

Special Funds



**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

**Special Funds
Executive Summary**

NARRATIVE

Special Funds are designated for a specific purpose. Some of these funds have been designated by certain laws and regulations, which require cities to account for expenditures and revenues separately. The City also uses the Grants Fund to account for any remaining grants or projects not accounted for individually. The Enterprise Funds have been reported in a separate section since they are not considered governmental funds. The following is a summary of the Special Funds included in this section:

Fund Number	Description
2	<i>SLESF (Supplemental Law Enforcement Services Fund)</i>
6	<i>Self Insurance Trust Fund</i>
7	<i>Proposition "A" - Transit Development Fund</i>
8	<i>Proposition "C" - Transit Development Fund</i>
9	<i>Proposition "C" - Discretionary</i>
10	<i>Grant Fund</i>
11	<i>State Gas Tax Fund</i>
13	<i>Traffic Safety Fund</i>
14	<i>Cash In-Lieu of Parking</i>
15	<i>Local Transportation Fund (SB 325)</i>
16	<i>Air Quality Management District Fund (AQMD)</i>
17	<i>Recreation Self Sustaining Fund</i>
18	<i>Retirement Fund</i>
19	<i>Quimby Act Fees</i>
20	<i>State Asset Seizure</i>
21	<i>Federal Asset Seizure</i>
26	<i>Community Development Block Grant (CDBG)</i>
27	<i>Street Lighting</i>
29	<i>Parking and Maintenance Operations (M & O)</i>
40	<i>State of Emergency</i>
41	<i>Equipment Replacement</i>
50	<i>Pavement Management</i>

**CITY OF SAN FERNANDO
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FY 2004-2005**

FUND	FUND NO.
Supplemental Law Enforcement Services SLESF/COPS	2

NARRATIVE

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

Cities and Counties receive 75% of funds allocated relative to population and are exclusively to provide front line law enforcement services, including anti-gang and community gang prevention programs. During the current fiscal year, the funds will be used for community policing activities and for capital equipment purchases.

The City received \$100,000 for fiscal year 2003-2004. However, due to the uncertainty of the budget at the State level only \$50,000 is budgeted for fiscal year 2004-2005.

	ACTUAL	BUDGETED	ESTIMATED	ADOPTED
PERSONNEL	2002-2003	2003-2004	2003-2004	2004-2005
Officer	0.23	0.37	0.37	0.37
Total	0.23	0.37	0.37	0.37
BALANCE SHEET				
Beginning Balance	\$ 82,698	\$ 80,594	\$ 119,832	\$ 129,695
Revenues	104,039	50,000	100,299	50,000
Expenditures	66,905	170,000	90,436	170,000
Ending Balance	\$ 119,832	\$ (39,406)	\$ 129,695	\$ 9,695

**CITY OF SAN FERNANDO
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FUND	FUND NO
Self Insurance	6

NARRATIVE

The City of San Fernando is a self-insured entity with deductible and aggregate limits. This fund is established to provide reserves to offset potential losses due to damage, either personal or property. Worker's compensation administration fees and liability and property insurance are paid from this fund. Worker's compensation is reimbursed by the home department of the employee resulting in a charge to this fund. This year payments made by departments will be increased to offset the increased costs.

Sound business practice requires that reserves are established for all filed loss claims. The limits established for the various reserves are reviewed annually. A reserve is also established for the Independent Cities Risk Management Authority insurance coverage which requires a 75% special reserve for the potential extraordinary loss that may be experienced. As a matter of policy the minimum reserves are established at \$450,000. However, reserves have been decreasing as a result of recent increases in all insurance premiums and payments incurred for worker's compensation related cases.

For accounting purposes, this fund is combined and tracked with the General Fund.

	ACTUAL	BUDGETED	ESTIMATED	ADOPTED
PERSONNEL	2002-2003	2003-2004	2003-2004	2004-2005

None

BALANCE SHEET

Beginning Balance	\$ (340,599)	\$ (344,235)	\$ (804,249)	\$ (411,416)
Revenues	525,682	1,000,000	1,172,833	1,200,000
Expenditures	989,332	750,000	780,000	850,000
Ending Balance	\$ (804,249)	\$ (94,235)	\$ (411,416)	\$ (61,416)

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

DIVISION	DIVISION NO.
Proposition A - Transportation Sales Tax	7

NARRATIVE

This fund is to account for receipts and approved Local Transit Fund projects from a voter approved sales tax override for public transportation purposes. The cent sales tax was approved by the voters in November 1980. Twenty-five percent of total revenues, net administrative costs, are to be returned to local jurisdictions for local transit related projects. Distribution is done on a population-share basis. Projects must be approved by the Metropolitan Transit Authority (MTA) in advance of spending Proposition A funds. Approved projects for fiscal year 2002 - 03 include:

<u>Public Works:</u>		<u>Recreation & Community Services:</u>	
		Dial-A-Ride	\$ 167,150
Transfer to:		Recreation Field Trips	42,000
01-313 Bus Benches	\$ 5,000	MTA Pass Subsidy (net)	19,000
01-313 Bus Stop Maintenance	31,680	Prop A Administration	15,960
01-320 Recreation Vehicle Maint.	2,000	Cost Allocation	36,230
01-320 Public Works Equipment	<u>1,500</u>	Recreation Vehicle Maint.	<u>4,500</u>
Sub-Total	<u>\$ 40,180</u>	Sub-Total	<u>\$ 284,840</u>
<i>Total Public Works and Recreation and Community Services</i>			<u><u>\$ 325,020</u></u>

	ACTUAL 2002-2003	BUDGETED 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005
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None

BALANCE SHEET

Beginning Balance	\$ 503,293	\$ 447,173	\$ 566,629	\$ 489,933
Revenues	345,891	323,650	340,000	340,000
Expenditures	282,555	316,190	316,190	325,020
Ending Balance	\$ 566,629	\$ 454,633	\$ 590,439	\$ 504,913

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

FUND	FUND NO.
Proposition C	08

NARRATIVE

This fund accounts for receipt of a half-cent sales tax allocated by LACMTA. These funds must be used to reduce traffic congestion, improve air quality, improve conditions of streets and highways utilized by public transit, reduce foreign fuel dependence, or reduce use of fossil fuels. Prior to FY 97-98, Prop C funds were primarily used for the repayment of a loan from MTA for the City of San Fernando's share of construction of the Sylmar/San Fernando Metrolink Station.

In FY 97-98, the city completed construction of a bikeway/pedestrian path within the Metrolink corridor (Metrolink Bikeway) funded with a Prop C Discretionary Grant. Since then, Prop C funds have been utilized to cover the cost to maintain it (budgeted in Division 01-390). In FY 04-05 we will again budget for the Metrolink Bikeway's maintenance out of this fund.

The City was awarded a \$985,000 grant from the MTA for the North Maclay Streetscape Improvement Project. Matching fund sources include Prop C funds and Federal T3 funds at a minimum of \$655,000. At least \$439 K of Prop C funds will be used over a two year period, pending Federal funds authorization for \$216,000. Other funding sources include a \$62,000 grant from OTS.

The Park Avenue Improvements will incorporate Transit Stop features interfacing with the City's future CNG local transit program. A total of \$525k Prop C funds over a three year period will be utilized along with \$28k Street Lighting (Fund 27). Pavement Impact (Fund 50) and Gas Tax may supplement any shortfalls.

In FY 03-04, City staff completed the design of Park Avenue Improvements and also completed demolition and preparation of portions of Park Avenue that interfere with the upcoming Aquatic Facility Improvements using approximately \$85k of Prop C. Also, the design of the North Maclay Streetscape Improvements utilized \$140k Prop C and will be completed early this fiscal year.

