



FISCAL YEAR 2025-2026

# PROPOSED BUDGET







# THE CITY OF SAN FERNANDO

## DIRECTORY OF OFFICIALS

FISCAL YEAR 2025-2026

### ELECTED OFFICIALS

#### CITY COUNCIL

MAYOR

MARY MENDOZA

VICE MAYOR

MARY SOLORIO

COUNCILMEMBERS

JOEL FAJARDO

VICTORIA GARCIA

PATTY LOPEZ

### EXECUTIVE MANAGEMENT

CITY MANAGER

NICK KIMBALL

DEPUTY CITY MANAGER/  
ECONOMIC DEVELOPMENT

KANIKA KITH

CHIEF OF POLICE

FABIAN VALDEZ

CITY CLERK

JULIA FRITZ

DIRECTOR OF ADMINISTRATIVE SERVICES/  
CITY TREASURER

ERICA D. MELTON

DIRECTOR OF COMMUNITY DEVELOPMENT

ERIKA RAMIREZ

DIRECTOR OF PUBLIC WORKS

WENDELL E. JOHNSON

DIRECTOR OF RECREATION AND  
COMMUNITY SERVICES

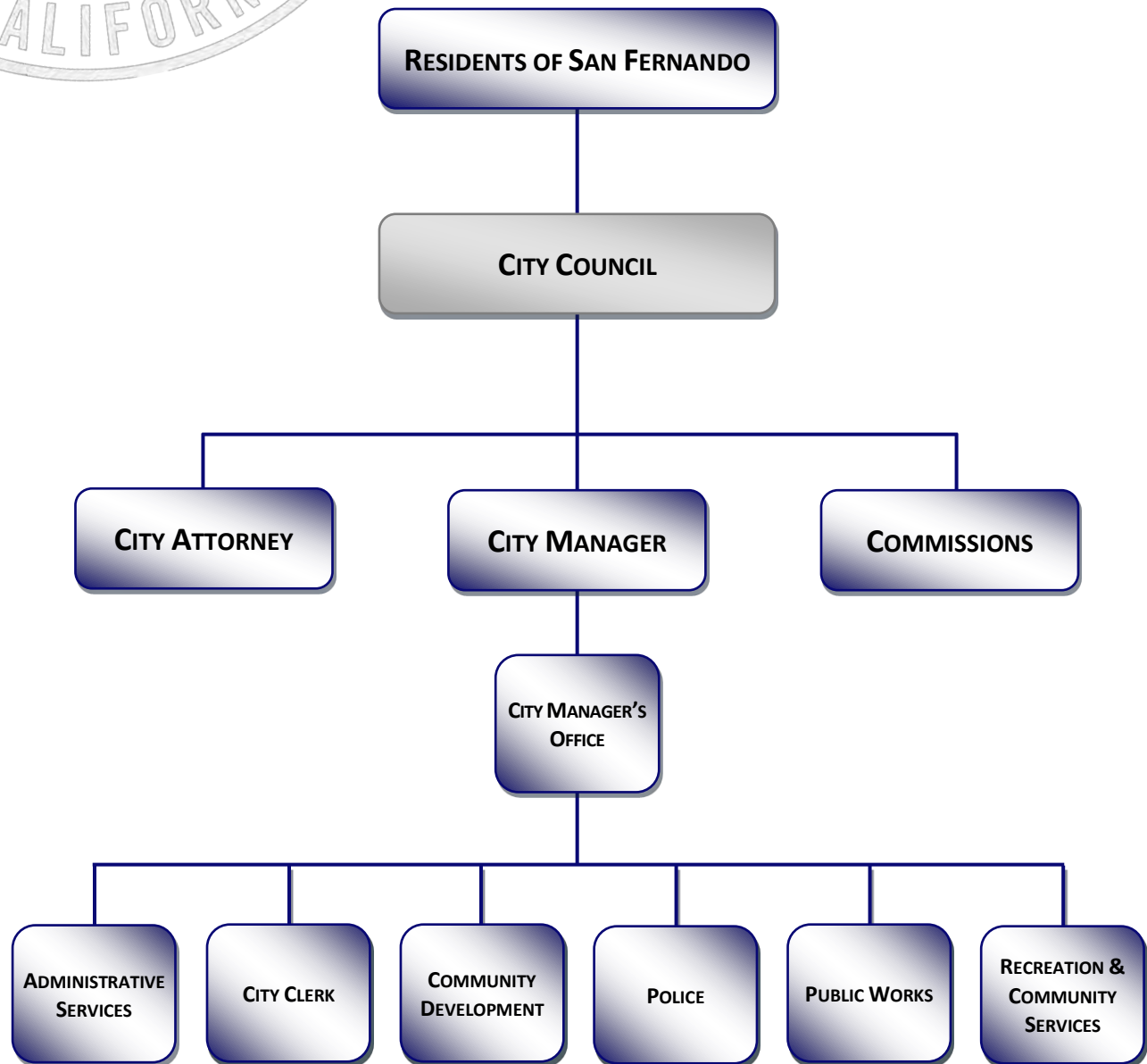
JULIO SALCEDO



# THE CITY OF SAN FERNANDO

## ORGANIZATIONAL CHART

FISCAL YEAR 2025-2026



ELECTED  
OFFICIAL





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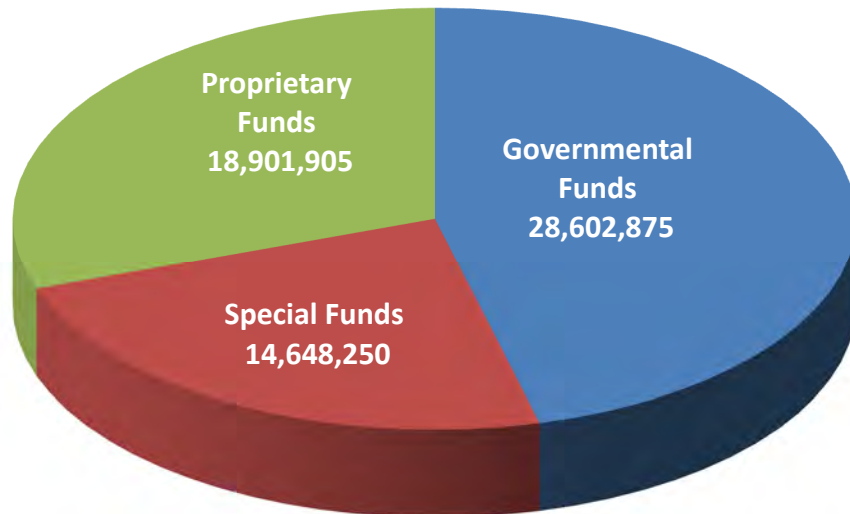
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# **SECTION I. INTRODUCTION AND BACKGROUND**

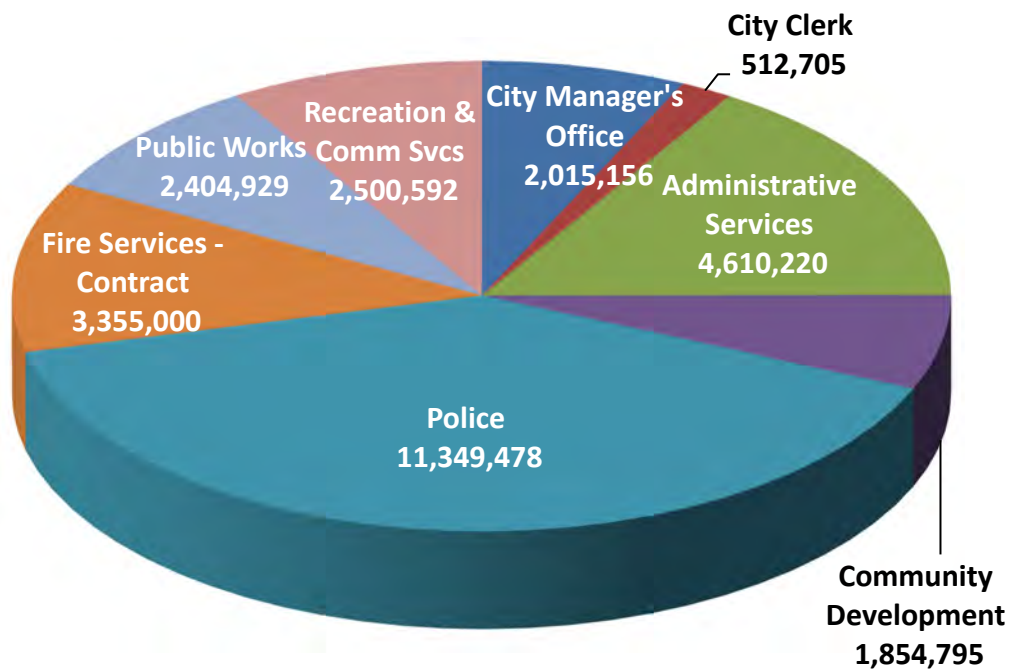


### City-Wide Expenditures



**Total Budget:**  
**\$62,153,030**

### General Fund Expenditures



**Total Budget:**



## MEMORANDUM

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**To:** Mayor Mary Mendoza and Councilmembers

**From:** Nick Kimball, City Manager

**Date:** May 5, 2024

**Subject:** Fiscal Year 2025-2026 Proposed Budget Message

I am pleased to present the City Manager's Proposed Budget for fiscal year (FY) 2025-2026 in accordance with Section 2-121(7) of the San Fernando City Code<sup>1</sup>. The theme of the FY 2025-2026 City Manager's Proposed Budget is "*Prioritizing Financial Stability during Economic Uncertainty.*"

Due to the forecasted economic uncertainty over the next 12 – 18 months, staff took a conservative approach to the FY 2025-2026 Proposed Budget by holding the line and projecting relatively flat revenue growth while focusing recommended enhancements on one-time investments or ongoing costs that were offset by increased revenue, decreased expenditures, or necessary for organizational stability and service continuity.

The recommended resources included in the FY 2025-2026 Budget address one or more of the following parameters:

1. Advance or respond to the City Council priorities identified during the Special Study Session on *City Council Goals and Priorities* in February 2025;
2. Reorganize Department operations to better position each functional area to move City Council Goals and Priorities forward while minimizing the impact on other post-employment benefits;
3. Invest in technology to give staff better tools to work more effectively, streamline workflows, and improve service delivery to move City Council Goals and Priorities forward; and/or
4. Prioritize enhancements that support financial and operational stability during economic uncertainty.

