	State Gas Tax - 2106	\$124,926		\$124,926
3122	State Gas Tax - 2107	\$245,685		\$245,685
3123	State Gas Tax - 2107.5	\$6,000		\$6,000
3125	State Gas Tax - 2105	\$204,226		\$204,226

**City of Monrovia
Revenues by Fund
Fiscal Year 2020-21**

ACCT. NO.	DESCRIPTION	2020-21 ADOPTED REVENUE	2020-21 ADOPTED TRANSFERS IN	2020-21 TOTAL REVENUE
3443	Highway Users Tax	\$325,540		\$325,540
	Subtotal	\$906,377		\$906,377
	TOTAL GAS TAX FUND	\$906,377	\$0	\$906,377
233	BIKEWAY DEVELOPMENT FUND			
	<i>REVENUE FROM OTHER AGENCIES:</i>			
3124	Gas Tax-Bikeways	\$0		\$0
	Subtotal	\$0		\$0
	TOTAL BIKE DEVELOPMENT FUND	\$0	\$0	\$0
234	LIBRARY GRANT FUND			
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$1,000		\$1,000
	Subtotal	\$1,000		\$1,000
	<i>REVENUE FROM OTHER AGENCIES:</i>			
3120	State Grant	\$77,000		\$77,000
3362	Contribution	\$0		\$0
	Subtotal	\$77,000		\$77,000
	<i>TRANSFER IN</i>			
3404	Transfer In	\$0	\$1,125	\$1,125
	Subtotal	\$0	\$1,125	\$1,125
	TOTAL LIBRARY GRANT FUND	\$78,000	\$1,125	\$79,125
235	HAZARDOUS MATERIALS FUND			
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$1,000		\$1,000
	Subtotal	\$1,000		\$1,000
	<i>CHARGES FOR SERVICES:</i>			
3264	Hazmat Inspection Fees	\$221,450		\$221,450
3266	Risk Management Protection Plan	\$2,400		\$2,400
	Subtotal	\$223,850		\$223,850
	<i>TRANSFER IN</i>			
3404	Transfer In	\$0	\$29,050	\$29,050
	Subtotal	\$0	\$29,050	\$29,050
	TOTAL HAZARDOUS MATERIALS FUND	\$224,850	\$29,050	\$253,900
236	SB1 RMRA			
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$4,000		\$4,000
	Subtotal	\$4,000		\$4,000
	<i>REVENUE FROM OTHER AGENCIES:</i>			
3524	SB1 RMRA Revenues	\$662,184		\$662,184
	Subtotal	\$662,184		\$662,184
	TOTAL HOUSING DEVELOPMENT FUND	\$666,184	\$0	\$666,184

**City of Monrovia
Revenues by Fund
Fiscal Year 2020-21**

ACCT. NO.	DESCRIPTION	2020-21 ADOPTED REVENUE	2020-21 ADOPTED TRANSFERS IN	2020-21 TOTAL REVENUE
241	OTHER GRANTS FUND			
	<i>REVENUE FROM OTHER AGENCIES:</i>			
3105	Other County Grant	\$80,745		\$80,745
	Subtotal	\$80,745		\$80,745
	<i>OTHER REVENUE:</i>			
3357	Miscellaneous Reimbursements	\$315,000		\$315,000
	Subtotal	\$315,000	\$0	\$315,000
	TOTAL OTHER GRANTS FUND	\$395,745	\$0	\$395,745
242	ASSET FORFEITURE LA CLEAR FUND			
	<i>REVENUE FROM OTHER AGENCIES:</i>			
3422	HIDTA Grant	\$300,000		\$300,000
	Subtotal	\$300,000		\$300,000
	TOTAL ASSET FORFEITURE LA CLEAR FUND	\$300,000	\$0	\$300,000
243	HOUSING DEVELOPMENT FUND			
	<i>REVENUE FROM OTHER AGENCIES:</i>			
3142	C.D.B.G. Reimbursements	\$355,674		\$355,674
	Subtotal	\$355,674		\$355,674
	TOTAL HOUSING DEVELOPMENT FUND	\$355,674	\$0	\$355,674
244	FIRE GRANTS			
	<i>REVENUE FROM OTHER AGENCIES:</i>			
3105	Other County Grant	\$39,825		\$39,825
3405	Homeland Security Grant	\$16,700		\$16,700
	Subtotal	\$56,525		\$56,525
	TOTAL FIRE GRANTS	\$56,525	\$0	\$56,525
245	ASSET FORFEITURE FUND			
	<i>OTHER REVENUE:</i>			
3143	AF Overtime Reimbursement - Justice	\$30,000		\$30,000
	Subtotal	\$30,000	\$0	\$30,000
	<i>TRANSFER IN</i>			
3404	Transfer In	\$0	\$260,945	\$260,945
	Subtotal	\$0	\$260,945	\$260,945
	TOTAL ASSET FORFEITURE FUND	\$30,000	\$260,945	\$290,945
246	POLICE GRANTS FUND			
	<i>REVENUE FROM OTHER AGENCIES:</i>			
3136	Other State Grants	\$186,380		\$186,380
3137	B.P Vest Reimbursement - State	\$7,072		
3405	Homeland Security Grant	\$70,199		\$70,199
	Subtotal	\$263,651		\$263,651
	TOTAL POLICE GRANTS FUND	\$263,651		\$263,651

**City of Monrovia
Revenues by Fund
Fiscal Year 2020-21**

ACCT. NO.	DESCRIPTION	2020-21 ADOPTED REVENUE	2020-21 ADOPTED TRANSFERS IN	2020-21 TOTAL REVENUE
247	HIDTA GRANT			
	<i>REVENUE FROM OTHER AGENCIES:</i>			
3422	HIDTA Grant	\$7,831,317		\$7,831,317
	Subtotal	\$7,831,317		\$7,831,317
	TOTAL HIDTA GRANT	\$7,831,317	\$0	\$7,831,317
248	OFFICE OF EMERGENCY SERVICES			
	<i>REVENUE FROM OTHER AGENCIES:</i>			
3423	OES Grant	\$0		\$0
	Subtotal	\$0		\$0
	TOTAL OFFICE OF EMERGENCY SERVICES	\$0	\$0	\$0
249	OTHER FIDUCIARY POLICE GRANTS			
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$100		\$100
	Subtotal	\$100		\$100
	TOTAL OTHER FIDUCIARY POLICE GRANTS	\$100	\$0	\$100
261	LIGHTING & LAND ASSESSMENT DISTRICT			
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$300		\$300
	Subtotal	\$300		\$300
	<i>CHARGES FOR SERVICES:</i>			
3269	Street Lighting Assessment (735)	\$487,946		\$487,946
3270	Landscape Assessment (774, 775)	\$79,126		\$79,126
3271	Parkway Assessment	\$483,120		\$483,120
	Subtotal	\$1,050,192	\$0	\$1,050,192
	<i>TRANSFER IN</i>			
3404	Transfer In	\$0	\$616,729	\$616,729
	Subtotal	\$0	\$616,729	\$616,729
	TOTAL LIGHTING & LAND ASSESSMENT DIST	\$1,050,492	\$616,729	\$1,667,221
266	PARK MAINTENANCE ASSESSMENT FUND			
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$50		\$50
	Subtotal	\$50		\$50
	<i>CHARGES FOR SERVICES:</i>			
3271	Parkway Assessment	\$229,447		\$229,447
	Subtotal	\$229,447		\$229,447
	<i>TRANSFER IN</i>			
3404	Transfer In	\$0	\$7,174	\$7,174
	Subtotal	\$0	\$7,174	\$7,174
	TOTAL PARK MAINTENANCE ASSESSMENT FUND	\$229,497	\$7,174	\$236,671
271	BUSINESS IMPROVEMENT DISTRICT FUND			

**City of Monrovia
Revenues by Fund
Fiscal Year 2020-21**

ACCT. NO.	DESCRIPTION	2020-21 ADOPTED REVENUE	2020-21 ADOPTED TRANSFERS IN	2020-21 TOTAL REVENUE
	<i>CHARGES FOR SERVICES:</i>			
3281	Special Events Revenue	\$32,700		\$32,700
3344	Assessments	\$52,000		\$52,000
	Subtotal	\$84,700		\$84,700
	<i>OTHER REVENUE:</i>			
3362	Misc Rec/Contributions	\$1,000		\$1,000
3364	Filming Revenues	\$5,000		\$5,000
	Subtotal	\$6,000	\$0	\$6,000
	TOTAL BUSINESS IMPROVEMENT DISTRICT FUND	\$90,700	\$0	\$90,700
281	DEVELOPMENT SERVICES FUND			
	<i>LICENSES & PERMITS:</i>			
3048	Permanent Encroachment Permits	\$85,607		\$85,607
3051	Building Permit Fees	\$1,748,000		\$1,748,000
3052	Electrical Permit Fees	\$280,000		\$280,000
3056	Air Condition/Refrigerator/Heating Permits	\$140,000		\$140,000
3061	Grading Inspection Fees- Residential	\$11,000		\$11,000
3064	Grading Inspection Fees- Commercial	\$12,500		\$12,500
3065	Plumbing/Sewer Permits	\$120,000		\$120,000
3066	Building Permit / No Plan Check Fees	\$130,000		\$130,000
3481	Solar Permit - Commercial	\$2,000		\$2,000
3482	Solar Permit - Residential	\$25,000		\$25,000
3502	Building Permit - Grading	\$7,500		\$7,500
	Subtotal	\$2,561,607		\$2,561,607
	<i>CHARGES FOR SERVICES:</i>			
	Planning & Zoning			
3159	Landscape Plan Check	\$3,000		\$3,000
3160	Hillside Development Permit	\$2,000		\$2,000
3161	Environmental Assessment	\$5,000		\$5,000
3162	Window/Awning Sign Permit	\$48		\$48
3164	Historical Preservation- Mills Act	\$3,200		\$3,200
3165	Historical Preservation- Design Fee	\$2,000		\$2,000
3166	Historical Preservation- Certificate Application	\$1,040		\$1,040
3167	Minor Variance Review	\$6,000		\$6,000
3168	Variance Fees	\$1,700		\$1,700
3170	Time Extension Review	\$540		\$540
3171	Temporary Banner Review	\$150		\$150
3172	Change of Address	\$480		\$480
3177	Minor Conditional Use Permit	\$1,500		\$1,500
3178	Conditional Use Permit	\$23,000		\$23,000
3183	Conditional Use Permit Amendment	\$600		\$600
3187	Zone Change Fees	\$15,000		\$15,000
3188	Zone Response Letter	\$600		\$600
3189	Property Owner List Preparation	\$4,500		\$4,500
3191	Tract Map Fees	\$1,000		\$1,000
3193	Parcel Map Fees	\$1,000		\$1,000
3197	Notice of Publication Fees	\$3,800		\$3,800
3511	Demolition Review	\$2,800		\$2,800
	Subtotal	\$78,958		\$78,958

**City of Monrovia
Revenues by Fund
Fiscal Year 2020-21**

ACCT. NO.	DESCRIPTION	2020-21 ADOPTED REVENUE	2020-21 ADOPTED TRANSFERS IN	2020-21 TOTAL REVENUE
<u>Plan Check Revenues</u>				
3198	Plan Check Fees- Residential	\$1,050,000		\$1,050,000
3200	Additional Plan Check Fees	\$30,000		\$30,000
3203	Computerization Cost Recovery	\$29,000		\$29,000
3204	Construction Inspection	\$78,831		\$78,831
3207	General Plan Cost Recovery	\$200,000		\$200,000
3210	DRC -Com'l / Ind / Manufacturing	\$3,000		\$3,000
3213	DRC- Other	\$12,000		\$12,000
3218	Grading Plan Check- Residential	\$22,230		\$22,230
3219	Grading Plan Check- Commercial	\$18,800		\$18,800
3425	Plan Check-Building Permit Plans	\$165,000		\$165,000
3447	DRC Approval/Encroachment Permit	\$300		\$300
3448	Building Departmental Review Process	\$18,553		\$18,553
3456	Wireless Facility	\$5,000		\$5,000
3466	Subdivision Fees	\$20,000		\$20,000
3467	Appeal Fees	\$300		\$300
3470	Design Review (DRC)	\$12,000		\$12,000
3471	Sign Review (DRC)	\$3,000		\$3,000
3473	Historic Preservation-Surcharge	\$3,000		\$3,000
3500	Plan Check - In House	\$70,000		\$70,000
3501	Plan Check - Grading	\$10,000		\$10,000
	Subtotal	\$1,751,014		\$1,751,014
<u>Highway and Street Charges</u>				
3267	Route Oversized Vehicle Charges	\$1,368		\$1,368
	Subtotal	\$1,368		\$1,368
<u>Other</u>				
3329	Sale of Prints & Publications	\$980		\$980
3345	Microfilming/Scanning Fees	\$40,000		\$40,000
	Subtotal	\$40,980		\$40,980
<i>OTHER REVENUE:</i>				
3357	Miscellaneous Reimbursements	\$270,800		\$270,800
3362	Contributions	\$1,250		\$1,250
3397	Other Revenue	\$15,000		\$15,000
3499	Technical Review	\$3,500		\$3,500
3525	Consultant Technical Review	\$70,000		\$70,000
	Subtotal	\$360,550		\$360,550
<i>TRANSFER IN</i>				
3404	Transfer In	\$0	\$438,552	\$438,552
	Subtotal	\$0	\$438,552	\$438,552
TOTAL DEVELOPMENT SERVICES FUND		\$4,794,477	\$438,552	\$5,233,029
311 CAPITAL IMPROVEMENT FUND				
<i>OTHER TAXES:</i>				
3032	Construction Tax	\$180,125		\$180,125
	Subtotal	\$180,125		\$180,125
<i>USE OF MONEY & PROPERTY:</i>				
3096	Interest & Investment Earnings	\$5,000		\$5,000
	Subtotal	\$5,000		\$5,000

**City of Monrovia
Revenues by Fund
Fiscal Year 2020-21**

ACCT. NO.	DESCRIPTION	2020-21 ADOPTED REVENUE	2020-21 ADOPTED TRANSFERS IN	2020-21 TOTAL REVENUE
	<i>REVENUE FROM OTHER AGENCIES:</i>			
3105	Other County Grant	\$691,548		\$691,548
3141	Federal Grant	\$1,273,814		\$1,273,814
	Subtotal	\$1,965,362		\$1,965,362
	TOTAL CAPITAL IMPROVEMENT FUND	\$2,150,487	\$0	\$2,150,487
411	WATER UTILITY FUND			
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$189,000		\$189,000
	Subtotal	\$189,000		\$189,000
	<i>CHARGES FOR SERVICES:</i>			
3305	Water Sales	\$13,823,892		\$13,823,892
3306	Backflow Inspection Charges	\$55,000		\$55,000
3309	Utility Activation Fees	\$15,000		\$15,000
3310	Turn On/Shut Off Charges	\$5,000		\$5,000
3311	Meter Installation Charges	\$50,000		\$50,000
3314	Delinquent Penalty	\$85,000		\$85,000
	Subtotal	\$14,033,892		\$14,033,892
	<i>OTHER REVENUE:</i>			
3397	Other Revenues	\$7,500		\$7,500
	Subtotal	\$7,500		\$7,500
	TOTAL WATER UTILITY FUND	\$14,230,392	\$0	\$14,230,392
421	SANITATION FUND			
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$83,000		\$83,000
	Subtotal	\$83,000		\$83,000
	<i>CHARGES FOR SERVICES:</i>			
3318	Sewer Service Charges	\$1,576,822		\$1,576,822
	Subtotal	\$1,576,822		\$1,576,822
	TOTAL SANITATION FUND	\$1,659,822	\$0	\$1,659,822
423	STORM DRAINAGE FUND			
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$10,000		\$10,000
	Subtotal	\$10,000		\$10,000
	<i>CHARGES FOR SERVICES:</i>			
3320	Storm Drain Maintenance Fee	\$285,000		\$285,000
	Subtotal	\$285,000		\$285,000
	<i>REVENUE FROM OTHER AGENCIES:</i>			
3532	Measure R	\$500,000		\$500,000
	Subtotal	\$500,000		\$500,000
	<i>TRANSFER IN</i>			
3404	Transfer In	\$0	\$50,000	\$50,000
	Subtotal	\$0	\$50,000	\$50,000

**City of Monrovia
Revenues by Fund
Fiscal Year 2020-21**

ACCT. NO.	DESCRIPTION	2020-21 ADOPTED REVENUE	2020-21 ADOPTED TRANSFERS IN	2020-21 TOTAL REVENUE
TOTAL STORM DRAINAGE FUND		\$795,000	\$50,000	\$845,000
424 STREET SWEEPING FUND				
<i>USE OF MONEY & PROPERTY:</i>				
3096	Interest & Investment Earnings	\$3,000		\$3,000
	Subtotal	\$3,000		\$3,000
<i>CHARGES FOR SERVICES:</i>				
3321	Street Sweeping Charges	\$210,000		\$210,000
	Subtotal	\$210,000		\$210,000
TOTAL STREET SWEEPING FUND		\$213,000	\$0	\$213,000
431 ENVIRONMENTAL SERVICES FUND				
<i>OTHER TAXES:</i>				
3057	Commercial Franchise Fees	\$557,431		\$557,431
3058	Residential Franchise Fees	\$601,104		\$601,104
3478	Old Town Franchise Fees	\$22,065		\$22,065
3483	Supplemental Franchise Fees	\$741,805		\$741,805
	Subtotal	\$1,922,403		\$1,922,403
<i>USE OF MONEY & PROPERTY:</i>				
3096	Interest & Investment Earnings	\$9,000		\$9,000
	Subtotal	\$9,000		\$9,000
<i>REVENUES FROM OTHER AGENCIES:</i>				
3136	Other State Grants	\$20,000		\$20,000
3138	Beverage Container Grant	\$19,750		\$19,750
	Subtotal	\$39,750		\$39,750
<i>CHARGES FOR SERVICES:</i>				
3324	Waste Impact Fees-Residential	\$490,687		\$490,687
3326	Waste Impact Fees-Commercial	\$37,823		\$37,823
	Subtotal	\$528,511		\$528,511
<i>OTHER REVENUE:</i>				
3357	Miscellaneous Reimbursements	\$10,000		\$10,000
	Subtotal	\$10,000		\$10,000
TOTAL ENVIRONMENTAL SERVICES FUND		\$2,509,664	\$0	\$2,509,664
511 FACILITIES MAINTENANCE FUND				
<i>USE OF MONEY & PROPERTY:</i>				
3096	Interest & Investment Earnings	\$9,000		\$9,000
	Subtotal	\$9,000		\$9,000
<i>CHARGES FOR SERVICES:</i>				
3339	Charges to Other Funds	\$1,800,000		\$1,800,000
	Subtotal	\$1,800,000		\$1,800,000
<i>TRANSFER IN</i>				
3404	Transfer In	\$0	\$8,448	\$8,448
	Subtotal	\$0	\$8,448	\$8,448
TOTAL FACILITIES MAINT. FUND		\$1,809,000	\$8,448	\$1,817,448

**City of Monrovia
Revenues by Fund
Fiscal Year 2020-21**

ACCT. NO.	DESCRIPTION	2020-21 ADOPTED REVENUE	2020-21 ADOPTED TRANSFERS IN	2020-21 TOTAL REVENUE
512	EQUIPMENT REPLACEMENT FUND			
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$33,000		\$33,000
	Subtotal	\$33,000		\$33,000
	<i>CHARGES FOR SERVICES:</i>			
3337	Sales of Fuel	\$210,000		\$210,000
3339	Charges to Other Funds	\$1,783,369		\$1,783,369
	Subtotal	\$1,993,369		\$1,993,369
	<i>TRANSFER IN</i>			
3404	Transfer In	\$0	\$5,052	\$5,052
	Subtotal	\$0	\$5,052	\$5,052
	TOTAL EQUIPMENT REPLACEMENT FUND	\$2,026,369	\$5,052	\$2,031,421
521	CENTRAL SERVICES FUND			
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$5,000		\$5,000
	Subtotal	\$5,000		\$5,000
	<i>CHARGES FOR SERVICES:</i>			
3339	Charges to Other Funds	\$1,663,606		\$1,663,606
	Subtotal	\$1,663,606		\$1,663,606
	<i>OTHER REVENUE:</i>			
3357	Miscellaneous Reimbursements	\$19,762		\$19,762
	Subtotal	\$19,762		\$19,762
	<i>TRANSFER IN</i>			
3404	Transfer In	\$0	\$17,210	\$17,210
	Subtotal	\$0	\$17,210	\$17,210
	TOTAL CENTRAL SERVICES FUND	\$1,688,367	\$17,210	\$1,705,577
531	LIABILITY FUND			
	<i>CHARGES FOR SERVICES:</i>			
3339	Charges to Other Funds	\$1,450,000		\$1,450,000
	Subtotal	\$1,450,000		\$1,450,000
	<i>OTHER REVENUE</i>			
3357	Miscellaneous Reimbursements	\$3,000		\$3,000
	Subtotal	\$3,000		\$3,000
	TOTAL LIABILITY FUND	\$1,453,000	\$0	\$1,453,000
532	WORKERS' COMPENSATION FUND			
	<i>CHARGES FOR SERVICES:</i>			
3339	Charges to Other Funds	\$2,200,000		\$2,200,000
	Subtotal	\$2,200,000		\$2,200,000
	TOTAL WORKERS' COMP. FUND	\$2,200,000	\$0	\$2,200,000
533	UNEMPLOYMENT FUND			
	<i>USE OF MONEY & PROPERTY:</i>			

**City of Monrovia
Revenues by Fund
Fiscal Year 2020-21**

ACCT. NO.	DESCRIPTION	2020-21 ADOPTED REVENUE	2020-21 ADOPTED TRANSFERS IN	2020-21 TOTAL REVENUE
3096	Interest & Investment Earnings	\$2,000		\$2,000
	Subtotal	\$2,000		\$2,000
	<i>CHARGES FOR SERVICES:</i>			
3339	Charges to Other Funds	\$78,000		\$78,000
	Subtotal	\$78,000		\$78,000
	TOTAL UNEMPLOYMENT FUND	\$80,000	\$0	\$80,000
713	HILLSIDE ACQUISITION D/S FUND			
	<i>PROPERTY TAX REVENUES:</i>			
3006	Open Space	\$649,440		\$649,440
3007	Maintenance Tax	\$83,160		\$83,160
	Subtotal	\$732,600		\$732,600
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$400		\$400
	Subtotal	\$400		\$400
	TOTAL HILLSIDE ACQUISITION D/S FUND	\$733,000	\$0	\$733,000
714	HILLSIDE ACQUISITION CAPITAL PROJECT			
	<i>TRANSFER IN</i>			
3404	Transfer In	\$0	\$146,000	\$146,000
	Subtotal	\$0	\$146,000	\$146,000
	TOTAL HILLSIDE ACQUISITION CAPITAL PROJ	\$0	\$146,000	\$146,000
715	LIBRARY BOND D/S FUND			
	<i>PROPERTY TAXES</i>			
3013	Other Property Taxes	\$1,034,550		\$1,034,550
	Subtotal	\$1,034,550		\$1,034,550
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$2,000		\$2,000
	Subtotal	\$2,000		\$2,000
	TOTAL LIBRARY BOND D/S FUND	\$1,036,550	\$0	\$1,036,550
716	LIBRARY BOND CONSTRUCTION FUND			
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$12,000		\$12,000
	Subtotal	\$12,000		\$12,000
	<i>TRANSFER IN</i>			
3404	Transfer In	\$0	\$200,000	\$200,000
	Subtotal	\$0	\$200,000	\$200,000
	TOTAL LIBRARY CONSTRUCTION FUND	\$12,000	\$200,000	\$212,000
832	MILLER MEMORIAL TRUST FUND			
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$1,000		\$1,000
	Subtotal	\$1,000		\$1,000

**City of Monrovia
Revenues by Fund
Fiscal Year 2020-21**

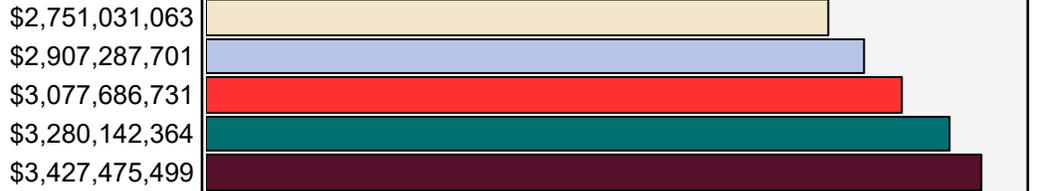
ACCT. NO.	DESCRIPTION	2020-21 ADOPTED REVENUE	2020-21 ADOPTED TRANSFERS IN	2020-21 TOTAL REVENUE
	TOTAL MILLER MEMORIAL TRUST FUND	\$1,000	\$0	\$1,000
833	BARTLE MEMORIAL TRUST FUND			
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$0		\$0
	Subtotal	\$0		\$0
	TOTAL BARTLE MEMORIAL TRUST FUND	\$0	\$0	\$0
921	MONROVIA HOUSING AUTHORITY FUND			
	<i>USE OF MONEY & PROPERTY:</i>			
3096	Interest & Investment Earnings	\$25,000		\$25,000
	Subtotal	\$25,000		\$25,000
	<i>OTHER REVENUE:</i>			
3362	Contributions	\$4,000		\$4,000
	Subtotal	\$4,000		\$4,000
	<i>TRANSFER IN</i>			
3404	Transfer In	\$0	\$123,175	\$123,175
	Subtotal	\$0	\$123,175	\$123,175
	TOTAL MONROVIA HOUSING AUTHORITY FUND	\$29,000	\$123,175	\$152,175
	TOTAL ALL FUNDS	\$97,933,024	\$21,204,085	\$119,137,109
	LESS INTERFUND CHARGES			\$8,974,975
	GRAND TOTAL - ALL FUNDS	\$97,933,024	\$21,204,085	\$110,162,135

THE CITY OF MONROVIA

2015/16 TO 2019/20 ASSESSED VALUES



Land



Percent Change

City	County
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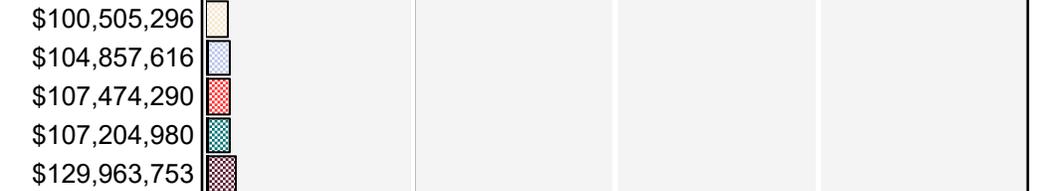
5.7%	5.8%
5.9%	6.6%
6.6%	6.7%
4.5%	6.3%

Improvements



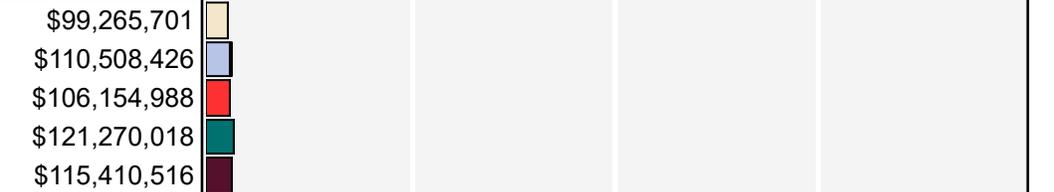
3.7%	4.8%
4.5%	5.3%
5.7%	6.3%
5.5%	6.1%

Personal Property



4.3%	5.2%
2.5%	1.0%
-0.3%	4.8%
21.2%	4.2%

Exemptions



11.3%	0.7%
-3.9%	3.1%
14.2%	6.0%
-4.8%	3.0%

\$1,600,000,000 \$3,200,000,000 \$4,800,000,000 \$6,400,000,000

Gross Assessed



City County

4.8%	5.3%
5.2%	5.8%
6.1%	6.4%
5.2%	6.1%

Net Taxable Value



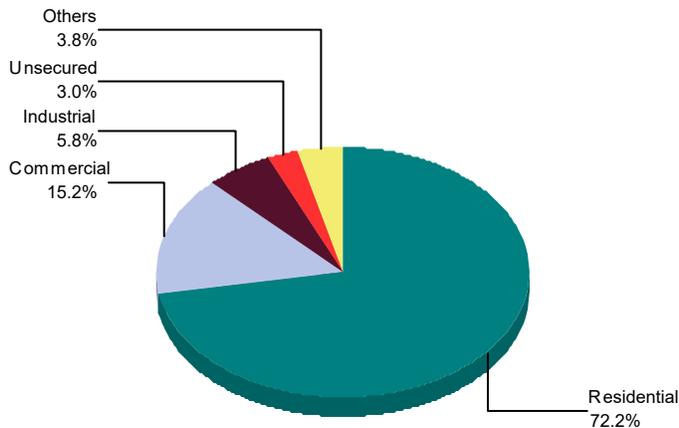
4.7%	5.5%
5.6%	6.0%
6.0%	6.5%
5.5%	6.3%

THE CITY OF MONROVIA 2019/20 USE CATEGORY SUMMARY

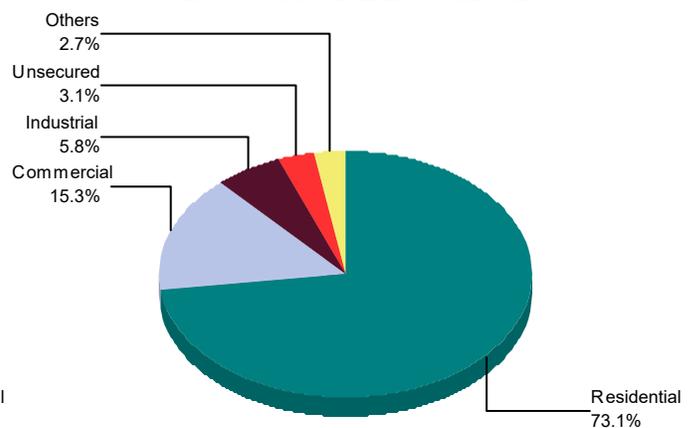
BASIC PROPERTY VALUE TABLE

Category	Parcels	Assessed Value	Net Taxable Value
Residential	9,293	\$4,436,985,547 (72.2%)	\$4,391,200,537 (73.1%)
Commercial	486	\$930,884,199 (15.2%)	\$919,091,748 (15.3%)
Industrial	316	\$358,312,933 (5.8%)	\$346,957,625 (5.8%)
Govt. Owned	1	\$1,153,419 (0.0%)	\$1,153,419 (0.0%)
Institutional	63	\$89,981,602 (1.5%)	\$46,275,845 (0.8%)
Miscellaneous	1	\$94,323 (0.0%)	\$94,323 (0.0%)
Recreational	10	\$23,247,847 (0.4%)	\$21,063,615 (0.4%)
Vacant	312	\$81,641,739 (1.3%)	\$81,525,648 (1.4%)
Exempt	364	\$21,033,533 (0.3%)	\$0 (0.0%)
SBE Nonunitary	[5]	\$0 (0.0%)	\$0 (0.0%)
Cross Reference	[70]	\$14,065,019 (0.2%)	\$14,065,019 (0.2%)
Unsecured	[994]	\$185,478,041 (3.0%)	\$185,006,374 (3.1%)
Unknown	7	\$0 (0.0%)	\$0 (0.0%)
TOTALS	10,853	\$6,142,878,202	\$6,006,434,153

ASSESSED VALUE

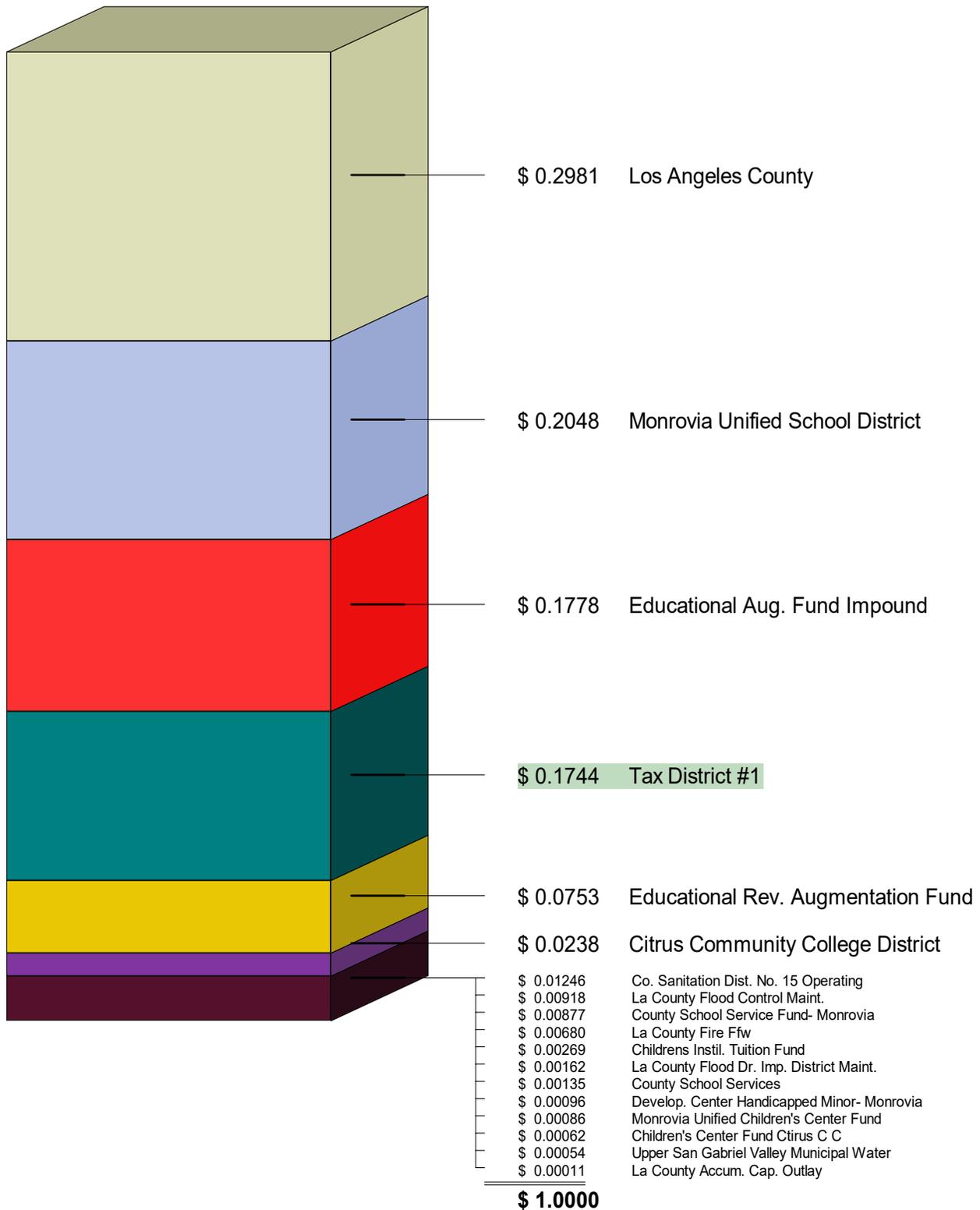


NET TAXABLE VALUE



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: Los Angeles County Assessor 2019/20 Annual Tax Increment Tables

Prepared On 7/29/2020 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

2019/20 ROLL SUMMARY

Taxable Property Values

	Secured	Nonunitary Utilities	Unsecured
Parcels	10,489	5	994
TRAs	51	2	35
Values			
Land	3,406,441,966	0	0
Improvements	2,514,566,087	0	0
Personal Property	10,408,597	0	119,555,156
Fixtures	4,949,978	0	65,922,885
Aircraft	0	0	0
Total Value	\$5,936,366,628	\$0	\$185,478,041
Exemptions			
Real Estate	111,326,949	0	0
Personal Property	2,784,880	0	401,967
Fixtures	827,020	0	69,700
Aircraft	0	0	0
Homeowners*	33,232,091	0	0
Total Exemptions*	\$114,938,849	\$0	\$471,667
Total Net Value	\$5,821,427,779	\$0	\$185,006,374

Combined Values	Total
Total Values	\$6,121,844,669
Total Exemptions	\$115,410,516
Net Total Values	\$6,006,434,153

* Note: Homeowner Exemptions are not included in Total Exemptions

Data Source: Los Angeles County Assessor 2019/20 Combined Tax Rolls
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Prepared On 8/18/2020 By MV



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. 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 2020-21**