In FY 04-05, construction of the North Maclay Avenue Improvements will begin and \$515k Prop C funds is required to be budgeted. In addition, Park Avenue Street Improvements adjacent to the new Aquatic Facility will utilize \$285k Prop C funds. Projects utilizing this fund and grant funds are summarized under Fund 10. Approved projects for FY 04-05 include the following:

Bikeway Maintenance		\$57,650
Cost Allocation/Administration		\$36,900
Capital Projects		\$800,000
N. Maclay Streetscape (\$655k - \$140k FY 03-04)	\$515,000	
Park Avenue Improvements (\$525k-\$85k FY03-04)	\$285,000	
MTA Board Member Staff Assistant		\$2,260
Bikeway Graffiti Removal		\$14,300
	TOTAL	\$911,110

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

FUND					FUND NO.
Proposition C					08
	ACTUAL	BUDGETED	ESTIMATED	ADOPTED	
PERSONNEL	2002-2003	2003-2004	2003-2004	2004-2005	
None					
BALANCE SHEET					
Beginning Balance	\$ 759,609	\$ 648,059	\$ 741,188	\$ 645,701	
Revenues	286,765	266,000	267,207	270,000	
Expenditures	281,458	132,930	137,694	\$111,110	
Capital Expenditures	23,728	755,000	225,000	\$800,000	
Ending Balance	\$ 741,188	\$ 26,129	\$ 645,701	\$ 4,591	
08-190, 310, 311					
APPROPRIATIONS					
Operating Expenses	\$ 281,458	\$ 132,930	\$ 137,964	\$111,110	
Capital Outlay	23,728	755,000	225,000	800,000	
Total	\$ 305,186	\$ 887,930	\$ 362,964	\$ 911,110	
SOURCE OF FUNDS					
Fund 08 Prop C	\$ 305,186	\$ 887,930	\$ 362,964	\$ 911,110	
Total	\$ 305,186	\$ 887,930	\$ 362,964	\$ 911,110	

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

FUND		FUND NO.
Proposition C		08
190 OPERATING EXPENSES-NON DEPARTMENTAL		\$108,850
0000-4480	Cost Allocation	\$36,900
0000-4901	Transfer to General Fund for:	\$71,950
	Bikeway Graffiti Removal: 01-312-0470-XXXX	
	4100- Salaries	\$13,800
	4300- Supplies	\$500
	Subtotal	\$14,300
	Bikeway Maintenance: 01-390-0470-XXXX	
	4100- Salaries	\$52,650
	4200- Utilities	\$2,000
	4250- Rents & Leases	\$1,000
	4300- Supplies	\$2,000
	Subtotal	\$57,650
310 - 4200 OPERATING EXPENSES-OTHER		\$2,260
0000-4270	MTA Board Member Staff Assistant	\$2,260
311 - 4600 CAPITAL PROJECTS		\$800,000
XXXX-4600	N. Maclay Streetscape Project (\$140k FY 03-04)	\$515,000
	Park Avenue Improvements (\$85k FY 03-04)	\$285,000
TOTAL		\$911,110

**CITY OF SAN FERNANDO
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DIVISION	DIVISION NO.
Proposition C Discretionary Grant - Metrolink Bikeway	9

NARRATIVE

In July 1993, the Metropolitan Transit Authority approved the city's application for a Proposition C Discretionary Grant in the amount of \$990,900. Beginning in late fiscal year 1996-97, this grant was used to design and construct a mile-long bike path along the Metrolink Corridor in San Fernando. The bikeway project extends between Wolfskill Street and Hubbard Streets. The project was completed in October 1997.

In fiscal year 1997-98 Prop C funds were transferred to the Facilities Maintenance Division for on-going maintenance of the bikeway. The maintenance was done by in-house personnel. Prop C funds will again be transferred in fiscal year 2002-03 for maintenance, supply, and utility costs.

	ACTUAL 2002-2003	BUDGETED 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005
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PERSONNEL

None

BALANCE SHEET					
Beginning Balance	\$ 17,356	\$ 17,540	\$ 17,763	\$ 17,812	
Revenues	457	250	49	50	
Expenditures	50	0	0	0	
Ending Balance	\$ 17,763	\$ 17,790	\$ 17,812	\$ 17,862	

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

FUND	FUND NO
GRANT FUND	10

This recently created fund is to account for major grants received Citywide. This fund facilitates record keeping of receipts and expenditures of outside grants as generally required by grantors. The department that will use the grant identifies the division and a project number. Project numbers are only assigned when the grants are awarded to the City. The divisions that currently have grants allocated in Fund 10 include:

Community Development, Division 10-150
 Recreation & Community Services, Division 420
 Police Department, Division 220, 220-3674 and 225
 Public Works, Division 310, 370 and 371

Each department's grants, with the respective budgets, are shown separately by division. Any amount received but not spent is budgeted in the following budget year.

BALANCE SHEET	ACTUAL 2002-2003	BUDGETED 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005
Beginning Balance	\$ (340,206)	\$ (1,500,000)	\$ (1,923,613)	\$ (1,600,000)
Revenues	1,147,456	8,607,525	139,882	\$5,346,013
Expenditures	2,730,863	8,607,525	1,362,458	5,346,013
Ending Balance	\$ (1,923,613)	\$ (1,500,000)	\$ (3,146,189)	\$ (1,600,000)
SUMMARY OF APPROPRIATIONS:				
10-220 Police	\$ 4,810.00	\$ 3,000.00	\$ 63,047	\$ 399,268
10-310/346/370 Public Works	177,078	2,886,500	2,120,714	4,560,000
10-420 Recreation and Community Services	219,274	612,050	342,670	386,745
Total	\$ 401,162	\$ 3,501,550	\$ 2,526,431	\$ 5,346,013

**CITY OF SAN FERNANDO
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FY 2004-2005**

FUND			FUND NO
GRANT FUND			10
SUMMARY OF APPROPRIATIONS BY CATEGORY			
4100		PERSONNEL SERVICES	\$194,800
10-220	Police	\$ 155,300	
10-420	Recreation and Community Services	39,500	
4200		OPERATING EXPENSES	\$347,245
10-220	Police	\$ 0	
10-150	Community Development	0	
10-420	Recreation and Community Services	347,245	
4500		CAPITAL EXPENSES	\$4,803,968
10-220	Police	\$ 243,968	
10-310	Public Works- Engineering	4,560,000	
10-346	Public Works-Trees	0	
10-370	Public Works-Traffic Safety	0	
10-420	Recreation and Community Services	0	
TOTAL			\$5,346,013

**CITY OF SAN FERNANDO
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DIVISION	DIVISION NO.
Police Department – Support Services	10-220

NARRATIVE

The Police Department received a variety of grants from numerous granting agencies during the past fiscal year. Once "law enforcement" grants are awarded, they are assigned to division 10-220 and are tracked by project numbers.

During fiscal year 2003-2004 and continuing with fiscal year 2004-2005, the Police Department will utilize the following grants or revenues:

Project Name	Grant Amount	Grant Description	Comments
Urban Areas Security Initiative (UASI)	\$ 108,160.00	Interoperability Communication Equipment Reimbursement	10-220-xxxx Estimated Balance: \$ 108,160.00
State Homeland Security Grant Program (SHSGP)	\$ 73,808.00	Interoperability Communication Equipment Reimbursement	10-220-xxxx Estimated Balance: \$ 73,808.00
OTS - Operation Safer Streets	\$ 95,000.00	DUI overtime patrols and traffic safety Reimbursement	10-220-3670 Estimated Balance: \$ 30,000.00
OTS - POALAC Traffic Safety Grant	\$ 3,000.00	Countywide DUI overtime Reimbursement	10-220-3695 Estimated Balance: \$ 3,000.00
OTS - DUI Interdiction Program	\$ 100,000	DUI overtime patrols and traffic safety Reimbursement	10-220-xxxx Estimated Balance: \$ 100,000

**CITY OF SAN FERNANDO
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FY 2004-2005**

DIVISION			DIVISION NO.
Police Department – Support Services			10-220
OTS - Crosswalk Lighting Program	\$ 62,000	Crosswalk Lighting Program Reimbursement	10-220-xxxx Estimated Balance: \$ 62,000
ABC - Alcohol Prevention Program	\$ 22,300	Under 21 Alcohol Prevention Program Reimbursement	10-220-xxxx Estimated Balance: \$ 22,300
OTS-Bicycle Safety CLOSED	\$ 24,754.00	Safety education.	10-220-3686 \$ 0
State Homeland Security Grant Program (SHSGP) CLOSED	\$ 11,922.76	Reimbursement	10-220-3667 Estimated Balance: \$ 0
2002 LLEBG CLOSED	\$ 41,559	Block grant to support law enforcement by paying overtime, procuring equipment and technology, enhancing security measures and community crime prevention programs. Reimbursement	10-220-0232 Estimated Balance: \$ 0
Cops In Schools CLOSED	\$ 125,000	Provided for an Officer to be placed in the schools for proactive enforcement.	10-220-3674 Estimated Balance: \$ 0
Operation Safe-Kids CLOSED	\$ 60,000	Vehicle Occupant Protection Program Reimbursement	10-220-3676 Estimated Balance: \$ 0
Operation Safe-Streets CLOSED	\$ 65,888	Hit-and Run/DUI Reduction Program Reimbursement	10-220-3677 Estimated Balance: \$ 0