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<sup>1</sup> Division 2. City Manager; Section 121. – Powers and Duties; (7) Prepare and submit the proposed annual budget and the proposed annual salary plan to the city council for its approval.

## **NICK KIMBALL, CITY MANAGER**

### **Proposed Fiscal Year 2025-2026 Budget Message**

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The Proposed Budget includes a total of one and a half (1.5) net new positions, consisting of: one (1) net new full-time staff position, which is a Recreation Coordinator recommended in the Recreation and Community Services Department due to the significant increase in City organized community events over the last 5 years (examples: added Independence Day Festival, San Fernando 1-mile Run, City Birthday Event, and enhanced Lopez Adobe Tours); and a part-time Police Records Specialist (0.5 full time equivalent) in the Police Records Division, which has an estimated annual work hour deficit of approximately 2,000 hours due to the significant increase in state and federal regulatory reporting, court filing, and Public Records Act requests.

Additionally, a number of reclassifications of existing positions are being recommended in the Police Department, Public Works Department, and Recreation and Community Services Department to better align the structure of those departments with the needs of the community. The recommended reclassifications will be partially, if not entirely, offset by reduced operating costs within the department. If approved, the reclassifications will provide a more optimal and balanced span of control for a supervisory positions, which will better set up those departments to be successful in implementing City Council priorities, including, but not limited to, increase police patrol effectiveness, crime prevention and deterrence, public property and right of way beautification, and recruitment, retention, and morale, among other benefits.

Lastly, a number of one-time enhancements that leverage technology and focus on employee development are being recommended to enhance patrol effectiveness and improve citywide recruitment, retention and morale. More detail on the recommended enhancements is included in the “Recommended Enhancements” section of this Budget Message.

#### *Accountability Reporting to City Council*

One of the priorities identified by City Council during the Study Session in February 2025 was to increase staff accountability by reporting progress to City Council. Subsequent to the FY 2024-2025 Budget Process, City Council directed staff to provide regular reports on the status of City Council approved enhancements.

In response, staff developed a standing Agenda Item, which is included on the Consent Calendar, that provides a status update for each City Council approved enhancement. The first agenda report on “Enhancements, Projects and City Council Priorities” was published in the City Council consent item agenda packet in September 2024.

This Report has continued to evolve to include other major projects, programs, and initiatives being managed by each Department to provide a more complete picture of staff’s work load. The Report now makes the status of close to fifty (50) work plan items available for public review to enhance accountability, transparency and community engagement and provides the opportunity for any City Councilmember to pull the Report from the Consent Calendar to request additional information on a particular project/program/initiative.

## NICK KIMBALL, CITY MANAGER

### Proposed Fiscal Year 2025-2026 Budget Message

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#### Budget Development

The City's Budget Policy, adopted by City Council on November 3, 2014, sets forth the basis of budgeting and procedures for developing the City Manager's Proposed Budget with the goal of demonstrating financial accountability to residents, customers and the community-at-large. The budget development process provides Department Heads with an opportunity to justify departmental work programs, propose changes in services, and recommend revisions in organizational structure and work methods. It also enables the City Manager to review City operations and make appropriate recommendations to the City Council.

The first phase of the Budget Development Process is Strategic Planning and Program Assessment to bring into alignment the community's priorities and needs, City Council goals and priorities, and City operations. This is an ongoing, iterative process that happens throughout the year, with touch points during January and February each year in the form of a Community Survey and Special City Council Strategic Goals Study Session.

Phase Two of the Budget Development Process is the budget directive and departmental submittal. The City Manager establishes a Budget Directive (also referred to as Budget Theme) based on short and long-term financial and organizational goals. This phase includes preparing an Economic Outlook to provide a foundational understanding of the financial environment in which the City is operating to inform prudent decision-making. As previously noted, the FY 2025-2026 Budget Theme is *Prioritizing Financial Stability during Economic Uncertainty* and the Economic Outlook for FY 2025-2026 is provided in the following section.

Budget kickoff begins in March as the City Manager discusses policy directives, general budgeting guidelines, and the technical and procedural aspects of preparing the budget with Department staff. A Budget Preparation Packet that provides the information necessary to prepare the budget documents in an accurate and timely manner is distributed and Departments have approximately one month to prepare their budgets based on the City Manager's Budget Directive. A City Manager Review is then conducted to provide each department with the opportunity to present an overview of their proposed budget, including increases, reductions, and/or other significant budgetary changes. In late April/early May, the City Manager finalizes decisions regarding departmental budget requests and the Director of Administrative Services prepares the Proposed Budget Book.

Phase Three of the Budget Development Process is City Council Review and Adoption. The Director of Administrative Services provides the Proposed Budget Book for City Council review in May and the City Manager presents the Proposed Budget to the City Council in one or more workshop study sessions. After the study sessions are completed, a Public Hearing is scheduled and the City Council to adopt the Annual Budget with any necessary revisions made between the time of the publication of the Proposed Budget and the date of adoption. The Annual Budget is effective July 1<sup>st</sup>.



## NICK KIMBALL, CITY MANAGER

### Proposed Fiscal Year 2025-2026 Budget Message

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

A review and analysis of current economic conditions is critical to provide context for the financial assumptions and policy decisions that shape the Proposed Budget. An economic outlook helps Councilmembers, staff, and the public understand the anticipated economic conditions, such as employment trends, inflation, property values, consumer spending, and development projects that may affect revenue sources (like taxes and fees) and expenditure needs (such as public safety, infrastructure, and social services). It allows for informed forecasting, helps identify potential risks and opportunities, and supports strategic planning by aligning fiscal priorities with anticipated economic realities. Providing a discussion of the current economic outlook enhances transparency, credibility, and sound financial management in the budgeting process.

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

#### *Federal Economic Outlook*

The U.S. economic outlook for the next year is marked by expectations of decelerating growth, elevated inflation, and rising fiscal pressures, influenced by recent policy shifts and global trade dynamics.

The Congressional Budget Office (CBO) projects real Gross Domestic Product (GDP)<sup>3</sup> growth to slow from 2.3% in 2024 to 1.9% in 2025, with a further dip to 1.8% in 2026. This deceleration is attributed to higher unemployment and the impact of new trade policies. Inflation, as measured by the Personal Consumption Expenditures (PCE) price index, is expected to ease slightly in 2025 but remain above the Federal Reserve's 2% target, potentially reaching around 3%.<sup>4</sup>

The federal government has implemented a 10% universal import tariff, with higher rates on specific countries, aiming to bolster domestic industries. These measures have led to retaliatory tariffs from key trading partners, contributing to market volatility and a significant stock market correction in early 2025. The International Monetary Fund (IMF) has downgraded U.S. growth forecasts, citing these trade tensions as a primary factor.<sup>5</sup>

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<sup>2</sup> The Economic Outlook section was developed with the assistance of ChatGPT, an artificial intelligence language model developed by OpenAI, <https://chat.openai.com/>. The tool was used to synthesize publicly available economic data and projections to support the drafting of this section. All information was reviewed and verified by City staff for accuracy and relevance on 4/25/2025.

<sup>3</sup> Gross Domestic Product (GDP) is a measure of a country's economic activity as represented by the total market value of all final goods and services produced within a country's borders during a specific period.

<sup>4</sup> Congressional Budget Office; <https://www.cbo.gov/publication/61162>; visited on 4/25/2025

<sup>5</sup> White House Press Release; <https://www.whitehouse.gov/fact-sheets/2025/04/fact-sheet-president-donald-j-trump-ensures-national-security-and-economic-resilience-through-section-232-actions-on-processed-critical-minerals-and-derivative-products>; visited on 4/25/2025

The Washington Post; <https://www.washingtonpost.com/climate-environment/2025/04/22/trump-tariffs-imf-global-economy/>; visited on 4/25/2025

## NICK KIMBALL, CITY MANAGER

### Proposed Fiscal Year 2025-2026 Budget Message

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The federal budget deficit is projected to be \$1.9 trillion in fiscal year 2025, equating to 6.2% of GDP. Public debt is expected to reach 99.9% of GDP this year and continue rising, potentially surpassing the post-World War II record by 2029. Interest payments on the debt are anticipated to exceed \$1 trillion by 2026, posing challenges for future fiscal policy.<sup>6</sup>

The labor force participation rate is projected to decline from 62.6% in 2024 to 61.9% in 2028, influenced by an aging population and moderating demand for workers, which suggests a shrinking workforce that could constrain economic growth over the long term.<sup>7</sup>

**In summary, the U.S. faces a complex economic landscape over the next year, with slowing growth, persistent inflation, and mounting fiscal challenges. Policy decisions, particularly regarding trade and fiscal management, will play a crucial role in shaping the nation's economic trajectory.**

#### *California Economic Outlook*

California's economic outlook for the coming year reflects a mix of moderate growth, fiscal stabilization, and emerging challenges.

California's real GDP is projected to grow by approximately 2.4% in 2025, driven by robust activity in the technology sector, particularly in semiconductors and artificial intelligence, and a slight rebound in housing construction. However, job growth is expected to decelerate, with nonfarm payrolls increasing by 0.8% in 2025 and slowing further to 0.6% in 2026. The unemployment rate is anticipated to average around 5.3% in early 2025 before gradually declining.<sup>8</sup>

Inflation is projected to moderate, with California's headline inflation rate expected to average between 2% and 2.5% in early 2025. Wage growth is forecasted to slow from 6.4% in 2024 to between 3.4% and 4% in 2025, reflecting a normalization following the previous year's strong gains.<sup>9</sup>

Governor Gavin Newsom's proposed \$322 billion budget for 2025–26 aims to maintain fiscal balance, projecting a modest surplus of \$363 million, despite plans to withdraw \$7 billion from reserves. However, the Legislative Analyst's Office warns of potential operating deficits ranging from \$20 billion to \$30 billion in subsequent years, highlighting the need for cautious fiscal management.<sup>10</sup>

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<sup>6</sup> Congressional Budget Office; <https://www.cbo.gov/publication/61172>; visited on 4/25/2025

<sup>7</sup> Congressional Budget Office; <https://www.cbo.gov/publication/61189>; visited on 4/25/2025

<sup>8</sup> California Governor's Proposed Budget (January); <https://ebudget.ca.gov/2025-26/pdf/BudgetSummary/EconomicOutlook.pdf> visited on 4/25/2025

<sup>9</sup> California Governor's Proposed Budget (January); <https://ebudget.ca.gov/2025-26/pdf/BudgetSummary/EconomicOutlook.pdf> visited on 4/25/2025

<sup>10</sup> California Legislative Analyst's Office. (2025). <https://lao.ca.gov/reports/2025/4951/budget-overview-2025-011325.pdf> visited on 4/25/2025

## NICK KIMBALL, CITY MANAGER

### Proposed Fiscal Year 2025-2026 Budget Message

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The technology sector faces headwinds due to federal trade policies, including tariffs that have increased production costs and contributed to stock market volatility. The entertainment industry is also under pressure, with a decline in film and TV production between 2021 and 2024, prompting calls for more competitive tax incentives to retain productions in the state.