FUND	DEPT	DESCRIPTION	PERSONNEL	M&O	INTERNAL SERVICE	MAINTENANCE & OPERATIONS	CAPITAL OUTLAY	DEPRECIATION	OPERATING BUDGET	CIP	CAPITAL/SPECIAL PROJECTS	TRANSFERS OUT	TOTAL
111 GENERAL													
	110	CITY COUNCIL	\$103,662	\$34,200	\$0	\$34,200	\$0	\$0	\$137,862	\$0	\$29,070	\$0	\$166,932
	120	CITY MANAGER	\$568,157	\$73,070	\$75,121	\$148,191	\$0	\$0	\$716,349	\$0	\$0	\$0	\$716,349
	121	COMUNTY RELTIONS & ORG DEVELOP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	130	CITY CLERK	\$256,619	\$32,798	\$51,466	\$84,264	\$0	\$0	\$340,883	\$0	\$0	\$0	\$340,883
	140	CITY TREASURER	\$13,010	\$500	\$0	\$500	\$0	\$0	\$13,510	\$0	\$0	\$0	\$13,510
	150	CITY ATTORNEY	\$0	\$357,000	\$0	\$357,000	\$0	\$0	\$357,000	\$0	\$0	\$0	\$357,000
	210	FINANCE ADMINISTRATION	\$71,822	\$4,271	\$29,649	\$33,919	\$0	\$0	\$105,741	\$0	\$0	\$0	\$105,741
	221	FINANCE OPERATIONS	\$863,182	\$44,959	\$202,986	\$247,945	\$0	\$0	\$1,111,127	\$0	\$0	\$0	\$1,111,127
	231	HUMAN RESOURCES	\$662,348	\$308,734	\$81,892	\$390,625	\$0	\$0	\$1,052,973	\$0	\$0	\$0	\$1,052,973
	251	NON-DEPARTMENTAL	\$250,000	\$1,043,923	\$0	\$1,043,923	\$0	\$0	\$1,293,923	\$0	\$15,500	\$2,254,815	\$3,564,238
	310	POLICE ADMINISTRATION	\$396,274	\$22,117	\$41,632	\$63,749	\$0	\$0	\$460,023	\$0	\$0	\$0	\$460,023
	320	POLICE SERVICES	\$1,617,300	\$259,592	\$145,865	\$405,458	\$0	\$0	\$2,022,758	\$0	\$0	\$0	\$2,022,758
	331	POLICE PATROL	\$7,537,960	\$515,789	\$401,175	\$916,964	\$0	\$0	\$8,454,924	\$0	\$24,325	\$225,773	\$8,705,022
	340	DETECTIVES	\$1,678,543	\$92,727	\$128,921	\$221,648	\$0	\$0	\$1,900,190	\$0	\$17,623	\$0	\$1,917,813
	342	COMMUNICATION CRIME ANALYSIS	\$1,230,602	\$211,413	\$73,922	\$285,335	\$15,206	\$0	\$1,531,143	\$0	\$0	\$0	\$1,531,143
	350	COMMUNITY POLICING	\$603,141	\$42,861	\$41,516	\$84,377	\$0	\$0	\$687,519	\$0	\$0	\$0	\$687,519
	360	ANIMAL LICENSE	\$0	\$190,713	\$0	\$190,713	\$0	\$0	\$190,713	\$0	\$0	\$0	\$190,713
	410	FIRE ADMINISTRATION	\$373,481	\$95,121	\$58,611	\$153,732	\$0	\$0	\$527,213	\$0	\$0	\$0	\$527,213
	420	FIRE SUPPRESSION	\$8,891,408	\$555,423	\$642,578	\$1,198,000	\$60,000	\$0	\$10,149,408	\$0	\$263,869	\$0	\$10,413,277
	430	PREVENTION	\$128,423	\$66,780	\$41,935	\$108,715	\$0	\$0	\$237,138	\$0	\$0	\$0	\$237,138
	441	EMERGENCY MEDICAL SERVICES	\$0	\$459,917	\$0	\$459,917	\$0	\$0	\$459,917	\$0	\$0	\$0	\$459,917
	442	EMERGENCY PREPAREDNESS	\$0	\$25,426	\$0	\$25,426	\$0	\$0	\$25,426	\$0	\$0	\$0	\$25,426
	525	BUSINESS LICENSE	\$139,717	\$11,451	\$23,933	\$35,384	\$0	\$0	\$175,101	\$0	\$2,000	\$0	\$177,101
	529	CODE ENFORCEMENT	\$310,169	\$32,639	\$52,065	\$84,704	\$0	\$0	\$394,873	\$0	\$0	\$0	\$394,873
	610	COMMUNITY SERVICES ADMIN	\$1,146,667	\$76,270	\$504,298	\$580,568	\$0	\$0	\$1,727,236	\$0	\$86,558	\$0	\$1,813,794
	611	PUBLIC RELATIONS	\$0	\$108,025	\$0	\$108,025	\$0	\$0	\$108,025	\$0	\$0	\$0	\$108,025
	612	SENIOR PROGRAM	\$0	\$28,700	\$1,438	\$30,138	\$0	\$0	\$30,138	\$0	\$0	\$0	\$30,138
	613	YOUTH CENTER	\$0	\$1,000	\$0	\$1,000	\$0	\$0	\$1,000	\$0	\$0	\$0	\$1,000
	614	HISTORICAL MUSEUM	\$0	\$3,900	\$0	\$3,900	\$0	\$0	\$3,900	\$0	\$0	\$0	\$3,900
	615	COMM CENTER OPERATIONS	\$0	\$9,550	\$73,211	\$82,761	\$3,000	\$0	\$85,761	\$0	\$0	\$0	\$85,761
	617	CONCERTS IN THE PARKS	\$0	\$46,900	\$0	\$46,900	\$0	\$0	\$46,900	\$0	\$0	\$0	\$46,900
	619	CONTRACT CLASSES	\$0	\$35,850	\$0	\$35,850	\$0	\$0	\$35,850	\$0	\$0	\$0	\$35,850
	620	SPECIAL ACTIVITIES	\$0	\$177,225	\$0	\$177,225	\$0	\$0	\$177,225	\$0	\$6,450	\$0	\$183,675
	622	CANYON PARK	\$118,854	\$39,906	\$71,263	\$111,169	\$0	\$0	\$230,023	\$0	\$0	\$0	\$230,023
	623	URBAN PARK RENTAL PROGRAMS	\$0	\$4,300	\$0	\$4,300	\$0	\$0	\$4,300	\$0	\$0	\$0	\$4,300
	626	NEIGHBORHOOD REC PROGM	\$0	\$9,150	\$0	\$9,150	\$0	\$0	\$9,150	\$0	\$0	\$0	\$9,150
	627	YOUTH PROGRAMS	\$0	\$7,000	\$0	\$7,000	\$0	\$0	\$7,000	\$0	\$0	\$0	\$7,000
	628	WILDERNESS MGMNT PROGRAM	\$164,700	\$20,000	\$8,000	\$28,000	\$0	\$0	\$192,700	\$0	\$0	\$0	\$192,700
	630	PASSPORT SERVICES	\$77,823	\$11,364	\$6,810	\$18,174	\$0	\$0	\$95,997	\$0	\$0	\$0	\$95,997
	640	LIBRARY ADMINISTRATION	\$1,458,912	\$90,895	\$438,538	\$529,433	\$0	\$0	\$1,988,345	\$0	\$25,990	\$0	\$2,014,335
	642	LIBRARY - ADULT SERVICES	\$0	\$0	\$166,262	\$166,262	\$0	\$0	\$166,262	\$0	\$0	\$0	\$166,262
	643	LIBRARY - YOUTH SERVICES	\$0	\$45,500	\$118,299	\$163,799	\$0	\$0	\$163,799	\$0	\$0	\$0	\$163,799
	644	LIBRARY CIRCULATION	\$0	\$0	\$39,683	\$39,683	\$0	\$0	\$39,683	\$0	\$0	\$0	\$39,683
	710	PUBLIC WORKS ADMINISTRATION	\$173,799	\$14,896	\$44,285	\$59,181	\$0	\$0	\$232,979	\$0	\$0	\$0	\$232,979
	771	PARKS MAINTENANCE	\$257,296	\$317,464	\$130,269	\$447,733	\$15,000	\$0	\$720,029	\$0	\$18,625	\$0	\$738,654
	111 Total		\$29,093,867	\$5,529,317	\$3,695,623	\$9,224,940	\$93,206	\$0	\$38,412,013	\$0	\$490,010	\$2,480,588	\$41,382,611
211 EMERGENCY RESERVE FUND													
	253	EMERGENCY SERVICES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000	\$0	\$50,000
	211 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000	\$0	\$50,000
212 RETIREMENT													

**City of Monrovia
Appropriations By Fund
Fiscal Year 2020-21**

FUND	DEPT	DESCRIPTION	PERSONNEL	M&O	INTERNAL SERVICE	MAINTENANCE & OPERATIONS	CAPITAL OUTLAY	DEPRECIATION	OPERATING BUDGET	CIP	CAPITAL/SPECIAL PROJECTS	TRANSFERS OUT	TOTAL
		252 EMPLOYEE RETIREMENT	\$0	\$160,000	\$0	\$160,000	\$0	\$0	\$160,000	\$0	\$0	\$9,592,449	\$9,752,449
		212 Total	\$0	\$160,000	\$0	\$160,000	\$0	\$0	\$160,000	\$0	\$0	\$9,592,449	\$9,752,449
213		STREET MAINTENANCE											
		731 STREET MAINTENANCE	\$398,199	\$156,413	\$251,177	\$407,590	\$0	\$0	\$805,789	\$613,470	\$0	\$130,262	\$1,549,521
		213 Total	\$398,199	\$156,413	\$251,177	\$407,590	\$0	\$0	\$805,789	\$613,470	\$0	\$130,262	\$1,549,521
214		PENSION OBLIGATION BONDS D/S											
		255 RETIREMENT DEBT SERVICE	\$0	\$6,469,416	\$0	\$6,469,416	\$0	\$0	\$6,469,416	\$0	\$0	\$0	\$6,469,416
		214 Total	\$0	\$6,469,416	\$0	\$6,469,416	\$0	\$0	\$6,469,416	\$0	\$0	\$0	\$6,469,416
221		PROPOSITION "A"											
		531 PROPOSITION "A" PROGRAM	\$0	\$7,400	\$0	\$7,400	\$0	\$0	\$7,400	\$0	\$613,748	\$0	\$621,148
		535 DIAL-A-RIDE	\$0	\$511,300	\$39,662	\$550,962	\$0	\$0	\$550,962	\$0	\$0	\$0	\$550,962
		536 RECREATION TRANSPORTATION	\$0	\$15,900	\$0	\$15,900	\$0	\$0	\$15,900	\$0	\$0	\$0	\$15,900
		537 BUS STOP IMPROVEMENT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		221 Total	\$0	\$534,600	\$39,662	\$574,262	\$0	\$0	\$574,262	\$0	\$613,748	\$0	\$1,188,009
222		PROPOSITION "C"											
		532 PROPOSITION "C" PROGRAM	\$14,831	\$7,176	\$2,388	\$9,564	\$0	\$0	\$24,396	\$0	\$325,485	\$395,328	\$745,209
		222 Total	\$14,831	\$7,176	\$2,388	\$9,564	\$0	\$0	\$24,396	\$0	\$325,485	\$395,328	\$745,209
223		AB 2766											
		533 REGIONAL AIR QUALITY IMPR	\$0	\$4,750	\$0	\$4,750	\$0	\$0	\$4,750	\$0	\$0	\$0	\$4,750
		538 DISCOUNT BUS PROGRAM	\$0	\$9,600	\$0	\$9,600	\$0	\$0	\$9,600	\$0	\$0	\$0	\$9,600
		223 Total	\$0	\$14,350	\$0	\$14,350	\$0	\$0	\$14,350	\$0	\$0	\$0	\$14,350
224		MEASURE "R"											
		539 MEASURE "R"	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,605	\$445,328	\$455,933
		224 Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,605	\$445,328	\$455,933
225		PROP C & MEAS R PROJ - MONROVIA RENEWAL											
		542 PROP C PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$788,837	\$0	\$0	\$788,837
		225 Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$788,837	\$0	\$0	\$788,837
226		PROP C & MEASURE R DEBTSERVICE											
		543 PROP C & MEASURE R DEBTSERVICE	\$0	\$793,306	\$0	\$793,306	\$0	\$0	\$793,306	\$0	\$0	\$0	\$793,306
		226 Total	\$0	\$793,306	\$0	\$793,306	\$0	\$0	\$793,306	\$0	\$0	\$0	\$793,306
227		MEASURE "M" FUND											
		540 MEASURE "M"	\$0	\$2,000	\$0	\$2,000	\$0	\$0	\$2,000	\$0	\$151,891	\$400,000	\$553,891
		227 Total	\$0	\$2,000	\$0	\$2,000	\$0	\$0	\$2,000	\$0	\$151,891	\$400,000	\$553,891
231		TRAFFIC SAFETY											
		333 TRAFFIC SAFETY	\$164,935	\$153,225	\$11,986	\$165,211	\$0	\$0	\$330,146	\$0	\$0	\$55,850	\$385,996
		336 CROSSING GUARDS	\$0	\$127,584	\$0	\$127,584	\$0	\$0	\$127,584	\$0	\$0	\$21,689	\$149,273
		231 Total	\$164,935	\$280,809	\$11,986	\$292,795	\$0	\$0	\$457,730	\$0	\$0	\$77,539	\$535,269
233		BIKEWAY DEVELOPMENT											
		776 BIKEWAY DEVELOPMENT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		233 Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
232		GAS TAX											
		744 GAS TAX	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$906,377	\$906,377
		232 Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$906,377	\$906,377
234		PUBLIC LIBRARY											
		641 LIBRARY GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$77,000	\$0	\$77,000
		234 Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$77,000	\$0	\$77,000
235		HAZARDOUS MATERIALS											
		431 HAZARDOUS MATERIALS	\$229,427	\$18,547	\$10,257	\$28,804	\$0	\$0	\$258,232	\$0	\$0	\$50,408	\$308,640
		235 Total	\$229,427	\$18,547	\$10,257	\$28,804	\$0	\$0	\$258,232	\$0	\$0	\$50,408	\$308,640
236		SB1 RMRA											
		777 SB1 RMRA	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,681,256	\$0	\$0	\$1,681,256

**City of Monrovia
Appropriations By Fund
Fiscal Year 2020-21**

FUND	DEPT	DESCRIPTION	PERSONNEL	M&O	INTERNAL SERVICE	MAINTENANCE & OPERATIONS	CAPITAL OUTLAY	DEPRECIATION	OPERATING BUDGET	CIP	CAPITAL/SPECIAL PROJECTS	TRANSFERS OUT	TOTAL
		235 Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,681,256	\$0	\$0	\$1,681,256
241		OTHER GRANTS											
		260 NON-DEPARTMENTAL GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75,000	\$320,745	\$0	\$395,745
		241 Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75,000	\$320,745	\$0	\$395,745
242		ASSET FORFEITURE LA CLEAR											
		375 LA CLEARING HOUSE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$959,315	\$0	\$959,315
		242 Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$959,315	\$0	\$959,315
243		HOUSING DEVELOPMENT											
		527 CDBG-REHABILITATION PRESV GRANT	\$0	\$9,416	\$0	\$9,416	\$31,064	\$0	\$40,480	\$0	\$0	\$0	\$40,480
		528 CDBG-CODE ENFORCEMENT PRGM	\$185,723	\$2,700	\$0	\$2,700	\$0	\$0	\$188,423	\$0	\$0	\$0	\$188,423
		541 CDBG PROGRAMS *	\$0	\$127,380	\$0	\$127,380	\$0	\$0	\$127,380	\$0	\$0	\$0	\$127,380
		243 Total	\$185,723	\$139,496	\$0	\$139,496	\$31,064	\$0	\$356,283	\$0	\$0	\$0	\$356,283
244		FIRE GRANT FUND											
		450 FIRE GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$56,525	\$0	\$56,525
		244 Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$56,525	\$0	\$56,525
245		ASSET FORFEITURE											
		341 ASSET FORFEITURE	\$259,446	\$15,971	\$7,472	\$23,443	\$0	\$0	\$282,890	\$0	\$0	\$0	\$282,890
		245 Total	\$259,446	\$15,971	\$7,472	\$23,443	\$0	\$0	\$282,890	\$0	\$0	\$0	\$282,890
246		POLICE GRANTS											
		371 POLICE GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$263,650	\$0	\$263,650
		246 Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$263,650	\$0	\$263,650
247		HIDTA GRANT *											
		375 LA CLEARING HOUSE	\$0	\$4,844,963	\$0	\$4,844,963	\$0	\$0	\$4,844,963	\$0	\$0	\$0	\$4,844,963
		376 LA HIDTA (DIRECTOR)	\$0	\$1,458,852	\$0	\$1,458,852	\$0	\$0	\$1,458,852	\$0	\$0	\$0	\$1,458,852
		377 REGIONAL METH TASK FORCE	\$0	\$123,159	\$0	\$123,159	\$0	\$0	\$123,159	\$0	\$0	\$0	\$123,159
		378 JOINT DRUG INTELLIGENCE GRP	\$0	\$645,965	\$0	\$645,965	\$0	\$0	\$645,965	\$0	\$0	\$0	\$645,965
		379 SOUTHERN CAL DRUG TASK FORCE	\$0	\$523,519	\$0	\$523,519	\$0	\$0	\$523,519	\$0	\$0	\$0	\$523,519
		392 ET-DHE	\$0	\$190,000	\$0	\$190,000	\$0	\$0	\$190,000	\$0	\$0	\$0	\$190,000
		394 ORS (OVERDOSE RESPONSE STRATEGY)	\$0	\$44,859	\$0	\$44,859	\$0	\$0	\$44,859	\$0	\$0	\$0	\$44,859
		247 Total	\$0	\$7,831,317	\$0	\$7,831,317	\$0	\$0	\$7,831,317	\$0	\$0	\$0	\$7,831,317
261		LIGHT & LAND ASSESSMENT DIST											
		735 STREET LIGHTING/TRAFF SIGNALS	\$69,577	\$705,934	\$45,044	\$750,978	\$0	\$0	\$820,555	\$0	\$0	\$123,184	\$943,739
		773 STREET TREE & PARK MAINT DIST	\$105,129	\$413,701	\$12,482	\$426,183	\$0	\$0	\$531,312	\$0	\$0	\$79,596	\$610,909
		774 MEDIAN & PARKWAY MAINT DIST	\$21,804	\$67,072	\$1,597	\$68,669	\$0	\$0	\$90,473	\$0	\$0	\$13,550	\$104,023
		775 GOLDHILLS LANDSCAPE DISTRICT	\$0	\$4,499	\$0	\$4,499	\$0	\$0	\$4,499	\$0	\$0	\$675	\$5,174
		261 Total	\$196,510	\$1,191,206	\$59,123	\$1,250,330	\$0	\$0	\$1,446,840	\$0	\$0	\$217,006	\$1,663,845
266		PARK MAINTENANCE ASSMT DIST											
		772 PARK ASSESSMENT MAINTENANCE	\$92,303	\$51,764	\$58,576	\$110,340	\$0	\$0	\$202,643	\$0	\$0	\$30,395	\$233,038
		266 Total	\$92,303	\$51,764	\$58,576	\$110,340	\$0	\$0	\$202,643	\$0	\$0	\$30,395	\$233,038
271		BUSINESS IMPROVEMENT DIST											
		122 BUSINESS IMP ASSMT DIST	\$2,544	\$90,750	\$0	\$90,750	\$0	\$0	\$93,294	\$0	\$0	\$12,127	\$105,421
		271 Total	\$2,544	\$90,750	\$0	\$90,750	\$0	\$0	\$93,294	\$0	\$0	\$12,127	\$105,421
281		DEVELOPMENT SERVICES											
		510 COMM DEVELOPMENT ADMINISTRATION	\$351,909	\$14,475	\$31,946	\$46,421	\$0	\$0	\$398,330	\$0	\$0	\$50,861	\$449,191
		520 BUILDING DEPARTMENT	\$762,307	\$824,596	\$154,652	\$979,248	\$0	\$0	\$1,741,556	\$0	\$42,662	\$226,025	\$2,010,243
		524 HISTORIC PRESERVATION	\$0	\$375	\$0	\$375	\$0	\$0	\$375	\$0	\$0	\$49	\$424
		530 PLANNING DEPARTMENT	\$745,307	\$40,712	\$107,327	\$148,039	\$0	\$0	\$893,346	\$0	\$1,053,500	\$125,140	\$2,071,985
		720 ENGINEERING	\$115,188	\$287,490	\$53,876	\$341,366	\$0	\$0	\$456,554	\$0	\$0	\$59,390	\$515,943
		281 Total	\$1,974,711	\$1,167,648	\$347,801	\$1,515,449	\$0	\$0	\$3,490,160	\$0	\$1,096,162	\$461,464	\$5,047,786
311		CAPITAL IMPROVEMENT											
		250 CAPITAL IMPROVEMENT PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,965,362	\$0	\$150,000	\$2,115,362

**City of Monrovia
Appropriations By Fund
Fiscal Year 2020-21**

FUND	DEPT	DESCRIPTION	PERSONNEL	M&O	INTERNAL SERVICE	MAINTENANCE & OPERATIONS	CAPITAL OUTLAY	DEPRECIATION	OPERATING BUDGET	CIP	CAPITAL/SPECIAL PROJECTS	TRANSFERS OUT	TOTAL
	311	Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,965,362	\$0	\$150,000	\$2,115,362
411		WATER UTILITY - OPERATIONS											
	227	UTILITY BILLING & COLLECTION	\$699,560	\$253,963	\$152,100	\$406,063	\$0	\$0	\$1,105,623	\$0	\$0	\$299,383	\$1,405,007
	741	WATER SERVICES	\$1,677,157	\$6,143,225	\$558,283	\$6,701,507	\$2,646,235	\$280,000	\$11,304,899	\$0	\$0	\$1,711,414	\$13,016,312
	411	Total	\$2,376,717	\$6,397,188	\$710,382	\$7,107,570	\$2,646,235	\$280,000	\$12,410,522	\$0	\$0	\$2,010,797	\$14,421,319
411		WATER UTILITY - MONROVIA RENEWAL											
	741	MONROVIA RENEWAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,998,076	\$0	\$0	\$1,998,076
	411	Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,998,076	\$0	\$0	\$1,998,076
421		SANITATION - OPERATIONS											
	746	SEWER AND SANITATION	\$120,407	\$1,147,946	\$96,580	\$1,244,526	\$0	\$178,000	\$1,542,934	\$0	\$0	\$219,418	\$1,762,351
	421	Total	\$120,407	\$1,147,946	\$96,580	\$1,244,526	\$0	\$178,000	\$1,542,934	\$0	\$0	\$219,418	\$1,762,351
421		SANITATION - MONROVIA RENEWAL											
	746	MONROVIA RENEWAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,383,079	\$0	\$0	\$2,383,079
	421	Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,383,079	\$0	\$0	\$2,383,079
423		STORM DRAINAGE											
	737	STORM DRAIN MAINTENANCE	\$0	\$131,500	\$0	\$131,500	\$0	\$22,000	\$153,500	\$0	\$325,000	\$77,605	\$556,105
	423	Total	\$0	\$131,500	\$0	\$131,500	\$0	\$22,000	\$153,500	\$0	\$325,000	\$77,605	\$556,105
424		STREET SWEEPING											
	732	STREET SWEEPING	\$0	\$181,520	\$0	\$181,520	\$0	\$3,000	\$184,520	\$0	\$0	\$30,858	\$215,378
	424	Total	\$0	\$181,520	\$0	\$181,520	\$0	\$3,000	\$184,520	\$0	\$0	\$30,858	\$215,378
431		ENVIRONMENTAL SERVICES											
	712	ENVIRONMENTAL SVCS-WST MGMNT	\$261,897	\$70,617	\$48,987	\$119,605	\$20,000	\$1,000	\$402,502	\$0	\$49,750	\$2,450,998	\$2,903,249
	431	Total	\$261,897	\$70,617	\$48,987	\$119,605	\$20,000	\$1,000	\$402,502	\$0	\$49,750	\$2,450,998	\$2,903,249
511		FACILITIES MAINTENANCE											
	755	FACILITIES MAINTENANCE	\$108,781	\$1,220,572	\$126,996	\$1,347,568	\$0	\$88,000	\$1,544,348	\$51,039	\$75,000	\$245,569	\$1,915,956
	511	Total	\$108,781	\$1,220,572	\$126,996	\$1,347,568	\$0	\$88,000	\$1,544,348	\$51,039	\$75,000	\$245,569	\$1,915,956
512		EQUIPMENT REPLACEMENT											
	383	POLICE RADIOS	\$0	\$27,914	\$0	\$27,914	0.00	41,000.00	\$68,914	\$0	\$0	\$24,767	\$93,681
	384	PD NON-PATROL VEH & MAINT.	\$0	\$25,000	\$40,200	\$65,200	244,000.00	81,000.00	\$390,200	\$0	\$0	\$0	\$390,200
	390	PATROL VEHICLES REPLACEMENT	\$0	\$75,000	\$87,600	\$162,600	70,000.00	117,000.00	\$349,600	\$0	\$0	\$0	\$349,600
	460	FIRE EQUIPMENT/RADIOS MAINT	\$0	\$192,300	\$51,000	\$243,300	35,000.00	55,000.00	\$333,300	\$0	\$0	\$40,865	\$374,165
	461	FIRE VEHICLE REPLACEMENT	\$0	\$341,167	\$0	\$341,167	240,000.00	156,000.00	\$737,167	\$0	\$0	\$0	\$737,167
	751	EQUIPMENT FLEET MAINTENANCE	\$55,503	\$145,306	\$60,239	\$205,545	463,163.00	135,000.00	\$859,211	\$0	\$471,200	\$99,971	\$1,430,381
	753	PW EQUIP & VEHICLE REPLACEMENT	\$0	\$0	\$0	\$0	0.00	94,000.00	\$94,000	\$0	\$0	\$0	\$94,000
	512	Total	\$55,503	\$806,687	\$239,039	\$1,045,726	\$1,052,163	\$679,000	\$2,832,392	\$0	\$471,200	\$165,603	\$3,469,194
521		CENTRAL SERVICES											
	222	CENTRAL STORES	\$0	\$57,048	\$0	\$57,048	\$0	\$0	\$57,048	\$0	\$0	\$7,416	\$64,464
	223	INFORMATION SYSTEMS	\$100,430	\$712,545	\$86,200	\$798,744	\$65,000	\$25,000	\$989,175	\$0	\$0	\$8,450	\$997,625
	224	TELEPHONE MAINTENANCE	\$0	\$311,195	\$630	\$311,825	\$0	\$0	\$311,825	\$0	\$0	\$40,672	\$352,497
	225	FINANCE COMPUTER SYSTEM	\$89,297	\$97,658	\$9,596	\$107,254	\$0	\$0	\$196,551	\$0	\$0	\$25,474	\$222,025
	521	Total	\$189,727	\$1,178,446	\$96,425	\$1,274,871	\$65,000	\$25,000	\$1,554,598	\$0	\$0	\$82,013	\$1,636,611
531		LIABILITY											
	234	LIABILITY INSURANCE	\$0	\$1,448,073	\$0	\$1,448,073	\$0	\$0	\$1,448,073	\$0	\$0	\$0	\$1,448,073
	531	Total	\$0	\$1,448,073	\$0	\$1,448,073	\$0	\$0	\$1,448,073	\$0	\$0	\$0	\$1,448,073
532		WORKER'S COMPENSATION											
	233	WORKERS COMP INSURANCE	\$0	\$2,147,353	\$0	\$2,147,353	\$0	\$0	\$2,147,353	\$0	\$0	\$0	\$2,147,353
	532	Total	\$0	\$2,147,353	\$0	\$2,147,353	\$0	\$0	\$2,147,353	\$0	\$0	\$0	\$2,147,353
533		UNEMPLOYMENT INSURANCE											
	236	UNEMPLOYMENT INSURANCE	\$0	\$40,000	\$0	\$40,000	\$0	\$0	\$40,000	\$0	\$0	\$0	\$40,000
	533	Total	\$0	\$40,000	\$0	\$40,000	\$0	\$0	\$40,000	\$0	\$0	\$0	\$40,000
713		HILLSIDE ACQUISITION DEBT SVC											

**City of Monrovia
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Fiscal Year 2020-21**

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	256	HILLSIDE ACQUISITION DEBT SVC	\$0	\$498,643	\$0	\$498,643	\$0	\$0	\$498,643	\$0	\$0	\$230,000	\$728,643
	713	Total	\$0	\$498,643	\$0	\$498,643	\$0	\$0	\$498,643	\$0	\$0	\$230,000	\$728,643
714		HILLSIDE ACQUISITION CAP PROJ											
	257	HILLSIDE ACQUISITION CAP PROJ	\$0	\$9,100	\$0	\$9,100	\$0	\$0	\$9,100	\$0	\$0	\$0	\$9,100
	714	Total	\$0	\$9,100	\$0	\$9,100	\$0	\$0	\$9,100	\$0	\$0	\$0	\$9,100
715		LIBRARY BOND DEBT SERVICE											
	258	LIBRARY BOND DEBT SERVICE	\$0	\$934,563	\$0	\$934,563	\$0	\$0	\$934,563	\$0	\$0	\$200,000	\$1,134,563
	715	Total	\$0	\$934,563	\$0	\$934,563	\$0	\$0	\$934,563	\$0	\$0	\$200,000	\$1,134,563
716		LIBRARY BOND CONSTRUCTION PROJ											
	259	LIBRARY BOND CONSTRUCTION PROJ	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$522,598	\$0	\$0	\$522,598
	716	Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$522,598	\$0	\$0	\$522,598
832		MILLER TRUST											
	699	MILLER TRUST	\$0	\$34,900	\$0	\$34,900	\$0	\$0	\$34,900	\$0	\$0	\$0	\$34,900
	832	Total	\$0	\$34,900	\$0	\$34,900	\$0	\$0	\$34,900	\$0	\$0	\$0	\$34,900
833		BARTLE MEMORIAL TRUST											
	698	BARTLE TRUST	\$0	\$35,100	\$0	\$35,100	\$0	\$0	\$35,100	\$0	\$0	\$0	\$35,100
	833	Total	\$0	\$35,100	\$0	\$35,100	\$0	\$0	\$35,100	\$0	\$0	\$0	\$35,100
921		MONROVIA HOUSING AUTHORITY											
	556	MHA ADMINISTRATION	\$110,307	\$86,919	\$0	\$86,919	\$0	\$0	\$197,226	\$0	\$121,657	\$141,954	\$460,837
	921	Total	\$110,307	\$86,919	\$0	\$86,919	\$0	\$0	\$197,226	\$0	\$121,657	\$141,954	\$460,837
GRAND TOTAL			\$35,835,835	\$40,823,214	\$5,802,477	\$46,625,691	\$3,907,668	\$1,276,000	\$87,645,193	\$10,078,717	\$5,457,743	\$21,204,085	\$124,385,739
TRANSFERS TO RESERVES - ALL FUNDS													\$5,068,311
TOTAL APPROPRIATIONS													\$129,454,050

* reclassified as Maintenance & Operation



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 various public safety services is shown as "Police Administration Overhead".

All of the rates shown reflect the percentage of recovery identified in our cost worksheet data files. 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 2020-21 Budget**

Transfer In To Fund:		111-various	111-710	281-720	111-410	281-510	111-310	
		(1), (2)	(1), (2)	(1), (2)	(1)	(1), (2)	(1)	
		General	P.W.	Engineering	Fire	Comm.	Police	
		Admin.	Admin.		Admin.	Devel.	Admin	
Fund	Description	Overhead	Overhead	Overhead	Overhead	Overhead	Overhead	Total
		13.00%	2.00%	2.00%	4.00%	4.00%	4.00%	Overhead
								Distribution
111	General	\$0	\$0	\$0	\$0	\$0	\$0	\$0
213	Street Maintenance	99,612	15,325	15,325	0	0	0	130,262
231	Traffic Safety	59,295	0	0	0	0	18,244	77,539
235	Haz Mat	38,548	0	0	11,861	0	0	50,408
245	Asset Forfeiture	0	0	0	0	0	0	0
261	Lighting & Tree Maint.	188,072	28,934	0	0	0	0	217,006
266	Parks Maint. Assmt.	26,343	4,053	0	0	0	0	30,395
271	Business Impr. District	12,127	0	0	0	0	0	12,127
281	Development Services	461,464	0	0	0	0	0	461,464
311	Capital Improvement	0	0	0	0	0	0	0
411	Water	1,181,687	147,487	147,487	0	0	0	1,476,661
421	Sanitation	149,219	22,957	22,957	0	0	0	195,133
423	Storm Drainage	59,345	9,130	9,130	0	0	0	77,605
424	Street Sweeping	23,598	3,630	3,630	0	0	0	30,858
431	Waste Mgmt AB939	51,998	8,000	8,000	0	0	0	67,998
511	Facilities	212,826	32,742	0	0	0	0	245,569
512	Equip. and Radio Maint.	156,179	9,424	0	0	0	0	165,603
521	Central Services	82,013	0	0	0	0	0	82,013
911	Redevelopment	0	0	0	0	0	0	0
921	Set Aside - Housing	25,284	3,890	0	0	7,780	0	36,954
TOTAL DISTRIBUTION		\$2,827,609	\$285,572	\$206,529	\$11,861	\$7,780	\$18,244	\$3,357,595

(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.