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

DIVISION					DIVISION NO.
Police Department – Support Services					10-220
911 Security Upgrade	\$ 9,050	Dispatch Center Upgrade Reimbursement		10-220-3449	Estimated Balance:
CLOSED				\$ 0	
LLEGB 2002	\$ 30,411	Block grant to support law enforcement by paying overtime, procuring equipment and technology, enhancing security measures and community crime prevention programs.		10-220-3449	Estimated Balance:
CLOSED			Reimbursement	\$ 0	
Total Estimated Balance/ Amount Available From All Grants:				\$ 399,268	
APPROPRIATIONS	ACTUAL 2002-2003	BUDGETED 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005	
Personnel Services	\$ 4,810	\$ 3,000	\$ 51,125	\$ 155,300	
Operating Expenses	0	0	11,923	0	
Capital Outlay	0	0	0	243,968	
Total	\$ 4,810	\$ 3,000	\$ 63,047	\$ 399,268	

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

DIVISION					DIVISION NO.
Police Department – Support Services					10-220
SOURCE OF FUNDS					
xxxx-4500 UASI Equipment	\$ 0	\$ 0	\$ 0	\$ 0	108,160
Homeland Security					
xxxx-4500 SHSGP Equipment	0	0	0	0	73,808
Homeland Security					
3670-4100 OTS-DUI Overtime	4,810	0	49,972	0	30,000
Traffic Safety					
3696-4100 OTS POALAC Grant	0	3,000	1,153	0	3,000
Traffic Safety					
xxxx-4100 OTS-DUI Overtime	0	0	0	0	100,000
Traffic Safety					
xxxx-4500 OTS Equipment	0	0	0	0	62,000
Crosswalk Lighting					
xxxx-4100 ABC-Overtime	0	0	0	0	22,300
Alcohol Prevention					
3667-4300 SHSGP Equipment	0	11,923	11,923	0	0
Homeland Security					
0232-4100 2001 LLEGB	40,073	0	0	0	0
Crime Prevention					
0232-4100 Cops in Schools	45,439	0	0	0	0
Juvenile Crime Prevention					
3676-4000 Operation Safe-Kids	24,125	0	0	0	0
Traffic Safety					
3677-4100 Operation Safe-Streets	6,469	0	0	0	0
Traffic Safety					
3449-4500 911 Security Upgrade	9,050	0	0	0	0
911 Upgrade					
3665-4100 2002 LLEGB	30,411	0	0	0	0
Crime Prevention					
Total	\$ 160,377	\$ 14,923	\$ 63,047	\$ 0	399,268

**CITY OF SAN FERNANDO
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DIVISION			DIVISION NO.
Police Department – Support Services			10-220
Supporting Information			
4100		PERSONNEL SERVICES	\$ 155,300
3670-4105	Overtime OTS DUI Enforcement	\$ 30,000	
3695-4105	Overtime OTS POALAC Grant	\$ 3,000	
xxxx-4105	Overtime OTS DUI Enforcement	\$ 100,000	
xxxx-4105	Overtime ABC Prevention	\$ 22,300	
4300		OPERATING EXPENSES	\$0
	None	\$ -	
4500		CAPITAL EXPENSES	\$243,968
0000-4300	UASI Grant Interoperability Equipment	\$ 108,160	
0000-4300	SHSGP Grant Interoperability Equipment	\$ 73,808	
xxxx-4105	OTS Crosswalk Lighting Equipment	\$ 62,000	
TOTAL			\$ 399,268

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

FUND	FUND NO.
Public Works	10-310, 346, 370, 371

NARRATIVE

This recently created fund is to account for major grants received Citywide. This fund will facilitate record keeping of receipts and expenditures of outside grants as generally required by grantors. Other revenues identified specifically for certain improvements or programs are also included.

During FY 01-02, grant funds were received for the Mission Roadway Improvements in the amount of \$122k, and when added with other matching funds, the project totaled \$314,000. Funds were expended on the Las Palmas Park Phase 3B in the amount of \$980k with \$1.5M Sewer Fund & Retirement Fund match.

In FY 02-03, grants included the Millennium Tree project in the amount of \$15k, developer funds for the Traffic Signal at Hubbard and Second in the amount of \$100k, and developer funds for signal synchronization on Hubbard in the amount of \$10k.

In FY 03-04, after the City was awarded a \$985k grant from the MTA for the North Maclay Streetscape Project, a \$655k Prop C match was budgeted.

For FY 04-05, it is anticipated the following grants, revenues, or reimbursements will be received corresponding with the following capital expenditures:

<u>Project Name</u>	<u>Grant Description/Comments</u>	<u>Amount</u>	<u>Amount</u>
UUD No. 7		\$57,500	\$1,040,500
	SCE Rule 20A (10-310)	\$983,000	
	LLAD (F27)	\$57,500	
Cesar Chavez Transit Facility		\$361,000	\$361,000
	FY 03-04 MTA TEA Grant \$155k (not yet reimbursed)	\$155,000	
	City Match \$84k (including some fundraising - not funded)	\$84,000	
	Fund Raising \$97k (not reimbursed)	\$97,000	
	Landscaping by City \$25k (not funded)	\$25,000	
S.F. Regional Aquatic Center		\$5,850,000	\$6,120,000
	Murray-Hayden Grant	\$2,700,000	
	Los Angeles County	\$500,000	
	CDBG Section 108 (F26)	\$2,920,000	
	FY 03-04 Murray-Hayden (Grant Drawdown)	(\$270,000)	

**CITY OF SAN FERNANDO
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FUND					FUND NO.
Public Works					10-310, 346, 370, 371
North Maclay Streetscape Project			\$1,716,000		\$1,856,000
MTA Grant			\$985,000		
Federal T3 (approval pending)			\$216,000		
Prop C \$655k (F08)			\$655,000		
FY 03-04 Prop C \$140k (F08)			(\$140,000)		
North Maclay Streetscape			\$62,000		\$62,000
Pedestrian & Traffic Safety - Flashing Lights			\$62,000		
HES Directional Signs - City Wide			\$32,000		\$189,000
HES Grant Phase II Directional (\$189k)			\$189,000		
FY 03-04 HES Grant \$157.2k (not yet reimbursed)			(\$157,000)		
Tree Focus Area			\$25,000		\$25,000
CDF Grant \$40k-\$15k (FY 03-04)			\$25,000		
					\$9,653,500
					\$9,653,500
APPROPRIATIONS	ACTUAL	BUDGETED	ESTIMATED	ADOPTED	
	2002-2003	2003-2004	2003-2004	2004-2005	
Personnel Services	\$ 0	\$ 0	\$ 0	\$ 0	
Operating Expenses	3,800	30,000	15,000	0	
Capital Outlay	173,278	2,856,500	2,100,714	4,560,000	
Total	\$ 177,078	\$ 2,886,500	\$ 2,120,714	\$ 4,560,000	

**CITY OF SAN FERNANDO
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FY 2004-2005**

FUND		FUND NO.	
Public Works		10-310, 346, 370, 371	
Supporting Information			
CAPITAL EXPENSES			\$4,560,000
10-310	Capital Expenses		\$4,441,000
7540-4600	UUD No. 7	\$0	
2221-4600	Cesar Chavez Transit Facility	\$40,000	
	Construction Contract	\$10,000	
	Statues & Figurines	\$30,000	
	Landscaping by City	\$0	
10-310	S.F. Regional Aquatics Facility	\$3,200,000	
7517-4600	Murray Hayden	\$2,700,000	
	LA County	\$500,000	
	CDBG S 108 (F26)	\$2,920,000	
XXXX-4600	North Maclay Streetscape	\$1,201,000	
	MTA Grant	\$985,000	
	Fed T3	\$216,000	
	OTS Pedestrian Safety (F10-370)	\$62,000	
	Prop C (F08)	\$655,000	
10-346	Capital Expenses		\$25,000
0000-4600	Tree Focus Area \$40k - \$15 k	\$25,000	
10-370	Capital Expenses		\$32,000
3707-4500	HES Signs - Directional Phase II	\$32,000	
10-370	Capital Expenses		\$62,000
XXXX-4500	OTS Safety Grant - N. Maclay Streetscape	\$62,000	
TOTAL			\$4,560,000

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

DIVISION Recreation and Community Services	FUND NO. 10-420
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NARRATIVE

Highlights in FY 03-04: Several projects were executed in 2003-2004 which included the refinishing of the indoor basketball court at Recreation Park, the installation of new backboards, goals and height adjusters in the Recreation Gym to accommodate all age groups. The installation rubberized surfacing and three new play features at the playground at Pioneer Park, removal of the old playground equipment at Recreation Park and installation of a new structures and rubberized surfacing throughout. In addition the ball fields at Recreation Park and Las Palmas Park have been renovated. Work is ongoing to install a picnic area directly adjacent to the new playground at Recreation Park and we are only awaiting the delivery and installation (expected by the 2nd week in June) of the new scoreboard for Las Palmas Park baseball field.