Housing affordability remains a pressing issue, with only 11% of Los Angeles County households able to afford a median-priced home. While multifamily construction is expected to increase, challenges such as high insurance premiums and regulatory hurdles persist.<sup>11</sup>

**In summary, California's economy is expected to continue the recent trend of moderate growth in the coming year, supported by key industries and a stabilizing fiscal environment. However, ongoing challenges in housing affordability, sector-specific pressures, and potential federal policy changes necessitate vigilant economic and fiscal strategies.**

#### *San Fernando Economic Outlook*

On a micro level, San Fernando's local economy parallels the larger state of California economy. San Fernando is highly reliant on revenues generated from local businesses, with almost 50% of General Fund revenues generated through Sales Taxes and Business License fees. This makes City revenues highly susceptible to economic cycles and consumer spending habits at large local retailers, including Target, Home Depot, Rydell Motors, and fast casual dining establishments.

In 2023, the City Council invested in a Deputy City Manager/Economic Development position and a Business and Community Resources Center (BCRC) at City Hall to support existing businesses and recruit new business to the City. This has been very successful in connecting businesses to available resources, awarding small business façade beautification grants, and reaching out to historically under-represented businesses to include their voices in the decision-making process.

Through the BCRC, the City has forged strong partnerships with a number of organizations that can benefit the City's business community, including the Valley Economic Alliance, ICON CDC, Small Business Administration, as well as Home Again LA and Habitat LA to support affordable housing options that allow employees to live near their place of employment.

Housing affordability remains a pressing issue throughout California, and particularly in Los Angeles County. The City Council has implemented a number of housing programs and zoning code updates required through the recently adopted and certified Housing Element, which remove barriers to housing development. The City has also solidified partnerships with local non-profit housing agencies, including Home Again LA and Habitat LA, to support affordable housing initiatives.

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<sup>11</sup> Los Angeles Economic Development Corporation. 2025 Economic Forecast Report; <https://laedc.org/laedc-releases-2025-economic-forecast-report> visited on 4/25/2025

## NICK KIMBALL, CITY MANAGER

### Proposed Fiscal Year 2025-2026 Budget Message

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There are also a number of placemaking initiatives, including rebranding of the Downtown Mall, phase 2 of the Downtown Master Plan, and investment in enhancing community events that are meant to enhance the City's reputation as a retail and cultural events destination. These efforts should help stabilize the local economy and provide opportunities to capitalize on the LA 28 Olympics through watch parties and enhanced transportation options.

**San Fernando's economic outlook for the next year is tempered caution. Local initiatives through the BCRC, capital projects to improve the City's infrastructure and accessibility, and regional economic trends suggest slow but modest growth. However, challenges in housing affordability and broader economic uncertainties necessitate careful planning and community engagement to ensure sustained prosperity.**

#### General Fund Overview

The City is entering FY 2025-2026 in a strong financial position with the resources to continue implementing the final year of the *Strategic Goals 2022-2026* and address the priorities identified in the City Council Strategic Goals Study Session. In accordance with the City's Budget Policy, the Proposed General Fund Budget represents a balanced budget. In fact, with \$28,602,875 in projected revenues and \$28,602,875 in proposed expenditures, there is a budget surplus of \$149,340.

#### *Recommended Enhancements*

The theme for the FY 2025-2026 City Manager's Proposed Budget is to *Prioritize Financial Stability during Economic Uncertainty*. To that end, Departments were instructed to focus enhancement requests on items that addressed a City Council priority, enhanced operational efficiency, increased revenue, or reduced expenditures.

In total, \$1,057,115 in enhancement requests were submitted by Departments across all operating funding sources, with a total of \$309,670 recommended in the Proposed Budget (\$88,360 in one-time and \$221,310 in on-going enhancements).

The following enhancements are being recommended for FY 2025-2026 and have been included in the Proposed Budget:

#### Enhance Patrol Coverage/Effectiveness and Crime Prevention & Deterrence

- a. *SFPD New Officer Onboarding*. Funding is recommended for continuing recruitment related expenses to fill remaining Officer vacancies, including required pre-employment tests/exams, uniforms, equipment, etc. The recommended amount is based on average cost of \$5,000 per new officer for an estimated four (4) new officers in 2025-2026. (One-time: \$20,000)
- b. *Upgrade One (1) Police Officer to Sergeant*. Currently, there are five (5) Sergeant positions, which comprise of one (1) Sergeant for each of the four (4) shifts and one (1) Sergeant to

## NICK KIMBALL, CITY MANAGER

### Proposed Fiscal Year 2025-2026 Budget Message

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oversee the Detective Division. This leaves a number of operational areas without direct day-to-day supervision, including the Records Division, Property and Evidence Division, and Parking Enforcement Division. Additionally, there are a number of administrative tasks that are currently delegated amongst the Patrol Sergeants that take away from their focus on supervising their respective patrol shift, including, but not limited to, ensuring compliance with all mandated training, scheduling and coordinating training, managing related overtime, maintaining accurate departmental records, conducting ongoing training audits, and SFPD facility and vehicle fleet management. Lastly, with only five (5) sergeants, the City incurs overtime at the Sergeant rate to cover planned vacations and other pre-approved absences. Some of the added cost to upgrade a Police Officer to a Sergeant will be offset by reduced overtime cost as planned absences can be covered on straight time. (Ongoing: \$55,000)

- c. *Less Lethal Equipment.* Funding is recommended for two (2) additional less lethal pieces of equipment to add to existing stock. This will allow each patrol vehicle to have a less lethal tool available. Less lethal equipment is important for law enforcement agencies to provide officers with tools to manage potentially dangerous situations while minimizing the risk of causing death or serious injury. (One-time: \$5,000)
- d. *Leverage Technology to Improve Effectiveness.*
  - i. Scheduling Software. Funding is recommended to purchase software to assist with more efficient and automated scheduling of officers to ensure proper patrol staffing for each shift. The software is a module of the City's current timekeeping software and is expected to be offset by reduced overtime costs due to more efficient scheduling and reduced time to prepare payroll timesheets. (Ongoing: \$7,080; One-time: \$2,360)
  - ii. Evaluation & Training Software. Funding is recommended for performance management and early intervention software designed specifically to support law enforcement agencies in personnel performance evaluations, recognizing achievements, and proactively addressing training opportunities and needs based on supervisor feedback. (Ongoing: \$6,730)

#### Public Property & Right of Way Beautification

- a. *Beautification – Code Enforcement.* Funding is recommended to continue special legal services to resolve existing code enforcement cases and address blighted and unsafe conditions. (One-time: \$5,000)



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#### Citywide Recruitment, Retention & Morale

- a. *Citywide Employee Training.* Building on the momentum of the 2025 San Fernando Leadership Academy, finding is recommended through the Human Resources Division to provide citywide training and development opportunities for City staff. (One-time: \$25,000)
- b. *Succession Opportunities.* Providing opportunities to advance and grow in an organization are an important component of recruitment, retention and morale. The recommendations below are not new positions, rather, they are upgrades of existing positions that will improve operational effectiveness and create a more balanced span of control for supervisor positions. The costs provided represent the increase in cost from the existing position.
  - i. *Upgrade PW Management Analyst to Senior Management Analyst.* Due to the increase in beautification efforts, service request, regulatory reporting requirements, funded capital projects, and grants received by the City, it is recommended to upgrade the vacant Management Analyst to a Senior Management Analyst position to enhance experience and leadership capacity, oversight and management of service contract providers (e.g. solid waste, street sweeping, and tree trimming), analytical expertise and support, and capacity to manage more complex projects and initiatives. A senior-level analyst can support long-term planning efforts, improve oversight of capital projects and regulatory compliance, and contribute to more effective communication with City Council, regional partners, and the public. (Ongoing: \$7,500)
  - ii. *Upgrade PW Senior Maintenance Worker to PW Supervisor.* There is currently only one (1) PW Supervisor responsible for fifteen (15) Maintenance Workers. In order to provide a more balance span of control and improve oversight of field operations, it is recommended that one (1) Senior Maintenance Worker is upgraded to a Supervisor and reduce the oversight to seven (7) Maintenance Workers per Supervisor. (Ongoing: \$18,500)
  - iii. *Upgrade two (2) Program Specialists to two (2) Recreation & Community Services Coordinators.* The Recreation and Community Services Department currently has two (2) Supervisors, one (1) Recreation Coordinator, and two (2) Program Specialists to execute the Department's work plan. Due to the significant increase in programming and community events over the past 3 – 5 years,<sup>12</sup> the current organizational structure does not provide the proper authority to staff, specifically the Program Specialists, to oversee programming and events as part of the job specification. Upgrading the two (2) existing Program Specialists to Recreation & Community Services Coordinators will enhance the department's ability to provide a broader range of community programs with greater

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<sup>12</sup> Current community events include, but are not limited to, Independence Day Celebration, City's Birthday Party, Dia de los Muertos, Holiday Tree Lighting, San Fernando One-mile Run, Spring Jamboree, Lopez Adobe Tours and summer concerts and movies in the park.