**CITY OF MONROVIA
FISCAL YEAR 2020/21
AUTHORIZED POSITION LISTING**

Department	Current Positions FY 2019/20 <small>(City Council Approval 9/17/19)</small>	Proposed Positions FY 2020/21 <small>(City Council Approval 8/4/20)</small>
<u>ELECTED OFFICIALS</u>		
<i>Administration</i>		
Mayor	1.00	1.00
City Council Member	4.00	4.00
City Treasurer	1.00	1.00
City Clerk	1.00	1.00
ELECTED OFFICIALS SUBTOTAL	7.00	7.00

**CITY OF MONROVIA
FISCAL YEAR 2020/21
AUTHORIZED POSITION LISTING**

Department	Current Positions FY 2019/20 <small>(City Council Approval 9/17/19)</small>	Proposed Positions FY 2020/21 <small>(City Council Approval 8/4/20)</small>
<u>CITY MANAGER'S OFFICE</u>		
<i>Administration</i>		
City Manager	1.00	1.00
Assistant City Manager	1.00	1.00
Assistant to the City Manager (Frozen)	1.00	1.00
Communications Analyst	1.00	1.00
Management Assistant / Management Analyst / Senior Management Analyst	2.00	2.00
<i>Administration Subtotal</i>	6.00	6.00
<i>City Clerk's Office</i>		
Chief Deputy City Clerk	1.00	1.00
Assistant to the City Clerk (Frozen)	1.00	1.00
Administrative Assistant / Senior Administrative Assistant	1.00	1.00
<i>City Clerk's Office Subtotal</i>	3.00	3.00
<i>Human Resources Division</i>		
Human Resources Manager	1.00	1.00
Human Resources Officer	1.00	1.00
Human Resources Technician / Senior Human Resources Technician	1.00	1.00
Management Assistant / Management Analyst / Senior Management Analyst	1.00	1.00
Benefits Coordinator	1.00	1.00
Office Aide (Frozen)	0.75	0.75
<i>Human Resources Division Subtotal</i>	5.75	5.75
CITY MANAGER'S OFFICE SUBTOTAL	14.75	14.75

**CITY OF MONROVIA
FISCAL YEAR 2020/21
AUTHORIZED POSITION LISTING**

Department	Current Positions FY 2019/20 <small>(City Council Approval 9/17/19)</small>	Proposed Positions FY 2020/21 <small>(City Council Approval 8/4/20)</small>
<u>ADMINISTRATIVE SERVICES DEPARTMENT</u>		
<i>Finance</i>		
Administrative Services / Finance Director	1.00	1.00
Deputy Administrative Services Director / Finance Division Manager	1.00	1.00
Management Assistant / Management Analyst / Senior Management Analyst	1.00	1.00
Budget / Finance Administrator	1.00	1.00
Principal Accountant	2.00	2.00
Accountant	1.00	1.00
Senior Payroll Technician	1.00	1.00
Senior Financial Systems Technician (Frozen)	1.00	1.00
Senior Accounting Assistant	3.00	3.00
Accounting Assistant	2.00	2.00
Information Systems Analyst / Senior Information System Analyst	1.00	1.00
Finance Subtotal	15.00	15.00
ADMINISTRATIVE SERVICES DEPARTMENT SUBTOTAL	15.00	15.00

**CITY OF MONROVIA
FISCAL YEAR 2020/21
AUTHORIZED POSITION LISTING**

Department	Current Positions FY 2019/20 <small>(City Council Approval 9/17/19)</small>	Proposed Positions FY 2020/21 <small>(City Council Approval 8/4/20)</small>
<u>POLICE DEPARTMENT</u>		
<i>Sworn</i>		
Police Chief	1.00	1.00
Police Captain	2.00	2.00
Police Lieutenant	4.00	4.00
Police Sergeant	7.00	7.00
Police Officer w/ Detective Assignment	6.00	6.00
Police Officer w/ Agent Assignment (1 Frozen)	6.00	6.00
Police Officer (3 Frozen)	24.00	24.00
Police Officer - Authorized Overhire Position	2.00	2.00
<i>Sworn Subtotal</i>	50.00	50.00
<i>Non-Sworn</i>		
Office Administrator - Police	1.00	1.00
Administrative Assistant / Senior Administrative Assistant - Police	3.00	3.00
Police Service Supervisor	1.00	1.00
Police Services Representative	5.00	5.00
Communications, Crime Analysis & Technology Support	1.00	1.00
Information Systems Technician	1.00	1.00
Police Communications Operator (Dispatch)	8.00	8.00
Lead Parking Control Officer	1.00	1.00
Community Service Officer	3.00	3.00
Senior Community Services Officer	1.00	1.00
Jailer	4.00	4.00
Management Assistant / Management Analyst / Senior Management Analyst	0.00	0.00
<i>Non-Sworn Subtotal</i>	29.00	29.00
POLICE DEPARTMENT SUBTOTAL	79.00	79.00

**CITY OF MONROVIA
FISCAL YEAR 2020/21
AUTHORIZED POSITION LISTING**

Department	Current Positions FY 2019/20 <small>(City Council Approval 9/17/19)</small>	Proposed Positions FY 2020/21 <small>(City Council Approval 8/4/20)</small>
<u>FIRE DEPARTMENT</u>		
<i>Sworn</i>		
Fire Chief	1.00	1.00
Fire Division Chief	3.00	3.00
Fire Captain	9.00	9.00
Fire Engineer	9.00	9.00
Firefighter / Firefighter w/ Paramedic Assignment (1 Frozen)	21.00	21.00
<i>Sworn Subtotal</i>	43.00	43.00
<i>Non-Sworn</i>		
Management Assistant / Management Analyst / Senior Management Analyst	1.00	1.00
Administrative Assistant / Senior Administrative Assistant (Frozen)	1.00	1.00
Hazardous Materials Fire Inspector	1.00	1.00
Fire Inspector - Prevention	1.00	1.00
<i>Non-Sworn Subtotal</i>	4.00	4.00
FIRE DEPARTMENT SUBTOTAL	47.00	47.00

**CITY OF MONROVIA
FISCAL YEAR 2020/21
AUTHORIZED POSITION LISTING**

Department	Current Positions FY 2019/20 <small>(City Council Approval 9/17/19)</small>	Proposed Positions FY 2020/21 <small>(City Council Approval 8/4/20)</small>
<u>COMMUNITY DEVELOPMENT DEPARTMENT</u>		
<i>Planning Division</i>		
Community Development Director	1.00	1.00
Planning Division Manager	1.00	1.00
Project Coordinator	1.00	1.00
Senior Planner	1.00	1.00
Associate Planner	2.00	2.00
Planning Technician / Assistant Planner	2.00	2.00
<i>Planning Division Subtotal</i>	8.00	8.00
<i>Building Division</i>		
Building & Safety Division Manager	1.00	1.00
Combination Inspector / Senior Combination Inspector	2.00	2.00
Plans Examiner	1.00	1.00
Building Counter Technician	1.00	1.00
Development Services Technician	1.00	1.00
Administrative Assistant / Senior Administrative Assistant (Frozen)	1.00	1.00
<i>Building Division Subtotal</i>	7.00	7.00
<i>Neighborhood & Business Services Division</i>		
Neighborhood & Business Services Division Manager	1.00	1.00
Administrative Assistant / Senior Administrative Assistant	2.00	2.00
Neighborhood Preservation Officer	4.00	4.00
Neighborhood Services Program Coordinator	1.00	1.00
<i>Neighborhood & Business Services Division Subtotal</i>	8.00	8.00
COMMUNITY DEVELOPMENT DEPARTMENT SUBTOTAL	23.00	23.00

**CITY OF MONROVIA
FISCAL YEAR 2020/21
AUTHORIZED POSITION LISTING**

Department	Current Positions FY 2019/20 <small>(City Council Approval 9/17/19)</small>	Proposed Positions FY 2020/21 <small>(City Council Approval 8/4/20)</small>
<u>COMMUNITY SERVICES DEPARTMENT</u>		
<i>Administration</i>		
Community Services Director	1.00	1.00
Management Assistant / Management Analyst / Senior Management Analyst	1.00	1.00
<i>Administration Subtotal</i>	2.00	2.00
<i>Community Services Division - Recreation</i>		
Recreation Manager	1.00	1.00
Recreation Superintendent	1.00	1.00
Administrative Assistant / Senior Administrative Assistant	1.00	1.00
Recreation Supervisor	2.00	2.00
Recreation Coordinator (3 Frozen)	4.00	4.00
Hillside Wilderness Preserve Supervisor	1.00	1.00
<i>Community Services Division - Recreation - Subtotal</i>	10.00	10.00
<i>Community Services Division - Library</i>		
Library Manager	1.00	1.00
Management Analyst / Senior Management Analyst	1.00	1.00
Library Supervisor	2.00	2.00
Librarian (1 Frozen)	5.00	5.00
Administrative Assistant / Senior Administrative Assistant	1.00	1.00
<i>Community Services Division Subtotal</i>	10.00	10.00
COMMUNITY SERVICES DEPARTMENT SUBTOTAL	22.00	22.00

**CITY OF MONROVIA
FISCAL YEAR 2020/21
AUTHORIZED POSITION LISTING**

Department	Current Positions FY 2019/20 <small>(City Council Approval 9/17/19)</small>	Proposed Positions FY 2020/21 <small>(City Council Approval 8/4/20)</small>
<u>PUBLIC WORKS DEPARTMENT</u>		
<i>Public Works Administration</i>		
Public Works Director	1.00	1.00
Office Administrator	0.00	0.00
Public Works Office Coordinator	1.00	1.00
Management Assistant / Management Analyst / Senior Management Analyst	2.00	2.00
Administrative Assistant / Senior Administrative Assistant	1.00	1.00
Public Works Outreach Officer	1.00	1.00
<i>Public Works Administration Subtotal</i>	6.00	6.00
<i>Engineering / Capital Project Delivery Operation</i>		
Administrative Officer	1.00	1.00
Senior Public Works Inspector	1.00	1.00
Administrative Assistant / Senior Administrative Assistant	1.00	1.00
<i>Engineering / Capital Project Delivery Subtotal</i>	3.00	3.00
<i>Water Production / Utility / Field Services Operation</i>		
Public Works Operations Manager	1.00	1.00
Field Services Contracts Supervisor	1.00	1.00
Water Quality Superintendent (Frozen)	1.00	1.00
Water Production Operator (1 Frozen)	2.00	2.00
Utility System Customer Services Supervisor	1.00	1.00
Customer Service Representative	2.00	2.00
Utility System Maintenance Supervisor	1.00	1.00
Utility Maintenance Lead Worker	2.00	2.00
Utility Maintenance Worker / Senior Utility Maintenance Worker	4.00	4.00
Field Services Maintenance Supervisor (Frozen)	1.00	1.00
Maintenance Lead Worker	2.00	2.00
Maintenance Worker / Senior Maintenance Worker	5.00	5.00
Old Town Caretaker	1.00	1.00
Facilities Maintenance Lead Worker	1.00	1.00
Water Production Supervisor	1.00	1.00
Project Coordinator	1.00	1.00
Electrician (Frozen)	1.00	1.00
<i>Water Production / Utility / Field Services Operation Subtotal</i>	28.00	28.00
PUBLIC WORKS DEPARTMENT SUBTOTAL	37.00	37.00

**CITY OF MONROVIA
FISCAL YEAR 2020/21
AUTHORIZED POSITION LISTING**

Department	Current Positions FY 2019/20 <small>(City Council Approval 9/17/19)</small>	Proposed Positions FY 2020/21 <small>(City Council Approval 8/4/20)</small>
TOTAL AUTHORIZED FULL-TIME POSITIONS	244.75	244.75
TOTAL FROZEN FULL-TIME POSITIONS	N/A	20.00



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					
	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$5,023,883	\$6,687,986	\$7,498,011	\$7,498,011	\$6,991,115	\$7,638,106
RESOURCES						
REVENUE:						
Property Tax	12,009,485	12,633,562	13,233,121	13,355,164	13,779,062	13,850,417
Sales Tax	10,696,762	10,579,344	10,924,446	9,921,700	11,351,351	9,978,504
Other Tax	3,959,889	4,497,585	4,618,932	3,943,155	5,387,665	4,010,674
Licenses & Permits	222,427	426,103	235,750	149,400	235,750	237,000
Fines & Forfeitures	92,405	108,684	107,320	103,320	94,320	90,320
Use of Money & Property	58,755	1,163,606	50,000	50,000	50,000	55,000
Revenue from Other Agencies	361,914	662,143	326,500	355,000	299,660	311,500
Project Revenues	943,852	616,941	357,955	357,955	364,250	381,740
Charges for Services	1,519,357	1,357,702	1,635,795	1,439,269	1,676,220	1,515,370
Other Revenues	1,876,621	1,538,888	1,605,173	1,958,949	1,354,172	1,892,895
TOTAL REVENUE	31,741,467	33,584,558	33,094,992	31,633,912	34,592,450	32,323,420
Operating Transfer In	12,012,262	7,160,564	8,781,709	8,781,709	8,786,233	8,839,796
Transfer from Designations:						
Special Programs	0	282,734	0	0	0	0
Land Held for Resale	353,790	0	0	0	0	0
TOTAL RESOURCES	44,107,519	41,027,856	41,876,701	40,415,621	43,378,683	41,163,215
TOTAL AVAILABLE	49,131,402	47,715,842	49,374,711	47,913,632	50,369,798	48,801,322
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	29,299,980	26,905,694	28,411,215	27,696,116	30,055,560	29,093,867
Maintenance & Operations	9,293,266	9,419,406	9,638,643	9,221,361	9,572,391	9,224,940
Capital Outlay	21,233	2,634	58,000	58,000	6,000	93,206
Other	0	0	0	0	0	0
TOTAL OPERATING BUDGET	38,614,478	36,327,734	38,107,858	36,975,477	39,633,951	38,412,013
Capital Improvement Projects	242,415	38,750	0	0	0	0
Capital & Special Projects	725,989	497,236	457,726	435,033	444,033	490,010
TOTAL BUDGET	39,582,883	36,863,720	38,565,584	37,410,510	40,077,984	38,902,022
Operating Transfer Out:						
Retirement Fund	2,400,000	2,500,000	2,600,000	2,600,000	2,700,000	2,100,000
Asset Forfeiture Fund	160,000	150,000	160,000	160,000	180,000	225,773
Public Library	10,000	10,000	0	0	10,000	0
Park Assessment Fund	0	40,000	0	0	0	0
Lighting and Landscape Fund	0	60,000	0	0	0	0
Development Services Fund	150,000	150,000	0	0	0	0
Traffic Safety	0	0	0	0	50,000	50,000
Affordable Housing (MAP)	131,727	137,096	92,938	92,938	117,258	104,815
CDBG Fund	7,160	244	12,078	12,078	22,611	0
Safety Grant Funds	0	112,093	0	0	0	0
Transfer to Designations:						
Special Programs	1,646	194,678	0	0	0	0
Section 115 Set Aside - Pension & OPEB	0	0	0	0	0	500,000
TOTAL APPROPRIATION	42,443,416	40,217,831	41,430,600	40,275,526	43,157,853	41,882,610
NET SURPLUS	1,664,103	810,025	446,100	140,095	220,830	(719,395)
ENDING UNDESIGNATED BALANCE	6,687,986	7,498,011	7,944,111	7,638,106	7,211,945	6,918,711
DESIGNATIONS FOR:						
Section 115 Set Aside - Pension & OPEB	0	0	0	0	0	500,000
Special Programs	157,227	69,171	69,171	69,171	157,227	69,171
COMBINED FUND BALANCE	\$6,845,213	\$7,567,182	\$8,013,282	\$7,707,277	\$7,369,172	\$7,487,882
	#	#				

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

**MEASURE K
FUND**

**112
NUMBER**

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$0	\$0	\$0	\$0	\$0	\$866,100
RESOURCES						
REVENUE:						
Sales Tax	0	0	975,000	866,100	0	3,705,800
Revenue from Other Agencies	0	0	0	0	0	0
Other Revenues	0	0	0	0	0	0
TOTAL REVENUE	0	0	975,000	866,100	0	3,705,800
Transfer In	0	0	0	0	0	0
TOTAL RESOURCES	0	0	975,000	866,100	0	3,705,800
TOTAL AVAILABLE	0	0	975,000	866,100	0	4,571,900
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	0	0	0	0	0	0
Maintenance & Operations	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	0	0	0	0	0	0
Capital Improvement Projects	0	0	0	0	0	0
Capital Improvement Project Contingency	0	0	0	0	0	0
Capital & Special Projects	0	0	0	0	0	0
TOTAL BUDGET	0	0	0	0	0	0
TOTAL APPROPRIATION	0	0	0	0	0	0
TOTAL FUND BALANCE	\$0	\$0	\$975,000	\$866,100	\$0	\$4,571,900

- Ties to Year End CAFR

**EMERGENCY RESERVE
FUND**

211
NUMBER

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$12,395	\$12,461	\$13,795	\$13,795	\$12,461	(\$579,205)
RESOURCES						
REVENUE:						
Use of Money & Property	167	238	0	0	0	200
Revenues from Other Agencies	0	0	0	0	0	622,250
Other Revenue	(101)	1,096	0	0	0	0
TOTAL REVENUE	66	1,334	0	0	0	622,450
Transfer In	0	0	0	0	0	0
TOTAL RESOURCES	66	1,334	0	0	0	622,450
TOTAL AVAILABLE	12,461	13,795	13,795	13,795	12,461	43,245
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	0	0	0	0	0	0
Maintenance & Operations	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	0	0	0	0	0	0
Capital & Special Projects	0	0	0	593,000	0	50,000
TOTAL BUDGET	0	0	0	593,000	0	50,000
Transfer Out	0	0	0	0	0	0
TOTAL APPROPRIATION	0	0	0	593,000	0	50,000
TOTAL FUND BALANCE	\$12,461	\$13,795	\$13,795	(\$579,205)	\$12,461	(\$6,755)
	#	#				

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

**RETIREMENT
FUND**

**212
NUMBER**

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$2,608,314	\$719,428	\$989,901	\$989,901	\$700,286	\$1,255,199
RESOURCES						
REVENUE:						
Property Taxes	6,602,231	7,026,627	7,140,973	7,440,973	7,426,612	7,352,332
Use of Money & Property	8,913	9,126	9,000	9,000	9,000	7,000
Revenue from Other Agencies	0	0	0	0	0	0
Other Revenue	1,068	11,868	0	0	0	0
TOTAL REVENUE	6,612,213	7,047,622	7,149,973	7,449,973	7,435,612	7,359,332
Transfer In - General Fund	2,400,000	2,500,000	2,600,000	2,600,000	2,700,000	2,100,000
TOTAL RESOURCES	9,012,213	9,547,622	9,749,973	10,049,973	10,135,612	9,459,332
TOTAL AVAILABLE	11,620,527	10,267,050	10,739,874	11,039,874	10,835,898	10,714,530
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	0	0	0	0	0	0
Maintenance & Operations	147,122	152,952	160,000	160,000	160,000	160,000
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	147,122	152,952	160,000	160,000	160,000	160,000
Transfer Out- POB Debt Service Fund	3,314,189	6,039,984	6,009,654	6,009,654	6,010,177	5,950,834
Transfer Out- Reimb Other Funds	7,439,788	3,084,213	3,615,021	3,615,021	3,943,349	3,641,615
TOTAL APPROPRIATIONS	10,901,099	9,277,149	9,784,675	9,784,675	10,113,526	9,752,449
TOTAL FUND BALANCE	\$719,428	\$989,901	\$955,199	\$1,255,199	\$722,372	\$962,081
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Ties to Year End CAFR

**STREET MAINTENANCE
FUND**

213
NUMBER

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	(\$254,076)	(\$222,527)	(\$52,255)	(\$52,255)	(\$29,850)	(\$28,257)
RESOURCES						
REVENUE:						
Charges for Services	0	0	0	0	0	0
Use of Money & Property	0	2,938	0	0	0	0
Grant Reimbursement	2,966	11,276	0	0	0	613,469
Other Revenue	587	0	0	0	0	0
TOTAL REVENUE	3,553	14,213	0	0	0	613,469
Transfer from Designations:						
Future Street Improvement Projects	0	0	0	0	0	0
Transfer In - Gas Tax Fund	436,093	466,468	318,827	240,587	331,803	256,377
Transfer In - SB1 RMRA	0	0	0	0	0	0
Transfer In - Waste Fund	100,000	300,000	300,000	300,000	300,000	300,000
Transfer In - Retirement	176,052	43,545	42,770	42,770	47,025	33,519
Transfer In - Proposition "C"	72,779	0	0	0	0	0
Transfer In - Measure R	422,779	50,000	50,000	50,000	50,000	50,000
Transfer In - Measure M	298,000	150,000	400,000	400,000	400,000	400,000
Transfer In - Street Sweeping	25,000	100,000	0	0	0	0
Transfer In - Storm Drain	0	100,000	0	0	0	0
TOTAL RESOURCES	1,534,256	1,224,226	1,111,597	1,033,357	1,128,828	1,653,365
TOTAL AVAILABLE	1,280,180	1,001,699	1,059,342	981,102	1,098,978	1,625,108
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	775,670	613,372	456,108	456,108	543,879	398,199
Maintenance & Operations	347,621	249,319	381,946	381,946	360,122	407,590
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	1,123,291	862,691	838,054	838,054	904,001	805,789
Capital Improvement Project	158,087	26,050	0	0	0	613,470
Capital Improvement Project Contingency	0	0	0	0	0	0
Capital & Special Projects	0	0	0	0	0	0
TOTAL BUDGET	1,281,377	888,741	838,054	838,054	904,001	1,419,259
Transfer Out - Overhead charges (To GF)	170,075	129,664	140,725	140,725	136,970	114,937
Transfer Out - Engineering Overhead	51,255	35,550	30,580	30,580	18,263	15,325
Transfer to Designations:						
Future Street Improvement Projects	0	0	0	0	0	0
TOTAL APPROPRIATION	1,502,707	1,053,955	1,009,359	1,009,359	1,059,234	1,549,521
ENDING UNDESIGNATED BALANCE	(222,527)	(52,255)	49,983	(28,257)	39,744	75,587
Designated for Future Street Proj.	0	0	0	0	0	0
TOTAL FUND BALANCE	(\$222,527)	(\$52,255)	\$49,983	(\$28,257)	\$39,744	\$75,587
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Ties to Year End CAFR

**PENSION OBLIGATION BONDS DEBT SERVICE
FUND**

**214
NUMBER**

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$12,452	\$25,465	\$39,573	\$39,573	\$25,315	\$40,073
RESOURCES						
REVENUE:						
Property Taxes	0	0	0	0	0	0
Use of Money & Property	6,979	15,647	500	500	500	12,000
Revenue from Other Agencies	0	0	0	0	0	0
Other Revenue	111,544,937	112	0	0	0	0
TOTAL REVENUE	111,551,916	15,758	500	500	500	12,000
Transfer In - Retirement Fund	3,314,189	6,039,984	6,009,654	6,009,654	6,010,177	5,950,834
Transfer In - Other Funds	0	424,072	461,042	461,042	459,239	518,582
TOTAL RESOURCES	114,866,105	6,479,814	6,471,196	6,471,196	6,469,916	6,481,416
TOTAL AVAILABLE	114,878,558	6,505,279	6,510,769	6,510,769	6,495,231	6,521,489
APPROPRIATIONS						
CURRENT EXPENSES:						
Maintenance & Operations	1,431	3,150	3,200	3,200	3,200	3,200
Debt Service	105,276,851	6,462,556	6,467,496	6,467,496	6,466,216	6,466,216
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	105,278,282	6,465,706	6,470,696	6,470,696	6,469,416	6,469,416
Transfer Out	9,574,811	0	0	0	0	0
TOTAL APPROPRIATION	114,853,093	6,465,706	6,470,696	6,470,696	6,469,416	6,469,416
TOTAL FUND BALANCE	\$25,465	\$39,573	\$40,073	\$40,073	\$25,815	\$52,073
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- Ties to Year End CAFR

TRANSPORTATION DEV - PROP A
FUND

221
NUMBER

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$54,878	\$20,937	\$15,038	\$15,038	\$6,133	\$152,362
RESOURCES						
REVENUE:						
Use of Money & Property	1,297	6,701	1,000	1,000	1,000	1,000
Revenue from Other Agencies	1,139,664	955,406	911,745	904,738	1,018,693	889,503
Charges for Service	34,872	88,516	221,871	184,713	710,694	223,135
Other Revenue	0	288,414	110,243	39,400	0	3,750
TOTAL REVENUE	1,175,832	1,339,037	1,244,859	1,129,851	1,730,387	1,117,388
Transfer In	0	0	0	0	0	0
Transfer from Designations: Transportation Projects	0	0	0	0	0	0
TOTAL RESOURCES	1,175,832	1,339,037	1,244,859	1,129,851	1,730,387	1,117,388
TOTAL AVAILABLE	1,230,710	1,359,974	1,259,897	1,144,889	1,736,520	1,269,750
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	0	0	0	0	0	0
Maintenance & Operations	876,174	582,942	493,580	419,136	585,052	574,262
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	876,174	582,942	493,580	419,136	585,052	574,262
Capital Improvement Projects	0	0	0	0	0	0
Capital Improvement Projects Contingency	0	0	0	0	0	0
Capital and Special Projects	333,599	761,994	707,299	573,391	1,143,931	613,748
TOTAL BUDGET	1,209,773	1,344,936	1,200,879	992,527	1,728,983	1,188,010
Transfer Out	0	0	0	0	0	0
Transfer to Designations: Transportation Projects	0	0	0	0	0	0
TOTAL APPROPRIATION	1,209,773	1,344,936	1,200,879	992,527	1,728,983	1,188,010
ENDING UNDESIGNATED BALANCE	20,937	15,038	59,018	152,362	7,537	81,740
Reserved for Transportation Projects	0	0	0	0	0	0
TOTAL FUND BALANCE	\$20,937	\$15,038	\$59,018	\$152,362	\$7,537	\$81,740
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- Ties to Year End CAFR

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$1,171,405	\$906,277	\$55,497	\$55,497	\$0	\$70,440
RESOURCES						
REVENUE:						
Use of Money & Property	15,180	15,962	1,000	1,000	1,000	1,000
Revenue from Other Agencies	579,041	641,357	667,145	614,917	686,032	586,049
Charges for Services	0	217,322	178,123	140,699	0	117,061
Other Revenue	73,399	11,578	103,800	103,800	0	11,250
TOTAL REVENUE	667,620	886,218	950,068	860,416	687,032	715,360
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
TOTAL RESOURCES	667,620	886,218	950,068	860,416	687,032	715,360
TOTAL AVAILABLE	1,839,025	1,792,495	1,005,565	915,913	687,032	785,800
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	75,093	72,407	13,889	13,650	14,749	14,831
Maintenance & Operations	8,282	8,927	8,388	8,526	8,388	9,564
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	83,376	81,333	22,277	22,176	23,137	24,396
Capital Improvement Project	380,590	0	0	0	0	0
Capital Improvement Project Contingency	0	0	0	0	0	0
Capital & Special Projects	0	1,258,674	553,030	427,969	268,567	325,485
TOTAL BUDGET	463,965	1,340,008	575,307	450,145	291,704	349,881
Transfer Out - Street Fund	72,779	0	0	0	0	0
Transfer Out - Monrovia renewal LRB's	396,004	396,990	395,328	395,328	395,328	395,328
TOTAL APPROPRIATION	932,748	1,736,998	970,635	845,473	687,032	745,209
ENDING UNDESIGNATED BALANCE	906,277	55,497	34,930	70,440	0	40,592
TOTAL FUND BALANCE	\$906,277	\$55,497	\$34,930	\$70,440	\$0	\$40,592
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- Ties to Year End CAFR

**AIR QUALITY IMPROVEMENT
FUND**

223
NUMBER

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$381,324	\$346,384	\$383,176	\$383,176	\$413,484	\$436,426
RESOURCES						
REVENUE:						
Use of Money & Property	4,970	6,304	5,000	5,000	5,000	5,000
Revenue From other Agencies	49,301		48,000	48,000	48,000	48,000
Other Revenue	3,011	56,812	14,600	14,600	4,400	4,400
TOTAL REVENUE	57,282	63,116	67,600	67,600	57,400	57,400
Transfer In	0	0	0	0	0	0
TOTAL RESOURCES	57,282	63,116	67,600	67,600	57,400	57,400
TOTAL AVAILABLE	438,606	409,500	450,776	450,776	470,884	493,826
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	0	0	0	0	0	0
Maintenance & Operations	13,672	11,095	14,350	14,350	14,350	14,350
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	13,672	11,095	14,350	14,350	14,350	14,350
Capital Improvement Projects	0	0	0	0	0	0
Capital Improvement Projects Contingency	0	0	0	0	0	0
Capital & Special Projects	78,550	15,229	0	0	165,000	0
TOTAL BUDGET	92,222	26,324	14,350	14,350	179,350	14,350
Transfer Out	0	0	0	0	0	0
TOTAL APPROPRIATION	92,222	26,324	14,350	14,350	179,350	14,350
TOTAL FUND BALANCE	\$346,384	\$383,176	\$436,426	\$436,426	\$291,534	\$479,476
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- Ties to Year End CAFR

MEASURE R FUND	224 NUMBER					
	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$1,824,871	\$1,251,281	\$139,679	\$139,679	\$50,000	\$12,723
RESOURCES						
REVENUE:						
Use of Money & Property	22,440	19,604	1,000	1,000	1,000	1,000
Revenue From other Agencies	434,934	481,156	500,359	456,413	514,524	439,581
Charges for Services	15,921	263,140	81,934	64,720	0	3,814
Other Revenue	(3,601)	78,387	0	0	0	0
TOTAL REVENUE	469,694	842,287	583,293	522,133	515,524	444,395
Transfer In	0	0	0	0	0	0
TOTAL RESOURCES	469,694	842,287	583,293	522,133	515,524	444,395
TOTAL AVAILABLE	2,294,565	2,093,567	722,972	661,812	565,524	457,118
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	0	0	0	0	0	0
Maintenance & Operations	0	240	0	0	0	0
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	0	240	0	0	0	0
Capital Improvement Projects	3,511	0	0	0	0	0
Capital Improvement Projects Contingency	0	0	0	0	0	0
Capital & Special Projects	220,990	1,506,659	260,367	203,761	70,196	10,605
TOTAL BUDGET	224,501	1,506,659	260,367	203,761	70,196	10,605
Transfer Out - LRB's Debt Service Fund	396,004	396,990	395,328	395,328	395,328	395,328
Transfer Out - Street Maintenance	422,779	50,000	50,000	50,000	50,000	50,000
TOTAL APPROPRIATION	1,043,284	1,953,889	705,695	649,089	515,524	455,933
TOTAL FUND BALANCE	\$1,251,281	\$139,679	\$17,277	\$12,723	\$50,000	\$1,185
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- Ties to Year End CAFR

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$8,919,424	\$5,590,244	\$2,741,572	\$2,741,572	\$318,778	\$984,041
RESOURCES						
REVENUE:						
Use of Money & Property	41,878	61,204	50,000	50,000	50,000	48,000
Other Revenue - Bond Proceeds	(299)	19,350	0	0	0	0
TOTAL REVENUE	41,579	80,555	50,000	50,000	50,000	48,000
Transfer In	0	0	0	0	0	0
TOTAL RESOURCES	41,579	80,555	50,000	50,000	50,000	48,000
TOTAL AVAILABLE	8,961,002	5,670,799	2,791,572	2,791,572	368,778	1,032,041
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	0	0	0	0	0	0
Maintenance & Operations	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	0	0	0	0	0	0
Capital Improvement Projects	0	0	0	0	0	0
Monrovia Renewal - Prop C Funded	1,681,446	1,448,332	1,203,644	917,204	94,798	394,419
Monrovia Renewal - Measure R Funded	1,689,312	1,480,896	1,098,644	890,327	94,798	394,419
Capital & Special Projects	0	0	0	0	0	0
TOTAL BUDGET	3,370,758	2,929,228	2,302,288	1,807,531	189,596	788,837
Transfer Out	0	0	0	0	0	0
TOTAL APPROPRIATION	3,370,758	2,929,228	2,302,288	1,807,531	189,596	788,837
TOTAL FUND BALANCE	\$5,590,244	\$2,741,572	\$489,283	\$984,041	\$179,182	\$243,204
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- Ties to Year End CAFR

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$1,793	\$3,859	\$6,424	\$6,424	\$7,858	\$8,424
RESOURCES						
REVENUE:						
Use of Money & Property	2,104	2,653	2,000	2,000	2,000	2,000
Bond Proceeds	0	0	0	0	0	0
Bond Premium	0	0	0	0	0	0
Other Revenues	(40)	58	0	0	0	0
TOTAL REVENUE	2,064	2,711	2,000	2,000	2,000	2,000
Transfer In - Proposition C Fund	396,004	396,990	395,328	395,328	395,328	395,328
Transfer In - Measure R Fund	396,004	396,990	395,328	395,328	395,328	395,328
Transfer from Designation:						
Debt Service Reserve - Lease Revenue Bonds	0	0	0	0	0	0
TOTAL RESOURCES	794,072	796,691	792,656	792,656	792,656	792,656
TOTAL AVAILABLE	795,865	800,550	799,080	799,080	800,514	801,080
APPROPRIATIONS						
CURRENT EXPENSES:						
Maintenance & Operations	2,475	0	2,550	2,550	5,050	5,200
Debt Service Payments	789,531	794,126	788,106	788,106	788,106	788,106
TOTAL OPERATING BUDGET	792,006	794,126	790,656	790,656	793,156	793,306
Transfer to Debt Service Reserve	0	0	0	0	0	0
TOTAL APPROPRIATION	792,006	794,126	790,656	790,656	793,156	793,306
ENDING UNDESIGNATED BALANCE	3,859	6,424	8,424	8,424	7,358	7,774
Reserves and Designations						
Debt Service Reserve - Lease Revenue Bonds	802,177	802,177	802,177	802,177	802,177	802,177
TOTAL FUND BALANCE	\$806,036	\$808,601	\$810,601	\$810,601	\$809,535	\$809,951
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- Ties to Year End CAFR

MEASURE M FUND	227 NUMBER					
	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$0	\$95	\$67,720	\$67,720	\$250,000	\$20,011
RESOURCES						
REVENUE:						
Use of Money & Property	0	0	0	0	0	0
Revenue From other Agencies	394,150	540,533	567,074	519,680	583,128	498,141
Charges for Services	6,870	91,169	97,461	76,984	0	54,627
Other Revenue	95	21,278	0	0	0	0
TOTAL REVENUE	401,115	652,981	664,535	596,664	583,128	552,768
Transfer In	0	0	0	0	0	0
TOTAL RESOURCES	401,115	652,981	664,535	596,664	583,128	552,768
TOTAL AVAILABLE	401,115	653,076	732,255	664,384	833,128	572,779
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	0	0	0	0	0	0
Maintenance & Operations	0	0	0	0	0	2,000
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	0	0	0	0	0	2,000
Capital Improvement Projects	0	0	0	0	0	0
Capital Improvement Projects Contingency	0	0	0	0	0	0
Capital & Special Projects	103,020	435,355	311,707	244,373	183,128	151,891
TOTAL OPERATING BUDGET	103,020	435,355	311,707	244,373	183,128	153,891
Transfer Out - Street Maintenance	298,000	150,000	400,000	400,000	400,000	400,000
TOTAL APPROPRIATION	401,020	585,355	711,707	644,373	583,128	553,891
TOTAL FUND BALANCE	\$95	\$67,720	\$20,548	\$20,011	\$250,000	\$18,888
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- Ties to Year End CAFR

**TRAFFIC SAFETY
FUND**

231
NUMBER

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$143,040	\$182,062	\$180,086	\$180,086	\$55,441	\$85,635
RESOURCES						
REVENUE:						
Charges for Service	606,906	560,516	457,000	457,000	457,000	457,000
Use of Money & Property	1,697	2,865	1,500	1,500	1,500	2,000
Other Revenue	(334)	876	0	0	0	0
TOTAL REVENUE	608,269	564,258	458,500	458,500	458,500	459,000
Transfer from Designations:						
Traffic Safety Projects	0	0	0	0	0	0
Operating Transfer In - General Fund	0	0	0	0	50,000	50,000
Operating Transfer In - Retirement Fund	25,658	10,777	11,321	11,321	11,933	10,863
TOTAL RESOURCES	633,927	575,035	469,821	469,821	520,433	519,863
TOTAL AVAILABLE	776,967	757,096	649,907	649,907	575,874	605,498
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	181,960	162,854	183,382	183,382	184,714	164,935
Maintenance & Operations	326,505	330,317	298,713	298,713	301,731	292,795
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	508,465	493,171	482,095	482,095	486,445	457,730
Capital Improvement Projects	0	0	0	0	0	0
Capital & Special Projects	0	0	0	0	0	0
TOTAL BUDGET	508,465	493,171	482,095	482,095	486,445	457,730
Operating Transfer Out	86,440	83,839	82,177	82,177	83,417	77,539
Transfer to Designations:						
Traffic Safety Projects	0	0	0	0	0	0
TOTAL APPROPRIATION	594,905	577,010	564,272	564,272	569,862	535,269
TOTAL FUND BALANCE	\$182,062	\$180,086	\$85,635	\$85,635	\$6,012	\$70,229
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- Ties to Year End CAFR

GAS TAX FUND	232 NUMBER					
	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$0	\$0	(\$1)	(\$1)	0	\$0
RESOURCES						
REVENUE:						
Use of Money and Property	0	0	0	0	0	0
Revenue from Other Agencies	811,093	791,467	973,827	895,588	1,031,803	906,377
TOTAL REVENUE	811,093	791,467	973,827	895,588	1,031,803	906,377
Transfer In	0	0	0	0	0	0
TOTAL RESOURCES	811,093	791,467	973,827	895,588	1,031,803	906,377
TOTAL AVAILABLE	811,093	791,467	973,826	895,587	1,031,803	906,377
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	0	0	0	0	0	0
Maintenance & Operations	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	0	0	0	0	0	0
Capital & Special Projects	0	0	0	0	0	0
TOTAL BUDGET	0	0	0	0	0	0
Transfer Out - Street Maintenance	436,093	466,468	318,827	240,587	331,803	256,377
Transfer Out - Development Services	75,000	0	0	0	0	50,000
Transfer Out - Lighting & Landscaping	300,000	325,000	655,000	655,000	700,000	600,000
TOTAL APPROPRIATION	811,093	791,468	973,827	895,587	1,031,803	906,377
TOTAL FUND BALANCE	\$0	(\$1)	(\$1)	\$0	\$0	\$0
	#	#				

- Ties to Year End CAFR

**BIKEWAY DEVELOPMENT
FUND**

233
NUMBER

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$0	\$0	\$0	\$0	\$0	\$0
RESOURCES						
REVENUE:						
Use of Money & Property	0	0	0	0	0	0
Revenue from other Agencies	0	0	0	0	0	0
Other Revenue	43,304	0	28,861	28,861	29,438	0
TOTAL REVENUE	43,304	0	28,861	28,861	29,438	0
Transfer In	0	0	0	0	0	0
TOTAL RESOURCES	43,304	0	28,861	28,861	29,438	0
TOTAL AVAILABLE	43,304	0	28,861	28,861	29,438	0
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	0	0	0	0	0	0
Maintenance & Operations	0	0	0	0	0	0
Capital Outlay	0	0	28,861	28,861	29,438	0
TOTAL OPERATING BUDGET	0	0	28,861	28,861	29,438	0
Capital Improvement Projects	43,304	0	0	0	0	0
Capital & Special Projects	0	0	0	0	0	0
TOTAL BUDGET	43,304	0	28,861	28,861	29,438	0
Transfer Out	0	0	0	0	0	0
TOTAL APPROPRIATION	43,304	0	28,861	28,861	29,438	0
TOTAL FUND BALANCE	\$0	\$0	\$0	\$0	\$0	\$0
	#	#				

- Ties to Year End CAFR

**LIBRARY GRANT
FUND**

**234
NUMBER**

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$94,275	\$79,867	\$78,333	\$78,333	\$100,970	\$81,020
RESOURCES						
REVENUE:						
Use of Money & Property	1,429	1,860	1,500	1,500	1,500	1,000
Grants/Foundation Support	46,809	105,742	75,800	75,800	30,100	77,000
Revenue from Other Agencies	0		0	0	0	0
Other Revenue	(238)	686	0	0	0	0
TOTAL REVENUE	48,000	108,287	77,300	77,300	31,600	78,000
Transfer In - General Fund	14,292	10,000	0	0	10,000	0
Transfer In - Retirement	0	0	1,069	1,069	1,069	1,125
Transfers from Designation Special Programs	0		0	0	0	0
TOTAL RESOURCES	62,292	118,287	78,369	78,369	42,669	79,125
TOTAL AVAILABLE	156,566	198,154	156,702	156,702	143,639	160,145
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	790	582	0	0	0	0
Maintenance & Operations	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	790	582	0	0	0	0
Capital Improvement Projects	0	0	0	0	0	0
Capital & Special Projects	75,910	119,239	75,682	75,682	29,982	77,000
TOTAL BUDGET	76,700	119,821	75,682	75,682	29,982	77,000
Transfer Out	0	0	0	0	0	0
Transfer to Designation Special Projects	0	0	0	0	0	0
TOTAL APPROPRIATION	76,700	119,821	75,682	75,682	29,982	77,000
ENDING UNDESIGNATED BALANCE	79,867	78,333	81,020	81,020	113,657	83,145
Designated for Special Programs	0	0	0	0		0
TOTAL FUND BALANCE	\$79,867	\$78,333	\$81,020	\$81,020	\$113,657	\$83,145
	#	#				