PERSONNEL	ACTUAL 2002-2003	BUDGETED 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005
Recreation Leader I	0.00	0.00	0.00	2.10
APPROPRIATIONS				
Personnel Services	\$ 0	\$ 42,670	\$ 42,670	\$ 39,500
Operating Expenses	219,274	569,380	300,000	347,245
Capital Outlay	0	0	0	0
Total	\$ 219,274	\$ 612,050	\$ 342,670	\$ 386,745

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

DIVISION Recreation and Community Services	FUND NO. 10-420
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SOURCE OF FUNDS	ACTUAL 2002-2003	BUDGETED 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005
3690-3692 Rueff Mariachi	\$ 7,650	\$ 5,000	\$ 7,650	0
1349 Folk Culture	4,600	0	0	0
1350 Multi-Residency	9,188	0	2,537	0
3690-3693 NEA Mariachi	0	0	0	0
3701-4260 NEA Mariachi	325	0	0	0
3697-3701 NEA-Education		0	325	0
3697-3702 NEA-Education		0	3,075	0
3690-3694 CAC Mariachi	0	0	0	0
3697-3690 Getty Adobe	0	75,000	70,245	0
3697-1308 Verizon LP Tech	0	0	0	0
3697-3697 CAC - Mariachi	17,136	4,790	17,136	0
3690-3708 Layne Playground	0	0	0	0
3697-3699 2000 Park Bond	65,691	5,000	18,684	0
3697-3700 RZH Block Grant 2001	71,485	71,920	675	71,245
3697-2221 Cesar Chavez Transit Facility	0	35,000	0	35,000
3712 NEA Heritage		20,000	20,000	20,000
3697-3704 Rec Park Playground	0	25,000	0	0
3697-3705 2002 Park Bond	8,714	220,000	78,739	110,000
3697-3706 RZH Block Grant 2002	0	65,000	72,318	0
3697-3712 NEA Heritage and Pres.	0	0	0	0
3709-4103 LA County Prop Wages	0	37,130	33,276	35,000
3709-4120 O.A.S.D.I LA County	0	2,840	2,567	2,500
3709-4130 Worker Comp LA C.	0	2,700	2,209	2,000
3940-3702 Computer Learning	3,405	0	1,999	0
CDBG (Fund 26) Recreation Park	0	0	0	111,000
Total	\$ 188,194	\$ 569,380	\$ 331,435	\$ 386,745

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

DIVISION Recreation and Community Services	FUND NO. 10-420
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Supporting Information

4100	PERSONNEL SERVICES	\$39,500
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3709-4103	LA County Prop Wages	\$35,000	
3709-4120	O.A.S.D.I LA County	\$2,500	
3709-4130	Worker Comp LA C.	\$2,000	

4200	OPERATING EXPENSES	\$347,245
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3700-4260	RZH Block Grant 2001	\$71,245	
	Installation of Restroom at Layne	\$71,245	
3712-4260	NEA Heritage & Preservation	\$20,000	
2221-4270	Cesar Chavez Transit Facility	\$35,000	
3705-4300	2002 Park Bond	\$110,000	
	Installation of Restroom at Layne	\$65,000	
	Las Palmas Gym Renovation	\$45,000	
26-XXX-XXXX	CDBG Grant (Fund 26) - Recreation	\$111,000	\$111,000
	Park Refurb.		

4500	CAPITAL PROJECTS	\$0
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TOTAL	\$386,745
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**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

FUND	FUND NO.
State Gas Tax Fund	11

NARRATIVE

This fund is to account for maintenance and capital projects associated with motor vehicle travel and capital improvements requiring matching funds for Federal funding (TEA-3) eligibility. Financing is provided by the City's share of the State gasoline taxes and special legislation such as SB2928 (suspended pending State Budget resolution). Gas Tax Funds may be used for street resurfacing and maintenance of local streets, and to supplement street improvements in connection with upcoming projects, including to cover shortfalls, if any.

All grants including Federal grants and apportionments are tracked under Fund 10 and are designated for each proposed capital improvement as indicated therein. Funds for maintenance are transferred to the Public Works department to fund various programs in Street Maintenance (311), Street Cleaning (343), Street Trees and Parkways (346), Traffic Safety (370), and Traffic Signals (371) divisions.

In FY 02-03, South Maclay Avenue from Truman Street to the SCL was rehabilitated along with a small portion of Truman utilizing a combination of Prop C, Gas Tax-SB2928, and CDBG (Fund 26). In future fiscal years, Federal funds will be used for North Maclay Streetscape resurfacing.

In FY 03-04, the City began design of North Maclay Streetscape Improvements (estimated at \$1.64M) and Park Avenue Improvements (\$600k), both of which are partially funded with Prop C (Fund 08) and/or Grant Funds (Fund 10).

In FY 04-05, to enhance available funding for street maintenance, the City has embarked on a program trading San Fernando General Funds for CDBG Funds at a cost of approximately \$0.70 per \$1 received. The CDBG Funds will be used to complete Pavement Management improvements that could be supplemented with Gas Tax Funds. Also, the City will construct the first and second Focus Area Pavement Management Improvements which will be funded using Pavement Impact Fees (Fund 50) and CDBG (Fund 26). Supplemental funding may be provided using Gas Tax Funds.

It is anticipated the following grants, revenues, or reimbursements will be received corresponding with the following capital expenditures:

STREET IMPROVEMENT PROJECTS

Pavement Management, Focus Area 1 (Fund 50)	\$	600,000
Pavement Management, Focus Area 2 (Fund 26)	\$	500,000
North Maclay Streetscape, MTA, Prop C, T3	\$	1,918,000
Park Avenue Improvements, Prop C, Gas Tax	\$	<u>653,000</u>
TOTAL	\$	<u><u>3,671,000</u></u>

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

FUND						FUND NO.
State Gas Tax Fund						11
BALANCE SHEET		ACTUAL 2002-2003	BUDGETED 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005	
Beginning Balance		\$ 202,559	\$ 48,969	\$ 307,543	\$ 360,139	
Revenues		520,453	722,000	475,000	510,000	
Expenses		415,469	401,290	401,290	401,290	
Capital Expenses		0	277,000	21,114	200,000	
Ending Balance		\$ 307,543	\$ 92,679	\$ 360,139	\$ 268,849	
						11-190, 311
PERSONNEL						
None						
APPROPRIATIONS						
Operating Expenses		\$ 415,469	\$ 401,290	\$ 401,290	\$ 401,290	
Capital Outlay		0	277,000	0	200,000	
Total		\$ 415,469	\$ 678,290	\$ 401,290	\$ 601,290	
SOURCE OF FUNDS						
Fund 11	Federal TEA-21	\$ 415,469	\$ 678,290	\$ 401,290	\$ 601,290	
Total		\$ 415,469	\$ 678,290	\$ 401,290	\$ 601,290	
Supporting Information						
190		NON DEPARTMENT				\$401,290
0000-4480	Cost Allocation			\$1,290		
0000-4901	Transfer to General Fund			\$400,000		
11-311		CAPITAL EXPENSES				\$200,000
XXXX-4600	Pavement Management, Focus Area 1 (F50)			\$0		
	Pavement Management, Focus Area 2 (F26)			\$0		
	North Maclay Streetscape, MTA, T3 (F10), Prop C (F08)			\$100,000		
	Park Avenue Improvements, Prop C (F08)			\$100,000		
TOTAL						\$601,290

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

FUND	FUND NO
Traffic Safety	13

NARRATIVE
 This fund is to account for receipts from traffic fines as levied by local courts. All funds are transferred to the General Fund for traffic safety purposes. The fund is required by Section 1463 (b) of the California Penal Code.