## NICK KIMBALL, CITY MANAGER

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autonomy and strategic oversight. Recreation & Community Services Coordinators typically assume expanded responsibilities, such as supervising part-time staff, managing program budgets, developing community partnerships, and ensuring alignment with departmental goals. This proposed upgrade supports improved program quality, operational efficiency, and responsiveness to community needs, while also promoting staff development, retention, and succession planning within the Recreation and Community Services Department. (Ongoing: \$17,000 [\$8,500 each])

- iv. *Upgrade Part-Time Recreation Leaders to one (1) Recreation & Community Services Coordinator.* Recreation and Community Services has four (4) functional areas: Recreation Programs, Senior Programs, Community & Cultural Events, and Community Services that are overseen by two (2) Recreation & Community Services Supervisors. Within those functional areas, there are four (4) program areas that require additional day-to-day oversight and management: Social Services, Special Events, Facility Rentals, and Youth Programming/Adult Sports. The cost of the Recreation & Community Services Coordinator will be partially offset by reduced part-time Recreation Leader hours. (Ongoing: \$60,000)
- v. *Materials for After School Teen Program.* As part of the FY 2024-2025 Adopted Budget, City Council approved an After School Teen Program, which has been very successful in its first year of operation. To build on the momentum of the new program, operating funds are necessary to sustain an ongoing program. Funding is recommended for supplies, games, crafts, outreach material, and other items necessary to provide a continuing After School Teen Program. (Ongoing: \$2,000)

Additional information pertaining to each recommended enhancement will be provided by each respective Department during the scheduled budget presentation.

#### *Measure A and Measure SF*

In June 2013, San Fernando voters approved a 0.50% local transaction use tax (Measure A) for a period of seven years. In November 2018, voters approved to extend the tax indefinitely, which will provide financial stability to the City in the foreseeable future. In November 2020, San Fernando voters approved an additional 0.25% local transaction use tax (Measure SF), for a total local transaction use tax of 0.75%. This effort was critical to keep sales tax local and avoid other taxing entities from passing a transaction tax that would otherwise be imposed on San Fernando customers, but spent regionally rather than locally.

Funds raised through these transaction taxes (cumulatively 0.75%) are imperative to the City's long-term financial stability and will continue be used to pay off existing debt, strengthen rainy day fund reserves, enhance services to the community and provide the financial resources necessary to implement the City's *Strategic Goals 2022-2026*.

**NICK KIMBALL, CITY MANAGER**  
**Proposed Fiscal Year 2025-2026 Budget Message**

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For FY 2025-2026, Measure A/SF funds are proposed to be used for the following:

<b><i>Establish Reserves</i></b>		<b><i>Ongoing Enhancements/Investments</i></b>	
General Fund Reserve	9,516	Vector Solutions - Guardian Software	6,730
Self Insurance Fund Reserve	100,000	TimeClocks - Timekeeping/Scheduling Software	7,080
Facility Maintenance Fund Reserve	-	Records Specialist (P/T)	35,000
Equipment Replace Fund Reserve	-	Upgrade Police Officer to Sergeant	55,000
Pre-fund OPEB	-	Sr Management Analyst Reclass	7,500
Appropriated Reserve <i>(for unexpected costs)</i>	75,000	PW Supervisor Reclass	18,500
	<b>184,516</b>	RCS Coordinators (2) Reclass	17,000
<b><i>One-Time Enhancements</i></b>		RCS Coordinator position (1) Offset	60,000
Special Counsel Services	5,500	After School Teen Program - Supplies	2,000
Citywide Employee Training Programs	25,000		<b>208,810</b>
TimeClocks - Timekeeping/Scheduling Software	9,440		
New Officer Onboarding Costs	20,000	<b><i>Prior-Year Approved Ongoing Enhancements</i></b>	<b>4,373,462</b>
Less Lethal Projectile Service Equipment	5,000		
	<b>64,940</b>	<b>Total Measure A/SF Uses</b>	<b>4,831,728</b>
		<b>Total Projected Measure A/SF</b>	<b>4,831,728</b>

**Special Revenue Funds**

A Special Revenue Fund is a type of governmental fund used to account for revenues that are legally restricted or committed to specific purposes other than debt service or capital projects. These funds ensure transparency and proper tracking of resources such as grants, fees, or taxes that must be spent on designated programs or activities, including, but not limited to, transportation, public safety, or community development. The City currently maintains thirty-six (36) Special Revenue Funds for these purposes.

As part of the Proposed Budget, staff is recommending an approximately \$138,612 change to the “Self-Sustaining Recreation Programs” Special Revenue Fund (Fund No. 017). Historically, this Fund has been used to account for revenues and costs related to fee-based recreation programs offered to the community. However, like many cities, San Fernando has a cost recovery policy of 50% for recreation programming as charging the full amount would be cost prohibitive for many of the City’s recreation program customers. Consequently, this fund has historically had a deficit that is covered by a transfer from the General Fund.

In order to better align the use of this fund with its intended purpose, staff is proposing that the revenues and expenditures associated with recreation programs are moved from this fund and, instead, reflected in the General Fund, which is more appropriate for subsidized recreational programs. In exchange, staff is proposing to move the revenues and costs associated with Recreation Facility Rentals to this Special Revenue Fund as the cost recovery policy for facility rentals is 100% and, therefore, is a Self-Sustaining Recreation Program. By making this change, this Special Revenue Fund will no longer operate at a deficit and staff will be able to manage and track facility rentals, and associated revenues/costs, separately from the General Fund. This change will also allow the proposed upgraded Recreation & Community Services Coordinator responsible for Facility Rentals to charge a portion of the cost of the position directly to this fund rather than the General Fund in the near future.

## NICK KIMBALL, CITY MANAGER

### Proposed Fiscal Year 2025-2026 Budget Message

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#### Capital Improvements

The FY 2025-2026 budget includes funding for a number of critical capital improvements to address the backlog of deferred maintenance, particularly street resurfacing, sidewalk repair, sewer system improvements and water system improvements. Funding for capital improvements is provided primarily through Special Revenue, Grant, Capital Funds, and Enterprise Funds.

Category	Carryover from Prior Years	New Funding in FY2025/2026	Total Appropriation	Funding Sources
<b>Road Infrastructure Projects</b>	\$27,980,626	\$1,212,268	\$29,192,894	ARPA, Capital Outlay Fund, Measure M, Measure R, Parking & Maintenance Operations Fund, Pavement Management Fund, Prop C, SB1, State Gas Tax, STP-L, TDA and Grant Funds
<b>Water System Improvements</b>	\$14,815,885	\$1,185,000	\$16,000,885	State Budget Allocation, DWR Grant, Water Fund
<b>Sewer Improvements</b>	\$0	\$1,245,000	\$1,245,000	Sewer Fund
<b>Total Projects</b>	<b>\$42,796,511</b>	<b>\$3,642,268</b>	<b>\$46,438,779</b>	

Capital Improvement Projects are further the outlined in Section VI – Capital Improvement Program of the Proposed Budget and will be presented and discussed in more detail during the Budget Study sessions.

**CITY OF SAN FERNANDO  
SUMMARY OF ENHANCEMENT REQUESTS  
FISCAL YEAR 2025-2026**

			DEPT REQ	CITY MANAGER RECOMMENDED				
DEPT	DESCRIPTION	AMOUNT	DIVISION	ACCOUNT	ONE-TIME	ONGOING	TOTAL	NOTES
GENERAL FUND								
City Manager's Office	Homeless Outreach Service Provider <i>(Contract Shortfall for 1 - Year at Existing Service Levels)</i>	43,100					-	Not approved at this time. Recommend that City reduces service level to match available funding.
City Clerk	Public Records Request Software <i>(Implementation &amp; Subscription)</i>	20,254					-	Software is provided through Granicus, which is the City's new website developer. Website launch expected in FY 2025/2026. Therefore, will consider additional software modules in FY 2026/2027.
Community Development	Special Counsel Services	5,500	152	4270	5,500		5,500	Supports City Council strategic goal of Citywide beautification. Recommended funding to be used to address and bring existing code enforcement cases to full resolution.
Administrative Services	Microsoft 365 Migration <i>(Implementation &amp; Licenses)</i>	90,494					-	Pending general direction from City Council, redirect existing UASI funding for cybersecurity to fund Microsoft 365 migration project, PC replacement and SFPD mobile data consoles.
Administrative Services	PC Replacement Program - Year 2	43,500					-	Pending general direction from City Council, redirect existing UASI funding for cybersecurity to fund Microsoft 365 migration project, PC replacement and SFPD mobile data consoles.
Administrative Services	Citywide Employee Training Programs	32,950	133	4270	25,000		25,000	Provide training and development opportunities for staff in accordance with the City Council strategic goal for citywide employee recruitment, retention and morale
Police Department	Vector Solutions - Guardian Software	6,730	135	4260		6,730	6,730	Provide supervisory tools for staff in accordance with the City Council strategic goal for citywide employee recruitment, retention and morale. Software will use AI learning capability to recommend personalized training opportunities for each staff member based on contents of evaluations.
Police Department	TimeClocks - Timekeeping/Scheduling Software <i>(Aladtec - Public Safety Module)</i>	9,440	135	4260	2,360	7,080	9,440	This module offered through the City's existing timekeeping system will allow SFPD staff to better manage staffing and overtime costs.
Police Department	Lexis Nexis Online - Public Reporting	12,240					-	Consider public-facing online incident reporting software during evaluation of new CAD system next fiscal year.
Police Department	New Officer Onboarding Costs <i>(e.g. Background investigations, polygraph, psych exams, uniforms, etc.)</i>	20,000	222	4270	20,000		20,000	Assumes hiring and onboarding of 4 officers at \$5,000/officer
Police Department	MDT/MDC's (12)	30,000					-	Pending general direction from City Council, redirect existing UASI funding for cybersecurity to fund Microsoft 365 migration project, PC replacement and SFPD mobile data consoles. Upgrading MDCs and accompanying CradlePoint software will provide the capability to provide location and heat mapping patrol data.
Police Department	Drone	25,000					-	Reconsider next fiscal year based on availability funding. Also recommend exploring alternate grant funding.
Police Department	Less Lethal Projectile Service Equipment	10,018	225	4300	5,000		5,000	To provide 2 additional less lethal options to existing stock. This will allow each patrol vehicle to have a less lethal tool available.
Police Department	Thomson Reuters Database Access Software	7,284					-	Explore funding through existing operating funds by retiring unused software.
Police Department	Records Specialist (P/T)	35,000	222	4103		35,000	35,000	Staff provided additional data regarding increased mandatory reporting with consideration of PT position
Police Department	Upgrade Police Officer to Sergeant	55,000	222	4101		55,000	55,000	Staff evaluated OT as offset for potential position upgrade
Police Department	Records Office Furniture	20,071					-	Reconsider next fiscal year based on availability funding.
Police Department	Detectives Office Furniture	18,147					-	Reconsider next fiscal year based on availability funding.