- Ties to Year End CAFR

**HAZARDOUS MATERIALS
FUND**

**235
NUMBER**

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$82,330	\$109,150	\$110,969	\$110,969	\$92,749	\$55,501
RESOURCES						
REVENUE:						
Use of Money & Property	687	2,258	1,000	1,000	1,000	1,000
Charges for Services	211,118	211,105	224,450	209,000	224,450	223,850
Other Revenue	3,238	703	0	0	0	0
TOTAL REVENUE	215,043	214,066	225,450	210,000	225,450	224,850
Transfer In - General Fund	0	0	0	0	0	0
Transfer In - Retirement	34,881	0	27,376	10,000	30,276	29,050
TOTAL RESOURCES	249,924	214,066	252,826	220,000	255,726	253,900
TOTAL AVAILABLE	332,254	323,216	363,795	330,969	348,475	309,401
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	157,928	145,223	178,290	140,000	209,246	229,427
Maintenance & Operation	32,760	36,184	39,174	35,000	25,726	28,804
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	190,688	181,407	217,463	175,000	234,972	258,232
Transfer Out	32,416	30,839	100,468	100,468	39,945	50,408
TOTAL APPROPRIATION	223,104	212,246	317,931	275,468	274,917	308,640
TOTAL FUND BALANCE	\$109,150	\$110,969	\$45,864	\$55,501	\$73,558	\$761
	#	#				

- Ties to Year End CAFR

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$0	\$86,221	\$536,765	\$536,765	\$10,053	\$1,179,497
RESOURCES						
REVENUE:						
Use of Money and Property	0	0	0	0	0	0
Revenue from Other Agencies	225,675	711,284	709,823	641,732	650,209	662,184
Other Revenues	430	5,653	1,000	1,000	1,000	4,000
TOTAL REVENUE	226,105	716,937	710,823	642,732	651,209	666,184
Transfer In	8,552	0	0	0	0	0
TOTAL RESOURCES	234,657	716,937	710,823	642,732	651,209	666,184
TOTAL AVAILABLE	234,657	803,158	1,247,588	1,179,497	661,262	1,845,681
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	104,287	82,375	0	0	0	0
Maintenance & Operations	44,150	171,978	0	0	0	0
Capital Outlay	0	12,040	0	0	0	0
TOTAL OPERATING BUDGET	148,436	266,393	0	0	0	0
Capital Improvement Projects	0	0	574,806	0	635,845	1,681,256
Capital Improvement Project Contingency	0	0	0	0	0	0
Capital & Special Projects	0	0	0	0	0	0
TOTAL BUDGET	148,436	266,393	574,806	0	635,845	1,681,256
Transfer Out - Street Maintenance	0	0	0	0	0	0
Transfer Out - Street Sweeping	0	0	0	0	0	0
Transfer Out - Development Services	0	0	0	0	0	0
Transfer Out - Lighting & Landscaping	0	0	0	0	0	0
TOTAL APPROPRIATION	148,436	266,393	574,806	0	635,845	1,681,256
TOTAL FUND BALANCE	\$86,221	\$536,765	\$672,782	\$1,179,497	\$25,417	\$164,425
	#	#				

- Ties to Year End CAFR

OTHER GRANTS FUND	241 NUMBER					
	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$0	\$0	\$0	\$0	\$0	\$0
RESOURCES						
REVENUE:						
Use of Money & Property	0	0	0	0	0	0
Revenue from Other Agencies	0	0	3,698	3,698	0	395,745
Charges for Services	0	0	0	0	0	0
Other Revenue	0	0	0	0	0	0
TOTAL REVENUE	0	0	3,698	3,698	0	395,745
Operating Transfers In	0	0	0	0	0	0
TOTAL RESOURCES	0	0	3,698	3,698	0	395,745
TOTAL AVAILABLE	0	0	3,698	3,698	0	395,745
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	0	0	0	0	0	0
Maintenance & Operations	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	0	0	0	0	0	0
Grant Expenditures	0	0	3,698	3,698	0	320,745
Capital Improvement Projects	0	0	0	0	0	75,000
TOTAL BUDGET	0	0	3,698	3,698	0	395,745
Transfer Out	0	0	0	0	0	0
TOTAL APPROPRIATION	0	0	3,698	3,698	0	395,745
ENDING UNDESIGNATED BALANCE	0	0	0	0	0	0
TOTAL FUND BALANCE	\$0	\$0	\$0	\$0	\$0	\$0

- Ties to Year End CAFR

FUND

NUMBER

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$0	\$0	\$0	\$0	\$0	\$1,600,000
RESOURCES						
REVENUE:						
Use of Money & Property	0	0	0	0	0	0
Revenues from Other Agencies	0	0	0	0	0	300,000
Charges for Services	0	0	0	0	0	0
Other Revenue	0	0	0	0	0	0
TOTAL REVENUE	0	0	0	0	0	300,000
Transfer In	0	0	0	0	0	0
TOTAL RESOURCES	0	0	0	0	0	300,000
TOTAL AVAILABLE	0	0	0	0	0	1,900,000
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	0	0	0	0	0	0
Maintenance & Operations	0	0	0	0	0	959,315
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	0	0	0	0	0	959,315
Capital & Special Projects	0	0	0	0	0	0
TOTAL BUDGET	0	0	0	0	0	959,315
Transfer Out	0	0	0	0	0	0
TOTAL APPROPRIATION	0	0	0	0	0	959,315
TOTAL FUND BALANCE	\$0	\$0	\$0	\$0	\$0	\$940,685

- Ties to Year End CAFR

**HOUSING DEVELOPMENT (CDBG)
FUND**

**243
NUMBER**

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	(\$244)	(\$244)	(\$5)	(\$5)	\$0	\$610
RESOURCES						
REVENUE:						
Charges for Services	0	0	0	0	0	0
Revenue from Other Agencies - HCDA	247,280	244,803	227,475	227,475	227,475	355,674
Other Revenues	0	0	0	0	0	0
TOTAL REVENUE	247,280	244,803	227,475	227,475	227,475	355,674
Transfer In - General Fund	7,160	244	12,079	10,314	22,612	0
Transfer In - Retirement Fund	0	0	0	0	0	0
TOTAL RESOURCES	254,440	245,047	239,554	237,789	250,087	355,674
TOTAL AVAILABLE	254,196	244,803	239,549	237,784	250,087	356,284
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	166,042	159,880	170,424	170,424	183,337	185,723
Maintenance & Operation	88,398	84,928	66,750	66,750	66,750	139,496
Capital Outlay	0	0	0	0	0	31,064
TOTAL OPERATING BUDGET	254,440	244,808	237,174	237,174	250,087	356,283
Transfer Out	0	0	0	0	0	0
TOTAL APPROPRIATION	254,440	244,808	237,174	237,174	250,087	356,283
TOTAL FUND BALANCE	(\$244)	(\$5)	\$2,375	\$610	\$0	\$0
	#	#				

Ties to Year End CAFR.

**FIRE GRANT
FUND**

**244
NUMBER**

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	(\$22,196)	(\$17,916)	\$4	\$4	\$0	\$4
RESOURCES						
REVENUE:						
Use of Money & Property	0	0	0	0	0	0
Revenue from Other Agencies	0	0	0	0	0	0
Other Revenue	61,978	42,701	72,548	72,548	0	56,525
TOTAL REVENUE	61,978	42,701	72,548	72,548	0	56,525
Transfer In - Retirement Fund	0	0	0	0	0	0
Transfer In - General Fund	0	17,916	0	0	0	0
TOTAL RESOURCES	61,978	60,617	72,548	72,548	0	56,525
TOTAL AVAILABLE	39,782	42,701	72,552	72,552	0	56,529
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	0	0	0	0	0	0
Maintenance & Operations	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	0	0	0	0	0	0
Capital & Special Projects	57,698	42,697	72,548	72,548	0	56,525
TOTAL BUDGET	57,698	42,697	72,548	72,548	0	56,525
Transfer Out	0	0	0	0	0	0
TOTAL APPROPRIATION	57,698	42,697	72,548	72,548	0	56,525
TOTAL FUND BALANCE	(\$17,916)	\$4	\$4	\$4	\$0	\$4
	#	#				

- Ties to Year End CAFR

ASSET FORFEITURE FUND	245 NUMBER					
	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	(\$31,677)	(\$10,286)	\$1,947	\$1,947	\$4,561	(\$5,941)
RESOURCES						
REVENUE:						
Use of Money & Property	0	0	0	0	0	0
Revenue from Other Agencies	34,446	0	60,000	60,000	60,000	30,000
Charges For Services	34,888	34,995	0	0	0	0
Other Revenue	0	28,222	0	0	0	0
TOTAL REVENUE	69,334	63,217	60,000	60,000	60,000	30,000
Transfer In - Retirement Fund	50,077	25,609	0	0	0	35,172
Transfer In - General Fund	160,000	150,000	192,036	192,036	215,445	225,773
TOTAL RESOURCES	279,411	238,826	252,036	252,036	275,445	290,945
TOTAL AVAILABLE	247,734	228,540	253,983	253,983	280,006	285,004
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	238,553	206,577	239,806	239,806	249,034	259,446
Maintenance & Operations	19,467	20,016	20,118	20,118	20,179	23,443
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	258,020	226,593	259,924	259,924	269,213	282,890
Capital & Special Projects	0	0	0	0	0	0
TOTAL BUDGET	258,020	226,593	259,924	259,924	269,213	282,890
Transfer Out	0	0	0	0	0	0
Transfer To Reserve	0	0	0	0	0	0
TOTAL APPROPRIATION	258,020	226,593	259,924	259,924	269,213	282,890
TOTAL FUND BALANCE	(\$10,286)	\$1,947	(\$5,941)	(\$5,941)	\$10,793	\$2,114
	#	#				

- Ties to Year End CAFR

POLICE GRANTS FUND						246 NUMBER
	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	(\$57,077)	(\$126,070)	(\$168,045)	(\$168,045)	\$0	\$0
RESOURCES						
REVENUE:						
Use of Money & Property	0	0	0	0	0	0
Revenue from Other Agencies	233,574	239,423	309,372	477,417	150,105	263,651
Charges for Services	0	0	0	0	0	0
Other Revenue	0	0	0	0	0	0
TOTAL REVENUE	233,574	239,423	309,372	477,417	150,105	263,651
Operating Transfers In	0	94,177	0	0	0	0
TOTAL RESOURCES	233,574	333,600	309,372	477,417	150,105	263,651
TOTAL AVAILABLE	176,497	207,530	141,327	309,372	150,105	263,651
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	0	0	0	0	0	0
Maintenance & Operations	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	0	0	0	0	0	0
Grant Expenditures	302,567	375,575	309,372	309,372	150,105	263,650
TOTAL BUDGET	302,567	375,575	309,372	309,372	150,105	263,650
Transfer Out	0	0	0	0	0	0
TOTAL APPROPRIATION	302,567	375,575	309,372	309,372	150,105	263,650
ENDING UNDESIGNATED BALANCE	(126,070)	(168,045)	(168,045)	0	0	1
TOTAL FUND BALANCE	(\$126,070)	(\$168,045)	(\$168,045)	\$0	\$0	\$1
	#	#				

- Ties to Year End CAFR

POLICE HIDTA GRANT FUND	247 NUMBER					
	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	(\$329,510)	(\$392,878)	(\$10,999)	(\$10,999)	\$0	(\$0)
RESOURCES						
REVENUE:						
Use of Money & Property	0	0	0	0	0	0
Revenues from Other Agencies	6,128,284	6,842,635	8,596,707	8,607,706	8,444,027	7,831,317
Charges for Services	0	0	0	0	0	0
Other Revenue	0	0	0	0	0	0
TOTAL REVENUE	6,128,284	6,842,635	8,596,707	8,607,706	8,444,027	7,831,317
Transfer In	0	0	0	0	0	0
TOTAL RESOURCES	6,128,284	6,842,635	8,596,707	8,607,706	8,444,027	7,831,317
TOTAL AVAILABLE	5,798,774	6,449,758	8,585,708	8,596,707	8,444,027	7,831,317
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	0	0	0	0	0	0
Maintenance & Operations	6,191,652	6,460,757	8,596,707	8,596,707	8,444,027	7,831,317
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	6,191,652	6,460,757	8,596,707	8,596,707	8,444,027	7,831,317
Capital & Special Projects	0	0	0	0	0	0
TOTAL BUDGET	6,191,652	6,460,757	8,596,707	8,596,707	8,444,027	7,831,317
Transfer Out	0	0	0	0	0	0
TOTAL APPROPRIATION	6,191,652	6,460,757	8,596,707	8,596,707	8,444,027	7,831,317
TOTAL FUND BALANCE	(\$392,878)	(\$10,999)	(\$10,999)	(\$0)	\$0	(\$0)
	#	#				

- Ties to Year End CAFR. Combined with Funds 248 and 249.

POLICE FIDUCIARY GRANT FUND	248 NUMBER					
	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$618	\$618	\$618	\$618	\$618	\$618
RESOURCES						
REVENUE:						
Use of Money & Property	0	0	0	0	0	0
Revenue from Other Agencies	154,445	0	0	0	0	0
Other Revenue	0	0	0	0	0	0
TOTAL REVENUE	154,445	0	0	0	0	0
Transfer In	0	0	0	0	0	0
TOTAL RESOURCES	154,445	0	0	0	0	0
TOTAL AVAILABLE	155,063	618	618	618	618	618
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	0	0	0	0	0	0
Maintenance & Operations	154,445	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	154,445	0	0	0	0	0
Capital & Special Projects	0	0	0	0	0	0
TOTAL BUDGET	154,445	0	0	0	0	0
Transfer Out	0	0	0	0	0	0
TOTAL APPROPRIATION	154,445	0	0	0	0	0
TOTAL FUND BALANCE	\$618	\$618	\$618	\$618	\$618	\$618
	#	#				

- Ties to Year End CAFR. Combined with Funds 247 and 249.

OTHER FIDUCIARY POLICE GRANTS

249

FUND

NUMBER

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$20,921	\$360	\$11,456	\$11,456	\$1,960	\$11,556
RESOURCES						
REVENUE:						
Use of Money & Property	542	101	100	100	100	100
Revenue from Other Agencies	0	0	0	0	0	0
Other Revenue	0	11,999	0	0	0	0
TOTAL REVENUE	542	12,100	100	100	100	100
Transfer In	0	0	0	0	0	0
TOTAL RESOURCES	542	12,100	100	100	100	100
TOTAL AVAILABLE	21,463	12,460	11,556	11,556	2,060	11,656
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	0	0	0	0	0	0
Maintenance & Operations	21,103	1,004	0	0	0	0
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	21,103	1,004	0	0	0	0
Capital & Special Projects	0	0	0	0	0	0
TOTAL BUDGET	21,103	1,004	0	0	0	0
Transfer Out	0	0	0	0	0	0
TOTAL APPROPRIATION	21,103	1,004	0	0	0	0
TOTAL FUND BALANCE	\$360	\$11,456	\$11,556	\$11,556	\$2,060	\$11,656
	#	#				

- Ties to Year End CAFR. Combined with Funds 247 and 248.

**LIGHTING & LANDSCAPE MAINTENANCE ASSESSMENT DISTRICT
FUND**

**261
NUMBER**

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$0	\$0	(\$200,119)	(\$200,119)	(\$50,000)	(\$182,268)
RESOURCES						
REVENUE:						
Use of Money & Property	4,117	328	500	500	500	300
Charges for Services	1,057,206	1,050,704	1,060,443	1,060,443	1,060,443	1,050,192
Revenue from Other Agencies	0	0	0	0	0	0
Other Revenue	10,109	2,433	0	0	0	0
TOTAL REVENUE	1,071,431	1,053,465	1,060,943	1,060,943	1,060,943	1,050,492
Transfer In - General Fund	0	60,000	0	0	0	0
Transfer In - Gas Tax Fund	300,000	325,000	655,000	655,000	700,000	600,000
Transfer In - Retirement	65,691	15,355	18,878	18,878	20,744	16,729
Transfer from Designations: Future Street Improvement Projects	214,190	0	0	93,553	0	0
TOTAL RESOURCES	1,651,312	1,453,820	1,734,821	1,828,374	1,781,687	1,667,221
TOTAL AVAILABLE	1,651,312	1,453,821	1,534,702	1,628,255	1,731,687	1,484,953
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	326,686	230,062	205,503	205,503	231,979	196,510
Maintenance & Operations	978,290	1,208,147	1,378,026	1,378,026	1,311,924	1,250,330
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	1,304,976	1,438,209	1,583,529	1,583,529	1,543,903	1,446,840
Capital Improvement Projects	150,590	0	0	0	0	0
Capital Improvement Projects Contingency	0	0	0	0	0	0
Capital & Special Projects	0	0	0	0	0	0
TOTAL BUDGET	1,455,566	1,438,209	1,583,529	1,583,529	1,543,903	1,446,840
Transfer Out - Developmental Services	26,099	28,764	29,693	29,693	30,326	0
Transfer Out - General Fund	169,647	186,967	192,996	192,996	197,118	217,006
Transfer to Designations: Future Street Improvement Projects	0	0	4,304	4,304	10,340	0
TOTAL APPROPRIATION	1,651,312	1,653,940	1,810,522	1,810,522	1,781,687	1,663,845
ENDING UNDESIGNATED BALANCE	0	(200,119)	(275,821)	(182,268)	(50,000)	(178,892)
Designated for Future Projects	89,249	89,249	93,553	0	18,883	0
TOTAL FUND BALANCE	\$89,249	(\$110,870)	(\$182,268)	(\$182,268)	(\$31,117)	(\$178,892)
	#	#				

- Ties to Year End CAFR

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$33,323	\$9,595	\$18,950	\$18,950	\$11,694	\$2,223
RESOURCES						
REVENUE:						
Use of Money & Property	270	61	500	500	500	50
Revenues from Other Agencies	0	0	0	0	0	0
Charges For Services	224,765	231,765	247,268	247,268	247,268	229,447
Other Revenues	63	255	0	0	0	0
TOTAL REVENUE	225,097	232,080	247,768	247,768	247,768	229,497
Transfer In - General Fund	0	40,000	0	0	0	0
Transfer In - Retirement Fund	41,996	9,909	6,742	6,742	7,417	7,174
TOTAL RESOURCES	267,093	281,989	254,510	254,510	255,185	236,671
TOTAL AVAILABLE	300,416	291,584	273,460	273,460	266,879	238,894
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	188,404	152,190	76,089	76,089	92,518	92,303
Maintenance & Operations	77,527	94,275	170,893	170,893	133,721	110,340
TOTAL OPERATING BUDGET	265,931	246,465	246,982	246,982	226,239	202,643
Capital & Special Projects	0	0	0	0	0	0
TOTALBUDGET	265,931	246,465	246,982	246,982	226,239	202,643
Transfer Out - General	24,890	26,169	24,256	24,256	24,256	30,395
Transfer Out - Development Services	0	0	0	0	0	0
TOTAL APPROPRIATION	290,821	272,634	271,238	271,238	250,495	233,038
TOTAL FUND BALANCE	\$9,595	\$18,950	\$2,223	\$2,223	\$16,384	\$5,855
	#	#				

- Ties to Year End CAFR

**BUSINESS IMPROVEMENT DISTRICT
FUND**

**271
NUMBER**

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$68,003	\$85,643	\$55,284	\$55,284	\$41,004	\$25,676
RESOURCES						
REVENUE:						
Use of Money & Property	772	1,167	500	500	500	0
Charges for Services	62,685	30,720	38,700	38,700	38,700	38,700
Assessments	52,912	43,122	52,000	52,000	52,000	52,000
Other Revenue	2,210	1,370	0	0	0	0
TOTAL REVENUE	118,579	76,379	91,200	91,200	91,200	90,700
Transfer In	0	0	0	0	0	0
TOTAL RESOURCES	118,579	76,379	91,200	91,200	91,200	90,700
TOTAL AVAILABLE	186,582	162,022	146,484	146,484	132,204	116,376
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	2,520	2,018	2,536	2,536	2,536	2,544
Maintenance & Operation	86,806	92,441	104,650	104,650	102,250	90,750
TOTAL OPERATING BUDGET	89,327	94,459	107,186	107,186	104,786	93,294
Capital & Special Projects	0	0	0	0	0	0
TOTAL BUDGET	89,327	94,459	107,186	107,186	104,786	93,294
Transfer Out	11,612	12,280	13,622	13,622	13,622	12,127
TOTAL APPROPRIATION	100,939	106,739	120,808	120,808	118,408	105,421
TOTAL FUND BALANCE	\$85,643	\$55,284	\$25,676	\$25,676	\$13,796	\$10,955
	#	#				

- Ties to Year End CAFR

DEVELOPMENT SERVICES FUND	281 NUMBER					
	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	(\$265,664)	(\$1,291,820)	(\$2,231,808)	(\$2,231,808)	(\$410,549)	(\$3,477,109)
RESOURCES						
REVENUE:						
Charges for Services	1,323,526	1,287,387	3,470,344	2,742,559	2,145,827	4,168,427
Project Revenues	135,972	233,860	502,950	502,950	197,200	625,250
Other Revenue	5,817	2,403	1,800	1,800	1,800	800
TOTAL REVENUE	1,465,316	1,523,649	3,975,094	3,247,309	2,344,827	4,794,477
Transfer In - Gas Tax/Other	260,000	0	0	0	0	50,000
Transfer In - Overhead support	408,952	421,144	248,768	248,768	217,251	214,309
Transfer In - Retirement	444,592	132,938	153,687	153,687	170,842	174,243
Transfers from Designations:						
Planning - Special Programs	7,083	0	150,000	0	525,000	425,000
Department Savings - CD	0	0	0	0	0	0
Department Savings - Engineering	0	0	0	0	0	0
Building - Special Programs	10,994	126,582	498,599	125,577	364,162	401,162
TOTAL RESOURCES	2,746,937	2,354,313	5,026,148	3,775,341	3,622,082	6,059,191
TOTAL AVAILABLE	2,481,273	1,062,493	2,794,340	1,543,533	3,211,533	2,582,082
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	2,003,953	1,907,090	1,819,969	1,819,969	1,951,008	1,974,711
Maintenance & Operation	874,914	689,246	2,107,617	1,783,112	1,030,891	1,515,449
Capital Outlay	0	0	3,000	3,000	0	0
TOTAL OPERATING BUDGET	2,878,867	2,596,336	3,930,586	3,606,081	2,981,899	3,490,160
Capital Improvement Projects	70,450	0	26,528	26,528	0	0
Capital & Special Projects	181,039	126,584	646,819	646,819	889,162	1,096,162
TOTAL BUDGET	3,130,356	2,722,919	4,603,933	4,279,428	3,871,061	4,586,322
Transfer Out - General Overhead	602,738	337,523	535,763	535,763	400,042	461,464
Transfer Out - General Fund- Other	40,000	0	0	0	0	0
Transfers to Designations:						
Planning - Special Programs	0	25,700	300,000	65,645	55,000	200,000
Department Savings - CD	0	0	0	0	0	0
Department Savings - Engineering	0	0	0	0	0	0
Building - Special Programs	0	208,159	162,950	139,806	142,200	155,250
TOTAL APPROPRIATION	3,773,094	3,294,301	5,602,646	5,020,641	4,468,303	5,403,036
ENDING UNDESIGNATED BALANCE	(1,291,821)	(2,231,808)	(2,808,306)	(3,477,109)	(1,256,770)	(2,820,954)
DESIGNATED FOR:						
Planning - Special Programs	254,786	280,486	430,486	346,131	(19,214)	121,131
Department Savings - CD	0	0	0	0	0	0
Department Savings - Engineering	0	0	0	0	0	0
Building - Special Programs	681,894	763,471	427,822	777,700	58,363	531,788
TOTAL FUND BALANCE	(\$355,141)	(\$1,187,851)	(\$1,949,998)	(\$2,353,278)	(\$1,217,621)	(\$2,168,036)
	#	#				

- Ties to Year End CAFR. Combined with Funds 111, 211 & 820 on CAFR

**CAPITAL IMPROVEMENT
FUND**

**311
NUMBER**

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$1,016,600	\$145,743	\$190,763	\$190,763	\$383,860	\$210,122
RESOURCES						
REVENUE:						
Construction Taxes	5,125	6,001	226,500	226,500	57,250	180,125
Use of Money & Property	1,600	7,283	1,500	1,500	1,500	5,000
Revenue from Other Agencies	458,731	49,845	0	151,735	0	1,965,362
Other Revenue	1,009	2,657	0	0	0	0
TOTAL REVENUE	466,465	65,786	228,000	379,735	58,750	2,150,487
Transfer In - Measure R	0	0	0	0	0	0
Transfer In - Library Bond	0	0	0	0	0	0
Transfer In - Environmental Services	375,000	0	0	0	0	0
Transfer from Designations:						
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
TOTAL RESOURCES	841,465	65,786	228,000	379,735	58,750	2,150,487
TOTAL AVAILABLE	1,858,065	211,529	418,763	570,498	442,610	2,360,609
APPROPRIATIONS						
CURRENT EXPENSES:						
Capital Improvement Projects	354,032	20,560	188,642	188,642	0	1,965,362
Capital Improvement Projects Contingency	0	0	0	0	0	0
Capital and Special Projects	1,341,658	0	0	0	0	0
TOTAL BUDGET	1,695,689	20,560	188,642	188,642	0	1,965,362
Transfer Out - Facilities Fund	0	0	150,000	150,000	0	0
Transfer Out - General Fund	16,633	206	21,734	21,734	0	150,000
Transfer to Designations:						
Land Held For Resale	0	0	0	0	0	0
Capital Projects	0	0	0	0	0	0
Encumbrances	0	0	0	0	0	0
TOTAL APPROPRIATION	1,712,322	20,766	360,376	360,376	0	2,115,362
ENDING UNDESIGNATED BALANCE	145,743	190,763	58,387	210,122	442,610	245,247
DESIGNATIONS:						
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	0	0	0	0	0	0
TOTAL FUND BALANCE	\$2,584,176	\$2,629,196	\$2,496,820	\$2,648,555	\$2,881,043	\$2,683,680
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- Ties to Year End CAFR

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$0	\$0	\$0	\$0	\$0	\$0
RESOURCES						
REVENUE:						
Use of Money & Property	174,866	361,501	200,000	200,000	200,000	189,000
Charges for Services	9,034,717	11,717,183	13,207,204	13,207,204	14,136,694	14,033,892
Other Revenue	20,006	26,750	20,000	20,000	20,000	7,500
TOTAL REVENUE	9,229,588	12,105,434	13,427,204	13,427,204	14,356,694	14,230,392
Transfer In - POB Issuance	7,230,806	0	0	0	0	0
Transfer from Reserve for Corp. Yard Repayment	120,782		0	0	0	0
Transfer from Reserve for Capital Replacement	743,417		996,428	261,454		
Transfer from Reserve for Investment in Fixed Asset	283,238	280,234	284,000	284,000	284,000	280,000
TOTAL RESOURCES	17,607,831	12,385,668	14,707,632	13,972,658	14,640,694	14,510,392
TOTAL AVAILABLE	17,607,832	12,385,668	14,707,632	13,972,658	14,640,694	14,510,392
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	2,682,102	2,498,392	2,346,197	2,346,197	2,576,787	2,376,717
Maintenance & Operations	4,630,073	5,150,303	5,003,502	5,003,502	6,643,356	5,588,476
Debt Service Payment - Principal	495,000	510,000	525,000	525,000	545,000	545,000
Debt Service Payment - Interest	1,027,542	1,012,432	995,494	995,494	974,094	974,094
Capital Outlay	0	25,614	3,825,000	2,928,765	870,000	2,646,235
GASB 68 & 75 Expense	1,775,128	692,032	0	0	0	0
Depreciation	283,238	280,234	284,000	284,000	284,000	280,000
TOTAL OPERATING BUDGET	10,893,083	10,169,008	12,979,193	12,082,958	11,893,237	12,410,522
Capital Improvement Projects	58,532	0	0	0	0	0
Capital Improvement Projects Contingency	0	0	0	0	0	0
Capital & Special Projects	134,826	0	0	0	0	0
TOTAL BUDGET	11,086,441	10,169,008	12,979,193	12,082,958	11,893,237	12,410,522
Transfer Out - General Fund	1,270,471	993,196	1,280,025	1,280,025	1,337,117	1,367,286
Transfer Out - Development Services Fund	289,684	307,956	168,266	168,266	148,657	147,487
Transfer Out - POB Debt Service	0	404,423	441,409	441,409	439,742	496,024
Transfer to Reserves:						
Contributed Capital	0	0	0	0	0	0
Due From Other Funds	0	0	0	0	0	0
Capital Replacement	0	1,505,749	0	0	821,941	89,073
POB	7,230,806	0	0	0	0	0
Investment in Fixed Assets	105,156	0	0	0	0	0
Accrual Adjustments	(494,443)	(510,000)	0	0	0	0
Adjustment to GASB 68 & 75 Accrual	(1,775,128)	(692,032)	0	0	0	0
Restatement	0	207,369				
Adjustment - Reserve for Inv in Fixed Assets	(105,156)	0	0	0	0	0
TOTAL APPROPRIATION	17,607,831	12,385,668	14,868,893	13,972,658	14,640,694	14,510,392
OPERATING FUNDS	0	0	(161,261)	0	0	0
Reserve for Capital Replacement	4,331,493	5,837,242	4,840,814	5,575,788	4,804,329	5,664,861
Total Operating Funds and Capital Reserves	4,331,493	5,837,242	4,679,553	5,575,788	4,804,329	5,664,861
Reserve for Investment in Fixed Assets	9,430,577	9,150,343	8,866,343	8,866,343	8,597,577	8,586,343
Reserve - Other	(2,087,348)	(2,779,380)	(2,779,380)	(2,779,380)	(2,087,348)	(2,779,380)
TOTAL RETAINED EARNINGS	\$11,674,722	\$12,208,204	\$10,766,515	\$11,662,750	\$11,314,558	\$11,471,823
# - Ties to Year End CAFR	#	#				
MONROVIA RENEWAL PROJECT FUNDS						
Beginning Balance	\$24,264,654	\$17,752,255	\$10,307,887	\$10,307,887	\$745,590	\$2,062,757
Less: Total Adjustments	44,840	(28,640)	0	0	0	0
Less: Total Capital Expenditures	6,467,559	7,473,008	10,307,745	8,245,130	320,531	1,998,076
Ending Bond Proceed Balance	\$17,752,255	\$10,307,887	\$142	\$2,062,757	\$425,059	\$64,681

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	(\$0)	(\$0)	\$0	\$0	\$22,451	\$0
RESOURCES						
REVENUE:						
Use of Money & Property	62,832	150,579	90,000	90,000	90,000	83,000
Charges for Services	1,507,893	1,536,116	1,576,519	1,576,519	1,599,822	1,576,822
Other Revenue	0	1,741	0	0	0	0
TOTAL REVENUE	1,570,725	1,688,436	1,666,519	1,666,519	1,689,822	1,659,822
Transfer In - POB Issuance	512,498	0	0	0	0	0
Transfer from Reserve for Due From Other Funds	47,585	0	0	0	0	0
Transfer from Reserve for Fixed Assets	176,719	178,786	177,000	177,000	177,000	178,000
Transfer from Reserve for Capital Replacement	0	0	0	0	0	0
TOTAL RESOURCES	2,307,527	1,867,222	1,843,519	1,843,519	1,866,822	1,837,822
TOTAL AVAILABLE	2,307,527	1,867,221	1,843,519	1,843,519	1,889,273	1,837,822
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	182,806	118,163	111,623	111,623	118,279	120,407
Maintenance & Operations	434,583	452,025	499,808	499,808	454,741	632,658
Debt Service Payment - Principal	200,000	205,000	210,000	210,000	220,000	220,000
Debt Service Payment - Interest	413,343	407,257	400,468	400,468	391,868	391,868
Capital Outlay	1,183	0	0	0	0	0
GASB 68 & 75 Expense	(247,258)	57,919	0	0	0	0
Depreciation	176,719	178,786	177,000	177,000	177,000	178,000
TOTAL OPERATING BUDGET	1,161,376	1,419,149	1,398,899	1,398,899	1,361,888	1,542,934
Capital Improvement Projects	134,987	0	0	0	0	0
Capital Improvement Projects Contingency	0	0	0	0	0	0
Capital & Special Projects	0	0	0	0	0	0
TOTAL BUDGET	1,296,363	1,419,149	1,398,899	1,398,899	1,361,888	1,542,934
Transfer out - General Fund	177,325	172,944	148,059	148,059	147,784	173,902
Transfer out - Street Maintenance	0	0	0	0	0	0
Transfer out - Development Services	41,844	46,119	19,741	19,741	19,705	22,957
Transfer out - Street Sweeping	0	0	0	0	0	0
Transfer out - Water Fund (CIP)	0	0	0	0	0	0
Transfer out - POB Debt Service	0	19,649	19,633	19,633	19,497	22,558
Transfer to Reserves:						
Capital Replacement	252,646	0	302,704	257,187	317,948	75,472
Transfer to Reserve for Contributed Capital	0	472,279	0	0	0	0
Transfer to Reserve for Due From Other Funds	0	0	0	0	0	0
Investment in Fixed Assets	131,247	0	0	0	0	0
POB	512,498	0	0	0	0	0
Accrual Adjustments	(220,407)	(205,000)	0	0	0	0
Adjustment to GASB 68 & 75 Accrual	247,258	(57,919)	0	0	0	0
Adjustment - Reserve for Inv in Fixed Assets	(131,247)	0	0	0	0	0
		0	0	0	0	0
TOTAL APPROPRIATION	2,307,527	1,867,221	1,889,036	1,843,519	1,866,822	1,837,823
OPERATING FUNDS	(0)	0	(45,516)	0	22,451	(0)
Reserve for Capital Replacement	1,564,195	1,564,195	1,866,899	1,821,382	2,216,556	1,896,854
Total Operating Funds and Capital Reserves	1,564,195	1,564,195	1,821,383	1,821,382	2,239,007	1,896,854
Reserve - Due From Other funds	0	0	0	0	0	0
Reserve for Investment In Fixed Assets	3,467,128	3,288,342	3,111,342	3,111,342	2,968,128	2,933,342
Reserve - Other	242,131	656,492	656,492	656,492	242,131	656,492
TOTAL RETAINED EARNINGS	\$ 5,273,454	\$ 5,509,029	\$ 5,589,216	\$ 5,589,216	\$ 5,449,266	\$ 5,486,687
	#	#				
# - Ties to Year End CAFR						
MONROVIA RENEWAL PROJECT FUNDS						
Beginning Balance	\$8,704,330	\$6,680,858	\$4,581,251	\$4,581,251	\$641,725	\$2,383,079
Less: Total Adjustments	13,672	(2,063)	0	0	0	0
Less: Total Capital Expenditures	2,009,800	2,101,670	3,840,365	2,198,172	376,817	2,383,079
Ending Bond Proceed Balance	\$6,680,858	\$4,581,251	\$740,886	\$2,383,079	\$264,908	(\$0)

**STORM DRAIN MAINTENANCE
FUND**

423
NUMBER

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$154,507	\$0	\$0	\$0	\$0	\$0
RESOURCES						
REVENUE:						
Use of Money & Property	9,462	13,260	13,000	13,000	13,000	10,000
Charges for Services	285,804	289,656	285,000	285,000	285,000	285,000
Other Revenue	1,423	3,201	125,000	125,000	500,000	500,000
TOTAL REVENUE	296,689	306,117	423,000	423,000	798,000	795,000
Transfer In - Environmental Services	50,000	50,000	50,000	50,000	50,000	50,000
Transfer from Reserves:						
Capital Replacement.	0	2,932	62,275	62,275	0	0
Investment in Fixed Assets	21,636	22,020	22,000	22,000	22,000	22,000
TOTAL RESOURCES	368,325	381,069	557,275	557,275	870,000	867,000
TOTAL AVAILABLE	522,831	381,069	557,275	557,275	870,000	867,000
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	0	0	0	0	0	0
Maintenance & Operations	157,784	211,275	457,500	457,500	447,500	131,500
Capital Outlay	0	0	0	0	0	0
Depreciation	21,636	22,020	22,000	22,000	22,000	22,000
TOTAL OPERATING BUDGET	179,420	233,295	479,500	479,500	469,500	153,500
Capital Improvement Projects	26,514	2,932	0	0	0	0
Capital Improvement Projects Contingency	0	0	0	0	0	0
Capital & Special Projects	0	0	0	0	0	325,000
TOTAL BUDGET	205,934	236,226	479,500	479,500	469,500	478,500
Transfer out - General	23,487	34,955	68,625	68,625	67,125	68,475
Transfer out - Water Fund	0	0	0	0	0	0
Transfer out - Street Maintenance	0	100,000	0	0	0	0
Transfer out - Development Services	6,263	9,321	9,150	9,150	8,950	9,130
Transfer To Reserves:						
Capital Replacement.	287,147	567	0	0	324,425	310,895
Investment in Fixed Asset	23,003	0	0	0	0	0
Adjustment for Capitalized Assets	(23,003)	0	0	0	0	0
TOTAL APPROPRIATION	522,831	381,069	557,275	557,275	870,000	867,000
OPERATING FUNDS	0	0	0	0	0	0
Reserves - Capital Replacement	431,492	429,127	366,852	366,852	624,031	677,747
Total Operating Funds and Capital Reserves	431,492	429,127	366,852	366,852	624,031	677,747
Reserves - Investment in FA	436,795	414,775	392,775	392,775	372,795	370,775
TOTAL RETAINED EARNINGS	\$868,287	\$843,902	\$759,627	\$759,627	\$996,826	\$1,048,522
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- Ties to Year End CAFR