	ACTUAL 2002-2003	BUDGETED 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005
PERSONNEL				
None				

BALANCE SHEET					
Beginning Balance	\$ 201,132	\$ 158,964	\$ 181,504	\$ 140,346	
Revenues	101,540	79,000	94,628	100,000	
Expenditures	121,168	121,168	135,786	121,168	
Ending Balance	\$ 181,504	\$ 116,796	\$ 140,346	\$ 119,178	

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

FUND	FUND NO
Cash In-lieu of Parking Fund	14

NARRATIVE

This fund is to account for the revenues and related expenditures from developers or builders who decide to pay a specified amount to the City of San Fernando instead of providing required parking.

During FY 1998 - 99 this fund was used to purchase the lot at 1422 San Fernando Road, to meet further parking needs. Beginning with fiscal year ended 1999 – 2000 and continuing with the current and future years, plans are to accumulate these funds for parking projects.

	ACTUAL 2002-2003	BUDGETED 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005
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None

BALANCE SHEET

Beginning Balance	\$ 71,369	\$ 71,369	\$ 71,369	\$ 71,369
Revenues	0	0	0	0
Expenditures	0	0	0	0
Ending Balance	\$ 71,369	\$ 71,369	\$ 71,369	\$ 71,369

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

DIVISION

DIVISION NO.

Local Transportation

15

NARRATIVE

This fund accounts for local pedestrian facility development and improvement funds provided by the State through the Transportation Development Act (TDA) authorized under SB 821. These funds are annually allocated by the MTA. The funds are designated for specific use of capital pedestrian facility improvements such as sidewalks and wheelchair ramps.

Beginning In FY 2000-2001, staff has carried over the annual allocation of these funds in order to accumulate enough funding to construct and complete an entire specific area or phase of sidewalk improvements.

In FY 2003-2004, we had available two years worth of allocations, and the City supplemented the project with Gas Tax funds. This was done so that the City could complete, in one phase, improvements on N. Huntington Street between Lucas street and Warren Street, and on Harding Street between Eighth Street to the North City Limit. The improvements on N. Huntington Street included sidewalk on the west side, wheel chair ramps at both ends, and a cross-gutter on Warren Street. The improvements on Harding Street included sidewalk and drive-approaches on the west side.

In FY 2004-2005 we may again carry over funds until the following FY so that the City is able to take advantage of a larger project and the inherent economies of scale, or we may attempt a reimbursement based on spend ahead provisions since the work done in FY 03-04 covered three years worth of allocations.

BALANCE SHEET	ACTUAL 2002-2003	BUDGETED 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005
Beginning Balance	\$ (1,522)	\$ (23,483)	\$ (524)	\$ (7,036)
Revenues	1,098	10,500	10,500	10,500
Expenditures	100	100	9,650	100
Capital Expenses	0	20,400	7,362	0
Ending Balance	\$ (524)	\$ (33,483)	\$ (7,036)	\$ 3,364

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

DIVISION					DIVISION NO.
Local Transportation					15
PERSONNEL	ACTUAL 2002-2003	BUDGETED 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005	
None					
APPROPRIATIONS					
Operating Expenses	\$ 100	\$ 100	\$ 9,650	\$ 100	
Capital Outlay	0	20,400	7,362	0	
Total	\$ 100	\$ 20,500	\$ 17,012	\$ 100	
SOURCE OF FUNDS					
Fund 15	\$ 100	\$ 20,500	\$ 17,012	\$ 100	
Total	\$ 100	\$ 20,500	\$ 17,012	\$ 100	
Supporting Information					
15-190		OPERATING EXPENSES			\$100
0000-4480	Cost Allocation		\$100		
15-310		CAPITAL PROJECTS			\$0
0866-4600	Pedestrian Facility (excludes \$100 cost allocation 15-190) FY 05-06 -\$22,000		\$0		
TOTAL					\$100

CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005

DIVISION

DIVISION NO.

Air Quality Management District

16

NARRATIVE

This fund is to account for South Coast Air Quality Management District revenues received by the City. Per AB 2766 (1990), a portion of DMV vehicle registration fee of \$4 per vehicle is distributed to 89 cities in L.A. County through AQMD. 30% of the fees collected are kept by AQMD while 40% is distributed to cities. These funds may be used for various programs to reduce air pollution.

In FY 2000-2001 we performed traffic signal synchronization along the remaining Brand Boulevard corridor, along Truman Street, and along San Fernando Road. In addition, we also replaced a 1986 ¾ ton truck that uses gasoline with a clean burning Compressed Natural Gas (CNG) ¾ ton truck. Additionally, Capital Equipment for the Mechanical Division of the Public Works Department was purchased to ensure the City's compliance of various air quality mandates as related to the maintenance of vehicles.

In FY 2002-2003, we performed traffic signal synchronization and signal timing projects at various locations. In addition we replaced a 1988 ½ ton pick-up truck that uses gasoline with a ¾ ton pick-up truck fueled by Compressed Natural Gas (CNG).

In FY 2003-2004, staff aggressively pursued grant funding through the the AQMD, Mobile Source Reduction Committee (MSRC) and Federal Appropriations for CNG infrastructure and vehicles. Staff was successful in obtaining approximately \$700,000 in grant funding from these various sources.

In Fiscal Year 2004-2005 staff will begin to plan for the construction of a public fast fill CNG station, as well as the implementation of a CNG Trolley Transit System. The City will also upgrade two utility trucks to CNG, as well as an aerial lift truck.

BALANCE SHEET	ACTUAL 2002-2003	BUDGETED 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005
Beginning Balance	\$ 130,798	\$ 96,426	\$ 116,210	\$ 112,210
Revenues	33,765	20,000	25,000	700,000
Expenditures	23,352	7,160	4,000	7,000
Capital Expenses	25,000	82,500	25,000	800,000
Ending Balance	\$ 116,211	\$ 26,766	\$ 112,210	\$ 5,210

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

DIVISION		DIVISION NO.		
Air Quality Management District		16		
		16-190, 220, 310, 320		
PERSONNEL	ACTUAL 2002-2003	BUDGETED 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005
None				
APPROPRIATIONS				
Expenses	\$ 23,352	\$ 7,160	\$ 4,000	\$ 7,000
Capital Outlay	25,000	82,500	25,000	800,000
Total	\$ 48,352	\$ 89,660	\$ 29,000	\$ 807,000
SOURCE OF FUNDS				
Fund 16	\$ 48,352	\$ 89,660	\$ 29,000	\$ 807,000
Total	\$ 48,352	\$ 89,660	\$ 29,000	\$ 807,000
Supporting Information				
OPERATING EXPENSES				\$7,000
16-190-4480	Cost Allocation		\$0	
	Vehicle Operation & Maintenance			
16-320-4400	CNG Fuel Costs		\$3,000	
16-220-310-4400	Electric Vehicle Maintenance & Batteries		\$4,000	
CAPITAL EXPENSES				\$800,000
16-310-4500	CNG - Public Fast Fill Station		\$500,000	
16-310-4500	CNG - Slow Fill Upgrade @ City Yard		\$100,000	
16-310-4500	CNG - Trolley Transit Sys - \$200,000 (FY 05-06)		\$0	
16-310-4500	CNG Utility Trucks 2 @ \$25,000		\$50,000	
16-310-4500	CNG Utility Boom/Lift Truck		\$150,000	
TOTAL				\$807,000

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

DIVISION	FUND NO.
Self Sustaining Recreational Activities	17

NARRATIVE

Fund 17 is a self-sustaining fund, which pays salaries, purchases equipment and supplies, and pays instructors on a percentage basis. The activities which generate income and make expenditures through this account includes: sports leagues, excursions, day camp and classes, the after school program, the senior clubs and all other revenue generating ventures. A dramatic increase in revenue was noted in adult and youth basketball and adult basketball due to higher than anticipated enrollments. It is anticipated that both offerings will grow next year as well. This is the first year in many years that revenue is greater than expenditures and is a trend that will carry into future years. Programs are expanding, with great success in adult and youth sports leagues.