**CITY OF SAN FERNANDO  
SUMMARY OF ENHANCEMENT REQUESTS  
FISCAL YEAR 2025-2026**

			DEPT REQ	CITY MANAGER RECOMMENDED				
DEPT	DESCRIPTION	AMOUNT	DIVISION	ACCOUNT	ONE-TIME	ONGOING	TOTAL	NOTES
Police Department	Tasers (45)	68,372					-	Reconsider next fiscal year based on availability funding.
Police Department	CradlePoint (AT&T) MDT Software with GPS Upgrade	6,500					-	Pending general direction from City Council, redirect existing UASI funding for cybersecurity to fund Microsoft 365 migration project, PC replacement and SFPD mobile data consoles. Upgrading MDCs and accompanying CradlePoint software will provide the capability to provide location and heat mapping patrol data.
Public Works	Convert PW Management Analyst to Sr Management Analyst	20,000	310	4101		7,500	7,500	Create a more balanced span of control in the PW Department with expounded position to include higher level skills and responsibilities. Position to additionally address City Council's goal of addressing employee retention and morale.
Public Works	Convert PW Senior Maint Worker into PW Supervisor	18,500	311	4101		18,500	18,500	Create a more balanced supervisory span of control in the PW Department and offer opportunities for advancement to address City Council's goal of addressing employee retention and morale.
Public Works	Arborist Evaluations for Tree Removal Program	10,000				-	-	Fund through special revenue fund (measure M, R, Prop C)
Recreation & Community Services	Reclassify the two existing full time program specialist to RCS Coordinators	17,000	423/424	4101		17,000	17,000	Create a more balanced supervisory span of control in the RCS Department and offer opportunities for advancement to address City Council's goal of addressing employee retention and morale.
Recreation & Community Services	Reclassify part-time hours to establish 1-RCS Coordinator position	90,000	422	4101		60,000	60,000	Create a more balanced supervisory span of control in the RCS Department and offer opportunities for advancement to address City Council's goal of addressing employee retention and morale. Offset costs for new position by reducing part-time hours by \$30,000
Recreation & Community Services	After School Teen Program - Supplies	8,000	423	4300		2,000	2,000	Recommended funding at reduced level from starting funds for ongoing Teen Programming
Recreation & Community Services	Computers for 2-New Working Stations at Downstairs Office	8,000			-		-	Reviewing opportunities to rebalance existing resources to determine if request can be reduced/eliminated
Recreation & Community Services	Volunteer Recognition Program	5,000			-		-	Request City Council Community Investment Funding to support inaugural recognition program
Recreation & Community Services	Summer Camp Staff Office Furniture	5,000			-		-	Use existing cubicles surplus furniture
Recreation & Community Services	Gym Sound System Upgrade	2,800					-	For consideration in FY2025/26 using existing operational resources balance for purchase
GENERAL FUND ENHANCEMENT TOTAL: \$		743,900			57,860	208,810	266,670	
PROPRIETARY FUNDS								
Water Fund								
Public Works	Convert PW Management Analyst to Sr Management Analyst	20,000	381	4101		6,250	6,250	Create a more balanced span of control in the PW Department with expounded position to include higher level skills and responsibilities. Position
Sewer Fund								
Public Works	Convert PW Management Analyst to Sr Management Analyst	20,000	360	4101		6,250	6,250	Create a more balanced span of control in the PW Department with expounded position to include higher level skills and responsibilities. Position
Equipment Replacement & Maintenance Fund								
Public Works	Tire Mounting Balancing Machine Replacement	24,500			24,500	-	24,500	Funding recommended with value through time and cost efficiencies justified for equipment replacement.
Public Works	Park Mower Replacement	30,000			-	-	-	Will re-evaluate once department reorganization in place. Goal will be to enable one mower per crew rather than mower per park.
Facility Maintenance Fund								
Public Works	City Yard Trailer - ADA Ramp	16,500			-	-	-	

**CITY OF SAN FERNANDO  
SUMMARY OF ENHANCEMENT REQUESTS  
FISCAL YEAR 2025-2026**

		DEPT REQ	CITY MANAGER RECOMMENDED					
DEPT	DESCRIPTION	AMOUNT	DIVISION	ACCOUNT	ONE-TIME	ONGOING	TOTAL	NOTES
Public Works	City Yard Trailer - Ice Machine	6,000			-	-	-	All Facility Enhancement Requests to be evaluated through the Facility Condition Assessment Report in effort to prioritize capital repairs and maintenance and address through annual investment planning.
Public Works	Citywide Facility Restroom Renovations <i>(Las Palmas, Recreation Park, City Hall, etc.)</i>	125,000			-	-	-	
Recreation & Community Services	Recreation Park - HVAC Replacement	50,000			-	-	-	
Recreation & Community Services	Rec Park Gym - Retractable Bleacher Seats	5,215			-	-	-	
Recreation & Community Services	Stage Doors - Recreation Park	50,000			-	-	-	
PROPRIETARY FUNDS ENHANCEMENT TOTAL: \$		307,215			\$ 24,500	\$ 12,500	\$ 37,000	
SPECIAL FUNDS <sup>1</sup>								
<i>Recreation Self-Sustaining Fund (Facility Rentals)</i>								
Recreation & Community Services	Folding Tables & Chairs	6,000	420	4300	6,000		6,000	Funding recommended through new scope of Fund 017 - Self Sustaining Fund for Facility rentals as an investment with anticipated increased rentals as a result of enhanced customer experience.
SPECIAL FUND ENHANCEMENT TOTAL: \$		6,000			\$ 6,000	\$ -	\$ 6,000	



# FISCAL YEAR 2025-2026 BUDGET CALENDAR

TIME FRAME	TASK	DEPARTMENT(S)
January - April 2025	Review and calculate revenue projections for General Fund, Special Revenue Funds, Enterprise Funds and Capital Projects Funds.	Finance
February 2025	Review/Update salary projections.	Personnel, Finance
February 18 & March 3, 2025	City Council update and presentation: <ul style="list-style-type: none"> <li>FY 2023-2024 Audited Financial Statements</li> <li>FY 2024-2025 Mid-year Budget</li> <li>FY 2025-2026 Budget Kickoff</li> </ul>	Administration
February 24, 2025	Special Study session to review Citywide Strategic Goals and Set City Council Priorities for FY 2025-2026	Administration, Finance
March – May 2025	Public Engagement: <ul style="list-style-type: none"> <li>2025-2026 Citywide Community Survey</li> <li>Commission Meeting Presentations</li> <li>Local Transaction Tax Town Hall Meeting</li> </ul>	Administration, Finance
March 11, 2025	City Manager meets with Department Heads to discuss the budget schedule and provide direction regarding budget guidelines.	All Departments
March 12 – April 11, 2025	Departments review and complete budget forms.	All Departments
April 14 – 18, 2025	Preliminary review of department budget forms, including review of enhancement and Capital requests.	Administration, Finance
April 21 – 24, 2025	City Manager/Finance Director meetings with Department Heads to discuss budget requests.	All Departments
April 25, 2025	Finalize City Manager's recommendations.	Administration, Finance
April 28 – May 2, 2025	Prepare Proposed Budget document.	Administration, Finance
May 5, 2025	Provide Proposed Budget to City Council and post to the City's website.	Administration, Finance
May 7, 2025	2025-2026 Proposed Budget Virtual Town Hall Meeting.	Administration, Finance
May 19, 2025 May 27, 2025 June 2, 2025 (if necessary)	Budget Study Sessions.	All Departments
May/June 2025	Update Proposed Budget based on City Council direction.	Administration, Finance
June 2, 2025	Publish Notice of Public Hearing for budget adoptions.	City Clerk
June 16, 2025	Budget hearing and adoption, including adopting of Gann Limit.	Administration, Finance
June 23, 2025	Post adopted budget to the City's Finance system.	Finance
July/August 2025	Produce Adopted Budget Book, distribute to City Council, post to the City's website, and submit for GFOA Award.	Finance