**STREET SWEEPING
FUND**

424
NUMBER

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$240,171	(\$0)	\$0	\$0	\$0	\$0
RESOURCES						
REVENUE:						
Use of Money & Property	3,700	4,387	4,000	4,000	4,000	3,000
Charges for Services	210,679	212,256	210,000	210,000	210,000	210,000
Other Revenue	(869)	2,132	0	0	0	0
TOTAL REVENUE	213,510	218,775	214,000	214,000	214,000	213,000
Transfers from Reserves:						
Capital Replacement	0	76,455	193,241	193,241	0	0
Investments in Fixed Assets	3,528	3,528	4,000	4,000	4,000	3,000
TOTAL RESOURCES	217,038	298,758	411,241	411,241	218,000	216,000
TOTAL AVAILABLE	457,209	298,758	411,241	411,241	218,000	216,000
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	0	0	0	0	0	0
Maintenance & Operations	178,350	163,496	207,700	207,700	216,520	181,520
Depreciation	3,528	3,528	4,000	4,000	4,000	3,000
TOTAL OPERATING BUDGET	181,878	167,024	211,700	211,700	220,520	184,520
Capital Improvement Projects	0	0	0	0	0	0
Capital Improvement Projects Contingency	0	0	0	0	0	0
Capital & Special Projects	0	0	0	0	0	0
TOTAL BUDGET	181,878	167,024	211,700	211,700	220,520	184,520
Transfer Out - General Fund	26,752	25,053	31,155	31,155	32,438	27,228
Transfer Out - Development Services	7,134	6,681	4,154	4,154	4,325	3,630
Transfer Out - Streets	25,000	100,000	0	0	0	0
Transfer to Reserves:						
Capital Replacement	216,446	0	164,232	164,232	177,163	622
Investments in Fixed Assets	0	0	0	0	0	0
Adjustment for Capitalized Assets	0	0	0	0	0	0
TOTAL APPROPRIATION	457,210	298,758	411,241	411,241	434,446	216,000
OPERATING FUNDS	(0)	0	0	0	(216,446)	0
Reserves - Capital Replacement	270,804	194,349	165,340	165,340	312,308	165,962
Total Operating Funds and Capital Reserves	270,804	194,349	165,340	165,340	95,862	165,962
Reserves - Investments in Fixed Assets	65,276	61,748	57,748	57,748	61,276	54,748
TOTAL RETAINED EARNINGS	\$336,080	\$256,097	\$223,088	\$223,088	\$157,138	\$220,710
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- Ties to Year End CAFR

**ENVIRONMENTAL SERVICES
FUND**

**431
NUMBER**

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$1,648,237	\$817,010	\$1,076,009	\$1,076,009	\$614,036	\$699,436
RESOURCES						
REVENUE:						
Fees and Permits	2,182,161	2,278,344	2,361,583	2,361,583	2,450,915	2,450,915
Use of Money & Property	8,725	11,787	8,000	8,000	8,000	9,000
Revenue from Other Agencies	30,435	0	0	0	0	0
Charges for Service	0	0	0	0	0	0
Other Revenue (Projects)	2,105	37,004	30,616	30,616	29,900	49,750
TOTAL REVENUE	2,223,427	2,327,135	2,400,199	2,400,199	2,488,815	2,509,665
Transfer In From Reserves: Investment in Fixed Assets	1,633	1,633	2,000	2,000	2,000	1,000
TOTAL RESOURCES	2,225,060	2,328,768	2,402,199	2,402,199	2,490,815	2,510,665
TOTAL AVAILABLE	3,873,297	3,145,778	3,478,208	3,478,208	3,104,851	3,210,101
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	6,814	(10,108)	197,180	197,180	209,581	261,897
Maintenance & Operations	81,232	78,488	139,151	139,151	125,506	119,605
Capital Outlay	0	0	0	0	0	20,000
GASB 68 Expense	(650,165)	0	0	0	0	0
Depreciation	1,633	1,633	2,000	2,000	2,000	1,000
TOTAL OPERATING BUDGET	(560,485)	70,013	338,331	338,331	337,087	402,502
Capital Improvement Projects	12,483	0	0	0	0	0
Capital Improvement Projects Contingency	0	0	0	0	0	0
Capital & Special Projects	30,395	30,282	30,616	30,616	29,900	49,750
TOTAL BUDGET	(517,607)	100,295	368,947	368,947	366,987	452,252
Transfer Out - General Fund	2,180,207	1,588,112	1,606,668	1,606,668	1,606,972	1,642,998
Transfer Out - Development Services	188,522	1,363	3,156	3,156	3,196	8,000
Transfer Out - Stormdrain Maintenance	50,000	50,000	50,000	50,000	50,000	50,000
Transfer Out - Street Maintenance	100,000	300,000	300,000	300,000	300,000	300,000
Transfer Out - General Fund Add'l Support	30,000	30,000	450,000	450,000	450,000	450,000
Transfer Out - Capital Improvement	375,000	0	0	0	0	0
Transfer to Reserves: Investment in Fixed Assets	0	0	0	0	0	0
Adjustment to GASB 68 Balance	650,165	0	0	0	0	0
Adjustment for Capitalized Assets	0	0	0	0	0	0
TOTAL APPROPRIATION	3,056,287	2,069,770	2,778,771	2,778,771	2,777,155	2,903,250
OPERATING FUNDS	817,010	1,076,009	699,436	699,436	327,696	306,851
Reserves- Capital Replacement	0	0	0	0	0	0
Total Operating Funds and Capital Reserves	817,010	1,076,009	699,436	699,436	327,696	306,851
Reserve - Investment in Fixed Assets	22,050	20,417	18,417	18,417	17,050	17,417
TOTAL RETAINED EARNINGS	\$839,060	\$1,096,426	\$717,853	\$717,853	\$344,746	\$324,268
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- Ties to Year End CAFR

**FACILITIES MAINTENANCE
FUND**

511
NUMBER

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$399,794	\$516,763	\$725,056	\$725,056	\$0	\$0
RESOURCES						
REVENUE:						
Use of Money & Property	8,296	12,184	9,000	9,000	9,000	9,000
Charges for Services	1,920,279	1,800,000	1,900,000	1,900,000	1,900,000	1,800,000
Other Revenue	10,828	31,590	0	0	0	0
TOTAL REVENUE	1,939,403	1,843,774	1,909,000	1,909,000	1,909,000	1,809,000
Transfer In - Retirement	70,856	9,706	20,016	20,016	22,490	8,448
Transfer In - Facilities	0	0	150,000	150,000	0	0
Transfer In - Retirement POB Issuance	857,677	0	0	0	0	0
Transfer from Facility Projects Reserve	0	0	0	0	0	10,509
Transfer from Investment in Fixed Assets	85,475	88,950	86,000	86,000	86,000	88,000
TOTAL RESOURCES	2,953,411	1,942,430	2,165,016	2,165,016	2,017,490	1,915,956
TOTAL AVAILABLE	3,353,205	2,459,194	2,890,072	2,890,072	2,017,490	1,915,956
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	294,623	168,083	215,133	215,133	244,377	108,781
Maintenance & Operations	1,141,172	1,084,767	1,290,959	1,290,959	1,210,473	1,347,568
Capital Outlay	0	0	12,990	12,990	30,000	0
GASB 68 & 75 Expense	(122,750)	103,728	0	0	0	0
Depreciation	85,475	88,950	86,000	86,000	86,000	88,000
TOTAL OPERATING BUDGET	1,398,520	1,445,528	1,605,082	1,605,082	1,570,850	1,544,348
Capital Improvement Project	247,312	194,492	428,760	377,721	75,000	51,039
Capital Improvement Project - Contingency	0	0	0	0	0	0
Capital & Special Projects	0	0	0	0	0	75,000
TOTAL BUDGET	1,645,832	1,640,020	2,033,842	1,982,803	1,645,850	1,670,387
Operating Transfer Out	210,183	197,846	236,575	236,575	230,260	245,569
Transfer to Reserves:						
Facility Projects Reserve	0	0	7,549	670,694	141,380	0
Investments in Fixed Assets	241,971	165,730	0	0	0	0
POB	857,677	0	0	0	0	0
Adjustment to GASB 68 & 75 Accrual	122,750	(103,728)	0	0	0	0
Adjustment for Capitalized Asset Accrual	(241,971)	(165,730)	0	0	0	0
TOTAL APPROPRIATION	2,836,442	1,734,138	2,277,966	2,890,072	2,017,490	1,915,956
OPERATING FUNDS	516,763	725,056	612,106	0	0	0
Reserve - Facility Projects	0	0	7,549	670,694	838,785	660,186
Total Operating and Capital Reserves	516,763	725,056	619,655	670,694	838,785	660,186
Reserve - Investment in Fixed Assets	2,036,220	2,113,000	2,027,000	2,027,000	1,784,220	1,939,000
Reserve - Other	(247,807)	(351,535)	(351,535)	(351,535)	(247,807)	(351,535)
TOTAL RETAINED EARNINGS	\$2,305,176	\$2,486,521	\$2,295,120	\$2,346,159	\$2,375,198	\$2,247,650
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- Ties to Year End CAFR

**EQUIPMENT MAINTENANCE
FUND**

**512
NUMBER**

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$433,434	\$196,961	\$573,875	\$573,875	\$346,461	\$968,651
RESOURCES						
REVENUE:						
Use of Money & Property	29,214	41,508	30,000	30,000	30,000	33,000
Revenue from Other Agencies	0	0	0	0	0	0
Charges for Service	2,283,739	1,902,623	1,537,631	1,537,631	1,541,734	1,993,369
Other Revenue	(4,496)	79,194	0	0	0	0
TOTAL REVENUE	2,308,457	2,023,325	1,567,631	1,567,631	1,571,734	2,026,369
Transfer in - Retirement	28,459	11,792	10,063	10,063	11,339	5,052
Transfer in - POB Issuance	344,485	0	0	0	0	0
Transfer from Reserves for:						
PW Vehicle/Equipment Replacement	194,698	650,003	0	0	0	463,163
PW Vehicle/Equipment Maintenance	0	0	369,280	369,280	77,941	294,888
Investment in Fixed Assets	668,531	683,853	670,000	670,000	670,000	679,000
Fuel Station	911	640,933	545,330	545,330	59,970	537,330
Police Patrol Vehicle Replacement	29,496	332,438	372,600	372,600	121,800	232,600
Police Non Patrol Vehicle Replacement	34,459	67,876	311,755	311,755	166,170	309,200
Fire Equipment/Vehicle Maintenance	22,663	364,438	287,000	287,000	0	319,165
Fire Vehicle Pool Replacement	0	56,099	291,046	291,046	561,168	581,168
Police Radios	0	22,946	27,314	27,314	27,314	52,681
TOTAL RESOURCES	3,632,159	4,853,703	4,452,019	4,452,019	3,267,436	5,500,616
TOTAL AVAILABLE	4,065,593	5,050,665	5,025,894	5,025,894	3,613,897	6,469,267
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	97,545	151,811	105,093	105,093	114,802	55,503
Maintenance & Operations	683,959	769,741	728,844	728,844	718,507	704,558
Lease Principal Payment	0	0	0	0	270,122	270,122
Lease Interest Payment	0	0	0	0	71,046	71,046
GASB 68 & 75 Expense	255,231	24,917	0	0	0	0
Capital Outlay	554,315	314,113	371,368	371,368	711,000	1,052,163
Depreciation	668,531	683,853	670,000	670,000	670,000	679,000
TOTAL OPERATING BUDGET	2,259,582	1,944,435	1,875,305	1,875,305	2,555,477	2,832,392
Capital Improvement Projects	306,611	50,188	0	0	0	0
Capital Improvement Projects Contingency	0	0	56,054	56,054	0	0
Capital & Special Projects	425,213	540,933	434,700	434,700	474,200	471,200
TOTAL BUDGET	2,991,406	2,535,556	2,366,059	2,366,059	3,029,677	3,303,592
Operating Transfer Out	111,901	161,106	108,111	108,111	114,770	165,603
Transfer to Reserves for:						
PW Vehicle/Equip. Replacement	0	0	0	0	0	363,591
PW Vehicle/Equip. Maint.	234,459	230,036	291,339	291,339	0	288,052
Investment in Fixed Assets	800,147	0	0	0	0	0
Fuel Station	0	476,071	485,360	485,360	0	486,080
Police Patrol Vehicle Replacement	0	310,900	250,800	250,800	0	250,800
Police Non Patrol Vehicle Replacement	0	155,291	145,585	145,585	0	145,585
Police Radios	66,029	87,324	0	0	0	87,324
Fire Equipment/Vehicle Maint.	0	343,077	409,989	409,989	122,989	409,989
Fire Vehicle Pool Replacement	275,853	480,000	0	0	0	0
POB Issuance	344,485	0	0	0	0	0
Adjustment to GASB 68 & 75 Accrual	(255,231)	(24,917)	0	0	0	0
Adjustment for Capitalized Asset Accrual	(700,417)	(277,654)	0	0	0	0
TOTAL APPROPRIATION	3,868,632	4,476,790	4,057,243	4,057,243	3,267,436	5,500,616
OPERATING FUNDS	\$196,961	\$573,875	\$968,651	\$968,651	\$346,461	\$968,651
Reserves	2,071,194	2,019,160	1,397,908	1,397,908	732,057	639,134
Total Operating Funds and Reserves	2,268,155	2,593,035	2,366,559	2,366,559	1,078,518	1,607,785
Reserve - Investment in Fixed Assets	2,608,474	1,924,621	1,254,621	1,254,621	671,474	575,621
Reserve - Other	(132,879)	(157,796)	(157,796)	(157,796)	(132,879)	(157,796)
TOTAL RETAINED EARNINGS	\$4,743,750	\$4,359,860	\$3,463,384	\$3,463,384	\$1,617,113	\$2,025,610
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- Ties to Year End CAFR

CENTRAL SERVICES FUND	521 NUMBER					
	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	(\$494,478)	\$10,922	\$55,618	\$55,618	\$14,000	\$60,617
RESOURCES						
REVENUE:						
Use of Money & Property	3,476	6,681	4,000	4,000	4,000	5,000
Charges for Service	1,373,371	1,486,586	1,648,538	1,648,538	1,554,606	1,663,606
Other Revenue	0	2,565	10,000	10,000	10,000	19,762
TOTAL REVENUE	1,376,847	1,495,832	1,662,538	1,662,538	1,568,606	1,688,367
Transfer In - Retirement	51,992	18,502	20,416	20,416	23,017	17,210
Transfer In -POB Issuance	629,345	0	0	0	0	0
Transfer In - Equipment Maintenance Fund	0	100,000	0	0	0	0
Transfer from Reserves:						
Capital Replacement	672,152	69,900	69,844	69,844	0	64,464
Finance Computer System Replacement	152,518	231,150	229,352	229,352	58,757	222,025
Information Systems	0	776,880	1,224,572	1,224,572	0	972,625
Telephone System	124,045	333,582	382,688	382,688	0	352,497
Investment In Fixed Assets	21,941	25,613	22,000	22,000	22,000	25,000
Prepaid Items	1,662	0	0	0	0	0
TOTAL RESOURCES	3,030,502	3,051,459	3,611,410	3,611,410	1,672,380	3,342,188
TOTAL AVAILABLE	2,536,024	3,062,381	3,667,028	3,667,028	1,686,380	3,402,806
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	236,981	251,067	181,596	181,596	241,958	189,727
Maintenance & Operations	941,889	1,002,726	1,446,127	1,446,128	1,170,913	1,274,871
GASB 68 & 75 Expense	(168,415)	51,757	0	0	0	0
Capital Outlay	0	0	0	0	0	65,000
Depreciation	21,941	25,613	22,000	22,000	22,000	25,000
TOTAL OPERATING BUDGET	1,032,395	1,331,163	1,649,723	1,649,724	1,434,871	1,554,598
Capital Improvement Projects	194,889	43,202	56,909	56,909	0	0
Capital Improvement Projects Contingency	0	0	0	0	0	0
Capital & Special Projects	0	0	5,000	5,000	0	0
TOTAL BUDGET	1,227,284	1,374,365	1,711,632	1,711,633	1,434,871	1,554,598
Transfer Out - General Fund	72,443	69,821	211,824	211,824	94,901	82,013
Transfer to Reserves:						
Capital Replacement (Stores)	296,980	183,267	88,538	88,538	18,870	90,606
Finance Computer System Replacement	0	238,130	167,709	167,709	0	168,474
Information System Equip. Replacement	130,634	887,407	998,707	998,707	52,925	1,008,736
Telephone System	0	305,530	428,000	428,000	70,813	437,762
Investment In Fixed Assets	39,428	7,061	0	0	0	0
Prepaid Items	0	0	0	0	0	0
POB Issuance	629,345	0	0	0	0	0
Adjustment to GASB 68 & 75 Accrual	168,415	(51,757)	0	0	0	0
Adjustment for Capitalized Asset Accrual	(39,428)	(7,061)	0	0	0	0
TOTAL APPROPRIATION	2,525,102	3,006,763	3,606,410	3,606,411	1,672,380	3,342,189
OPERATING FUNDS	10,922	55,618	60,617	60,617	14,000	60,617
Reserves	105,486	308,308	84,806	84,806	265,223	178,773
Total Operating Funds and Capital Reserves	116,408	363,926	145,424	145,423	279,223	239,390
Reserve - Investment In Fixed Assets	152,364	133,812	111,812	111,812	90,364	86,812
Reserve - Other	(46,599)	(98,355)	(98,355)	(98,355)	(46,599)	(98,355)
TOTAL RETAINED EARNINGS	\$222,173	\$399,382	\$158,880	\$158,879	\$322,988	\$227,846
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- Ties to Year End CAFR

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$983,429	\$665,467	\$40,752	\$40,752	\$99,697	\$53,706
RESOURCES						
REVENUE:						
Use of Money & Property	1,774	434	0	0	0	0
Charges to Other Funds	1,400,000	1,600,000	1,450,000	1,450,000	1,450,000	1,450,000
Other Revenues	10,387	36,815	0	0	0	3,000
TOTAL REVENUE	1,412,161	1,637,249	1,450,000	1,450,000	1,450,000	1,453,000
Transfer from Reserves for: Future Claims	551,296	(288,131)	0	0	0	0
TOTAL RESOURCES	1,963,457	1,349,119	1,450,000	1,450,000	1,450,000	1,453,000
TOTAL AVAILABLE	2,946,886	2,014,586	1,490,752	1,490,752	1,549,697	1,506,706
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	0	0	0	0	0	0
Maintenance & Operations	2,281,418	1,373,834	1,437,046	1,437,046	1,499,615	1,448,073
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	2,281,418	1,373,834	1,437,046	1,437,046	1,499,615	1,448,073
Transfer Out - Worker's Comp	0	600,000	0	0	0	0
TOTAL APPROPRIATION	2,281,418	1,973,834	1,437,046	1,437,046	1,499,615	1,448,073
OPERATING FUNDS	665,467	40,752	53,706	53,706	50,082	58,633
Reserve - Future Claims (IBNR's)	(715,599)	(427,468)	(427,468)	(427,468)	(715,599)	(427,468)
TOTAL RETAINED EARNINGS	(\$50,132)	(\$386,717)	(\$373,763)	(\$373,763)	(\$665,517)	(\$368,836)
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- Ties to Year End CAFR

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$327,453	(\$140,025)	(\$139,247)	(\$139,247)	\$78,493	\$7,745
RESOURCES						
REVENUE:						
Use of Money & Property	0	0	0	0	0	0
Charges to Other Funds	956,937	1,479,752	1,800,000	1,800,000	1,800,000	2,200,000
Other Revenue	410,708	98,687	0	489,248	0	0
TOTAL REVENUE	1,367,645	1,578,440	1,800,000	2,289,248	1,800,000	2,200,000
Transfer In	0	700,000	100,000	100,000	0	0
Transfer from Reserves	0	0	0	0	0	0
TOTAL RESOURCES	1,367,645	2,278,440	1,900,000	2,389,248	1,800,000	2,200,000
TOTAL AVAILABLE	1,695,098	2,138,415	1,760,753	2,250,000	1,878,493	2,207,745
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	0	0	0	0	0	0
Maintenance & Operations	3,183,018	1,288,797	1,742,255	2,242,255	1,804,368	2,147,353
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	3,183,018	1,288,797	1,742,255	2,242,255	1,804,368	2,147,353
Transfer to Reserves for:						
Future Claims	(1,347,895)	988,865	0	0	0	0
TOTAL APPROPRIATION	1,835,123	2,277,662	1,742,255	2,242,255	1,804,368	2,147,353
OPERATING FUNDS	(140,025)	(139,247)	18,498	7,745	74,125	60,392
Reserve - Future Claims	(2,580,996)	(1,592,131)	(1,592,131)	(1,592,131)	(2,580,996)	(1,592,131)
TOTAL RETAINED EARNINGS	(\$2,721,021)	(\$1,731,378)	(\$1,573,633)	(\$1,584,386)	(\$2,506,871)	(\$1,531,739)
	#	#				

- Ties to Year End CAFR

**SELF INSURED UNEMPLOYMENT
FUND**

533
NUMBER

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$211,383	\$245,207	\$160,064	\$160,064	\$82,799	\$63,564
RESOURCES						
REVENUE:						
Use of Money & Property	3,221	3,650	3,500	3,500	3,500	2,000
Charges to Other Funds	51,903	53,832	40,000	40,000	40,000	78,000
Other Revenue	(898)	1,842	0	0	0	0
TOTAL REVENUE	54,226	59,325	43,500	43,500	43,500	80,000
Transfer In	0	0	0	0	0	0
TOTAL RESOURCES	54,226	59,325	43,500	43,500	43,500	80,000
TOTAL AVAILABLE	265,609	304,532	203,564	203,564	126,299	143,564
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	0	0	0	0	0	0
Maintenance & Operations	20,402	44,468	40,000	40,000	40,000	40,000
TOTAL OPERATING BUDGET	20,402	44,468	40,000	40,000	40,000	40,000
Transfer Out - SIR WC Fund	0	100,000	100,000	100,000	0	0
TOTAL APPROPRIATION	20,402	144,468	140,000	140,000	40,000	40,000
OPERATING FUNDS	245,207	160,064	63,564	63,564	86,299	103,564
TOTAL RETAINED EARNINGS	\$245,207	\$160,064	\$63,564	\$63,564	\$86,299	\$103,564
	#	#				

- Ties to Year End CAFR

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$60,657	\$15,276	\$24,775	\$24,775	\$25,339	\$33,607
RESOURCES						
REVENUE:						
Use of Money & Property	140	490	0	0	0	400
Open Space Tax	662,603	739,699	660,000	660,000	660,000	649,440
Open Space Maintenance Tax	84,169	0	84,000	84,000	84,000	83,160
Other Revenues	777	79	0	0	0	0
Bond Premium	0	0	0	0	0	0
TOTAL REVENUE	747,689	740,268	744,000	744,000	744,000	733,000
Transfers In from Reserves:						
Wilderness Preserve	0	0	0	0	0	0
Transfer In	0	0	0	0	0	0
TOTAL RESOURCES	747,689	740,268	744,000	744,000	744,000	733,000
TOTAL AVAILABLE	808,345	755,544	768,775	768,775	769,339	766,607
APPROPRIATIONS						
CURRENT EXPENSES:						
Other Financing Uses - Bond Defeasance	0	0	0	0	0	0
Debt Service Payment	497,094	0	495,668	495,668	492,143	492,143
Maintenance and Operations	5,975	500,769	9,500	9,500	8,000	6,500
TOTAL OPERATING BUDGET	503,069	500,769	505,168	505,168	500,143	498,643
Transfer Out- General Fund (HWP)	84,000	84,000	84,000	84,000	84,000	84,000
Transfer Out- Hillside Capital Project	206,000	146,000	146,000	146,000	146,000	146,000
Transfer to Reserve for:						
Debt Service	0	0	0	0	0	0
TOTAL APPROPRIATION	793,069	730,769	735,168	735,168	730,143	728,643
OPERATING FUNDS	15,276	24,775	33,607	33,607	39,196	37,964
RESERVE - Debt Service	0	0	0	0	0	0
TOTAL FUND BALANCE	\$15,276	\$24,775	\$33,607	\$33,607	\$39,196	\$37,964
	#	#				

- Ties to Year End CAFR

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	(\$351,546)	(\$127,395)	(\$18,895)	(\$18,895)	\$83,189	\$82,987
RESOURCES						
REVENUE:						
Use of Money & Property	0	0	0	0	0	0
Property Taxes	0	0	0	0	0	0
Revenue from Other Agencies	81,057	0	0	0	0	0
TOTAL REVENUE	81,057	0	0	0	0	0
Transfer In From Debt Service Fund	206,000	146,000	146,000	146,000	146,000	146,000
TOTAL RESOURCES	287,057	146,000	146,000	146,000	146,000	146,000
TOTAL AVAILABLE	(64,490)	18,605	127,105	127,105	229,189	228,987
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	0	0	0	0	0	0
Maintenance & Operations	0	0	6,618	6,618	0	9,100
Capital Outlay	0	37,500	37,500	37,500	0	0
TOTAL OPERATING BUDGET	0	37,500	44,118	44,118	0	9,100
Capital Improvement Projects	62,906	0	0	0	0	0
Capital Improvement Projects Contingency	0	0	0	0	0	0
TOTAL BUDGET	62,906	37,500	44,118	44,118	0	9,100
Transfer Out	0	0	0	0	0	0
TOTAL APPROPRIATION	62,906	37,500	44,118	44,118	0	9,100
OPERATING FUNDS	(127,395)	(18,895)	82,987	82,987	229,189	219,887
TOTAL FUND BALANCE	(\$127,395)	(\$18,895)	\$82,987	\$82,987	\$229,189	\$219,887
	#	#				

- Ties to Year End CAFR

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$273,148	\$284,105	\$288,421	\$288,421	\$187,679	\$198,958
RESOURCES						
REVENUE:						
Use of Money & Property	2,150	3,009	2,000	2,000	2,000	2,000
Property Taxes	1,050,723	1,041,159	1,050,000	1,050,000	1,050,000	1,034,550
Bond Proceeds	0	0	0	0	0	0
Other Revenues	846	1,761	0	0	0	0
TOTAL REVENUE	1,053,719	1,045,929	1,052,000	1,052,000	1,052,000	1,036,550
Transfer In	0	0	0	0	0	0
TOTAL RESOURCES	1,053,719	1,045,929	1,052,000	1,052,000	1,052,000	1,036,550
TOTAL AVAILABLE	1,326,867	1,330,033	1,340,421	1,340,421	1,239,679	1,235,508
APPROPRIATIONS						
CURRENT EXPENSES:						
Debt Service Payment and Bank Charges	1,042,763	941,613	941,463	941,463	936,463	934,563
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	1,042,763	941,613	941,463	941,463	936,463	934,563
Transfer Out - Library Bond Capital Project	0	100,000	200,000	200,000	200,000	200,000
TOTAL APPROPRIATION	1,042,763	1,041,613	1,141,463	1,141,463	1,136,463	1,134,563
OPERATING FUNDS	284,105	288,421	198,958	198,958	103,216	100,945
TOTAL FUND BALANCE	\$284,105	\$288,421	\$198,958	\$198,958	\$103,216	\$100,945
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- Ties to Year End CAFR

**LIBRARY BOND CAPITAL PROJECT
FUND**

716
NUMBER

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$961,921	\$867,175	\$937,188	\$937,188	\$607,909	\$1,111,870
RESOURCES						
REVENUE:						
Use of Money & Property	12,174	16,066	13,000	13,000	13,000	12,000
Property Taxes	0	0	0	0	0	0
Other Revenue	(4,406)	7,121	0	0	0	0
TOTAL REVENUE	7,768	23,187	13,000	13,000	13,000	12,000
Transfer In - Library Bond Debt Service	0	100,000	200,000	200,000	200,000	200,000
TOTAL RESOURCES	7,768	123,187	213,000	213,000	213,000	212,000
TOTAL AVAILABLE	969,689	990,363	1,150,188	1,150,188	820,909	1,323,870
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	0	0	0	0	0	0
Maintenance & Operations	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	0	0	0	0	0	0
Capital Improvement Projects	102,513	53,175	560,916	38,318	0	522,598
Capital Improvement Projects Contingency	0	0	0	0	0	0
TOTAL BUDGET	102,513	53,175	560,916	38,318	0	522,598
Transfer Out	0	0	0	0	0	0
TOTAL APPROPRIATION	102,513	53,175	560,916	38,318	0	522,598
OPERATING FUNDS	867,175	937,188	589,272	1,111,870	820,909	801,272
TOTAL FUND BALANCE	\$867,175	\$937,188	\$589,272	\$1,111,870	\$820,909	\$801,272
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- Ties to Year End CAFR

MILLER MEMORIAL TRUST
FUND

832
NUMBER

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$30,531	\$31,581	\$34,174	\$34,174	\$34,081	\$35,674
RESOURCES						
REVENUE:						
Use of Money & Property	1,364	1,809	1,500	1,500	1,500	1,000
Other Revenue	(314)	783	0	0	0	0
TOTAL REVENUE	1,050	2,592	1,500	1,500	1,500	1,000
Transfer In	0	0	0	0	0	0
TOTAL RESOURCES	1,050	2,592	1,500	1,500	1,500	1,000
TOTAL AVAILABLE	31,581	34,174	35,674	35,674	35,581	36,674
APPROPRIATIONS						
CURRENT EXPENSES:						
Maintenance & Operations	0	0	0	0	0	34,900
TOTAL OPERATING BUDGET	0	0	0	0	0	34,900
Transfer Out	0	0	0	0	0	0
TOTAL APPROPRIATION	0	0	0	0	0	34,900
OPERATING FUNDS	31,581	34,174	35,674	35,674	35,581	1,774
RESTRICTED RESERVE PER TRUST	70,000	70,000	70,000	70,000	70,000	70,000
TOTAL FUND BALANCE	\$101,581	\$104,174	\$105,674	\$105,674	\$105,581	\$71,774
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- Ties to Year End CAFR

**BARTLE MEMORIAL TRUST
FUND**

**833
NUMBER**

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$123,225	\$68,389	\$69,019	\$69,019	\$69,239	\$70,519
RESOURCES						
REVENUE:						
Use of Money & Property	1,531	1,207	1,500	1,500	1,500	0
Other Revenue	(30)	755	0	0	0	0
TOTAL REVENUE	1,501	1,962	1,500	1,500	1,500	0
Transfer In	0	0	0	0	0	0
TOTAL RESOURCES	1,501	1,962	1,500	1,500	1,500	0
TOTAL AVAILABLE	124,726	70,351	70,519	70,519	70,739	70,519
APPROPRIATIONS						
CURRENT EXPENSES:						
Maintenance & Operations	0	0	0	0	0	35,100
TOTAL OPERATING BUDGET	0	0	0	0	0	35,100
Capital Improvement Project	56,337	1,332	0	0	0	0
TOTAL BUDGET	56,337	1,332	0	0	0	0
Transfer Out	0	0	0	0	0	0
TOTAL APPROPRIATION	56,337	1,332	0	0	0	35,100
OPERATING FUNDS	68,389	69,019	70,519	70,519	70,739	35,419
RESTRICTED RESERVE PER TRUST	0	0	0	0	0	0
TOTAL FUND BALANCE	\$68,389	\$69,019	\$70,519	\$70,519	\$70,739	\$35,419
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- Ties to Year End CAFR

**MONROVIA HOUSING AUTHORITY
FUND**

921
NUMBER

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 REVISED BUDGET	2019-20 ESTIMATED ACTUAL	2020-21 ORIGINAL BUDGET	2020-21 PROPOSED BUDGET
BEGINNING BALANCE	\$1,340,807	\$1,303,628	\$888,696	\$888,696	\$531,538	\$502,142
RESOURCES						
REVENUE:						
Extraordinary Gain	0	0	0	0	0	0
Use of Money & Property	63,495	32,384	50,000	50,000	50,000	25,000
Project Revenues	3,694	0	4,000	4,000	4,000	4,000
Other Revenue	(134,385)	26,647	0	0	0	0
TOTAL REVENUE	(67,196)	59,031	54,000	54,000	54,000	29,000
Transfer In - Retirement Fund	26,433	9,534	21,869	21,869	24,665	18,360
Transfer In - Housing Bond Fund	0	0	0	0	0	0
Transfer In - General Fund for MAP	131,727	137,096	92,938	92,938	117,258	104,815
Transfer from Reserves for:						
Long Term Receivables	0	0	0	0	0	0
Advances to Successor Agency	0	0	0	0	0	0
Land Held For Housing	347,036	0	0	0	0	0
Owed to General Fund	0	0	0	0	0	0
TOTAL RESOURCES	438,000	205,661	168,807	168,807	195,923	152,175
TOTAL AVAILABLE	1,778,807	1,509,289	1,057,503	1,057,503	727,461	654,317
APPROPRIATIONS						
CURRENT EXPENSES:						
Personnel	67,378	147,882	158,158	158,158	167,621	110,307
Maintenance & Operations	2,011	104,049	92,230	92,230	80,000	86,919
Capital Outlay	0	0	0	0	0	0
TOTAL OPERATING BUDGET	69,389	251,931	250,388	250,388	247,621	197,226
Extraordinary Loss	0	0	0	0	0	0
Capital & Special Projects	161,854	151,430	124,797	124,797	131,183	121,657
TOTAL BUDGET	231,243	403,361	375,185	375,185	378,804	318,883
Transfer Out - General Overhead	243,936	217,232	180,176	180,176	172,238	141,954
Transfer to Reserves for:						
Long Term Receivables	0	0	0	0	0	0
Advances to Successor Agency	0	0	0	0	0	0
Land Held For Housing	0	0	0	0	0	0
Owed to General Fund	0	0	0	0	0	0
TOTAL APPROPRIATIONS	475,179	620,593	555,361	555,361	551,042	460,837
UNDESIGNATED FUND BALANCE	1,303,628	888,696	502,142	502,142	176,419	193,480
Restatement		(95,805)				
Reserve - Land Held For Housing	0	0	0	0	0	0
Reserve - Long Term Receivables	450,000	450,000	450,000	450,000	450,000	450,000
Reserve - Advances to Successor Agency	2,551,385	2,551,385	2,551,385	2,551,385	2,551,385	2,551,385
Reserve - Owed to General Fund	0	0	0	0	0	0
TOTAL FUND BALANCE	\$4,305,013	\$3,794,276	\$3,503,527	\$3,503,527	\$3,177,804	\$3,194,865
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- Ties to Year End CAFR.



CAPITAL
IMPROVEMENT
PROJECTS



CAPITAL IMPROVEMENT PROJECTS Fiscal Year 2020-21



Proj No.	Project Description	Total Project Estimate	FY2020-21 Estimated Cost *	Funding Source
52	Community Center Planning	\$66,750	\$51,039	Facilities Maintenance Fund
75	Bradoaks/Santa Fe Project	\$813,641	\$774,048	SRTS Grant, RMRA Fund
76	Huntington Drive Phase II	\$2,209,800	\$2,013,614	Prop C Fund, RMRA Fund, RSTP Grant, STPL Grant
77	Huntington Drive / 5th Avenue	\$935,160	\$697,620	RMRA Fund, HSIP Grant, HUD Grant, Street Maintenance Fund
80	Comprehensive Old Town Upgrades	\$845,000	\$0	AQMD Fund, RMRA Fund, CIP Fund, Development Services Fund, Prop C Fund, Storm Drain Fund, Measure R Fund, Environmental Services Fund
82	Comprehensive Library Park Upgrades	\$715,000	\$522,598	Library Fund
91	Mountain Avenue Resurfacing Project	\$200,000	\$200,000	SB1 RMRA
92	Lucinda Garcia Park Project	\$1,100,000	\$75,000	SPP Grant, Measure A, LA County TDA Funds, Mayor's Conference Grant, LACRPOSD Excess Funding
Total Estimated Cost		\$6,885,351	\$4,333,919	

Monrovia Renewal	\$6,641,033
Total Estimated CIP and Monrovia Renewal Costs	\$10,974,952

* Total Estimated Cost for 2020-21 may not agree to the Total Project Estimate, as actual expenditures have been incurred in previous years and cost estimates span future years.



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.



City Manager's Office



The City Manager's Office is headed by the City Manager and is responsible for coordinating the following City operations:

- City Clerk's Office
- Human Resources
- City Administration
- Economic Development
- Information Systems

An overview of each of the above listed functions is included below.

CITY CLERK'S OFFICE

The City Clerk's Office maintains the record of all City Council legislative proceedings and decisions, including Minutes, Ordinances, and Resolutions; manages all official City records and archives; administers City elections and serves as the filing officer for Political Reform Act statements; provides administrative services for the City Council; receives and processes claims, subpoenas, summons and requests for public records; and coordinates the recruitment of City Commissioners and Board Members.