	ACTUAL 2002-2003	BUDGETED 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005
PERSONNEL				
Senior Counselors (FTE)	1.00	4.30	3.50	4.30
Counselors (FTE)	3.50	14.30	14.00	14.00
Total	4.50	18.60	17.50	18.30

BALANCE SHEET

Beginning Balance	\$ (114,324)	\$ (40,373)	\$ 49,790	\$ 59,208
Revenues	648,298	419,850	519,418	675,500
Expenditures	484,185	410,020	510,000	648,500
Ending Balance	\$ 49,789	\$ (30,543)	\$ 59,208	\$ 86,208

APPROPRIATIONS

Personnel Expenses	\$ 352,967	\$ 266,870	\$ 314,730	\$ 352,000
Operating Expenses	131,218	143,150	195,270	296,500
Capital Outlay	0	0	0	0
Total	\$ 484,185	\$ 410,020	\$ 510,000	\$ 648,500

SOURCE OF FUNDS

Fund 17	\$ 484,185	\$ 410,020	\$ 510,000	\$ 648,500
Total	\$ 484,185	\$ 410,020	\$ 510,000	\$ 648,500

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

FUND	FUND NO.
RETIREMENT	18

NARRATIVE

This fund is to account for receipts from a voter-approved special tax levy that is used to pay for all costs of the City's membership in the Public Employees Retirement System (PERS). For Fiscal Year 2003-2004, the City's costs increased significantly due to rising rates in both health insurance premiums and member contributions to PERS. This is expected to continue for Fiscal Year 2004-2005. However, since the increase is currently unknown it is not reflected in this budget.

In Fiscal Year 2003-2004 and continuing with 2004-2005, payment of retired employees health benefits and service charges paid to PERS for administration of the retired employees health insurance is paid directly from the Retirement Fund.

	ACTUAL 2002-2003	BUDGETED 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005
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None

BALANCE SHEET

Beginning Balance	\$ 2,712,649	\$ 2,535,298	\$ 2,171,524	\$ 1,457,244
Revenues	1,321,060	1,250,000	1,272,455	1,700,000
Expenditures	1,862,185	1,350,000	1,986,735	2,853,976
Ending Balance	\$ 2,171,524	\$ 2,435,298	\$ 1,457,244	\$ 303,268

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

FUND	FUND NO.
Quimby Act Fees	19

NARRATIVE

This fund is to account for receipts from developers, who are required under State law to provide and support park facilities.

	ACTUAL 2002-2003	BUDGETED 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005
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None

BALANCE SHEET

Beginning Balance	\$ 37,303	\$ 36,623	\$ 38,178	\$ 38,282
Revenues	982	0	104	104
Expenses	107	0	0	0
Capital Expenditures	0	0	0	0
Ending Balance	\$ 38,178	\$ 36,623	\$ 38,282	\$ 38,386

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

Fund	DIVISION NO.
Asset Seizure - State	20

NARRATIVE

This fund is to account for receipts and disbursements of state seized and forfeited assets used from the sale of controlled substances. In 1997-98, these funds were used to match a federal COPS FAST grant to finance one police officer. In FY 2004–2005, this fund will continue to partially fund a community-policing officer. The funding of the officer is accomplished through monthly transfers to the general fund.

	ACTUAL	BUDGETED	ESTIMATED	ADOPTED
PERSONNEL	2002-2003	2003-2004	2003-2004	2004-2005

None

BALANCE SHEET

Beginning Balance	\$ 646,090	\$ 613,790	\$ 619,397	\$ 598,493
Revenues	4,307	5,700	11,596	15,000
Expenditures	31,000	38,000	32,500	38,000
Ending Balance	\$ 619,397	\$ 581,490	\$ 598,493	\$ 575,493

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

FUND	FUND NO.
Asset Seizure - Federal	21

NARRATIVE

This fund is to account for receipts and disbursements of federal seized and forfeited assets used from the sale of controlled substances. In past years, this fund contributed to the funding of police officers and the building of the police facility addition. There has been little federal seizure activity in recent years.

During FY 2004–2005 this fund will continue to partially fund a community-policing officer. The funding of the officer is accomplished through monthly transfers to the general fund.

	ACTUAL 2002-2003	BUDGETED 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005
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None

BALANCE SHEET

Beginning Balance	\$ 532,440	\$ 529,440	\$ 531,300	\$ 512,392
Revenues	21,851	15,000	2,592	5,000
Expenditures	22,991	21,500	21,500	21,500
Ending Balance	\$ 531,300	\$ 522,940	\$ 512,392	\$ 495,892

CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005

DIVISION	DIVISION NO.
Planning/CDBG	26-155

NARRATIVE

The Community Development Department provides coordination and oversight for federal CDBG program funded projects. In FY 2003-2004, the Public Works Department used CDBG funds to complete street improvements and to remove graffiti. The Community Development Dept. used CDBG funds to enhance the Code Enforcement Program, to renovate the commercial storefronts at 313 S. Brand Bl. and at 209 and 211 N. Maclay Ave., and to provide CDBG program administration.

For FY 2004-2005, a substantial portion of the City's annual allocation of CDBG funds will be set-aside for the payment of a Section 108 Loan as part of the total financing package for the San Fernando Regional Aquatics Facility. Funds have also been allocated to refurbish park facilities and to continue the enhanced Code Enforcement Program, the Graffiti Removal Program and the Commercial Rehabilitation Program, as well as for CDBG program administration.

PERSONNEL	ACTUAL 2002-2003	BUDGETED 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005
Community Development Director	0.05	0.05	0.05	0.05
Community Development Secretary	0.05	0.05	0.05	0.05
Community Preservation Officer	0.60	0.60	0.50	0.50
Community Preservation Officer	0.60	0.60	0.50	0.50
Community Preservation Supervisor	0.50	0.50	0.10	0.10
Housing Coordinator	0.50	0.50	0.50	0.00
Housing Inspector	0.00	0.00	0.00	0.10
Assistant Planner (Housing)	0.00	0.00	0.00	0.50
Total	2.30	2.30	1.70	1.80

Personnel Services	\$ 172,433	\$ 128,360	\$ 128,360	\$ 133,639
Operating Expenses	30,847	21,060	21,060	15,750
Capital Outlay/Loan Expenses	349,000	310,100	310,100	514,604
Total	\$ 552,280	\$ 459,520	\$ 459,520	\$ 663,993

SOURCE OF FUNDS

26 CDBG GRANT	\$ 552,280	\$ 459,520	\$ 459,520	\$ 663,993
XX CDBG Program Income	0	0	0	0
Total	\$ 552,280	\$ 459,520	\$ 459,520	\$ 663,993

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

DIVISION		DIVISION NO.	
Planning/CDBG		26-155	
4100	PERSONNEL SERVICES	\$133,639	
0331-4100	Salaries: Graffiti Removal	\$7,030	
0331-4105	Overtime: Graffiti Removal	\$12,970	
0334-4101	Salary and benefits: 10% Comm. Pres. Supervisor, 50% Comm. Pres. Officers (2), 5% Comm. Dev. Sec., 5% Comm. Dev. Dir.	\$77,031	
0339-4100	Salary and benefits, CDBG Administration: 50% Planning Assistant (Housing) and 10% Housing Inspector.	\$36,608	
4200	OPERATING EXPENSES	\$15,750	
0331-4300	Department Supplies: Graffiti Removal	\$5,000	
0334-4260	Administration and Professional Services (Code Enforcement)	\$2,969	
0339-4260	Administration and Professional Services (Administration)	\$7,781	
4400	LOAN EXPENSES	\$353,172	
0000-4424	Section 108 Loan-Swimming Pool Facility	\$353,172	
4600	CAPITAL OUTLAY	\$161,432	
0205-4600	Commercial Rehabilitation Program	\$50,000	
0315-4600	Parks Facility Improvement Project	\$111,432	
TOTAL		\$663,993	

Supporting Information

The following is a summary of approved CDBG expenditures for specific projects and programs in Fiscal Year 2004-2005:

Project Number	Description	Amount:
26-155-0205	Commercial Rehabilitation Program	\$ 1,820
26-155-0000	Section 108 Loan Payback	353,172 *
26-155-0331	Graffiti Removal	25,000
26-155-0334	Code Enforcement	80,000
26-155-0315	Parks Facility Improvement Project	111,432
26-155-0339	Administration	44,389
	Total (CDBG 30th Year)	\$ 615,813
26-155-0205	Comm. Rehab Prog. (carryover from CDBG 29th Year)	\$ 48,180
	Total	\$ 663,993

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

DIVISION Planning/CDBG	DIVISION NO. 26-155
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BALANCE SHEET	ACTUAL 2002-2003	BUDGETED 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005
Beginning Balance	\$ 79,858	\$ (39,252)	\$ 114,170	\$ 0
Revenues	658,315	459,490	345,320	663,993
Personnel Services	146,436	128,360	128,360	133,639
Operating Expenses	53,613	21,030	21,030	15,750
Capital Expenses	423,954	310,100	310,100	514,604
Ending Balance	\$ 114,170	\$ (39,252)	\$ 0	\$ 0

* An amendment will be made to adjust to correct loan payment of \$359,795.

CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005

DIVISION

Street Lighting Fund

DIVISION NO.

27-344

NARRATIVE

The Street Lighting Division maintains and repairs approximately 427 City-owned streetlights and circuits, and has oversight of the 1,200 streetlights maintained by Edison. The City pays Edison for power to all street lighting.

All of the street lights in the City comprise the Landscaping and Lighting Assesment District. The district provides the mechanism whereby funds are collected from each assessable parcel to cover the street lighting costs (landscaping component is not collected).

Streetlight illumination improvements have resulted from our preventative maintenance procedures and efforts to continually improve the servicing of the street lighting system. In FY 04-05, staff will strive to improve system procedures and maintenance. Staff will also conduct bi-annual nighttime surveys of all streetlights and City-owned parking lot lights to ensure they are in good working condition to provide safety and adequate visibility.

The past two year's budgets have included the cost of installing new street lighting as part of the Underground Utility District. Budgeted expenditures were shown in FY 02-03 and 03-04, however, due to Edison's delay in constructing the Underground Utility District, these improvements will materialize in FY 04-05, and will therefore be budgeted again.

Prior to 1996, before Proposition 218, staff annually evaluated street lighting costs, and structured annual assessments accordingly. In FY 96-97, as a result of Prop 218, the City held assessment rates fixed since the City could no longer assess higher rates, and this exempted the City from having to comply with the balloting requirements of Prop 218. Costs continued to increase during this time, however, especially after the energy crisis of 2000.

To address the imbalance between revenues and costs, and after several years experiencing a declining fund balance, the City Council authorized staff to follow the Prop 218 balloting requirements and to propose an assessment increase to property owners. The assessment increase was approved beginning in FY 03-04 with a maximum assessment total of about \$340,000 per year. It is encouraging that energy and operational costs have stabilized and staff anticipates total costs to remain at or under the \$340,000 ceiling over the next several years.

CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005

DIVISION					DIVISION NO.
Street Lighting Fund					27-344
	ACTUAL	BUDGETED	ESTIMATED	ADOPTED	
BALANCE SHEET	2002-2003	2003-2004	2003-2004	2004-2005	
Beginning Balance	\$ 334,891	\$ 271,161	\$ 283,226	\$ 283,496	
Revenues	278,625	283,300	330,000	323,000	
Expenditures	330,290	339,730	329,730	447,400	
Ending Balance	\$ 283,226	\$ 214,731	\$ 283,496	\$ 159,096	
	ACTUAL	BUDGETED	ESTIMATED	ADOPTED	
PERSONNEL	2002-2003	2003-2004	2003-2004	2004-2005	
City Engineer	0.00	0.00	0.00	0.15	
Civil Engineering Assistant II	0.20	0.00	0.00	0.10	
Civil Engineering Assistant I	0.05	0.00	0.00	0.05	
GIS Coordinator	0.00	0.00	0.00	0.05	
Administrative Assistant	0.00	0.00	0.00	0.10	
P.W. Superintendent	0.00	0.00	0.00	0.05	
P.W. Coordinator	0.00	0.00	0.00	0.10	
Electrical Technician	0.30	0.30	0.30	0.30	
Bldg. Maint. Worker/Elect. Helper	0.30	0.30	0.30	0.30	
Assistant City Engineer	0.00	0.20	0.20	0.00	
Total	0.85	0.80	0.80	1.20	
APPROPRIATIONS					
Personnel Services	\$ 78,407	\$ 89,590	\$ 84,590	\$ 89,600	
Operating Expenses	249,054	241,740	250,140	241,800	
Capital Outlay	2,830	8,400	5,000	116,000	
Total	\$ 330,290	\$ 339,730	\$ 339,730	\$ 447,400	
SOURCE OF FUNDS					
27 Street Lighting Fund	\$ 330,290	\$ 339,730	\$ 339,730	\$ 447,400	
Total	\$ 330,290	\$ 339,730	\$ 339,730	\$ 447,400	

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

DIVISION		DIVISION NO.	
Street Lighting Fund		27-344	
Supporting Information			
4100 PERSONNEL SERVICES		\$89,600	
4100	Same staffing level as previous fiscal year	\$87,000	
4105	Overtime	\$2,600	
4200 OPERATING EXPENSES		\$241,800	
4210	Utilities	\$176,000	
4250	Rents & Leases Crane rental for replacing damaged street poles	\$1,000	
4260	Contractual Services Street Lighting district proceedings \$7,500 County Assessors Office \$1,200 Light poles and pull boxes \$800 Contractor damage repairs \$1,500 Captial \$3,600 GIS data collection and input \$6,500	\$21,100	
4300	Department Supplies Ballast kit replacement 25 @ \$120 \$3,000 Lamps 80 @ \$18.00 \$1,400 Photo electric cells 10 @ \$10.00 \$100 Manhole cover plates \$200 Misc. wire, conduit, fuses, lenses, paint, nuts, bolts, timers, etc. \$3,500 Replacement steel pole \$2,100 Slurry seal & cement \$100	\$10,400	
4320	Department Equipment Maintenance	\$750	
4340	Small Tools	\$750	
4480	Cost Allocation	\$29,800	
4901	Transfer to: 01-320-344-4400 Equipment Maint. Repair of vehicles and equipment	\$2,000	

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

DIVISION		DIVISION NO.	
Street Lighting Fund		27-344	
4500	CAPITAL EXPENSES	\$116,000	
4500	Capital Equipment	\$116,000	
	Underground Utility District Lighting (23 new lights @ 2500)	\$57,500	
	Park Aveune Street Lights (14 @ \$2,000 + \$500 misc)	\$28,500	
	Boom/Lift Truck - Cost Allocation	\$30,000	
TOTAL		\$447,400	

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

DIVISION	DIVISION NO.
Parking M&O - Off Street	29-335

NARRATIVE

The Off-Street Parking Maintenance and Operations Division is responsible for scheduled routine maintenance and cleanup of all City parking facilities and maintenance and operation of metered parking spaces throughout the City. It provides for collection of meter monies, repair or replacement of broken or vandalized parking meters, maintenance of all landscaping, signing, striping, trash bin enclosure cleaning, including high pressure steam for grease and other oily residues, and maintenance of lighting and timers.

FY 03-04 budget request includes the continuation of Phase IV of the Parking Meter Replacement (upgrade) Program in the downtown business district (\$5,000).

In FY 04-05 this division will continue with their maintenance duties associated with City parking lots. In addition the Finance and Public Works Department will analyze Parking District A and parking meters in regards to their respective assessment rates in an attempt to resolve the deficit that this fund has experienced over the last three years.