CITY OF SAN FERNANDO

# FY 2022-2026 Strategic Goals

March 2023





# Historic & Visionary

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

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

Adopted: April 19, 2021

Revised: January 17, 2023



# 2022 - 2026 Strategic Goals

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



I. FOCUS ON COMMUNITY FIRST



II. CULTIVATING A STRONGER  
LOCAL ECONOMY



III. PRESERVE BEAUTIFUL HOMES AND  
NEIGHBORHOODS



IV. STRENGTHEN CLIMATE RESILIENCE  
AND ENVIRONMENTAL JUSTICE





## 2022 - 2026 Strategic Goals (continued)



V. ENHANCE PUBLIC  
TRANSPORTATION TO MOVE SAN  
FERNANDO



VI. BUILD RESILIENT AND RELIABLE  
INFRASTRUCTURE



VII. FORGE FINANCIAL STRENGTH AND  
STABILITY



VIII. EMERGENCY PREPAREDNESS:  
SUPPORTING THE COMMUNITY





# I. FOCUS ON COMMUNITY FIRST

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

## Strategies:

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





## II. CULTIVATING A STRONGER LOCAL ECONOMY

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

### Strategies:

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





### III. PRESERVE BEAUTIFUL HOMES AND NEIGHBORHOODS

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

**Strategies:**

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





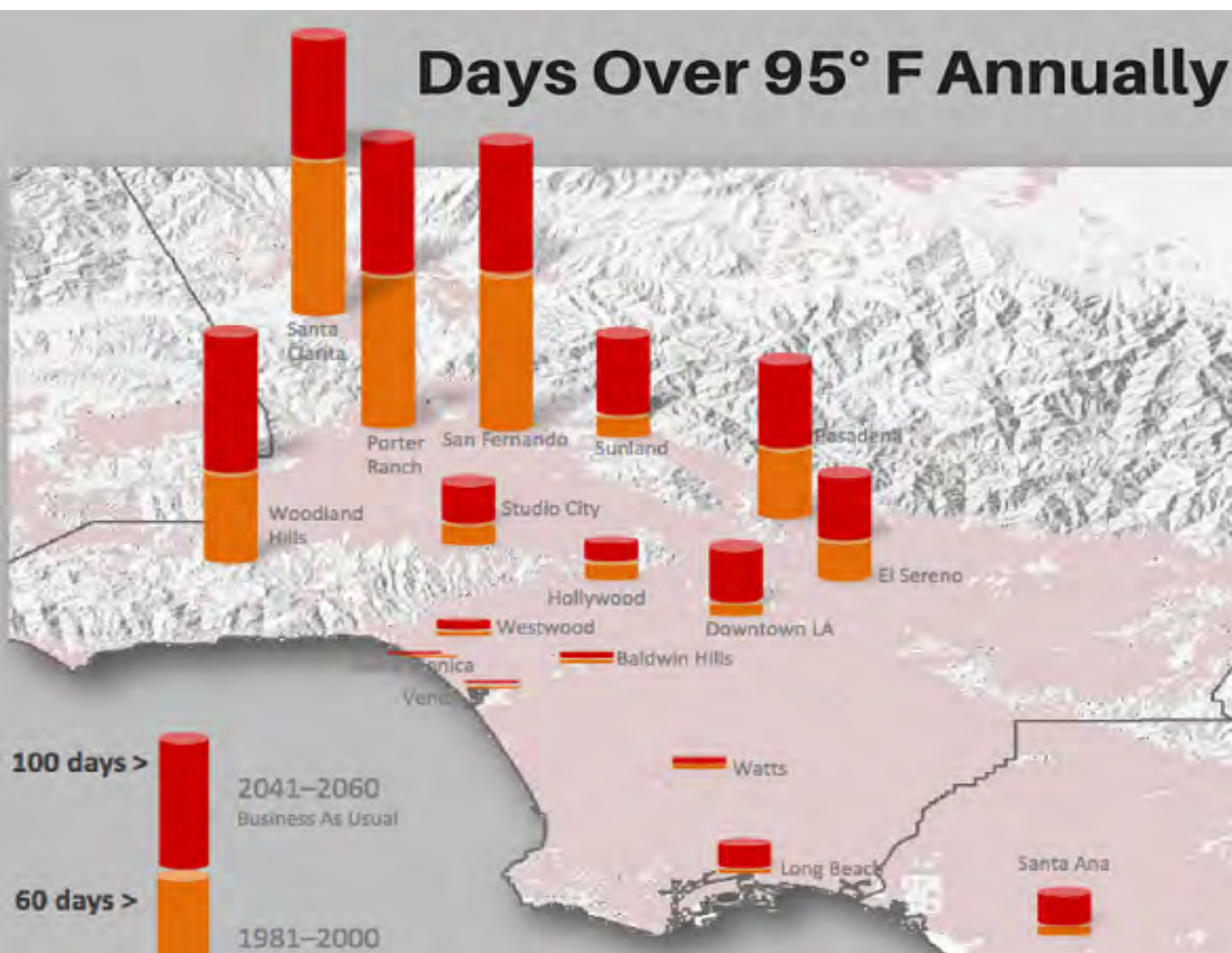


## IV. STRENGTHEN CLIMATE RESILIENCE AND ENVIRONMENTAL JUSTICE

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

### Strategies:

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





## V. ENHANCE PUBLIC TRANSPORTATION TO MOVE SAN FERNANDO

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

### Strategies:

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







## VI. BUILD RELIABLE AND RESILIENT INFRASTRUCTURE

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

**Strategies:**

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



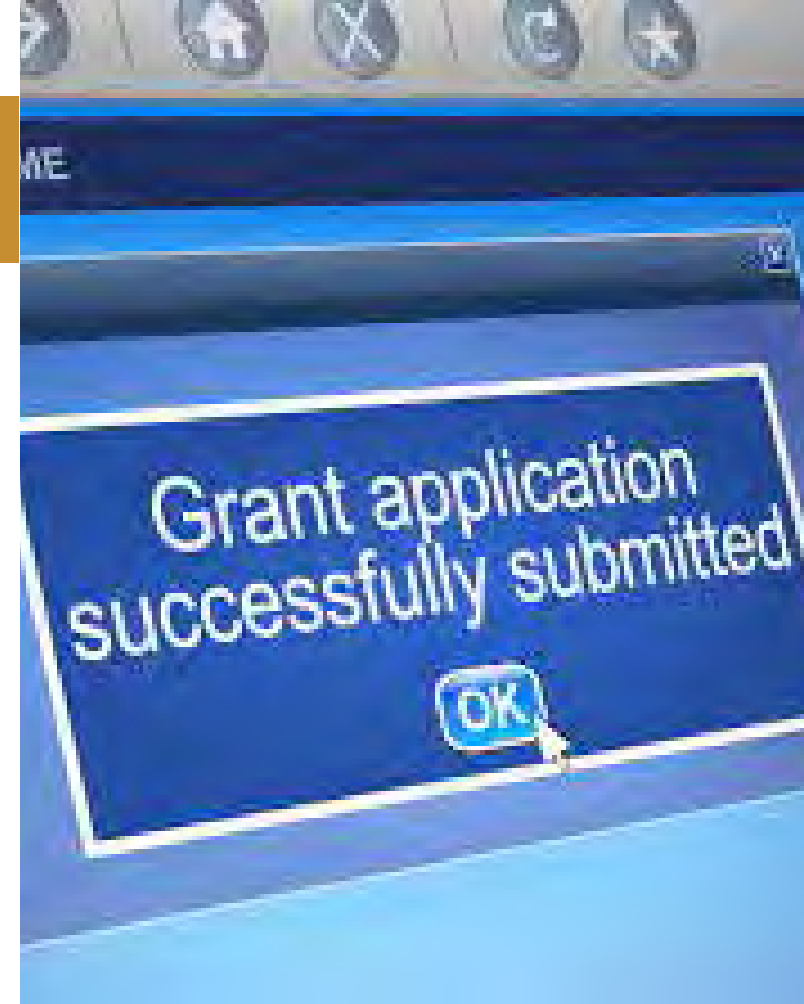


## VII. FORGE FINANCIAL STRENGTH AND STABILITY

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

**Strategies:**

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



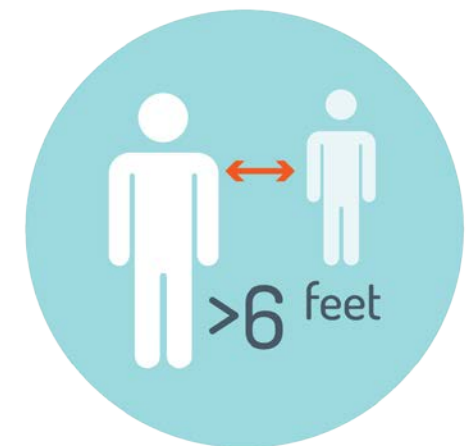


## VIII. EMERGENCY PREPAREDNESS: SUPPORTING THE COMMUNITY

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

### Strategies:

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





## CITY LEADERSHIP

### CITY COUNCIL

Mayor Celeste Rodriguez

Vice Mayor Mary Mendoza

Councilmember Cindy Montañez

Councilmember Mary Solorio

Councilmember Joel Fajardo

### CITY MANAGER AND DIRECTORS

City Manager Nick Kimball

Deputy City Manager Kanika Kith

City Clerk Julia Fritz

Police Chief Fabian Valdez

Director of Finance Erica Melton

Director of Community

Development Erika Ramirez

Director of Recreation and

Community Services Julian Venegas

Director of Public Works (Vacant)