HUMAN RESOURCES

The Human Resources operation is responsible for recruiting, developing, and retaining a world-class professional workforce that embraces the City's mission and organizational values. Human Resources also focuses on organizational development efforts by managing employee relations, talent management, succession planning, training, and organizational health initiatives.

ADMINISTRATION

The City's Manager's Office is responsible for the administration of all City operations through the provision of City Council support, managing citywide strategic planning efforts, coordinating special projects, strengthening intergovernmental relations, and managing the City's public information / community outreach activities.

ECONOMIC DEVELOPMENT

The City's Economic Development operation helps promote and sustain economic growth in the community through a variety of mechanisms, including marketing and outreach efforts, workforce development, development support for key projects, strengthening established and emerging industries in Monrovia, establishing public / private partnerships, and streamlining Citywide processes to support business activities.

INFORMATION SYSTEMS

The Information Systems operation is responsible for managing the City's information technology resources in order to provide staff with the tools necessary to perform their job functions, while keeping data systems secure. Acorn Technology Services is the City's current contract IT services provider assisting with day-to-day support, network and server maintenance, and strategic planning.



**City Manager's Office
City Council**



Fund Name: **General**
Fund Number/Department Number: **111-110**

PROGRAM DESCRIPTION:

The City Council Program is the legislative branch of the Monrovia City government and is responsible for formulation of City policy.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Personnel	\$88,492	\$95,577	\$103,587	\$103,662
Maintenance & Operations	16,567	58,200	58,400	34,200
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	105,058	153,777	161,987	137,862
CIP	0	0	0	0
Capital/Special Projects	0	3,988	25,000	29,070
Transfers Out	0	0	0	0
Program Total:	\$105,058	\$157,765	\$186,987	\$166,932

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Full Time (F.T.E)	5.00	5.00	5.00	5.00



**City Manager's Office
Administration**



Fund Name: **General**
Fund Number/Department Number: **111-120**

PROGRAM DESCRIPTION:

The City Manager is appointed by the City Council to serve as the Chief Executive Officer for the organization and is responsible for implementing policies established by the City Council through coordination with all City Departments. The Administration Division is responsible for City Council support, Citywide initiatives, coordination of special projects, intergovernmental relations, public information, community outreach, economic development, and information systems.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Personnel	\$559,452	\$569,255	\$578,038	\$568,157
Maintenance & Operations	256,062	175,773	197,392	148,191
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	815,514	745,028	775,430	716,349
CIP	0	0	0	0
Capital/Special Projects	0	3,000	0	0
Transfers Out	0	0	0	0
Program Total:	\$815,514	\$748,028	\$775,430	\$716,349

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Budget	Budget	Budget
Full Time (F.T.E)	3.70	3.70	3.70	3.20 *
* 1 frozen position				



**City Manager's Office
City Clerk**



Fund Name: **General**
Fund Number/Department Number: **111-130**

PROGRAM DESCRIPTION:

The City Clerk's division is responsible for preparation of agendas, minutes, ordinances and resolutions for the City Council, Successor Agency to the Monrovia Redevelopment Agency, Housing Authority, and the Financing Authority, and ensures completion of actions directed. As the Records Manager, the City Clerk maintains the central and legal files of the City, provides public information and responds to public records requests, publishes and posts legal notices, processes claims and lawsuits, and is responsible for the maintenance and distribution of the Municipal Code. The City Clerk also conducts all stand-alone municipal elections and is the Filing Officer for Fair Political Practices Commission campaign finance and economic interest disclosure forms.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Personnel	\$316,959	\$335,270	\$353,278	\$256,619
Maintenance & Operations	83,809	104,423	79,317	84,264
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	400,768	439,693	432,595	340,883
CIP	0	0	0	0
Capital/Special Projects	0	18,705	0	0
Transfers Out	0	0	0	0
Program Total:	\$400,768	\$458,398	\$432,595	\$340,883

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Full Time (F.T.E)	4.00	4.00	4.00	2.90 *

* 1 frozen position



**City Manager's Office
City Treasurer**



Fund Name: **General**
Fund Number/Department Number: **111-140**

PROGRAM DESCRIPTION:

The City Treasurer provides oversight of cash management and related fiscal matters. The City Treasurer is an elected position and serves a four-year term. Duties include the review/preparation of financial transactions 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.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Personnel	\$17,331	\$12,236	\$12,996	\$13,010
Maintenance & Operations	407	500	500	500
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	17,738	12,736	13,496	13,510
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$17,738	\$12,736	\$13,496	\$13,510

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Full Time (F.T.E)	1.00	1.00	1.00	1.00



**City Manager's Office
City Attorney**



Fund Name: **General**
Fund Number/Department Number: **111-150**

PROGRAM DESCRIPTION:

The City Attorney accounts for general legal services for the City. The City Attorney is appointed by, and serves at the pleasure of, the City Council. 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 Funds, respectively.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	476,819	366,000	357,000	357,000
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	476,819	366,000	357,000	357,000
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$476,819	\$366,000	\$357,000	\$357,000

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**City Manager's Office
Information Systems**



Fund Name:

Central Services

Fund Number/Department Number:

521-223

PROGRAM DESCRIPTION:

Information Systems consists of City staff, contract managed services, and various consultants with subject-matter expertise. Information Systems is responsible for maintaining the City's network and server infrastructure; procuring and supporting all hardware and software applications; managing data storage, backup, and related security measures; and overseeing the City's Geographical Information Systems (GIS) database and internal/external websites. Additionally, the Division provides day-to-day support and troubleshooting assistance for computers, printers, telephones, and emails throughout the City.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Personnel*	\$167,926	\$98,270	\$153,712	\$100,430
Maintenance & Operations	538,340	945,267	678,988	798,744
Capital Outlay*	0	0	0	65,000
Depreciation	25,613	22,000	22,000	25,000
Total Operating Budget	731,879	1,065,536	854,700	989,175
CIP	43,202	56,909	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	124,127	19,662	8,450
Program Total:	\$775,080	\$1,246,572	\$874,362	\$997,625

*Note: FY18-19 Actuals excludes GASB adjusting entry and adjusting entry for capitalization.

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Full Time (F.T.E)	1.00	1.00	1.00	1.00



**City Manager's Office
Telephone Maintenance**



Fund Name: **Central Services**
Fund Number/Department Number: **521-224**

PROGRAM DESCRIPTION:

Telephone Maintenance is an internal service operation that is responsible for the procurement, maintenance, and management of the City's telecommunications system, including internet services, dark fiber, cellular phones, and the telephone system.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel *	\$0	\$0	\$0	\$0
Maintenance & Operations	301,261	327,885	316,095	311,825
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	301,261	327,885	316,095	311,825
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	39,163	54,803	41,092	40,672
Program Total:	\$340,424	\$382,688	\$357,187	\$352,497

* Notes: FY18-19 Actuals excludes GASB adjusting entry

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**City Manager's Office
Human Resources**



Fund Name: **General**
Fund Number/Department Number: **111-231**

PROGRAM DESCRIPTION:

The Human Resources Program is responsible for providing all personnel services in the City, including employee recruitment and selection, classification, compensation, employee benefits, employee relations, risk management, organizational development, and training.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Personnel	\$529,006	\$592,457	\$638,554	\$662,348
Maintenance & Operations	388,351	481,990	478,459	390,625
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	917,357	1,074,447	1,117,013	1,052,973
CIP	0	0	0	0
Capital/Special Projects	820	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$918,177	\$1,074,447	\$1,117,013	\$1,052,973

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Full Time (F.T.E)	5.95	5.95	5.95	5.20 *
* 1 frozen position				



**City Manager's Office
Workers' Compensation**



Fund Name:

SIR Workers' Comp

Fund Number/Department Number:

532-233

PROGRAM DESCRIPTION:

The City's Workers' Compensation Program is housed in this program area. The City is a member of the California Joint Powers Insurance Authority (CJPIA), which handles all of the City's workers' compensation related matters.

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
<u>PROGRAM EXPENDITURES:</u>				
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	1,288,797	1,742,255	1,804,368	2,147,353
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	1,288,797	1,742,255	1,804,368	2,147,353
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$1,288,797	\$1,742,255	\$1,804,368	\$2,147,353

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
<u>PERSONNEL:</u>				
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**City Manager's Office
Liability & Insurance**



Fund Name:

SIR Liability

Fund Number/Department Number:

531-234

PROGRAM DESCRIPTION:

The General Liability Program is housed in this program area. The City is a member of the California Joint Powers Insurance Authority (CJPIA), which handles all of the liability claims and lawsuits filed against the City.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	1,373,834	1,437,046	1,499,615	1,448,073
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	1,373,834	1,437,046	1,499,615	1,448,073
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	600,000	0	0	0
Program Total:	\$1,973,834	\$1,437,046	\$1,499,615	\$1,448,073

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**City Manager's Office
Unemployment Insurance**



Fund Name:

SIR Unemployment

Fund Number/Department Number:

533-236

PROGRAM DESCRIPTION:

The Unemployment Insurance Program is housed in this program area. The City is self-insured for purposes of unemployment insurance, and this program is responsible for all claims for unemployment filed by employees who have separated from the City.

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
<u>PROGRAM EXPENDITURES:</u>		Budget	Budget	Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	44,468	40,000	40,000	40,000
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	44,468	40,000	40,000	40,000
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	100,000	100,000	0	0
Program Total:	\$144,468	\$140,000	\$40,000	\$40,000

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
<u>PERSONNEL:</u>		Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



City Manager's Office
Affordable Housing



Fund Name:

Housing Authority

Fund Number/Department Number:

921-556

PROGRAM DESCRIPTION:

The City's Housing Authority activities are accounted for in this particular program area. In addition, the Monrovia Area Partnership (MAP), a program that combats blight and crime by empowering neighborhoods and fostering citizen activism, is tracked in this department.

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
<u>PROGRAM EXPENDITURES:</u>	Actuals	Budget	Budget	Budget
Personnel	\$147,882	\$158,158	\$167,621	\$110,307
Maintenance & Operations	104,049	92,230	80,000	86,919
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	251,931	250,388	247,621	197,226
Extraordinary Loss	0	0	0	0
CIP	0	0	0	0
Capital/Special Projects	151,430	124,797	131,183	121,657
Transfers Out	217,232	180,176	172,238	141,954
Program Total:	\$620,593	\$555,361	\$551,042	\$460,837

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
<u>PERSONNEL:</u>	Actuals	Budget	Budget	Budget
Full Time (F.T.E)	1.85	2.45	2.45	2.18



Administrative Services Department



The Administrative Services Department is responsible for the overall management and oversight of the City's financial assets and financial transactions. The Department plans, organizes, leads, and monitors the financial activities of the City and is responsible for coordinating the following operational areas:

- Administration
- Budgeting and Long-Term Financial Planning
- General Accounting and Financial Reporting
- Treasury/Cash Management
- Finance Operations
 - Payroll
 - Accounts Payable
 - Accounts Receivable and Cashiering/Cash Handling
 - Utility Billing

An overview of each of the above listed functions is included below.

ADMINISTRATION

The Administrative Services Department is focused on developing innovative and cost-effective ways of financing City services and facilities; preparing and implementing policies and plans for effectively managing the City's financial resources; preserving the City's long-term financial health; and advising the City Council and the City Manager on fiscal matters.

BUDGETING AND LONG-TERM FINANCIAL PLANNING

The budgeting and long-term financial planning function involves the preparation of the annual budget for approval by City Council and working with operating departments, throughout the year, to continually track and monitor budget to actual performance. As part of the budget process, an ongoing review and analysis of the City's long-term fiscal health is performed, and appropriate adjustments are made to ensure the City's long-term fiscal sustainability.

GENERAL ACCOUNTING AND FINANCIAL REPORTING

The general accounting and financial reporting function involves maintaining the general ledger system and chart of accounts, reconciling monthly bank accounts, providing monthly financial reports for operating departments, tracking the City's financial and capital assets, preparing the annual State Controller's Report, compiling data for the City's annual financial audit and all other regulatory audits, and preparing the Comprehensive Annual Financial Report (CAFR). In addition, the Department is also responsible for preparing and recording the financial transactions of the Successor Agency to the Monrovia Redevelopment Agency, which includes preparing the annual Recognized Obligation Payment Schedule (ROPS).

TREASURY/CASH MANAGEMENT

The treasury/cash management function is focused on ensuring that the City has available funds to pay its short-term operational and capital costs. Any idle funds not needed to fund the City's short-term costs are prudently invested in allowable long-term 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.

FINANCE OPERATIONS

The Administrative Services Department is responsible for processing the City's day-to-day financial transactions, which includes paying the City's financial obligations in a timely manner and processing receipts in the City's financial system. The following operational areas are included in the Finance Operation function:



Administrative Services Department



PAYROLL

The payroll function involves processing the City's bi-weekly payroll and ensuring that all monthly, quarterly, and annual federal and state reports are filed timely with the taxing authorities and regulatory agencies.

ACCOUNTS PAYABLE

The accounts payable function involves processing the City's bills 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 CASHIERING/CASH HANDLING

The accounts receivable function involves processing the City's accounts receivable billings, maintaining customer aging schedules and files, processing delinquent accounts, and initiating collection procedures. In addition, this operation is responsible for timely deposit and safekeeping of cash.

UTILITY BILLING

The utility billing function involves processing monthly utility billings for approximately 10,000 residential and business customers. In addition to issuing monthly bills to customers, the utility billing function is also responsible for initiating customer turn on/turn off service requests, maintaining customer history files, receiving and posting utility-related payments, and assisting customers with all account-related inquiries. |



**Administrative Services
Finance Administration**



Fund Name: **General**
Fund Number/Department Number: **111-210**

PROGRAM DESCRIPTION:

The Finance Administration Program manages and coordinates the financial functions of the City and the Successor Agency to the Monrovia Redevelopment Agency. It provides fiscal guidance on accounting issues to all departments. Finance Administration develops and monitors a stable, long-term financial plan for the City of Monrovia. Responsibilities include investment and cash management, creation and revision of department and City-wide policies regarding financial issues, budget preparation and monitoring, and long-term strategic and financial forecasting.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	\$66,169	\$67,069	\$71,120	\$71,822
Maintenance & Operations	28,276	34,433	33,442	33,919
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	94,445	101,502	104,562	105,741
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$94,445	\$101,502	\$104,562	\$105,741

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	0.40	0.40	0.40	0.40



**Administrative Services
Finance Operations**



Fund Name: **General**
Fund Number/Department Number: **111-221**

PROGRAM DESCRIPTION:

The Finance Operations Program 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, fixed assets and payroll.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	\$737,066	\$800,255	\$900,562	\$863,182
Maintenance & Operations	248,566	256,269	231,509	247,945
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	985,632	1,056,524	1,132,071	1,111,127
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$985,632	\$1,056,524	\$1,132,071	\$1,111,127

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	7.55	7.55	7.55	7.05 *
*1 frozen position				



**Administrative Services
Central Stores**



Fund Name: **Central Services**
Fund Number/Department Number: **521-222**

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.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Actuals	Budget	Budget	Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	61,858	61,809	62,598	57,048
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	61,858	61,809	62,598	57,048
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	8,042	8,035	8,138	7,416
Program Total:	\$69,900	\$69,844	\$70,736	\$64,464

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Actuals	Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Administrative Services
Finance Computer System**



Fund Name: **Central Services**
Fund Number/Department Number: **521-225**

PROGRAM DESCRIPTION:

The Finance Computer System Program 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.

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
<u>PROGRAM EXPENDITURES:</u>	<u>Actuals</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
Personnel*	\$83,141	\$83,326	\$88,246	\$89,297
Maintenance & Operations	101,267	111,167	113,232	107,254
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	184,408	194,493	201,478	196,551
CIP	0	0	0	0
Capital/Special Projects	0	5,000	0	0
Transfers Out	22,616	24,859	26,009	25,474
Program Total:	\$207,024	\$224,352	\$227,487	\$222,025

*Note: FY18-19 Actuals excludes GASB adjusting entry and adjusting entry for capitalization.

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
<u>PERSONNEL:</u>	<u>Actuals</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
Full Time (F.T.E)	0.60	0.60	0.60	0.60



**Administrative Services
Utility Billing and Collection**



Fund Name:

Water Utility

Fund Number/Department Number:

411-227

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. The Utility Billing Department currently prepares approximately 120,000 utility bills a year, which generates an estimated \$12 million in water sales revenue for the Water Service Division.

PROGRAM EXPENDITURES:

	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
Personnel*	\$649,381	\$701,155	\$743,891	\$699,560
Maintenance & Operations	414,931	424,314	394,567	406,063
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	1,064,312	1,125,469	1,138,458	1,105,623
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	247,076	281,986	286,237	299,383
Program Total:	\$1,311,388	\$1,407,455	\$1,424,695	\$1,405,006

*Note: FY18-19 Actuals excludes GASB adjusting entry.

PERSONNEL:

	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
Full Time (F.T.E)	6.35	6.35	6.35	5.85 *
* 1 frozen position				



**Administrative Services
Non-Departmental**



Fund Name: **General**
Fund Number/Department Number: **111-251**

PROGRAM DESCRIPTION:

The Non-Departmental Program accounts for all expenditures and revenues that cannot be assigned to specific departments of the General Fund. Property taxes, sales taxes, and transient occupancy taxes are accounted for in this program. Also included in this program are retiree medical costs and other costs not associated with a specific department or program.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Personnel	\$0	\$286,433	\$150,000	\$250,000
Maintenance & Operations	1,314,806	1,320,077	1,676,925	1,043,923
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	1,314,806	1,606,510	1,826,925	1,293,923
CIP	0	0	0	0
Capital/Special Projects	32,035	28,500	15,500	15,500
Transfers Out	2,999,433	2,705,017	2,889,870	2,254,815
Program Total:	\$4,346,274	\$4,340,027	\$4,732,295	\$3,564,238

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Administrative Services
Measure K**



Fund Name:	General
Fund Number/Department Number:	112-251

PROGRAM DESCRIPTION:

Measure K is a 3/4% sales tax that was approved by City voters in November 2019 and became effective on April 1, 2020. Measure K, the Keep Monrovia Revenues Local Sales Tax Measure, ensures new sales tax revenues stay in Monrovia to be reinvested into the community. Measure K will generate an estimated \$4.5 million per year in additional sales tax revenues for the City. This program has no expenditures for FY 2020-21.

	<i>2018-19</i>	<i>2019-20</i>	<i>2020-21</i>	<i>2020-21</i>
<u>PROGRAM EXPENDITURES:</u>	<i>Actuals</i>	<i>Revised</i>	<i>Original</i>	<i>Adopted</i>
	<i>Budget</i>	<i>Budget</i>	<i>Budget</i>	<i>Budget</i>
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	0	0	0	0
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
<i>Total Operating Budget</i>	0	0	0	0
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
<i>Program Total:</i>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

	<i>2018-19</i>	<i>2019-20</i>	<i>2020-21</i>	<i>2020-21</i>
<u>PERSONNEL:</u>	<i>Actuals</i>	<i>Budget</i>	<i>Budget</i>	<i>Budget</i>
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Administrative Services
Employee Retirement**



Fund Name:

Retirement

Fund Number/Department Number:

212-252

PROGRAM DESCRIPTION:

The Employee Retirement Program 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).

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	152,952	160,000	160,000	160,000
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	152,952	160,000	160,000	160,000
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	9,124,197	9,624,675	9,953,526	9,592,449
Program Total:	\$9,277,149	\$9,784,675	\$10,113,526	\$9,752,449

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Administrative Services
Emergency Services**



Fund Name: **Emergency Services**
Fund Number/Department Number: **211-253**

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 COVID-19 global pandemic and the civil unrest events of 2020.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	0	0	0	0
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	0	0	0	0
CIP	0	0	0	0
Capital/Special Projects	0	0	0	50,000
Transfers Out	0	0	0	0
Program Total:	\$0	\$0	\$0	\$50,000

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Administrative Services
Retirement Debt Service**



Fund Name:

Pension Obligation Bonds

Fund Number/Department Number:

214-255

PROGRAM DESCRIPTION:

The Retirement Debt Service Program accounts for all debt service payments for 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.

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
<u>PROGRAM EXPENDITURES:</u>				
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	3,150	3,200	3,200	3,200
Debt Service	6,462,556	6,467,496	6,466,216	6,466,216
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	6,465,706	6,470,696	6,469,416	6,469,416
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$6,465,706	\$6,470,696	\$6,469,416	\$6,469,416

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
<u>PERSONNEL:</u>				
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Administrative Services
Hillside Acquisition Debt Service**



Fund Name: *Hillside Acquisition Debt Service*
Fund Number/Department Number: *713-256*

PROGRAM DESCRIPTION:

The Hillside Acquisition Debt Service Program accounts for all debt service payments for the Hillside Wilderness Preserve Bonds. 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 generates approximately \$84,000 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.

<u>PROGRAM EXPENDITURES:</u>	<i>2018-19</i>	<i>2019-20</i>	<i>2020-21</i>	<i>2020-21</i>
	<i>Actuals</i>	<i>Revised</i>	<i>Original</i>	<i>Adopted</i>
	<i>Budget</i>	<i>Budget</i>	<i>Budget</i>	<i>Budget</i>
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	3,500	9,500	8,000	6,500
Debt Service	497,269	495,668	492,143	492,143
Capital Outlay		0	0	0
Depreciation	0	0	0	0
Total Operating Budget	500,769	505,168	500,143	498,643
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	230,000	230,000	230,000	230,000
Program Total:	\$730,769	\$735,168	\$730,143	\$728,643

<u>PERSONNEL:</u>	<i>2018-19</i>	<i>2019-20</i>	<i>2020-21</i>	<i>2020-21</i>
	<i>Actuals</i>	<i>Revised</i>	<i>Original</i>	<i>Adopted</i>
	<i>Budget</i>	<i>Budget</i>	<i>Budget</i>	<i>Budget</i>
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Administrative Services
Hillside Acquisition Capital Project**



Fund Name:

Hillside Acquisition Capital Project

Fund Number/Department Number:

714-257

PROGRAM DESCRIPTION:

The Hillside Wilderness Capital Project Program accounts for all capital improvements associated with the Hillside Wilderness Preserve Project Area. 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 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 and to pay for other project expenses related to the Hillside Wilderness Preserve.

PROGRAM EXPENDITURES:

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	\$0	\$6,618	\$0	\$9,100
Capital Outlay	\$37,500	\$37,500	\$0	\$0
Depreciation	0	0	0	0
Total Operating Budget	37,500	44,118	0	9,100
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$37,500	\$44,118	\$0	\$9,100

PERSONNEL:

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Administrative Services
Library Bond Debt Service**



Fund Name: *Library Bond Debt Service*
Fund Number/Department Number: *715-258*

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, which was later refinanced in 2017. The Library Bond Debt Service program is used to pay for the debt service related to the bond issue.

<u>PROGRAM EXPENDITURES:</u>	<i>2018-19 Actuals</i>	<i>2019-20 Revised Budget</i>	<i>2020-21 Original Budget</i>	<i>2020-21 Adopted Budget</i>
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	4,976	7,100	7,100	5,200
Debt Service	936,637	934,363	929,363	929,363
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	941,613	941,463	936,463	934,563
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	100,000	200,000	200,000	200,000
Program Total:	\$1,041,613	\$1,141,463	\$1,136,463	\$1,134,563

<u>PERSONNEL:</u>	<i>2018-19 Actuals</i>	<i>2019-20 Revised Budget</i>	<i>2020-21 Original Budget</i>	<i>2020-21 Adopted Budget</i>
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Administration Services
Other Grants**



Fund Name:

Other Grants

Fund Number/Department Number:

241-260

PROGRAM DESCRIPTION:

The Other Grants cost center accounts for all City grants that are not directly associated with public safety or that don't have a direct nexus to another cost center within the City. Examples of grants accounted for in this cost center include various Homeless Initiative grants.

<u>PROGRAM EXPENDITURES:</u>	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	0	0	0	0
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	0	0	0	0
CIP	0	0	0	75,000
Capital/Special Projects	0	3,698	0	320,745
Transfers Out	0	0	0	0
Program Total:	\$0	\$3,698	\$0	\$395,745

<u>PERSONNEL:</u>	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Administrative Services
Asset Forfeiture - LA Clear**



Fund Name:

Asset Forfeiture LA Clear

Fund Number/Department Number:

242-375

PROGRAM DESCRIPTION:

The Asset Forfeiture - Los Angeles Regional Criminal Information Clearing House (LA CLEAR) Program accounts for seized assets that have been illegally derived from criminal activity. LA CLEAR, a multi-agency investigative and intelligence law enforcement task force, participates with other law enforcement agencies to investigate mid to high-level narcotics trafficking and money laundering. Assets seized are accounted for in this cost center and may be used for a variety of law enforcement activities as allowed by federal guidelines.

<u>PROGRAM EXPENDITURES:</u>	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	0	0	0	959,315
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	0	0	0	959,315
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$0	\$0	\$0	\$959,315

<u>PERSONNEL:</u>	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Administrative Services
HIDTA Grant Program**



Fund Name:

HIDTA Grant

Fund Number/Department Number:

247-37X

PROGRAM DESCRIPTION:

The HIDTA Grant Program helps fund law enforcement activities that combat drug trafficking within the Los Angeles HIDTA area. 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. 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.

<u>PROGRAM EXPENDITURES:</u>	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	6,460,757	8,596,707	8,444,026	7,831,317
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	6,460,757	8,596,707	8,444,026	7,831,317
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$6,460,757	\$8,596,707	\$8,444,026	\$7,831,317

<u>PERSONNEL:</u>	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Administrative Services
LA CLEAR Discretionary**



Fund Name:

Other Fiduciary Police Grants

Fund Number/Department Number:

249-381

PROGRAM DESCRIPTION:

The LA CLEAR Discretionary 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.

PROGRAM EXPENDITURES:

	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	1,004	0	0	0
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	1,004	0	0	0
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$1,004	\$0	\$0	\$0

PERSONNEL:

	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Administrative Services
Prop C & Measure R Debt Service**



Fund Name: *Prop C & Measure R Debt Service*
Fund Number/Department Number: **226-543**

PROGRAM DESCRIPTION:

Proposition C and Measure R Debt Service Program funds have been secured through a bond measure to fund eligible street repairs for the Monrovia Renewal Capital Improvement Program. The main function of this department is to use annual Proposition C and Measure R revenues to pay the annual debt service payments on the bonds. The Proposition C and Measure R bond proceeds total approximately \$13,600,000 and are to be paid off over the course of 30 years (due December 1, 2045).

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	0	2,550	5,050	5,200
Debt Service	794,126	788,106	788,106	788,106
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	794,126	790,656	793,156	793,306
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$794,126	\$790,656	\$793,156	\$793,306

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



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. The Department is responsible for coordinating the following operations:

- Administration
- Support Services
- Operations Patrol
- Detective Bureau
- Asset Forfeiture Program
- Communications, Crime Analysis and Technology (CCAT) Bureau
- Community Policing Program
- Animal Control Services
- Crossing Guards Program

An overview of each of the above listed functions is included below.

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

The Support Services Division is managed by a captain. The division is comprised of Records, Jail Operations, Court Services, Property and Evidence, Communications, Crime Analysis, Technology, Detectives, Community Policing and the Special Enforcement Team. Personnel from this Division perform in support roles to many of the Department's operational areas.

OPERATIONS PATROL DIVISION

The Operations Division is managed by a captain. The division includes Uniform Patrol Services, Bicycle Patrol, Chaplains, Reserve Police Officers, Traffic Enforcement, Traffic Safety, 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 Services 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 an emphasis on narcotics and gang enforcement.



Police Department



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

The 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.

COMMUNITY POLICING PROGRAM

The Community Policing Bureau is run by a sergeant and is staffed with a community policing officer and a school resource officer. The bureau seeks to improve the quality of life for Monrovia residents by targeting criminal and social problems in the community. The Community Policing Sergeant and Officer 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, station volunteers as well as with the assigned Los Angeles County Mental Health Clinician. The school resource officer works directly with the students and faculty of the Monrovia Unified School District to educate, counsel and liaison between the district and the police department on all related matters.

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.

CROSSING GUARDS

The Police Department contracts with All Cities Management Services to provide school crossing guards for 9 locations near the Elementary and Middle Schools of the Monrovia School District. All Cities Management Services completely manages the hiring, training and operation of all school crossing guards throughout the school year.



**Police Department
Police Administration**



Fund Name: **General**
Fund Number/Department Number: **111-310**

PROGRAM DESCRIPTION:

The Chief of Police is the executive officer of the Police Department and is responsible for administration of the 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.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Personnel	\$356,151	\$389,229	\$408,176	\$396,274
Maintenance & Operations	51,474	64,138	58,268	63,749
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	407,625	453,367	466,444	460,023
CIP	0	0	0	0
Capital/Special Projects	200	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$407,825	\$453,367	\$466,444	\$460,023

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Full Time (F.T.E)	2.00	2.00	2.00	2.00



**Police Department
Support Services**



Fund Name: **General**
Fund Number/Department Number: **111-320**

PROGRAM DESCRIPTION:

The Support Services Program 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 program 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.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	\$1,460,744	\$1,439,101	\$1,677,860	\$1,617,300
Maintenance & Operations	325,106	335,375	288,791	405,458
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	1,785,850	1,774,476	1,966,651	2,022,758
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$1,785,850	\$1,774,476	\$1,966,651	\$2,022,758

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	16.00	15.00	15.00	15.00



**Police Department
Operations Patrol**



Fund Name: **General**
Fund Number/Department Number: **111-331**

PROGRAM DESCRIPTION:

The Operations Patrol Program is managed by a police captain and three 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.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Personnel	\$6,791,382	\$7,315,304	\$7,841,098	\$7,537,960
Maintenance & Operations	841,342	907,958	807,368	916,964
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	7,632,724	8,223,262	8,648,466	8,454,924
CIP	0	0	0	0
Capital/Special Projects	24,198	24,783	24,783	24,325
Transfers Out	150,000	160,000	180,000	225,773
Program Total:	\$7,806,922	\$8,408,045	\$8,853,249	\$8,705,022

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Full Time (F.T.E)	40.00	39.00	39.00	36.00 *
* 3 frozen positions				



**Police Department
Traffic Safety**



Fund Name:

Traffic Safety

Fund Number/Department Number:

231-333

PROGRAM DESCRIPTION:

The Traffic Safety Program 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. The full time parking control position 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.

<u>PROGRAM EXPENDITURES:</u>	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
Personnel	\$162,854	\$183,382	\$184,714	\$164,935
Maintenance & Operations	213,174	172,397	169,655	165,211
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	376,028	355,779	354,369	330,146
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	63,925	60,703	60,964	55,850
Program Total:	\$439,953	\$416,482	\$415,333	\$385,996

<u>PERSONNEL:</u>	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
Full Time (F.T.E)	1.00	1.00	1.00	1.00



**Police Department
Crossing Guards**



Fund Name:

Traffic Safety

Fund Number/Department Number:

231-336 (previously 231-618)

PROGRAM DESCRIPTION:

The Crossing Guards Program was designed to safely assist Monrovia's elementary and middle school students to and from school. The City contracts with a Crossing Guard Company that mans and operates numerous school crossing locations. This company reports directly to the Police Department.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	117,143	126,316	132,076	127,584
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	117,143	126,316	132,076	127,584
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	19,914	21,474	22,453	21,689
Program Total:	\$137,057	\$147,790	\$154,529	\$149,273

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Police Department
Detectives**



Fund Name: **General**
Fund Number/Department Number: **111-340**

PROGRAM DESCRIPTION:

The Detective Bureau Program 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 addressing specific criminal activities with emphasis on narcotics and gang enforcement. The Detective Bureau is commanded by a lieutenant.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Personnel	\$1,626,095	\$1,708,651	\$1,822,394	\$1,678,543
Maintenance & Operations	195,019	237,148	208,274	221,648
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	1,821,114	1,945,799	2,030,668	1,900,191
CIP	0	0	0	0
Capital/Special Projects	0	0	0	17,623
Transfers Out	0	0	0	0
Program Total:	\$1,821,114	\$1,945,799	\$2,030,668	\$1,917,814

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Full Time (F.T.E)	8.00	8.00	8.00	7.00 *

* 1 frozen position



**Police Department
Asset Forfeiture**



Fund Name:

Asset Forfeiture

Fund Number/Department Number:

245-341

PROGRAM DESCRIPTION:

The Asset Forfeiture Program funds the detective position activities 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 agency. Assets seized by local narcotics detectives are also tracked in this account.

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
<u>PROGRAM EXPENDITURES:</u>				
Personnel	\$206,577	\$239,806	\$249,034	\$259,446
Maintenance & Operations	20,016	20,118	20,179	23,443
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	226,593	259,924	269,213	282,889
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$226,593	\$259,924	\$269,213	\$282,889

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
<u>PERSONNEL:</u>				
Full Time (F.T.E)	1.00	1.00	1.00	1.00



Police Department
Communications, Crime Analysis and Technology



Fund Name: **General**
Fund Number/Department Number: **111-342**

PROGRAM DESCRIPTION:

The Communications, Crime Analysis and Technology Program is managed by a civilian supervisor with overall responsibility over these units. The Police Communications Center is the public safety answering point for 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.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Personnel	\$1,143,705	\$1,186,243	\$1,196,080	\$1,230,602
Maintenance & Operations	232,729	273,240	276,200	285,335
Capital Outlay	2,634	0	0	15,206
Depreciation	0	0	0	0
Total Operating Budget	1,379,068	1,459,483	1,472,280	1,531,143
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$1,379,068	\$1,459,483	\$1,472,280	\$1,531,143

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Full Time (F.T.E)	10.00	10.00	10.00	10.00



**Police Department
Community Policing**



Fund Name: **General**
Fund Number/Department Number: **111-350**

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 along with a Community Policing Officer, coordinates a variety of resources from within and throughout the City to eliminate neighborhood problems and blighted conditions. The Community Policing Sergeant and Community Policing Officer coordinate and manage 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, the Los Angeles County Mental health Clinician and station volunteers. A School Resource Officer is also assigned to the Bureau. This officer is a liason with all public schools in the City. The School Resource Officer advises school staff on safety issues, counsels students and conducts investigations that arise in the schools.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Personnel	\$512,532	\$538,108	\$560,264	\$603,141
Maintenance & Operations	68,391	85,047	76,305	84,377
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	580,923	623,155	636,569	687,518
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$580,923	\$623,155	\$636,569	\$687,518

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Full Time (F.T.E)	3.00	3.00	3.00	3.00



**Police Department
Animal Control**



Fund Name: **General**
Fund Number/Department Number: **111-360**

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.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	180,359	185,771	191,344	190,713
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	180,359	185,771	191,344	190,713
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$180,359	\$185,771	\$191,344	\$190,713

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Police Department
Police Grants**



Fund Name:

Police Grants

Fund Number/Department Number:

246-371

PROGRAM DESCRIPTION:

The Police Grants Program accounts for funding received from Federal, State, and Local grant authorities and through the 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 also used to fund Foothills Special Enforcement Team Operations and our commitment to the Foothill Air Support Team.

PROGRAM EXPENDITURES:

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	0	0	0	0
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	0	0	0	0
CIP	0	0	0	0
Grant Expenditures	375,575	309,372	150,105	263,650
Transfers Out	0	0	0	0
Program Total:	\$375,575	\$309,372	\$150,105	\$263,650

PERSONNEL:

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Police Department
Police Radios**



Fund Name:

Equipment Replacement

Fund Number/Department Number:

512-383

PROGRAM DESCRIPTION:

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

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
<u>PROGRAM EXPENDITURES:</u>				
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	22,946	28,514	27,314	27,914
Capital Outlay	0	0	0	0
Depreciation	41,867	47,000	47,000	41,000
Total Operating Budget	64,813	75,514	74,314	68,914
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	24,767
Program Total:	\$64,813	\$75,514	\$74,314	\$93,681

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
<u>PERSONNEL:</u>				
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Police Department
Non-Patrol Vehicle and Maintenance**



Fund Name:

Equipment Replacement

Fund Number/Department Number:

512-384

PROGRAM DESCRIPTION:

The Police Department Non-Patrol Vehicle and Maintenance Program 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.

<u>PROGRAM EXPENDITURES:</u>	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2020-21</u>
	<u>Actuals</u>	<u>Revised</u>	<u>Original</u>	<u>Adopted</u>
		<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	67,876	65,012	65,755	65,200
Capital Outlay	0	0	246,000	244,000
Depreciation	81,338	107,000	107,000	81,000
Total Operating Budget	149,214	172,012	418,755	390,200
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$149,214	\$172,012	\$418,755	\$390,200

<u>PERSONNEL:</u>	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2020-21</u>
	<u>Actuals</u>	<u>Revised</u>	<u>Original</u>	<u>Adopted</u>
		<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Police Department
Patrol Vehicle and Maintenance**



Fund Name:

Equipment Replacement

Fund Number/Department Number:

512-390

PROGRAM DESCRIPTION:

The Police Department Patrol Vehicle and Maintenance 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.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	\$161,858	\$154,600	\$162,600	\$162,600
Maintenance & Operations	0	0	0	0
Capital Outlay*	170,579	0	210,000	70,000
Depreciation	117,194	88,000	88,000	117,000
Total Operating Budget	449,631	242,600	460,600	349,600
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$449,631	\$242,600	\$460,600	\$349,600

*Note: FY18-19 Actuals excludes GASB adjusting entry and adjusting entry for capitalization.