BALANCE SHEET	ACTUAL 2002-2003	BUDGETED 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005
Beginning Balance	\$ (43,907)	\$ (45,269)	\$ (64,685)	\$ (91,885)
Revenues	153,049	152,800	152,800	160,000
Expenditures	173,827	218,370	180,000	233,681
Ending Balance	\$ (64,685)	\$ (110,839)	\$ (91,885)	\$ (165,566)

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

DIVISION					DIVISION NO.
Parking M&O - Off Street					29-335
PERSONNEL	ACTUAL 2002-2003	BUDGETED 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005	
Maintenance Worker I	0.00	0.00	0.00	0.00	
Maintenance Worker II	1.30	1.30	1.30	1.30	
Electrical Technician	0.10	0.10	0.10	0.10	
PW Field Supervisor	0.20	0.20	0.20	0.20	
Bldg Maint Wkr/Electrical Helper	0.10	0.10	0.10	0.10	
Public Works Director	0.05	0.05	0.05	0.05	
Meter Technician	0.30	0.30	0.30	0.30	
PW Operation & Maint. Manager	0.05	0.05	0.05	0.05	
Total	2.10	2.10	2.10	2.10	
APPROPRIATIONS					
Personnel Services	\$ 106,621	\$ 139,700	\$ 139,700	\$ 156,611	
Operating Expenses	62,238	72,670	72,670	71,070	
Capital Outlay	4,968	6,000	6,000	6,000	
Total	\$ 173,827	\$ 218,370	\$ 218,370	\$ 233,681	
SOURCE OF FUNDS					
Parking M&O Fund	\$ 173,827	\$ 218,370	\$ 218,370	\$ 233,681	
Total	\$ 173,827	\$ 218,370	\$ 218,370	\$ 233,681	

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

DIVISION Parking M&O - Off Street	DIVISION NO. 29-335
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Supporting Information

4100	PERSONNEL SERVICES	\$156,611
4100	Same staffing level as previous fiscal year	\$152,611
4105	Overtime	\$4,000
	Maintenance of Parking meters	\$500
	Lighting Maintenance	\$500
	Parking lot/planter maintenance	\$3,000
4200	OPERATING EXPENSES	\$71,070
4210	Utilities	\$15,000
4250	Rents & Leases	\$3,000
4300	Department Supplies	\$5,500
	Parking Meter parts	\$2,000
	Miscellaneous electrical parts, supplies, & lamps	\$2,000
	Landscape Maintenance	\$1,500
4302	Permit Parking Expense	\$100
4320	Equipment Maintenance	\$1,000
	Parking meter repair, replacement of damaged poles, battery replacement and related equipment repairs to backpack blowers and paint striping machine.	
4340	Small Tools	\$600
	Replacement of worn out tools & new equipment.	
4430	Activities and Programs	\$3,500
	Re-striping of parking stalls	
	Seasonal plants for planters	
	Trip hazard abatement	
4480	Cost Allocation	\$37,870
4901	Transfer to:	\$4,500
	01-320-0335-4400 Equipment Maintenance	
	Repair of vehicles and equipment.	

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

DIVISION		DIVISION NO.	
Parking M&O - Off Street		29-335	
4500	CAPITAL EXPENSES	\$6,000	
4500	Capital Equipment Quiet backpack blower Weed Eater	\$1,000	
4600	Capital Projects Phase IV - Continuation of this phase of the Parking Meter Replacement (upgrade) Program downtown business district.	\$5,000	
TOTAL			\$233,681

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

Fund	DIVISION NO.
State of Emergency	40

NARRATIVE

This fund is to account for the receipts and disbursements of disaster fund assistance as a result of the January 1994 earthquake. Reimbursement for all earthquake related projects has been vigorously sought. In Fiscal Year 2002-2003, the City was able to recover over \$200,000 from the Federal Emergency Management Agency (FEMA), however, it is anticipated that the general fund will eventually transfer an amount which will offset the remaining expenditures.

	ACTUAL 2002-2003	BUDGETED 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005
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PERSONNEL

BALANCE SHEET

Beginning Balance	\$ (479,091)	\$ (479,091)	\$ (243,047)	\$ (243,047)
Revenues	236,044	0	0	0
Expenditures	0	0	0	0
Ending Balance	\$ (243,047)	\$ (479,091)	\$ (243,047)	\$ (243,047)

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

FUND 41

DIVISION NO.

Equipment Replacement Fund

41

NARRATIVE

The Equipment Replacement Fund (ERF) is a financial tool to accommodate for the orderly replacement of existing equipment that also includes a payback mechanism to replenish the fund. Payback occurs by charging the department making the purchase an annual amount equal to the replacement value divided by the useful life of the equipment. The replacement value is calculated by using the purchase price plus 5% estimated compounded increase in future cost.

During FY 2002-03 this fund was used to replace four (4) Patrol and three (3) Detective Vehicles.

During FY 2003-04 this fund was used to replace four (4) Radio and Equipments for Patrol Officers.

PERSONNEL	ACTUAL 2002-2003	BUDGETED 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005
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None

BALANCE SHEET

Beginning Balance	\$ 56,116	\$ 113,495	\$ 15,314	\$ 143,595
Revenues	131,854	129,920	133,321	159,852
Expenditures	172,656	0	5,040	200,000
Ending Balance	\$ 15,314	\$ 243,415	\$ 143,595	\$ 103,447

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

FUND	FUND NO.
Pavement Management	50

NARRATIVE

This newly created Fund is to account for all of the Pavement Impact fees that are generated and the expenditures that are made related to the streets and highways infrastructure. Revenues sources are quantified and justified transfers from water operations, sewer operation, and solid waste services, however, they may also come from any other source that is identified as pavement impacts. Expenditures are for roadway rehabilitation and maintenance, particularly for local streets which do not have a dedicated funding source except for minimal amounts of Gas Tax. Because public streets and highways typically account for one of the highest capital investment that a city holds, it is paramount that this capital investment receive special attention from both its sources of revenue and its necessary maintenance expenditures. In addition, it makes sense to separately monitor revenues and expenditures for reporting purposes and to prepare for compliance with GASB 34.

Pavement Management will also be tracked so that potential funding may be identified as matching sources for future grants. This fund will facilitate record keeping of receipts and expenditures of outside grants as generally required by grantors. Other revenues identified specifically for certain improvements or programs are also included.

The City of San Fernando's capitalized investment for roadway infrastructure is approximately \$40 million gross, with a current deficiency of about \$12 million, and a net capital equity of about \$28 million.

In FY 03-04, the City placed an initial amount of \$962,000 via several deposits into this Fund.

For FY 04-05, it is anticipated the following grants or revenues will be received corresponding with the following capital expenditures:

1. Pavement Management, Focus Area # 1	\$600,000	\$600,000
Construction	\$560,000	
Contingency	\$40,000	
2. Pavement Management, Focus Area # 2	\$420,000	\$420,000
Construction	\$400,000	
Contingency	\$20,000	
3. Traffic Calming	\$25,000	\$25,000
Traffic Safety Improvements	\$25,000	
4. Administration	\$55,000	\$55,000
Personnel	\$35,000	
Design	\$20,000	
		\$1,100,000

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

FUND					FUND NO.
Pavement Management					50
	ACTUAL	BUDGETED	ESTIMATED	ADOPTED	
PERSONNEL	2002-2003	2003-2004	2003-2004	2004-2005	
None					
BALANCE SHEET					
Beginning Balance	\$ 0	\$ 0	\$ 0	\$ 768,256	
Revenues	0	0	961,922	793,933	
Expenditures	0	0	177,026	180,479	
Capital Expenditures	0	0	16,640	1,100,000	
Ending Balance	\$ 0	\$ 0	\$ 768,256	\$ 281,710	
					50-310, 311
APPROPRIATIONS					
Operating Expenses	\$ 0	\$ 0	\$ 177,026	\$ 180,479	
Capital Outlay	0	0	16,640	1,100,000	
Total	\$ 0	\$ 0	\$ 193,666	\$ 1,280,479	
SOURCE OF FUNDS					
Impact Fees	\$ 0	\$ 0	\$ 193,666	\$ 1,280,479	
Total	\$ 0	\$ 0	\$ 193,666	\$ 1,280,479	

**CITY OF SAN FERNANDO
ADOPTED BUDGET
FY 2004-2005**

FUND			FUND NO.
Pavement Management			50
310 - 4200		OPERATING EXPENSES-OTHER	\$235,479
0000-4900	Transfers to General Fund For:		
	Bradbury - CDBG Funds	\$2,995	
	Santa Fe Springs - CDBG Funds	\$127,366	
	Rolling Hills Estates - CDBG Funds	\$21,349	
	Sierra Madre - CDBG Funds	\$11,502	
	La Habra Heights - CDBG Funds	\$17,267	
	Administration	\$55,000	
311 - 4600		CAPITAL PROJECTS	\$1,045,000
XXXX-4600	Focus Area #1	\$600,000	
	Focus Area #2	\$420,000	
	Traffic Calming	\$25,000	
TOTAL			\$1,280,479