## **SECTION II. BUDGET OVERVIEW**

CITY OF SAN FERNANDO						CITY OF SAN FERNANDO							
FUND NO.	FUND NAME	Actual Beginning Balance July 1, 2024	Estimated Revenues FY 2024-2025	Adjusted Expenditures FY 2024-2025	Adjusted Ending Balance June 30, 2025	Proposed Revenues FY 2025-2026	Transfers In	Total Resources	Proposed Operating Expenditures FY 2025-2026	Capital Expense	Transfers Out	Total Requirements	Estimated Ending Balance June 30, 2026
<b>General Fund:</b>													
001	General Fund	\$ 10,988,667	28,055,808	28,918,863	\$ 10,125,612	\$ 26,069,373	2,682,842	28,752,215	28,602,875	-	-	28,602,875	\$ 10,274,953
<b>Total General Fund:</b>						<b>\$ 26,069,373</b>	<b>\$ 2,682,842</b>	<b>28,752,215</b>	<b>28,602,875</b>	<b>-</b>	<b>-</b>	<b>28,602,875</b>	<b>\$ 10,274,953</b>
<b>Special Revenue Funds:</b>													
002	Supplemental Law Enforcement Services	\$ 253,054	150,000	200,000	\$ 203,054	\$ 200,000	-	200,000	-	-	403,054	403,054	\$ -
007	Proposition "A" - Transit Development Fund	\$ 407,527	662,110	656,083	\$ 413,554	\$ 611,586	-	611,586	77,088	-	65,013	142,101	\$ 883,039
008	Proposition "C" - Transit Development Fund	\$ 447,782	547,959	1,070,483	\$ (74,742)	\$ 507,295	-	507,295	-	-	20,479	20,479	\$ 412,074
009	Proposition "C" - Discretionary	\$ 22,079	-	775,376	\$ (753,297)	\$ -	-	-	-	-	-	-	\$ (753,297)
010	Grant Fund	\$ (7,224,163)	180,001	22,963,764	\$ (30,007,926)	\$ -	-	-	-	-	-	-	\$ (30,007,926)
011	State Gas Tax Fund	\$ 92,444	656,813	674,268	\$ 74,989	\$ 665,421	-	665,421	-	-	336,094	336,094	\$ 404,316
012	Measure R Fund	\$ 401,048	410,969	761,431	\$ 50,586	\$ 380,471	-	380,471	180,087	175,000	-	355,087	\$ 75,970
013	Traffic Safety Fund	\$ 14,804	2,000	12,500	\$ 4,304	\$ 2,500	-	2,500	-	-	-	-	\$ 6,804
014	Cash In-Lieu of Parking	\$ 515,545	-	-	\$ 515,545	\$ -	-	-	-	-	-	-	\$ 515,545
015	Local Transportation Fund (SB 325)	\$ 5,112	40,435	37,935	\$ 7,612	\$ 18,895	-	18,895	-	-	-	-	\$ 26,507
016	Air Quality Management District Fund	\$ 210,258	30,000	65,000	\$ 175,258	\$ 20,000	-	20,000	-	-	-	-	\$ 195,258
017	Recreation Self Sustaining Fund	\$ 5,045	252,800	238,612	\$ 19,233	\$ 100,000	-	100,000	75,777	6,000	18,097	99,874	\$ 19,359
018	Retirement Fund	\$ 10,916,247	5,446,201	5,329,130	\$ 11,033,318	\$ 11,578,294	-	11,578,294	11,041,242	-	477,052	11,518,294	\$ 11,093,318
019	Quimby Act Fees	\$ 35,079	-	-	\$ 35,079	\$ -	-	-	-	-	-	-	\$ 35,079
020	State Asset Seizure	\$ 319	-	-	\$ 319	\$ -	-	-	-	-	-	-	\$ 319
021	Federal Asset Seizure	\$ 180	-	-	\$ 180	\$ -	-	-	-	-	-	-	\$ 180
022	STPL	\$ 255,766	-	168,246	\$ 87,520	\$ -	-	-	-	-	-	-	\$ 87,520
023	Measure W Fund - SCW Program	\$ 588,398	275,000	593,047	\$ 270,351	\$ 275,000	-	275,000	-	-	15,505	15,505	\$ 529,846
024	Measure M Fund	\$ 733,345	465,765	990,300	\$ 208,810	\$ 431,200	-	431,200	-	-	-	-	\$ 640,010
025	Road Maintenance and Rehab (SB1)	\$ 786,527	605,208	1,295,469	\$ 96,266	\$ 620,657	-	620,657	-	600,000	-	600,000	\$ 116,923
026	Community Development Block Grant	\$ 4	235,800	235,800	\$ 4	\$ -	-	-	-	-	-	-	\$ 4
027	Street Lighting	\$ 507,205	325,000	230,424	\$ 601,781	\$ 320,000	-	320,000	364,515	392,125	34,308	790,948	\$ 130,833
028	Measure H	\$ (5,342)	54,837	64,837	\$ (15,342)	\$ -	-	-	-	-	-	-	\$ (15,342)
029	Parking Maintenance Operations	\$ 356,693	210,050	414,820	\$ 151,923	\$ 210,550	-	210,550	158,692	-	44,842	203,534	\$ 158,939
030	Mall Maintenance Operations	\$ (156,124)	60,000	-	\$ (96,124)	\$ 55,000	-	55,000	-	-	-	-	\$ (41,124)
032	Capital Outlay	\$ 589,503	-	533,155	\$ 56,348	\$ -	-	-	-	-	-	-	\$ 56,348
050	Pavement Fund	\$ 14,232	-	-	\$ 14,232	\$ -	-	-	-	14,232	-	14,232	\$ -
053	Community Investment Fund	\$ 60,857	10,000	10,000	\$ 60,857	\$ 10,000	-	10,000	10,000	-	-	10,000	\$ 60,857
055	Comm. Development Surcharge Fund	\$ 221,530	72,000	40,352	\$ 253,178	\$ -	-	-	-	-	2,137	2,137	\$ 251,041
094	Low Income Housing	\$ 3,357,041	-	107,009	\$ 3,250,032	\$ -	-	-	34,466	-	-	34,466	\$ 3,215,566
101	AB109 Task Force Fund	\$ 14,127	-	-	\$ 14,127	\$ -	-	-	-	-	-	-	\$ 14,127
108	California Arts Council	\$ 8,530	16,203	24,733	\$ -	\$ -	-	-	-	-	-	-	\$ -
109	National Endowment for the Arts	\$ 37,265	55,000	92,265	\$ -	\$ -	-	-	-	-	-	-	\$ -
110	Operating Grants	\$ (773,184)	3,843,124	3,950,228	\$ (880,288)	\$ -	-	-	102,445	-	-	102,445	\$ (982,733)
119	Office of Comm. Oriented Policing	\$ (12,053)	-	-	\$ (12,053)	\$ -	-	-	-	-	-	-	\$ (12,053)
121	American Rescue Plan Act	\$ 3,559,487	-	3,559,487	\$ (0)	\$ -	-	-	-	-	-	-	\$ (0)
<b>Total Special Revenue Funds:</b>						<b>\$ 16,006,869</b>	<b>-</b>	<b>16,006,869</b>	<b>12,044,312</b>	<b>1,187,357</b>	<b>1,416,581</b>	<b>14,648,250</b>	<b>\$ (12,882,693)</b>

CITY OF SAN FERNANDO						CITY OF SAN FERNANDO							
FUND NO.	FUND NAME	Actual Beginning Balance July 1, 2024	Estimated Revenues FY 2024-2025	Adjusted Expenditures FY 2024-2025	Adjusted Ending Balance June 30, 2025	Proposed Revenues FY 2025-2026	Transfers In	Total Resources	Proposed Operating Expenditures FY 2025-2026	Capital Expense	Transfers Out	Total Requirements	Estimated Ending Balance June 30, 2026
Enterprise and Internal Service Funds:													
006	Self Insurance	\$ 796,968	3,043,179	3,043,179	\$ 796,968	\$ 6,323,116	60,000	6,383,116	6,180,272	-	-	6,180,272	\$ 999,812
041	Equipment Maintenance/Replacement	\$ 756,590	941,609	1,093,906	\$ 604,293	\$ 1,231,747	-	1,231,747	502,676	161,000	-	663,676	\$ 1,172,363
043	Facility Maintenance	\$(267,197)	1,652,178	1,724,807	\$(339,826)	\$ 2,152,545	-	2,152,545	1,298,613	-	-	1,298,613	\$ 514,106
070	Water	\$ 1,542,654	5,785,000	5,841,971	\$ 1,485,683	\$ 6,052,719	-	6,052,719	4,263,012	235,000	884,869	5,382,881	\$ 2,155,521
072	Sewer	\$ 4,489,702	4,200,000	6,210,284	\$ 2,479,418	\$ 4,042,874	-	4,042,874	3,453,271	1,446,800	441,392	5,341,463	\$ 1,180,829
073	Refuse/Environmental	\$ 196,583	-	38,000	\$ 158,583	\$ -	-	-	-	-	-	-	\$ 158,583
074	Compressed Natural Gas	\$ 159,497	202,750	172,238	\$ 190,009	\$ -	-	-	35,000	-	-	35,000	\$ 155,009
Total Enterprise and Internal Service Funds:		\$ 7,674,797	\$ 15,824,716	\$ 18,124,385	\$ 5,375,128	\$ 19,803,001	60,000	19,863,001	15,732,844	1,842,800	1,326,261	18,901,905	\$ 6,336,224
TOTAL ALL CITY FUNDS:		\$ 34,909,631	58,487,798	92,138,001	\$ 1,259,428	\$ 61,879,243	2,742,842	64,622,085	56,380,031	3,030,157	2,742,842	62,153,030	\$ 3,728,483

**CITY OF SAN FERNANDO**  
**GOVERNMENTAL, SPECIAL AND PROPRIETARY FUNDS**  
**SUMMARY OF REVENUES, EXPENDITURES, AND OTHER FINANCING SOURCES AND**  
**FISCAL YEAR 2025-2026**

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

	<b>Governmental Funds</b>	<b>Special Funds</b>	<b>Proprietary Funds</b>	<b>Total: All Funds</b>
<b>Revenue - by Type</b>				
Property Taxes	4,510,303	11,578,294	-	16,088,597
Sales and Other Taxes	15,408,389	2,826,209	-	18,234,598
Licenses and Permits	326,000	-	-	326,000
Fines and Forfeitures	489,050	-	-	489,050
Interest & Rental Income	757,519	-	-	757,519
From Other Agencies	3,606,989	1,602,366	-	5,209,355
Charges for Service	853,623	-	19,803,001	20,656,624
Miscellaneous Revenue	60,000	-	-	60,000
Other Revenue	57,500	-	-	57,500
<b>Total Revenue - by Type</b>	<b>26,069,373</b>	<b>16,006,869</b>	<b>19,803,001</b>	<b>61,879,243</b>
Other Financing Sources	2,682,842	-	60,000	2,742,842
<b>Total Revenue and Other Financing Sources</b>	<b>\$ 28,752,215</b>	<b>\$ 16,006,869</b>	<b>\$ 19,863,001</b>	<b>\$ 64,622,085</b>
<b>Expenditure - by Type</b>				
Personnel	18,066,897	7,624,081	3,656,739	29,347,717
Operating	6,903,592	4,420,231	11,385,850	22,709,673
Capital Expenses	-	1,187,357	1,842,800	3,030,157
Internal Service Charges/Transfers	3,632,386	-	690,255	4,322,641
<b>Total Expenditure by Type</b>	<b>28,602,875</b>	<b>13,231,669</b>	<b>17,575,644</b>	<b>59,410,188</b>
Other Financing Uses	-	1,416,581	1,326,261	2,742,842
<b>Total Expenditures and Other Financing Uses</b>	<b>\$ 28,602,875</b>	<b>\$ 14,648,250</b>	<b>\$ 18,901,905</b>	<b>\$ 62,153,030</b>
<b>Beginning Fund Balance:</b>	<b>\$ 10,125,612</b>	<b>\$ (14,241,312)</b>	<b>\$ 5,375,128</b>	<b>\$ 1,259,428</b>
<b>Total Budget Surplus (Deficit)</b>	<b>149,340</b>	<b>1,358,619</b>	<b>961,096</b>	<b>2,469,055</b>
<b>Ending Fund Balance:</b>	<b>\$ 10,274,953</b>	<b>\$ (12,882,693)</b>	<b>\$ 6,336,224</b>	<b>\$ 3,728,483</b>

**CITY OF SAN FERNANDO**  
**GOVERNMENTAL, SPECIAL AND PROPRIETARY FUNDS**  
**SUMMARY OF REVENUES BY FUND - 5 YEAR HISTORY**  
**FISCAL YEAR 2025-2026**

<b>Governmental Funds</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
		<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Proposed</b>
001	General Fund	25,076,804	27,382,379	28,376,084	28,799,146	28,752,215
<b>Total Governmental Funds</b>		<b>\$ 25,076,804</b>	<b>\$ 27,382,379</b>	<b>\$ 28,376,084</b>	<b>\$ 28,799,146</b>	<b>\$ 28,752,215</b>