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



Fire Department



Monrovia Fire & Rescue is an “All-Risk” professional public safety department providing fire suppression, emergency medical service, fire prevention and public education assistance to all constituents living, working or visiting within the City. The department is responsible for coordinating the following operations:

- Administration
- Fire Suppression
- Fire Prevention
- Emergency Medical Services
- Community Risk Reduction/Disaster Preparedness
- Hazardous Materials

An overview of each of the above listed functions is included below.

ADMINISTRATION

The Fire Administration Division is tasked with the overall effectiveness and efficiency of Monrovia Fire & Rescue. Consisting of the Fire Chief, Office Administrator and Senior Administrative Assistant, 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 oversight; 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 and brush 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 both basic life support (BLS) and advanced life support (ALS) in the pre-hospital setting. This encompasses emergency medical care, patient stabilization, and patient transportation to the appropriate medical facilities under the proper level of care. The EMS Division has become the most widely utilized service within the fire department, accounting for 80% of the department's 4,500 calls for service each year. The EMS Division is positioned to provide efficient and effective life safety services while utilizing 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.

COMMUNITY RISK REDUCTION/DISASTER PREPAREDNESS

The Community Risk Reduction/Disaster Preparedness Division utilizes an integrated approach that balances proactive strategies with emergency response to effectively reduce risk. Division personnel assess a wide range of community vulnerabilities from large to small, and implement mitigation plans accordingly. Examples



Fire Department



include CERT, public education, brush inspections and community volunteers. Division personnel also manage disaster planning, response and recovery. This is accomplished through Emergency Operations Center (EOC) management, preparedness programs and development and maintenance of the City's Emergency Operations Plan, Hazardous Mitigation Plan and Disaster plans.

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. |



**Fire Department
Fire Administration**



Fund Name: **General**
Fund Number/Department Number: **111-410**

PROGRAM DESCRIPTION:

The Fire Administration Program is responsible for 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 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.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Personnel	\$417,052	\$437,316	\$470,686	\$373,481
Maintenance & Operations	161,130	155,158	141,162	153,732
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	578,182	592,474	611,848	527,213
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$578,182	\$592,474	\$611,848	\$527,213

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Full Time (F.T.E)	2.50	2.50	2.50	1.50 *
<i>*1 frozen position</i>				



**Fire Department
Fire Suppression**



Fund Name: **General**
Fund Number/Department Number: **111-420**

PROGRAM DESCRIPTION:

The Fire Suppression Program is responsible for 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. Functions include fire prevention, fire suppression, pre-hospital emergency medical care, pre-fire planning, training, apparatus maintenance and communications support.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	\$8,504,070	\$8,527,400	\$8,938,695	\$8,891,408
Maintenance & Operations	1,328,694	1,201,916	1,075,630	1,198,000
Capital Outlay	0	0	0	60,000
Depreciation	0	0	0	0
Total Operating Budget	9,832,764	9,729,316	10,014,325	10,149,408
CIP	0	0	0	0
Capital/Special Projects	259,275	227,900	227,900	263,869
Transfers Out	0	0	0	0
Program Total:	\$10,092,039	\$9,957,216	\$10,242,225	\$10,413,277

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	42.00	42.00	42.00	41.00 *
* 1 frozen position				



Fire Department Fire Prevention



Fund Name:	General
Fund Number/Department Number:	111-430

PROGRAM DESCRIPTION:

The Fire Prevention Program is responsible for reducing the likelihood of fires and mitigating the potential severity of those events that occur. Fire prevention activities include inspections of buildings and premises, enforcement of fire regulations, brush abatement, fire suppression equipment plan reviews, fire investigations, preparation and revision of laws and codes, and public education.

<u>PROGRAM EXPENDITURES:</u>	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
Personnel	\$113,644	\$124,734	\$127,226	\$128,423
Maintenance & Operations	111,582	118,175	105,174	108,715
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	225,226	242,909	232,400	237,138
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$225,226	\$242,909	\$232,400	\$237,138

<u>PERSONNEL:</u>	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
Full Time (F.T.E)	1.00	1.00	1.00	1.00



**Fire Department
Hazardous Materials**



Fund Name:

Hazardous Materials

Fund Number/Department Number:

235-431

PROGRAM DESCRIPTION:

The Hazardous Materials Program 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 an accidental release and to mitigate the effects in the event a hazardous materials 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 businesses within the City, with the goal of continued public safety.

PROGRAM EXPENDITURES:

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Personnel	\$145,223	\$178,290	\$209,246	\$229,427
Maintenance & Operations	36,184	39,174	25,726	28,804
Capital Outlay		0	0	0
Depreciation	0	0	0	0
Total Operating Budget	181,407	217,464	234,972	258,231
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	30,839	100,468	39,945	50,408
Program Total:	\$212,246	\$317,932	\$274,917	\$308,639

PERSONNEL:

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Full Time (F.T.E)	1.50	1.50	1.50	1.50



**Fire Department
Emergency Medical Services**



Fund Name: **General**
Fund Number/Department Number: **111-441**

PROGRAM DESCRIPTION:

The Emergency Medical Services Program 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 licenced 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 support the services provided.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	484,901	438,594	442,642	459,917
Capital Outlay	0	30,000	0	0
Depreciation	0	0	0	0
Total Operating Budget	484,901	468,594	442,642	459,917
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$484,901	\$468,594	\$442,642	\$459,917

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



Fire Department Community Risk Reduction



Fund Name: **General**
Fund Number/Department Number: **111-442**

PROGRAM DESCRIPTION:

The Community Risk Reduction (CRR) Division utilizes an integrated approach that balances proactive strategies with emergency response to effectively reduce risk. Division personnel assess a wide range of community vulnerabilities from large to small, and implement mitigation plans accordingly. Examples include Emergency Operations Center (EOC) management, preparedness programs, development and maintenance of the City disaster plan, CERT, public education, brush inspections and community volunteers.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	33,557	29,485	36,427	25,426
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	33,557	29,485	36,427	25,426
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$33,557	\$29,485	\$36,427	\$25,426

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



Fire Department Fire Grants



Fund Name:

Fire Grant

Fund Number/Department Number:

244-450

PROGRAM DESCRIPTION:

The Fire Grants Program accounts for funding received from Federal, State, and Local grant authorities. Service expectations placed on emergency services organizations are increasing, including the fire service's role in Emergency Medical Services (EMS) delivery, response to natural disasters, hazardous materials incidents, technical rescue, and acts of terrorism. This expanding mission comes at a time when local government budgets are stretched increasingly thin, which translates into more duties with fewer dollars to support them. Actively pursuing grants (such as Homeland Security, Assistance to Firefighters and California Fire Safe Council) has become a priority and an attractive funding stream to support service delivery.

PROGRAM EXPENDITURES:

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	0	0	0	0
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	0	0	0	0
CIP	0	0	0	0
Capital/Special Projects	42,697	72,548	0	56,525
Transfers Out	0	0	0	0
Program Total:	\$42,697	\$72,548	\$0	\$56,525

PERSONNEL:

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Fire Department
Fire Equipment/Radios Maintenance**



Fund Name:

Equipment Replacement

Fund Number/Department Number:

512-460

PROGRAM DESCRIPTION:

The Fire Equipment/Radios Maintenance Program 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.

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
<u>PROGRAM EXPENDITURES:</u>				
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	313,563	265,880	252,000	243,300
Capital Outlay*	50,875	52,120	35,000	35,000
Depreciation	55,959	55,000	55,000	55,000
Total Operating Budget	420,397	373,000	342,000	333,300
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	40,865
Program Total:	\$420,397	\$373,000	\$342,000	\$374,165

*Note: FY18-19 Actuals excludes GASB adjusting entry and adjusting entry for capitalization.

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
<u>PERSONNEL:</u>				
Full Time (F.T.E)	0.00	0.00	0.00	0.00



Fire Department Fire Vehicle Replacement



Fund Name:

Equipment Replacement

Fund Number/Department Number:

512-461

PROGRAM DESCRIPTION:

The Fire 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 the replacement of fleet vehicles and fire apparatus. Included in this program are the development of depreciation schedules and replacement cycles for apparatus, design and selection of replacement apparatus, and oversight of placing new apparatus into service.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Actuals	Budget	Budget	Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	6,099	0	71,046	71,046
Capital Outlay*	50,000	0	220,000	240,000
Depreciation	156,765	154,000	154,000	156,000
Total Operating Budget	212,864	154,000	445,046	467,046
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$212,864	\$154,000	\$445,046	\$467,046

*Note: FY18-19 Actuals excludes GASB adjusting entry and adjusting entry for capitalization.

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Actuals	Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



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 is responsible for coordinating the following operations:

- Administration
- Planning
- Building
- Neighborhood and Business Services

An overview of each of the above listed functions is included below.

ADMINISTRATION

The Director of Community Development is responsible for administration and operation of the department, the budget, staff and Commissioner training, public records management, regional coordination, monitoring state and federal legislation, and staff support to the Art in Public Places Committee. Efficient coordination of the Development Services process among three separate departments is another important goal.

PLANNING DIVISION

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 responsibilities are in three primary areas: current planning, long-range (advance) planning and historic preservation. Planning provides staff support to the Planning Commission, Historic Preservation Commission, and Development Review Committee. Planning also provides support to the City Council in the submission, analysis, recommendation, and approval of development proposals and land use policy considerations.

Current Planning

Current planning focuses on the day-to-day activities of the Division. Planning staff provides 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

Long-range, or advance planning, is focused on the administration of the City's 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. The continued implementation of the Neighborhood Study, aligning multifamily development standards with State housing laws, a comprehensive review of Monrovia's development, design and historic preservation regulations, will continue to be a priority.

Historic Preservation

Monrovia has a very rich heritage, which has been successfully maintained through a robust Historic Preservation program. Planning staff administers the provisions of the Historic Preservation Ordinance, which includes oversight of the City's Register of over 147 historic landmarks, two historic districts, and the administration of over 139 Mills Act Contracts. A citywide Historic Context Statement was recently adopted to facilitate the identification and review of historic resources. Historic Preservation is a labor intensive activity of the Planning Division and will continue to require an increased level of staff support to administer the program. Evaluation of the City's processes and regulations, as it relates to the Mills Act Program, and key initiatives for the Historic Preservation work program will be explored to ensure its long term sustainability.



Community Development Department



BUILDING DIVISION

The Building and Safety Division is organized into plan check, permitting and inspection services. Building is charged with keeping all municipal codes in compliance with the International and California codes, as well as ensuring all staff maintains a high level of training and has all necessary ICC Certificates (International Code Council). Building also reviews new construction to ensure compliance with CALGreen, the first statewide green building standards code in the nation. A new integrated permitting software, TRAKiT, was implemented in FY2018.

NEIGHBORHOOD AND BUSINESS SERVICES

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

Code Enforcement

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 regarding code violations, 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 provide Code-Ed educational workshops to residents, and facilitate California Association of Code Enforcement Officers (CACEO) continuing education workshops attended by code 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

The Neighborhood Services section is responsible for the administration of the Community Development Block Grant (CDBG) program and the Monrovia Area Partnership (MAP) program.

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

MAP began in 2006 with a concerted effort to address increased crime, blight and resident apathy in focused areas of Monrovia. Over the life of the program, the overall MAP philosophy of partnership and community engagement have spread city-wide.

Neighborhood Services staff advance the goals of MAP of increasing community engagement, partnership, and neighborhood building through various programs. Resident education is accomplished through the MAP Adult Leadership Academy, MAP Youth Leadership Academy, MAP Quarterly Educational Workshops, and the MAP Annual Neighborhood Conference. Engagement is facilitated through efforts such as the MAP Neighborhood News Newsletter, Neighborhood Block Parties, MAP Neighborhood Leader Alerts, the Neighborhood Fix Blog, and the Care for Your Neighborhood program. The Neighborhood Treasures Program is another MAP strategy in partnership with AIPP to celebrate the unsung heroes of Monrovia's past through art pieces placed throughout our neighborhoods.



Community Development Department



Business Services

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. Additionally, specialized business licenses, including massage, autos for hire, sidewalk and mobile vendors, are tracked for compliance with applicable regulations. This section is also tasked with monitoring illegal business activities and unpermitted vending. The addition of a Code Enforcement Officer focused on commercial properties and added weekend enforcement to deter unpermitted sign placement, business and construction provides a much needed support to the business license and commercial code enforcement sections.



**Community Development
Community Development Administration**



Fund Name: *Development Services*
Fund Number/Department Number: **281-510**

PROGRAM DESCRIPTION:

The Community Development Administration funds the Director of the Community Development and support staff who oversee the overall operation of department activities, including Planning, Building and Safety, Business Services, Code Enforcement, MAP, Historic Preservation, and Art in Public Places. The Community Development Director prioritizes operational efficiencies to support and enhance economic development and development services.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	269,151	334,605	256,598	351,909
Maintenance & Operations	37,231	47,869	42,328	46,421
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	306,382	382,474	298,926	398,330
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	39,830	37,153	38,985	50,861
Program Total:	\$346,212	\$419,627	\$337,911	\$449,191

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	1.50	1.80	1.80	1.80



Community Development Building



Fund Name:

Development Services

Fund Number/Department Number:

281-520

PROGRAM DESCRIPTION:

The Building and Safety Division is responsible for all plan check, permitting and inspections of construction occurring on private property. Personnel assigned to this division review plans for compliance with applicable local and state codes. The Division coordinates with other departments involved in the City's development services activities as well as providing support to Code Enforcement Officers.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	712,689	708,107	749,930	762,307
Maintenance & Operations	331,302	1,359,299	551,817	979,248
Capital Outlay	0	3,000	0	0
Depreciation	0	0	0	0
Total Operating Budget	1,043,991	2,070,406	1,301,747	1,741,555
CIP	0	0	0	0
Capital/Special Projects	6,554	88,599	53,662	42,662
Transfers Out	135,719	306,959	169,216	226,025
Program Total:	\$1,186,264	\$2,465,964	\$1,524,625	\$2,010,242

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	6.35	6.35	6.05	6.05



**Community Development
Historic Preservation**



Fund Name:

Development Services

Fund Number/Department Number:

281-524

PROGRAM DESCRIPTION:

The City's Historic Preservation Program is staffed by the Planning Division to administer the requirements of the Historic Preservation Ordinance. Activities include processing applications for historic landmarks and districts, Mills Act Contracts, Certificates of Appropriateness and demolition reviews. During this budget period, special projects include a review of the Ordinance and Mills Act Contract policies. Planning provides staff support to the Historic Preservation Commission.

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
<u>PROGRAM EXPENDITURES:</u>				
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	250	300	2,025	375
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	250	300	2,025	375
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	33	306	306	49
Program Total:	\$283	\$606	\$2,331	\$424

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
<u>PERSONNEL:</u>				
Full Time (F.T.E)	0.00	0.00	0.00	0.00



Community Development Business License



Fund Name: **General**
Fund Number/Department Number: **111-525**

PROGRAM DESCRIPTION:

The Business License Program 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 (sidewalk and mobile vendors, autos for hire & massage) and yard sale permits.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Personnel	\$112,419	\$126,680	\$134,985	\$139,717
Maintenance & Operations	28,634	36,884	31,703	35,384
Capital Outlay		0	0	0
Depreciation	0	0	0	0
Total Operating Budget	141,053	163,564	166,688	175,101
CIP	0	0	0	0
Capital/Special Projects	2,209	2,000	2,000	2,000
Transfers Out	0	0	0	0
Program Total:	\$143,262	\$165,564	\$168,688	\$177,101

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Full Time (F.T.E)	1.50	1.50	1.50	1.50



**Community Development
CDBG - Rehabilitation Preservation Grant**



Fund Name:

Housing Development

Fund Number/Department Number:

243-527

PROGRAM DESCRIPTION:

The CDBG - Rehabilitation Program's purpose is to eliminate blight, substandard housing conditions, and to promote property maintenance through home repair grants to eligible single-family homeowners. Through the Home Rehabilitation Grant Program, an average of six qualified homeowners, per year, will receive approximately \$7,500, each, in home repairs, including labor and materials.

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
<u>PROGRAM EXPENDITURES:</u>				
Personnel	\$11,965	\$12,830	\$13,842	\$0
Maintenance & Operations	82,596	60,000	60,000	9,416
Capital Outlay	0	0	0	31,064
Depreciation	0	0	0	0
Total Operating Budget	94,561	72,830	73,842	40,480
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$94,561	\$72,830	\$73,842	\$40,480

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
<u>PERSONNEL:</u>				
Full Time (F.T.E)	0.15	0.15	0.15	0.00



**Community Development
CDBG - Code Enforcement Program**



Fund Name:

Housing Development

Fund Number/Department Number:

243-528

PROGRAM DESCRIPTION:

The CDBG - Code Enforcement Program's goal is to eliminate blight, improve substandard housing conditions, and to promote property maintenance to insure compliance with the municipal code, health & safety regulations and building codes within CDBG eligible Census Tracts.

<u>PROGRAM EXPENDITURES:</u>	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
Personnel	\$147,915	\$157,594	\$169,495	\$185,723
Maintenance & Operations	2,332	6,750	6,750	2,700
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	150,247	164,344	176,245	188,423
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$150,247	\$164,344	\$176,245	\$188,423

<u>PERSONNEL:</u>	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
Full Time (F.T.E)	1.60	1.60	1.60	1.82



Community Development Code Enforcement



Fund Name: **Housing Development**
Fund Number/Department Number: **111-529**

PROGRAM DESCRIPTION:

The Code Enforcement Program's purpose is to eliminate blight, substandard housing conditions, and to promote property maintenance to insure compliance with municipal codes, health & safety regulations and building codes. Code enforcement operations are also accounted for under CDBG. This department accounts for code enforcement activity not funded through CDBG.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Personnel	\$282,193	\$311,305	\$327,882	\$310,169
Maintenance & Operations	58,914	85,618	76,881	84,704
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	341,108	396,923	404,763	394,873
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$341,108	\$396,923	\$404,763	\$394,873

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Full Time (F.T.E)	2.15	2.95	2.95	2.75



Community Development Planning



Fund Name:

Development Services

Fund Number/Department Number:

281-530

PROGRAM DESCRIPTION:

The Planning Division Program is responsible for current and advanced planning of the community. Current planning activities include providing zoning information to the public and reviewing development plans for compliance with neighborhood compatibility, zoning regulations and CEQA. Advanced planning includes the development of Specific Plans and updates to 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.

PROGRAM EXPENDITURES:

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Actuals	Budget	Budget	Budget
Personnel	\$780,795	\$799,079	\$837,190	\$745,307
Maintenance & Operations	114,949	152,405	128,845	148,039
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	895,744	951,484	966,035	893,346
CIP	0	0	0	0
Capital/Special Projects	118,860	600,000	835,500	1,053,500
Transfers Out	116,446	126,100	125,477	125,140
Program Total:	\$1,131,050	\$1,677,584	\$1,927,012	\$2,071,985

PERSONNEL:

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Actuals	Budget	Budget	Budget
Full Time (F.T.E)	7.00	7.00	7.00	6.00 *
* 1 frozen position				



Community Development CDBG Programs



Fund Name:

Housing Development

Fund Number/Department Number:

243-541

PROGRAM DESCRIPTION:

Distribution of CDBG-CV funds for rental and utility assistance for Monrovia residents that have been impacted by COVID-19 as well as support for the Foothill Unity Center and the San Gabriel Valley Volunteer Center. These funds are being allocated as part of the Coronavirus Aid, Relief, and Economic Security (CARES) Act.

<u>PROGRAM EXPENDITURES:</u>	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2020-21</u>
	<u>Actuals</u>	<u>Revised</u>	<u>Original</u>	<u>Adopted</u>
		<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	0	0	0	127,380
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	0	0	0	127,380
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$0	\$0	\$0	\$127,380

<u>PERSONNEL:</u>	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2020-21</u>
	<u>Actuals</u>	<u>Revised</u>	<u>Original</u>	<u>Adopted</u>
		<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
Full Time (F.T.E)	0.00	0.00	0.00	0.00



Community Services Department



The Community Services Department consists of two distinct divisions; Recreation and Library. Together, the two Divisions are essential in providing a healthy, thriving and premier community.

The community relies on the Community Services 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. The Department is responsible for coordinating the following operations:

- Administration
- Recreation Program Area
- Library Program Area

An overview of each of the above listed functions is included below.

ADMINISTRATION

The Community Services Department 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, Library Board, and MOTAB packets, to clerical support for full-time staff.

RECREATION PROGRAM AREA

Recreation provides enriched programs and opportunities for the entire community. 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 community dynamic, and the ability to deliver all services with the highest level of customer service. Our success is achieved through thoughtful planning and evaluation, effective collaboration, and a desire to create a premier 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. These programs engage youth in wellness activities during critical unstructured afterschool leisure times, when youth 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, Summer Science Academy, and Youth Commission.

Therapeutic Recreation

Sunshine Company is the City's Therapeutic Recreation. Sunshine Company is a specialized program that focuses on providing recreation, socialization, 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. Sunshine Company meets two times a week and once or twice a month on the weekends for fieldtrips. Activities and services include life skills, socialization, grocery shopping, cooking, crafts, excursions, movies, nutrition, and grooming lessons.



Community Services Department



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, Holiday Parade and Tree Lighting, Monrovia Days Celebration, Spring Egg Hunt and Healthy Kids Days, and July 4th Celebration.

Contract Classes

Recreation staff recruits instructors who offer classes that promote health, wellness, and personal growth 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 City 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. Program success is measured by positive feedback from customers, the number of returning and annual rental customers, and through achievement of program revenue goals.

Passport Application Services

The Passport Application Services were established in September 2003 on a part-time basis and are now offered Monday through Thursday, from 7am to 6pm, and on Friday, from 8am to 5pm. 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 by appointment only at the Community Center. Each passport generates income for the Recreation Division and is used to offset the expenses related to the program.

Monrovia Old Town Business Improvement District

The Recreation Division supports the Monrovia Old Town Business Improvement District activities and is responsible for designating a staff liaison to the Monrovia Old Town Advisory Board (MOTAB); preparing minutes and agendas for MOTAB meetings; implementing programs and special events as directed by MOTAB; serving as liaison to individual merchants in the Old Town District; coordinating construction projects within the Old Town District, as well as minimizing the impact of these projects on the merchants; and managing the oversight of filming in Old Town.

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.

Canyon Park

Canyon Park is an 80 acre Nature Park that is open daily, except Tuesday. 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



Community Services Department



setting. Program areas include interpretative programming, family campouts, 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 1,400 acres of hillside, riparian canyons, and wildlife habitat. Staff’s goal is to balance public access, community education, and environmental stewardship. In 2016, Staff perfected the access points at Sleepy Hollow, Ridgeside, Cloverleaf, and Highland to open 4.5 miles of passive trails. 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.

LIBRARY PROGRAM AREA

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 Veterans. 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 patrons and directs incoming calls. Staff creates new library accounts for patrons, checks materials in and out of the library, processes new library materials, 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 presents programs and activities to support educational, recreational and developmental needs of children through literacy and STEAM programs. Types of programming include storytimes, inquiry-based learning, technology programming, class visits, and outreach events. Staff provides reference services and reader’s advisory services to youth of all ages, parents, caregivers, and people who work with youth. Staff develops a collection of resources in both print and non-print formats to support 21st century job skills, literacy development, educational and recreational needs, and local school curriculum.

Adult Services

Adult Services provides ready reference and reader’s advisory services to adults using a collection of current and relative materials in a variety of formats including digital, print, and non-print resources. Educational and cultural programs and activities support life-long learning for adults of all ages. Preservation of local history supports the community’s heritage. 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

The Adult Literacy Program provides one-to-one or small group instruction by trained volunteer tutors. Resources include digital and print materials and instruction is based on each individual’s goals and



Community Services Department



supports English speaking adults with basic reading and writing skills. As a result, adult learners can reach their potential as workers, parents, community members, and life-long learners.

Staff is responsible for managing the Adult Literacy Program, as well as recruiting, hiring, and training volunteer tutors. This is the only program 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.

Veterans Services

The *Veteran's Connect @ the Library Project* provides assistance to reintegrate California veterans into the California workforce and our community. Veteran benefits and local service information to veterans and family members, and links to other organizations serving veterans, especially local County Veteran Service Offices, CalVet, and the Federal VA are provided.

Monrovia Reads Mobile Literacy Program

The new, literacy-focused version of the Monrovia Reads & Plays program, was re-launched as the Monrovia Reads Mobile Literacy Program (or Monrovia Reads Van) in March 2018. The Library oversees and staffs the van with funding from the City and the nonprofit Monrovia Reads as well as their corporate sponsors. During the academic year, the van visits each Monrovia elementary school after dismissal, providing: library books for check out, creating library cards for parents and families, as well as literacy rich activities. During the summer, the Monrovia Reads Van offers mobile library services for summer school programs and local community events.



**Community Services
Recreation Administration**



Fund Name: **General**
Fund Number/Department Number: **111-610**

PROGRAM DESCRIPTION:

The Recreation Administration Program is responsible for the management, support and coordination of all the program activities within the Recreation Division. This section ensures programs under Recreation meet the needs of Monrovia residents and enhances their quality of life.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	\$1,138,061	\$1,234,400	\$1,278,165	\$1,146,667
Maintenance & Operations	562,429	605,952	575,982	580,568
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	1,700,490	1,840,352	1,854,147	1,727,235
CIP	0	0	0	0
Capital/Special Projects	64,233	74,970	74,970	86,558
Transfers Out	0	0	0	0
Program Total:	\$1,764,723	\$1,915,322	\$1,929,117	\$1,813,793

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Budget	Budget	Budget
Full Time (F.T.E)	8.50	10.50	10.50	7.50 *
* 3 frozen positions				



**Community Services
Public Relations**



Fund Name: **General**
Fund Number/Department Number: **111-611**

PROGRAM DESCRIPTION:

The Public Relations Program coordinates all advertising and printing activities for the Recreation Division, including news media, press releases, public service announcements, marketing materials, posters and flyers.

<u>PROGRAM EXPENDITURES:</u>	<i>2018-19</i>	<i>2019-20</i>	<i>2020-21</i>	<i>2020-21</i>
	<i>Actuals</i>	<i>Revised</i>	<i>Original</i>	<i>Adopted</i>
	<i>Budget</i>	<i>Budget</i>	<i>Budget</i>	<i>Budget</i>
Personnel	\$1	\$0	\$0	\$0
Maintenance & Operations	97,008	106,025	106,025	108,025
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	97,008	106,025	106,025	108,025
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$97,008	\$106,025	\$106,025	\$108,025

<u>PERSONNEL:</u>	<i>2018-19</i>	<i>2019-20</i>	<i>2020-21</i>	<i>2020-21</i>
	<i>Actuals</i>	<i>Budget</i>	<i>Budget</i>	<i>Budget</i>
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Community Services
Senior Program**



Fund Name: **General**
Fund Number/Department Number: **111-612**

PROGRAM DESCRIPTION:

The Senior Program is designed to provide 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, community projects and special events. Emphasis is placed on maintaining the physical and mental vitality of the senior population ages 55 and up.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	17,011	28,248	33,248	30,138
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	17,011	28,248	33,248	30,138
CIP	0	0	0	0
Capital/Special Projects	94	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$17,105	\$28,248	\$33,248	\$30,138

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Community Services
Youth Center**



Fund Name:	General
Fund Number/Department Number:	111-613

PROGRAM DESCRIPTION:

The Mary Wilcox Youth Center is currently being leased by the Boys & Girls Club. The Boys and Girls Club, along with the City, offer programming in the facility. Priority programming is given to City programs.

	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
<u>PROGRAM EXPENDITURES:</u>				
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	860	2,000	2,000	1,000
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	860	2,000	2,000	1,000
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$860	\$2,000	\$2,000	\$1,000

	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
<u>PERSONNEL:</u>				
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Community Services
Historical Museum**



Fund Name: **General**
Fund Number/Department Number: **111-614**

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 fountain and a fully-landscaped grass and garden area.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	17,891	4,620	4,620	3,900
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	17,891	4,620	4,620	3,900
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$17,891	\$4,620	\$4,620	\$3,900

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Community Services
Community Center Operations**



Fund Name: **General**
Fund Number/Department Number: **111-615**

PROGRAM DESCRIPTION:

The Community Center Operations Program accounts for the maintenance and operating expenses for use of the facility. The Community Center is used for classes, meetings and is available for rent 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, which are ideal for business meetings and seminars.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	\$100	\$0	\$0	\$0
Maintenance & Operations	68,053	77,907	74,207	82,761
Capital Outlay	0	3,000	6,000	3,000
Depreciation	0	0	0	0
Total Operating Budget	68,153	80,907	80,207	85,761
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$68,153	\$80,907	\$80,207	\$85,761

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



Community Services
Concerts in the Parks



Fund Name: **General**
Fund Number/Department Number: **111-617**

PROGRAM DESCRIPTION:

The Concerts in the Park Program offers a family oriented, musically diverse, free event for the entire community. Concerts are held in the summer at the Library Park Rotary Club Bandshell on Sunday evenings. Concerts are sponsored by local companies, individuals, and organizations. Concerts have now been expanded to include Station Square Park Concerts beginning in the summer of 2016.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	52,265	46,375	64,375	46,900
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	52,265	46,375	64,375	46,900
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$52,265	\$46,375	\$64,375	\$46,900

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Community Services
Contract Classes**



Fund Name: **General**
Fund Number/Department Number: **111-619**

PROGRAM DESCRIPTION:

The Contract Classes Program provides 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.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	49,520	42,350	42,350	35,850
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	49,520	42,350	42,350	35,850
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$49,520	\$42,350	\$42,350	\$35,850

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



Community Services Special Events



Fund Name:	General
Fund Number/Department Number:	111-620

PROGRAM DESCRIPTION:

The Special Events 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, Monrovia Days, and 4th of July Concert and Fireworks show.

<u>PROGRAM EXPENDITURES:</u>	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	198,333	210,925	226,425	177,225
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	198,333	210,925	226,425	177,225
CIP	0	0	0	0
Capital/Special Projects	5,341	6,780	6,780	6,450
Transfers Out	0	0	0	0
Program Total:	\$203,674	\$217,705	\$233,205	\$183,675

<u>PERSONNEL:</u>	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Community Services
Canyon Park**



Fund Name: **General**
Fund Number/Department Number: **111-622**

PROGRAM DESCRIPTION:

The Canyon Park Program is responsible for the operation and maintenance of the nature center, designated picnic areas, hiking trails, a natural waterfall, and a cabin/conference facility available for rental purposes. The Park is an 80-acre wilderness environment (with 22 developed acres) used for outdoor education purposes, hiking, picnicking, nature activities and overnight camping.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	\$100,038	\$127,150	\$126,497	\$118,854
Maintenance & Operations	92,341	108,366	105,581	111,169
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	192,379	235,516	232,078	230,023
CIP	0	0	0	0
Capital/Special Projects	2,531	2,800	2,800	0
Transfers Out	0	0	0	0
Program Total:	\$194,910	\$238,316	\$234,878	\$230,023

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Community Services
Urban Park Rental Programs**



Fund Name: **General**
Fund Number/Department Number: **111-623**

PROGRAM DESCRIPTION:

The Urban Park Rental Program is responsible for the park rental activities of the City's eight urban parks, including Library Park, Recreation Park, Rotary Park, Evergreen Plaza, Julian Fisher Park, Kiwanis at Grand Avenue Park, Station Square Park and Lucinda Garcia Park. Four of the eight parks are available for rent, including Library, Recreation, Station Square and Julian Fisher. Each park offers a variety of amenities, such as bathrooms, drinking fountains, play equipment, gazebos, picnic tables and other amenities.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	4,022	4,700	4,700	4,300
Capital Outlay	0	25,000	0	0
Depreciation	0	0	0	0
Total Operating Budget	4,022	29,700	4,700	4,300
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$4,022	\$29,700	\$4,700	\$4,300

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Community Services
Jr. Researchers Summer Academy**



Fund Name:

General Fund

Fund Number/Department Number:

111-626

PROGRAM DESCRIPTION:

Participants are introduced to a variety of scientific fields through hands-on experiments mentored by research scientists. Students experience "learning by doing" as they participate in labs using scientific thinking and techniques to solve clues to help uncover a mystery. Students will be exposed to biology, chemistry, physics, and computer science in an engaging yet fun research environment. This full day program is in partnership with Oak Crest Institute of Science and also provides a recreation component where participants can engage in activities and fieldtrips. This department was previously used for Summer Extravaganza.

PROGRAM EXPENDITURES:

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	5,500	11,150	11,150	9,150
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	5,500	11,150	11,150	9,150
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$5,500	\$11,150	\$11,150	\$9,150

PERSONNEL:

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Community Services
Youth Sports**



Fund Name: **General**
Fund Number/Department Number: **111-627**

PROGRAM DESCRIPTION:

The Youth Sports Program supports youth sports activities and the Youth Commission. The goal of Youth Sports is to help 4th and 5th grade MUSD students develop physically, mentally, and socially. 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. The students volunteer at Citywide programs and average 5,000 – 7,000 volunteer hours annually.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	5,098	8,000	5,700	7,000
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	5,098	8,000	5,700	7,000
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$5,098	\$8,000	\$5,700	\$7,000

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Community Services
Wilderness Management**



Fund Name: **General**
Fund Number/Department Number: **111-628**

PROGRAM DESCRIPTION:

The Wilderness Preserve and Hillside Recreation designations were established in March of 2000 as a result of the voters approving Measures A and B. The Preserve contains approximately 1,400 acres of hillside, riparian canyons and wildlife habitat. In 2016, the access points were perfected and roughly four miles of trails are open for passive recreational use.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Personnel	\$135,371	\$148,038	\$148,038	\$164,700
Maintenance & Operations	20,702	23,600	23,600	28,000
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	156,073	171,638	171,638	192,700
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$156,073	\$171,638	\$171,638	\$192,700

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Community Services
Passports**



Fund Name: **General**
Fund Number/Department Number: **111-630 (previously 111-132)**

PROGRAM DESCRIPTION:

The Passports Program acts 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.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Actuals	Budget	Budget	Budget
Personnel	\$59,682	\$72,246	\$77,054	\$77,823
Maintenance & Operations	19,077	19,761	19,310	18,174
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	78,759	92,007	96,364	95,997
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$78,759	\$92,007	\$96,364	\$95,997

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Actuals	Budget	Budget	Budget
Full Time (F.T.E)	1.00	1.00	1.00	1.00



**Community Services
Business Improvement Assessment District**



Fund Name:

Business Improvement

Fund Number/Department Number:

271-122

PROGRAM DESCRIPTION:

The Business Improvement Assessment District Program is responsible for supporting and promoting the district's local merchant activities. In 1968, the City formed a Business Improvement Area (the central business district bound 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 bound by Foothill Blvd, Ivy, Olive, and Primrose Avenues (Foothill Park Plaza). The Community Services Department provides the administration and oversight of this program.

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
<u>PROGRAM EXPENDITURES:</u>				
Personnel	\$2,018	\$2,536	\$2,536	\$2,544
Maintenance & Operations	92,441	104,650	102,250	90,750
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	94,459	107,186	104,786	93,294
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	12,280	13,622	13,622	12,127
Program Total:	\$106,739	\$120,808	\$118,408	\$105,421

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
<u>PERSONNEL:</u>				
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Community Services
Recreation Transportation**



Fund Name:

Proposition A

Fund Number/Department Number:

221-536

PROGRAM DESCRIPTION:

The Recreation Transportation Program funds the transportation operations for recreation programs, including the Junior Researcher Academy, Sunshine Company and Senior Trip Program. This account used to fund the Summer Extravaganza Program.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	7,067	15,000	15,000	15,900
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	7,067	15,000	15,000	15,900
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$7,067	\$15,000	\$15,000	\$15,900

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Community Services
Library Administration**



Fund Name: **General**
Fund Number/Department Number: **111-640**

PROGRAM DESCRIPTION:

The Library Administration Program accounts for the operations and administration of the Monrovia Public Library. The Library provides residents with cultural, educational and recreational experiences; mobile library services via the Monrovia Reads Mobile Literacy Program; information and ideas necessary to support lifelong learning; strengthens and extends appreciation of the cultural values of life for all ages; provides outreach services to the community; and encourages children to read with materials and programs that foster a love of learning.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Personnel	\$1,371,572	\$1,527,028	\$1,605,927	\$1,458,912
Maintenance & Operations	485,484	549,066	518,276	529,433
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	1,857,056	2,076,094	2,124,203	1,988,345
CIP	0	0	0	0
Capital/Special Projects	94,809	46,000	46,000	25,990
Transfers Out	10,000	0	10,000	0
Program Total:	\$1,961,865	\$2,122,094	\$2,180,203	\$2,014,335

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Budget	Budget	Budget
Full Time (F.T.E)	10.50	10.50	10.50	9.50 *
<i>*1 frozen position</i>				



**Community Services
Library Grant**



Fund Name: **Public Library**
Fund Number/Department Number: **234-641**

PROGRAM DESCRIPTION:

The Public Library Grant Program provides additional revenue for libraries (due to the signing of SB-558). The City must utilize this money on expenditures over and above the normal operating budget. These funds are for the software upgrade project, including equipment upgrades, program add-ons, annual maintenance, etc. The Adult Literacy Program, which receives such funds, provides instruction to adults in need of basic reading and writing skills to encourage life-long learning.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Personnel	\$582	\$0	\$0	\$0
Maintenance & Operations	0	0	0	0
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	582	0	0	0
CIP	0	0	0	0
Capital/Special Projects	119,239	75,682	29,982	77,000
Transfers Out	0	0	0	0
Program Total:	\$119,821	\$75,682	\$29,982	\$77,000

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Community Services
Library - Adult Services**



Fund Name: **General**
Fund Number/Department Number: **111-642**

PROGRAM DESCRIPTION:

The Library - Adult Services Program provides ready reference and readers' advisory services to adults using a collection of current and relative materials in a variety of formats, including digital, print, and non-print resources. Educational and cultural programs and activities support life-long learning for adults of all ages. Preservation of local history supports the community's heritage.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	227,404	234,095	229,393	166,262
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	227,404	234,095	229,393	166,262
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$227,404	\$234,095	\$229,393	\$166,262

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Community Services
Library - Youth Services**



Fund Name: **General**
Fund Number/Department Number: **111-643**

PROGRAM DESCRIPTION:

The Library - Youth Services Program provides activities and programs to support educational, recreational and developmental needs of children through literacy and STEAM programs. Types of programming include storytimes, inquiry-based learning, technology programming, class visits, and outreach events. Staff provides reference services and readers' advisory services to youth of all ages, parents, caregivers, and people who work with youth. Staff develops a collection of resources in both print and non-print formats to support 21st Century job skills, literacy development, educational and recreational needs, and local school curriculum.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	134,265	163,744	156,188	163,799
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	134,265	163,744	156,188	163,799
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$134,265	\$163,744	\$156,188	\$163,799

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Community Services
Library - Circulation**



Fund Name: **General**
Fund Number/Department Number: **111-644**

PROGRAM DESCRIPTION:

The Library Circulation Program is the first point of contact for the public. Staff greets customers as they enter the building, answers directional and informational questions, supports telephone patrons and directs incoming calls. Staff checks materials in and out of the Library, processes new Library materials to make them 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.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	34,722	39,127	35,357	39,683
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	34,722	39,127	35,357	39,683
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$34,722	\$39,127	\$35,357	\$39,683

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Community Services
Bartle Memorial Trust**



Fund Name: *Bartle Trust*
Fund Number/Department Number: *833-698*

PROGRAM DESCRIPTION:

The Bartle Memorial Trust Program was funded by an estate donation of \$281,000 in the Spring of 2003. The funds are used to enhance the Library's books, periodicals, and digital collection.

<u>PROGRAM EXPENDITURES:</u>	<i>2018-19</i>	<i>2019-20</i>	<i>2020-21</i>	<i>2020-21</i>
	<i>Actuals</i>	<i>Revised</i>	<i>Original</i>	<i>Adopted</i>
		<i>Budget</i>	<i>Budget</i>	<i>Budget</i>
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	0	0	0	35,100
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
<i>Total Operating Budget</i>	0	0	0	35,100
CIP	0	0	0	0
Capital/Special Projects	1,332	0	0	0
Transfers Out	0	0	0	0
<i>Program Total:</i>	<i>\$1,332</i>	<i>\$0</i>	<i>\$0</i>	<i>\$35,100</i>

<u>PERSONNEL:</u>	<i>2018-19</i>	<i>2019-20</i>	<i>2020-21</i>	<i>2020-21</i>
	<i>Actuals</i>	<i>Budget</i>	<i>Budget</i>	<i>Budget</i>
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Community Services
Miller Trust**



Fund Name:

Miller Trust

Fund Number/Department Number:

832-699

PROGRAM DESCRIPTION:

The Miller Trust 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.

PROGRAM EXPENDITURES:

	<i>2018-19 Actuals</i>	<i>2019-20 Revised Budget</i>	<i>2020-21 Original Budget</i>	<i>2020-21 Adopted Budget</i>
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	0	0	0	34,900
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	<hr/> 0	<hr/> 0	<hr/> 0	<hr/> 34,900
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	<hr/> \$0	<hr/> \$0	<hr/> \$0	<hr/> \$34,900

PERSONNEL:

	<i>2018-19 Actuals</i>	<i>2019-20 Revised Budget</i>	<i>2020-21 Original Budget</i>	<i>2020-21 Adopted Budget</i>
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Community Services
Library Bond Capital Project**



Fund Name: *Library Bond Capital Project*
Fund Number/Department Number: *716-259*

PROGRAM DESCRIPTION:

The Library Bond Capital Project Program accounts for capital improvements made to the City Library. 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. The revenues generated by this special parcel tax resulted in a bond issue of \$15,850,000. The Library Bond Construction Project program was initially established to pay for costs related to the design and construction of the new Library. It now accounts for the remaining bond proceeds that will be utilized for future Library capital improvement needs.

<u>PROGRAM EXPENDITURES:</u>	<i>2018-19</i>	<i>2019-20</i>	<i>2020-21</i>	<i>2020-21</i>
	<i>Actuals</i>	<i>Revised</i>	<i>Original</i>	<i>Adopted</i>
	<i>Budget</i>	<i>Budget</i>	<i>Budget</i>	<i>Budget</i>
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	0	0	0	0
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	0	0	0	0
CIP	53,175	560,916	0	522,598
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$53,175	\$560,916	\$0	\$522,598

<u>PERSONNEL:</u>	<i>2018-19</i>	<i>2019-20</i>	<i>2020-21</i>	<i>2020-21</i>
	<i>Actuals</i>	<i>Budget</i>	<i>Budget</i>	<i>Budget</i>
Full Time (F.T.E)	0.00	0.00	0.00	0.00



Public Works Department



The Public Works Department includes Field Services, Engineering, and Water / Sewer Utilities. The Public Works Department is essential in providing a healthy, thriving and premier community.

The community relies on the Public Works Department for the maintenance and upkeep of the City's infrastructure, sanitation systems, utilities and other amenities. The Public Works Department's mission is to serve Monrovia's future by planning, designing and building infrastructure, utilities, parks, and facilities to meet the community's needs and ensure an enriched community will thrive.

The Public Works Department coordinates all planning, construction, and maintenance of the City's public infrastructure to create a premier physical environment for the benefit of the City. The Department is responsible for coordinating the following operations:

- Administration
- Operations
- Field Services
- Utilities

An overview of each of the above listed functions is included below.

ADMINISTRATION

The administrative role in Public Works includes the oversight and management of the City's Environmental Services program, Fleet Management, and Transit Operations.

Environmental Services

Environmental Services includes solid waste management, storm water management and compliance with the LA County Municipal Separate Storm Sewer System, National Pollution Discharge Elimination System (MS4 NPDES) permit issued by the State of California, Los Angeles Regional Water Quality Control Board as well as implementing the City's Hazardous Waste and Recycle programs.

Fleet Services

Fleet service includes the management of over fifty diverse vehicles, as well as the regular and ongoing maintenance of the fleet. In addition, this section manages the procurement of fuel for the fleet, as well as the billing of fuel usage from neighboring agencies.

Transit Operations

Transit operations include the management of a contract provider who oversees the deployment of public transit vehicles and dispatch services.

OPERATIONS

The Operations Section is responsible for the planning, engineering and design, inspection, and construction management of the City's Capital Improvement Projects. The City is pursuing a robust Capital Improvement Program that includes Monrovia Renewal in addition to other CIP projects related to improvements of the City's streets, sidewalks, traffic signals, street lighting, storm drains, and the sewer, and water systems. Engineering services are provided through a partnership of contract services and City staff. The Operations Section staff is responsible for oversight of all City projects, including design, management, and inspection, and reviews all plans and construction for private development projects.

FIELD SERVICES

The Field Services Section is divided into three primary areas of responsibility: Parks, Facilities, and Streets.

The Parks Section is responsible for the maintenance of the City's 9 park sites (equivalent to approximately 113 acres), all of the play equipment, the Skate Park, and the landscaping and turf



Public Works Department



around City Hall, Youth Center and the Museum gardens. Additional areas of responsibility include all median and parkway landscaping, maintenance and trash pickup in Old Town, and oversight and maintenance of the City's urban forest. Parks staff also provides oversight of the graffiti abatement program.

The Facilities Section is responsible for the routine maintenance, repairs, and improvements for 17 City-owned buildings. Staff performs a number of duties and services, in addition to overseeing several maintenance contracts, including janitorial services, security systems, and HVAC maintenance. This section is also responsible for the oversight and maintenance of the City's equipment fleet, street lights, and traffic signals.

The Streets Section is responsible for the 90 miles of streets and 14 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, and administering the City's Street Sweeping Program. In addition, the Streets Section is responsible for painting all of traffic and roadway markings and maintaining 8,500 traffic signs as well as 40 signalized intersections.

UTILITIES

The Utilities Section is divided into four distinct areas of responsibilities: Maintenance, Production, Customer Service, and Sewer Maintenance.

Water Maintenance: Responsible for the installation, maintenance, and repairs of the 84 miles of water mains and approximately 9,500 water services throughout the City, including all of the appurtenances and other infrastructure within the distribution system.

Water Production: Responsible for the treatment and delivery of over 3 billion gallons of potable water annually, and the daily maintenance and operation of 2 water treatment facilities, 5 deep water wells, and 18 booster pumps, along with taking weekly system-wide water samples to meet the State mandated water quality testing requirements.

Customer Service: Responsible for reading over 9,500 water meters on a monthly basis, replacing damaged or broken water meters, lids and boxes, repairing meter leaks, performing emergency water shut-downs and restorations, performing leak detection testing and administering the City's Cross Connection Inspection Program for over 1,200 backflow device.

Sewer Maintenance: Responsible for the prevention of sewer overflows by maintaining and cleaning 90 miles of sewer mains. This is done through high pressure water jetting and video inspection of problem areas.



**Public Works
Public Works Administration**



Fund Name: **General**
Fund Number/Department Number: **111-710**

PROGRAM DESCRIPTION:

The Public Works Administration Program is responsible for all management and administrative functions to support the Public Works Division. These activities include oversight, planning, personnel and payroll administration, and oversight and coordination of all financial and budgetary functions of the Division, including purchasing.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	\$133,919	\$178,069	\$188,115	\$173,799
Maintenance & Operations	42,574	56,595	52,870	59,181
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	176,493	234,664	240,985	232,980
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$176,493	\$234,664	\$240,985	\$232,980

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	1.00	1.70	1.70	1.50



**Public Works
Environmental Services**



Fund Name:

Environmental Services

Fund Number/Department Number:

431-712

PROGRAM DESCRIPTION:

The Environmental Services Program implements the City's waste management responsibilities as mandated by state solid waste and recycling laws (AB 939 - California Integrated Waste Management Act, AB 341 - Mandatory Commercial Recycling, AB 1826 - Organics Recycling, etc.) 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 goals.

<u>PROGRAM EXPENDITURES:</u>	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
Personnel	(\$10,108)	\$197,180	\$209,581	\$261,897
Maintenance & Operations	78,488	139,151	125,506	119,605
Capital Outlay	0	0	0	20,000
Depreciation	1,633	2,000	2,000	1,000
Total Operating Budget	70,013	338,331	337,087	402,502
CIP	0	0	0	0
Capital/Special Projects	30,282	30,616	29,900	49,750
Transfers Out	1,969,475	2,409,824	2,410,168	2,450,998
Program Total:	\$2,069,770	\$2,778,771	\$2,777,155	\$2,903,250

<u>PERSONNEL:</u>	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
Full Time (F.T.E)	0.00	1.95	1.95	2.15



**Public Works
Engineering**



Fund Name:

Development Services

Fund Number/Department Number:

281-720

PROGRAM DESCRIPTION:

The Engineering Program, consisting of City staff and contract engineering services, is responsible for the design and construction administration for projects within the public right-of-way and on City properties. Responsibilities include design, preparation of construction plans, specifications, engineering estimates, administration, and inspection of all City capital improvement projects, including Monrovia Renewal. The Division works cooperatively with Community Development to review subdivision maps, grading, drainage plans, and other impacts related to private development projects.

PROGRAM EXPENDITURES:

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Personnel	\$144,455	\$120,565	\$107,290	\$115,188
Maintenance & Operations	205,513	390,106	305,876	341,366
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	349,968	510,671	413,166	456,554
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	45,495	65,245	66,058	59,390
Program Total:	\$395,463	\$575,916	\$479,224	\$515,944

PERSONNEL:

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Full Time (F.T.E)	1.90**	1.60	1.60	1.10

** Correction made from FY18-19 Budget Book



**Public Works
Street Maintenance**



Fund Name:

Street Maintenance

Fund Number/Department Number:

213-731

PROGRAM DESCRIPTION:

The Street Maintenance Program is responsible for the repair and preventive maintenance of all City streets to ensure effective transportation of vehicular and pedestrian traffic. The Street Division is responsible for overseeing 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 8,500 traffic signs. Activities include sealing cracks in the pavement, repairing pot holes, overlaying streets with asphalt, repairing concrete pavement, curbs, gutters, sidewalks, and placement of sandbags for property preservation.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Personnel	\$613,372	\$456,108	\$543,879	\$398,199
Maintenance & Operations	249,319	381,946	360,122	407,590
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	862,691	838,054	904,001	805,789
CIP	26,050	0	0	613,470
Capital/Special Projects	0	0	0	0
Transfers Out	165,214	171,305	155,233	130,262
Program Total:	\$1,053,955	\$1,009,359	\$1,059,234	\$1,549,521

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Full Time (F.T.E)	6.80	5.80	5.80	4.15 *
* 1 frozen position				



**Public Works
Street Sweeping**



Fund Name:

Street Sweeping

Fund Number/Department Number:

424-732

PROGRAM DESCRIPTION:

The Street Sweeping Program ensures that public streets and alleys are kept in a clean and sanitary condition. The program is responsible for sweeping along the curbs of residential and commercial streets, alleys, medians, 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 alleys are swept once a month.

PROGRAM EXPENDITURES:

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	163,496	207,700	216,520	181,520
Capital Outlay	0	0	0	0
Depreciation	3,528	4,000	4,000	3,000
Total Operating Budget	167,024	211,700	220,520	184,520
CIP *	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	131,734	35,309	36,763	30,858
Program Total:	\$298,758	\$247,009	\$257,283	\$215,378

PERSONNEL:

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



Public Works
Street Lighting / Traffic Signals



Fund Name:

Light & Land Assessment District

Fund Number/Department Number:

261-735

PROGRAM DESCRIPTION:

The Street Lighting and Traffic Signal Maintenance Program provides for the maintenance needs of the 1,350 streetlights and the 43 traffic signalized intersections. Activities include maintenance, repair, damage replacement, and the management of contract services.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	\$53,486	\$85,641	\$89,998	\$69,577
Maintenance & Operations	648,655	699,041	717,491	750,978
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	702,141	784,682	807,489	820,555
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	105,321	117,913	121,438	123,184
Program Total:	\$807,462	\$902,595	\$928,927	\$943,739

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	0.50	0.95	0.95	0.70



**Public Works
Storm Drain Maintenance**



Fund Name:

Storm Drain Maintenance

Fund Number/Department Number:

423-737

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 the LA County Municipal Separate Storm Sewer System, National Pollution Discharge Elimination System (MS4 NPDES) permit issued by the State of California, Los Angeles Regional Water Quality Control Board. This permit requires compliance with water quality based objectives, total maximum daily loads (TMDLs), and receiving water limitations. Compliance is obtained through coordinated monitoring, implementation of watershed management programs, restriction of non-stormwater discharges through inspection and enforcement programs, ongoing use of minimum control measures, and education/outreach, in order to eliminate pollutant discharges to local waters via the City's storm drain system.

<u>PROGRAM EXPENDITURES:</u>	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	211,275	457,500	447,500	131,500
Capital Outlay	0	0	0	0
Depreciation	22,020	22,000	22,000	22,000
Total Operating Budget	233,295	479,500	469,500	153,500
CIP	0	0	0	0
Capital/Special Projects	2,932	0	0	325,000
Transfers Out	144,276	77,775	76,075	77,605
Program Total:	\$380,503	\$557,275	\$545,575	\$556,105

<u>PERSONNEL:</u>	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Public Works
Water Services**



Fund Name:

Water Utility

Fund Number/Department Number:

411-741

PROGRAM DESCRIPTION:

The Water Services Program is responsible for the delivery of potable water to approximately 9,300 service connections, for the safe and efficient operation in the production and treatment of over two billion gallons of water annually, and for the daily operation of the VOC Treatment Facility at the Monrovia Well Field. The Water Division oversees all maintenance and activities related to the production and distribution system, in addition to reading all customer meters and providing customer service. This Division works to implement regulatory compliance related to water quality and conservation, and is responsible for the overall health and oversight of the City's water system. Additionally, the City has secured water funds through a bond measure to fund water-related capital improvement projects that are included in the Monrovia Renewal Citywide Infrastructure Program. This program will provide for water line repairs and water facility improvements over the next several years. Additional funds may be added to this program as appropriations are awarded by City Council throughout the year.

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
<u>PROGRAM EXPENDITURES:</u>				
Personnel*	\$1,849,011	\$1,645,042	\$1,832,896	\$1,677,157
Maintenance & Operations	4,735,372	4,054,188	5,703,789	4,637,413
Debt Service	1,522,432	1,520,494	1,519,094	1,519,094
Capital Outlay*	25,614	3,825,000	870,000	2,646,235
Depreciation	280,234	284,000	284,000	280,000
Total Operating Budget	8,412,663	11,328,724	10,209,779	10,759,899
CIP*	0	0	0	0
Capital/Special Projects	5,327	0	0	0
Transfers Out	1,458,499	1,607,714	1,639,279	1,711,414
Program Total:	\$9,876,489	\$12,936,438	\$11,849,058	\$12,471,313
<u>Monrovia Renewal Project Funds</u>				
CIP - Monrovia Renewal *	\$7,444,368	\$10,307,745	\$320,531	\$1,998,076

*Note: FY18-19 Actuals excludes GASB 68 and other adjusting accrual entries.

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
<u>PERSONNEL:</u>				
Full Time (F.T.E)	19.10	18.20	18.20	15.50 *
* 3 frozen positions				



**Public Works
Gas Tax**



Fund Name:	Gas Tax
Fund Number/Department Number:	232-744

PROGRAM DESCRIPTION:

The Gas Tax Program accounts for State Gas Tax revenues, also known as Highway Users Tax 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 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.

	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
<u>PROGRAM EXPENDITURES:</u>				
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	0	0	0	0
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	0	0	0	0
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	791,468	973,827	1,031,803	906,377
Program Total:	\$791,468	\$973,827	\$1,031,803	\$906,377

	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
<u>PERSONNEL:</u>				
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Public Works
Sewer and Sanitation**



Fund Name: **Sanitation**
Fund Number/Department Number: **421-746**

PROGRAM DESCRIPTION:

The Sewer and Sanitation Program is responsible for maintaining and cleaning 92 miles of sewer lines. The primary preventative maintenance of the system consists of cleaning by high pressure water jet flushing and inspecting using closed circuit television. These activities are completed on a recurring schedule. The City is currently working with a contract service company to perform all scheduled preventative maintenance. In addition, the contractor provides 24-hour emergency standby service for any sewer issue that may arise, including sewer stoppages, leaks, or overflows. The shift to more contract services is correlated to the reduction in staffing for these program areas. Additionally, the City has secured sewer funds through a bond measure to fund sewer related capital improvement projects that are included in the Monrovia Renewal Citywide Infrastructure Program. This program will provide for sewer line repairs and improvements over the next several years. Additional funds may be added to this program as appropriations are awarded by City Council throughout the year.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Actuals	Budget	Budget	Budget
Personnel *	\$118,163	\$111,623	\$118,279	\$120,407
Maintenance & Operations	452,025	499,808	454,741	632,658
Debt Service	612,257	610,468	611,868	611,868
Capital Outlay	0	0	0	0
Depreciation	178,786	177,000	177,000	178,000
Total Operating Budget	1,361,231	1,398,899	1,361,888	1,542,933
CIP *	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	238,712	187,433	186,986	219,418
Program Total:	\$1,599,943	\$1,586,332	\$1,548,874	\$1,762,351

Monrovia Renewal Project Funds:

CIP - Monrovia Renewal *	\$2,099,607	\$3,840,362	\$376,817	\$2,383,079
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*Note: FY18-19 Actuals excludes GASB 68, GASB 75, and other adjusting accrual entries.

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Actuals	Budget	Budget	Budget
Full Time (F.T.E)	1.30	1.15	1.15	1.05 *
* 1 frozen position				



**Public Works
Equipment Pool Maintenance**



Fund Name:

Equipment Maintenance

Fund Number/Department Number:

512-751

PROGRAM DESCRIPTION:

The Equipment Pool Maintenance Program is an internal services fund that provides management, cost accounting, procurement, disposal, cost allocation for internal service charges, license renewal, equipment fuel, maintenance, and repair services for the vehicle and equipment pool.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Personnel*	\$151,811	\$105,095	\$114,802	\$55,503
Maintenance & Operations	189,857	214,838	210,838	205,545
Capital Outlay	0	0	0	0
Depreciation	135,764	120,000	120,000	135,000
Total Operating Budget	477,432	439,933	445,640	396,048
CIP*	6,986	0	0	0
Capital/Special Projects	540,933	499,905	545,330	537,330
Transfers Out	161,106	42,906	43,640	33,841
Program Total:	\$1,186,457	\$982,744	\$1,034,610	\$967,219

*Note: FY18-19 Actuals excludes GASB adjusting entry and adjusting entry for capitalization.

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Full Time (F.T.E)	1.30	1.10	1.10	0.40



Public Works
Public Works Equipment & Vehicle Replacement



Fund Name: **Equipment Replacement**
Fund Number/Department Number: **512-753**

PROGRAM DESCRIPTION:

The Public Works Vehicle and Equipment Replacement Program is an internal services fund that provides management, cost accounting, procurement, disposal, and cost allocation of replacement costs to the departments/divisions that manage and operate all units of equipment in the total equipment pool.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	7,542	0	0	0
Debt Service	0	0	0	0
Capital Outlay	42,659	319,248	0	463,163
Depreciation	94,966	99,000	99,000	94,000
Total Operating Budget	145,167	418,248	99,000	557,163
CIP	43,202	56,054	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$188,369	\$474,302	\$99,000	\$557,163

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Public Works
Facilities Maintenance**



Fund Name:

Facilities Maintenance

Fund Number/Department Number:

511-755

PROGRAM DESCRIPTION:

The Facilities Maintenance Program is an internal services fund which provides management, cost accounting, construction oversight, maintenance and repairs for all City buildings. The Facilities Maintenance program provides for all routine maintenance, projects, and planning for facilities. Services are provided through utilizing a combination of in-house staff and contract service providers.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Personnel*	\$168,083	\$215,133	\$244,377	\$108,781
Maintenance & Operations	1,084,767	1,290,959	1,210,473	1,347,568
Capital Outlay	0	12,990	30,000	0
Depreciation	88,950	86,000	86,000	88,000
Total Operating Budget	1,341,800	1,605,082	1,570,850	1,544,349
CIP*	194,492	362,010	75,000	75,000
Capital/Special Projects	0	66,750	0	51,039
Transfers Out	197,846	236,575	230,260	245,569
Program Total:	\$1,734,138	\$2,270,417	\$1,876,110	\$1,915,957

*Note: FY18-19 Actuals excludes GASB adjusting entry and adjusting entry for capitalization.

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Full Time (F.T.E)	1.80	2.35	2.35	0.90 *
* 2 frozen positions				



**Public Works
Parks Maintenance**



Fund Name: **General**
Fund Number/Department Number: **111-771**

PROGRAM DESCRIPTION:

The Parks Maintenance Program is responsible for the maintenance, coordination, and planning for 9 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 (8,000 sq 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 linear feet of walkways, 13 barbecues, 16 drinking fountains, 6 play structures, and an irrigation system, which consists of 27 controllers and 3,000 sprinkler heads.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Personnel	\$332,490	\$261,688	\$318,283	\$257,296
Maintenance & Operations	369,826	343,866	351,921	447,733
Capital Outlay	0	0	0	15,000
Depreciation	0	0	0	0
Total Operating Budget	702,316	605,554	670,204	720,029
CIP	0	0	0	0
Capital/Special Projects	50,242	18,300	18,300	18,625
Transfers Out	0	0	0	0
Program Total:	\$752,558	\$623,854	\$688,504	\$738,654

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Full Time (F.T.E)	4.40	3.90	3.90	2.80 *
* 1 frozen position				



**Public Works
Park Maintenance Assessment**



Fund Name: **Park Maintenance Assessment District**
Fund Number/Department Number: **266-772**

PROGRAM DESCRIPTION:

The Park Maintenance Assessment Program accounts for the operation and upkeep of the City's parks. 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 are used to provide management and maintenance of the City's parks.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	\$152,190	\$76,089	\$92,518	\$92,303
Maintenance & Operations	94,275	170,893	133,721	110,340
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	246,465	246,982	226,239	202,643
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	26,169	24,256	24,256	30,395
Program Total:	\$272,634	\$271,238	\$250,495	\$233,038

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	2.10	1.20	1.20	1.00



Public Works
Street Tree and Parks Maintenance District



Fund Name: *Light and Land Assessment District*
Fund Number/Department Number: **261-773**

PROGRAM DESCRIPTION:

The Street Tree and Parks Maintenance District Program is responsible for tree maintenance, including annual trimmings, planting, and establishing all trees, and responding to emergency situations. Monrovia is recognized as a Tree City USA and it maintains an inventory of approximately 9,500 street and park trees. In addition, this program maintains the annual brush clearance of approximately 5 miles of roadside areas. A portion of the maintenance is included for the City's three regional parks (Canyon, Recreation, and Library).

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Personnel	\$129,910	\$97,832	\$115,736	\$105,129
Maintenance & Operations	492,430	587,148	517,895	426,183
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	622,340	684,980	633,631	531,312
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	93,735	91,242	91,897	79,596
Program Total:	\$716,075	\$776,222	\$725,528	\$610,908

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Full Time (F.T.E)	1.80	1.40	1.40	1.10



Public Works Median and Parkway Maintenance



Fund Name:

Light and Land Assessment District

Fund Number/Department Number:

261-774

PROGRAM DESCRIPTION:

The Median and Parkway Maintenance District Program is responsible for the upkeep and maintenance of the street medians and parkway areas. Monrovia is recognized as a Tree City USA, maintaining approximately 9,500 street and park trees. Twenty percent 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, and Library).

<u>PROGRAM EXPENDITURES:</u>	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
Personnel	\$44,105	\$22,031	\$26,245	\$21,804
Maintenance & Operations	65,401	86,936	71,638	68,669
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	109,506	108,967	97,883	90,473
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	16,426	12,799	13,374	13,550
Program Total:	\$125,932	\$121,766	\$111,257	\$104,023

<u>PERSONNEL:</u>	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
Full Time (F.T.E)	0.60	0.30	0.30	0.25



**Public Works
Goldhills Landscape District**



Fund Name: *Light and Land Assessment District*
Fund Number/Department Number: **261-775**

PROGRAM DESCRIPTION:

The Goldhills Landscape District Program provides for the landscape maintenance and upkeep of the Gold Hills District area. 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.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Personnel	\$2,561	\$0	\$0	\$0
Maintenance & Operations	1,661	4,900	4,900	4,499
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	4,222	4,900	4,900	4,499
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	249	735	735	675
Program Total:	\$4,471	\$5,635	\$5,635	\$5,174

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Public Works
Bikeway Development**



Fund Name:

Bikeway Development

Fund Number/Department Number:

233-776

PROGRAM DESCRIPTION:

The Bikeway Development Program provides for the construction and maintenance of a Citywide bikeway system and/or pedestrian facilities. SB821 requires that all project developments benefit commuters who prefer to bicycle or walk to work. Recreational aspects are an additional, secondary benefit.

<u>PROGRAM EXPENDITURES:</u>	<i>2018-19 Actuals</i>	<i>2019-20 Revised Budget</i>	<i>2020-21 Original Budget</i>	<i>2020-21 Adopted Budget</i>
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	0	0	0	0
Capital Outlay	0	28,861	29,438	0
Depreciation	0	0	0	0
Total Operating Budget	0	28,861	29,438	0
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$0	\$28,861	\$29,438	\$0

<u>PERSONNEL:</u>	<i>2018-19 Actuals</i>	<i>2019-20 Revised Budget</i>	<i>2020-21 Original Budget</i>	<i>2020-21 Adopted Budget</i>
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Public Works
Road Repair and Accountability**



Fund Name: **RMRA**
Fund Number/Department Number: **236-777**

PROGRAM DESCRIPTION:

Senate Bill 1 (SB1), the Road Repair and Accountability Act of 2017, signed by Governor Brown on April 28, 2017, provides funding for essential maintenance, rehabilitation, and safety improvements for local streets and roads. Funding may also be used to improve transit and active transportation facilities.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Actuals	Budget	Budget	Budget
Personnel	\$82,375	\$0	\$0	\$0
Maintenance & Operations	171,978	0	0	0
Capital Outlay	12,040	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	266,393	0	0	0
CIP	0	0	635,845	1,106,450
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$266,393	\$0	\$635,845	\$1,106,450

Monrovia Renewal Project Funds

CIP - Monrovia Renewal *	\$0	\$574,806	\$0	\$574,806
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<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Actuals	Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



Public Works Public Works - Capital Improvement Projects



Fund Name: *Capital Improvement*
Fund Number/Department Number: **311-250**

PROGRAM DESCRIPTION:

The Public Works - Capital Improvement Projects Program accounts for the funding of Citywide 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.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Personnel		\$0	\$0	\$0
Maintenance & Operations	0	0	0	0
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	0	0	0	0
CIP	20,560	188,642	0	1,965,362
Capital/Special Projects	0	0	0	0
Transfers Out	206	171,734	0	150,000
Program Total:	\$20,766	\$360,376	\$0	\$2,115,362

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Public Works
Proposition A Program**



Fund Name:

Proposition A

Fund Number/Department Number:

221-531

PROGRAM DESCRIPTION:

The Proposition A Program is supported by Metro Local Return Funds that are used for the operation and administration of transit programs, including Monrovia Transit, Recreational Transportation, GoMonrovia, and the Senior Trip Program. This fund also provides for the maintenance of transit infrastructure and amenities through the Bus Stop Improvement Program. The fund also supports Transit Administration and San Gabriel Valley Council of Governments (SGVCOG) regional planning dues.

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
<u>PROGRAM EXPENDITURES:</u>				
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	6,292	6,292	6,292	7,400
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	6,292	6,292	6,292	7,400
CIP	0	0	0	0
Capital/Special Projects	761,994	707,299	1,143,931	613,748
Transfers Out	0	0	0	0
Program Total:	\$768,286	\$713,591	\$1,150,223	\$621,148

	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
<u>PERSONNEL:</u>				
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Public Works
Proposition C Program**



Fund Name:

Proposition C

Fund Number/Department Number:

222-532

PROGRAM DESCRIPTION:

The Proposition C Program is supported by Local Return Funds that are used for transportation-related capital projects, such as street resurfacing, Congestion Transportation programs administration, and San Gabriel Valley Council of Governments (SGVCOG) regional planning dues. Street expenditures are allowed only on streets that carry regularly scheduled, fixed-route public transit and paratransit services. Proposition C funds were used to secure a bond measure to fund eligible street repairs for the Monrovia Renewal Infrastructure Improvement Program. This program will provide for major Citywide street infrastructure improvements over the next several years.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	\$72,407	\$13,889	\$14,749	\$14,831
Maintenance & Operations	8,927	8,388	8,388	9,564
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	81,334	22,277	23,137	24,395
CIP	0	0	0	0
Capital/Special Projects	1,258,674	553,030	268,567	325,485
Transfers Out	396,990	395,328	395,328	395,328
Program Total:	\$1,736,998	\$970,635	\$687,032	\$745,208

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	1.10	0.10	0.10	0.10



Public Works
Regional Air Quality Improvement



Fund Name: **AB 2766**
Fund Number/Department Number: **223-533**

PROGRAM DESCRIPTION:

The Regional Air Quality Improvement Program is used for activities that help to reduce emissions and improve air quality. This fund supports the implementation and administration of programs, including the City Rideshare Program, Discount Bus Passes, and the leasing or purchasing of hybrid-powered vehicles.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	1,650	4,750	4,750	4,750
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	1,650	4,750	4,750	4,750
CIP	0	0	0	0
Capital/Special Projects	15,229	0	165,000	0
Transfers Out	0	0	0	0
Program Total:	\$16,879	\$4,750	\$169,750	\$4,750

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
	Budget	Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Public Works
Dial-A-Ride**



Fund Name:

Proposition A

Fund Number/Department Number:

221-535

PROGRAM DESCRIPTION:

The City's Dial-a-Ride Program, Monrovia Transit, provides a curb-to-curb transit service for residents and visitors of Monrovia. In addition to serving the residents of Monrovia, Monrovia Transit also provides service to portions of unincorporated Los Angeles County. The County of Los Angeles provides a proportional reimbursement to the City of Monrovia for these services.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	569,583	472,288	563,760	550,962
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	569,583	472,288	563,760	550,962
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$569,583	\$472,288	\$563,760	\$550,962

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Public Works
Discount Bus Program**



Fund Name: **AB 2766**
Fund Number/Department Number: **223-538**

PROGRAM DESCRIPTION:

The Discount Bus Program helps to subsidize the cost of Metro and Foothill Transit transportation passes for Monrovia's residents.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	9,445	9,600	9,600	9,600
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	9,445	9,600	9,600	9,600
CIP	0	0	0	0
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$9,445	\$9,600	\$9,600	\$9,600

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Public Works
Measure R**



Fund Name:

Measure R

Fund Number/Department Number:

224-539

PROGRAM DESCRIPTION:

The Measure R Program is supported by Local Return Funds that are used to maintain streets, such as pavement crack sealing, slurry sealing, and street striping. Funds are also used in support of transportation and street infrastructure projects. Measure R funds were used to secure a bond to fund eligible street repairs for the Monrovia Renewal Infrastructure Improvement Program. This program will provide for major citywide street infrastructure improvements over the next several years.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	240	0	0	0
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	240	0	0	0
CIP	0	0	0	0
Capital/Special Projects	1,506,659	260,367	70,196	10,605
Transfers Out	446,990	445,328	445,328	445,328
Program Total:	\$1,953,889	\$705,695	\$515,524	\$455,933

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised Budget	Original Budget	Adopted Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



**Public Works
Measure M**



Fund Name:

Measure M

Fund Number/Department Number:

227-540

PROGRAM DESCRIPTION:

The Measure M Program is supported by Local Return Funds that are used to maintain streets and provide transit services. In November of 2016, LA County voters passed a Metro ballot measure known as the Los Angeles County Traffic Improvement Plan, which is referred to as Measure M. This plan will provide local return revenues to the City of Monrovia to fund street and sidewalks repairs, synchronized signals, transit programs for seniors, disabled and student riders, expanded transportation systems, and improved street connections.

<u>PROGRAM EXPENDITURES:</u>	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	0	0	0	2,000
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	0	0	0	2,000
CIP	0	0	0	0
Capital/Special Projects	435,355	311,707	183,128	151,891
Transfers Out	150,000	400,000	400,000	400,000
Program Total:	\$585,355	\$711,707	\$583,128	\$553,891

<u>PERSONNEL:</u>	2018-19 Actuals	2019-20 Revised Budget	2020-21 Original Budget	2020-21 Adopted Budget
Full Time (F.T.E)	0.00	0.00	0.00	0.00



Public Works
Prop C & Measure R Projects



Fund Name:

Prop C & Measure R

Fund Number/Department Number:

225-542 & 225-544

PROGRAM DESCRIPTION:

Proposition C and Measure R funds have been secured through a bond measure to fund eligible street repairs for the Monrovia Renewal Infrastructure Improvement Program, as outlined in the 2015 Citywide Street Reconstruction Plan. This program will provide for Citywide street infrastructure repairs and improvements over the next several years. Additional funds will be added to this program as appropriations are awarded by City Council throughout the year.

<u>PROGRAM EXPENDITURES:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Personnel	\$0	\$0	\$0	\$0
Maintenance & Operations	0	0	0	0
Capital Outlay	0	0	0	0
Depreciation	0	0	0	0
Total Operating Budget	0	0	0	0
CIP - Monrovia Renewal	2,929,228	2,302,288	189,596	788,837
Capital/Special Projects	0	0	0	0
Transfers Out	0	0	0	0
Program Total:	\$2,929,228	\$2,302,288	\$189,596	\$788,837

<u>PERSONNEL:</u>	2018-19	2019-20	2020-21	2020-21
	Actuals	Revised	Original	Adopted
		Budget	Budget	Budget
Full Time (F.T.E)	0	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 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.

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.

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. Appropriations include 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.

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) – Full-time and part-time positions expressed as a fraction of full-time positions (2080 hours per year). Example: 3 part-time 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 general tax revenues and other legally available resources.

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.

Internal Service Fund - A fund used to account for the services provided by one department to other departments on a cost reimbursement basis.

Long-Term Debt - Debt with a maturity of more than one year after the date of issue.

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.

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.

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.