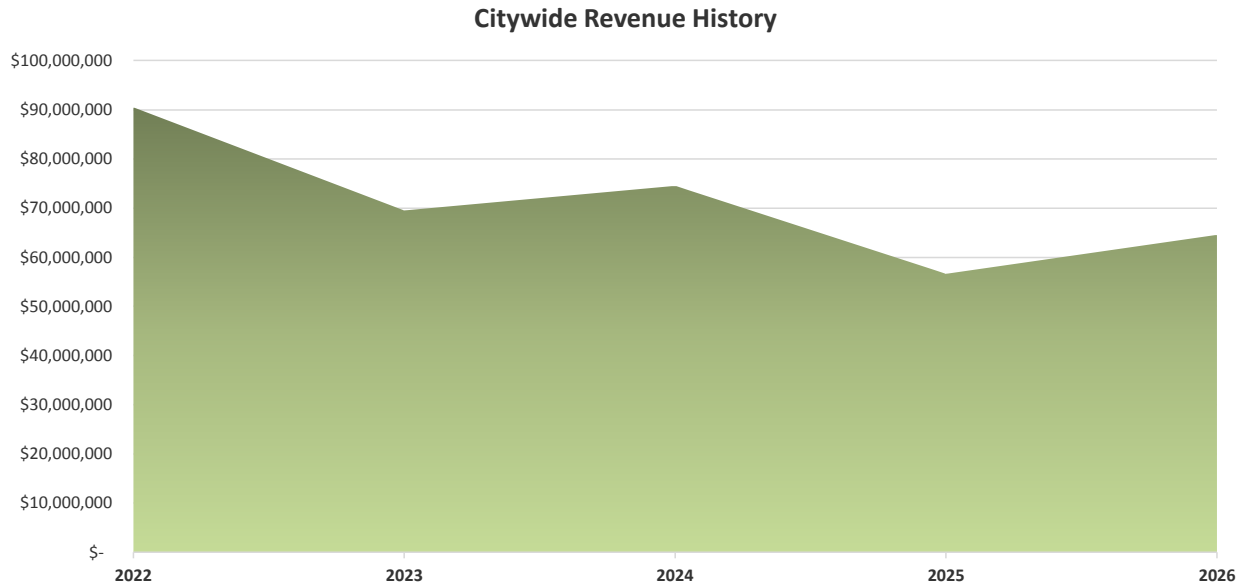
<b>Special Funds</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
		<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Proposed</b>
002	SLESF	153,640	166,071	193,759	150,000	200,000
005	OPEB Trust Fund	-	-	1,109,750	500,000	-
007	Proposition A	633,085	663,977	632,284	662,110	611,586
008	Proposition C	510,802	537,615	543,292	547,959	507,295
009	Proposition C - Discretionary	(817)	128	773	-	-
010	Capital Grants	8,632,751	7,622,547	12,782,032	-	-
011	State Gas Tax	583,343	597,880	644,102	656,813	665,421
012	Measure R	353,831	439,480	423,733	410,969	380,471
013	Traffic Safety	3,076	5,045	2,201	2,000	2,500
014	Cash In-Lieu of Parking	(18,989)	2,990	18,061	-	-
015	Local Transportation	2,083	3,292	42,417	40,435	18,895
016	AQMD	18,392	30,986	37,416	30,000	20,000
017	Recreation Self Sustaining	153,724	176,937	246,143	249,800	100,000
018	Retirement	35,945,724	5,443,660	5,404,663	5,245,000	11,578,294
019	Quimby Act	(6)	33,842	1,234	-	-
020	State Asset Seizure	(149)	410	11	-	-
021	Federal Asset Seizure	(331)	364	6	-	-
022	STPL	(206)	241,457	8,960	-	-
023	Measure W	262,851	273,282	288,069	275,000	275,000
024	Measure M	395,951	455,699	514,287	465,765	431,200
025	Road Maintenance and Rehab	438,405	549,661	660,156	605,208	620,657
026	CDBG	490,597	57,447	90,894	235,800	-
027	Street Lighting	332,854	333,420	327,099	325,000	320,000
028	Measure H	-	-	4,140	54,837	-
029	Parking & Maintenance Operations	204,807	224,394	242,771	210,050	210,550
030	Mall Maintenance	50,113	44,090	47,200	60,000	55,000
032	Capital Outlay	1,941,050	3,053,194	-	-	-
050	Pavement Fund	(527)	83	499	-	-
053	Community Investment Fund	11,553	17,750	37,000	10,000	10,000
055	Comm. Development Surcharge Fund	51,911	72,148	86,140	72,000	-
094	Low Income Housing	471	380	(35,702)	-	-
101	AB109 Task Force Fund	20	-	-	-	-
108	California Arts Council	2,000	19,000	25,000	-	-
109	National Endowment for the Arts	90,000	40,000	55,000	-	-
110	Operating Grants	672,887	423,573	1,083,790	1,144,156	-
111	DUI Avoid Campaign	-	-	-	-	-
119	COPS Grant	-	-	-	-	-
120	Alcohol Beverage Control Grant	-	-	-	-	-
121	American Rescue Plan Act Funds	137,122	5,568,340	-	-	-
<b>Total Special Funds</b>		<b>52,052,019</b>	<b>27,099,141</b>	<b>25,517,181</b>	<b>11,952,902</b>	<b>16,006,869</b>

**CITY OF SAN FERNANDO**  
**GOVERNMENTAL, SPECIAL AND PROPRIETARY FUNDS**  
**SUMMARY OF REVENUES BY FUND - 5 YEAR HISTORY**  
**FISCAL YEAR 2025-2026**

<b>Proprietary Funds</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Estimated</b>	<b>2026 Proposed</b>
006 Self Insurance	2,171,322	2,875,873	3,932,067	3,043,179	6,383,116
041 Equipment Maint/Replacement	600,146	694,788	889,440	937,859	1,231,747
043 Facility Maintenance	1,484,849	1,632,998	1,581,018	1,652,178	2,152,545
070 Water	5,165,852	5,292,425	9,583,978	5,785,000	6,052,719
072 Sewer	3,774,711	4,130,502	4,337,664	4,200,000	4,042,874
073 Refuse	4,519	(6,190)	(4,529)	-	-
074 Compressed Natural Gas	126,841	454,074	344,343	202,750	-
<b>Total Proprietary Funds</b>	<b>13,328,241</b>	<b>15,074,470</b>	<b>20,663,981</b>	<b>15,820,966</b>	<b>19,863,001</b>

<b>Total Citywide Revenues</b>	<b>\$ 90,457,063</b>	<b>\$ 69,555,991</b>	<b>\$ 74,557,246</b>	<b>\$ 56,573,014</b>	<b>\$ 64,622,085</b>
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**CITY OF SAN FERNANDO**  
**GOVERNMENTAL, SPECIAL AND PROPRIETARY FUNDS**  
**SUMMARY OF APPROPRIATIONS BY FUND - 5 YEAR HISTORY**  
**FISCAL YEAR 2025-2026**

	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>Governmental Funds</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Proposed</b>
001 General Fund	22,615,131	27,369,482	27,670,295	28,702,701	28,602,875
<b>Total Governmental Funds</b>	<b>\$ 22,615,131</b>	<b>\$ 27,369,482</b>	<b>\$ 27,670,295</b>	<b>\$ 28,702,701</b>	<b>\$ 28,602,875</b>

	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>Special Funds</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Proposed</b>
002 SLESF	125,004	150,000	150,000	200,000	403,054
005 OPEB Trust Fund	-	-	925	-	-
007 Proposition A	461,223	571,003	575,000	656,083	142,101
008 Proposition C	672,264	722,549	367,623	920,483	20,479
009 Proposition C - Discretionary	-	-	-	775,376	-
010 Capital Grants	3,909,818	15,031,672	11,504,433	11,397,279	-
011 State Gas Tax	517,537	669,000	551,658	674,268	336,094
012 Measure R	696,558	1,126,452	521,603	759,406	355,087
013 Traffic Safety	-	-	-	-	-
014 Cash In-Lieu of Parking	-	-	-	-	-
015 Local Transportation	27,310	17,670	-	37,935	-
016 AQMD	-	-	-	65,000	-
017 Recreation Self Sustaining	189,951	205,556	210,425	232,183	99,874
018 Retirement	38,254,003	4,508,989	4,858,630	5,329,130	11,518,294
019 Quimby Act	-	-	-	-	-
020 State Asset Seizure	-	9,961	-	-	-
021 Federal Asset Seizure	-	8,763	-	-	-
022 STPL	-	-	-	-	-
023 Measure W	130,129	159,432	163,795	593,047	15,505
024 Measure M	62,280	1,477,014	169,478	990,300	-
025 Road Maintenance and Rehab	66,782	1,883,588	76,960	1,295,469	600,000
026 CDBG	515,411	31,011	90,893	214,789	-
027 Street Lighting	323,941	250,820	289,051	230,424	790,948
028 Measure H	-	-	9,482	64,009	-
029 Parking and Maintenance Ops	218,476	212,831	226,996	414,820	203,534
030 Mall Maintenance Operations	126,553	95,344	44,800	-	-
032 Capital Outlay Fund	143,903	3,432,693	894,136	533,155	-
050 Pavement Fund	-	-	-	-	14,232
053 Community Investment Fund	14,065	8,008	4,650	10,000	10,000
055 Comm. Surcharge Fund	24,960	26,362	30,660	33,852	2,137
094 Low Income Housing	3,836	19,913	23,902	32,009	34,466
101 AB109 Task Force Fund	-	-	-	-	-
108 California Arts Council	-	14,670	20,800	24,733	-
109 National Endowment for the Arts	61,172	38,866	30,349	92,265	-
110 Operating Grants	782,260	886,875	1,193,469	2,553,490	102,445
111 DUI Avoid Campaign	-	-	-	-	-
119 Office of Comm. Oriented Policing	-	-	-	-	-
120 Alcohol Beverage Control Grant	-	-	-	-	-
121 American Rescue Plan Act Funds	129,595	1,264,127	752,253	3,559,485	-
<b>Total Special Funds</b>	<b>47,457,032</b>	<b>32,823,169</b>	<b>22,761,969</b>	<b>31,688,990</b>	<b>14,648,250</b>

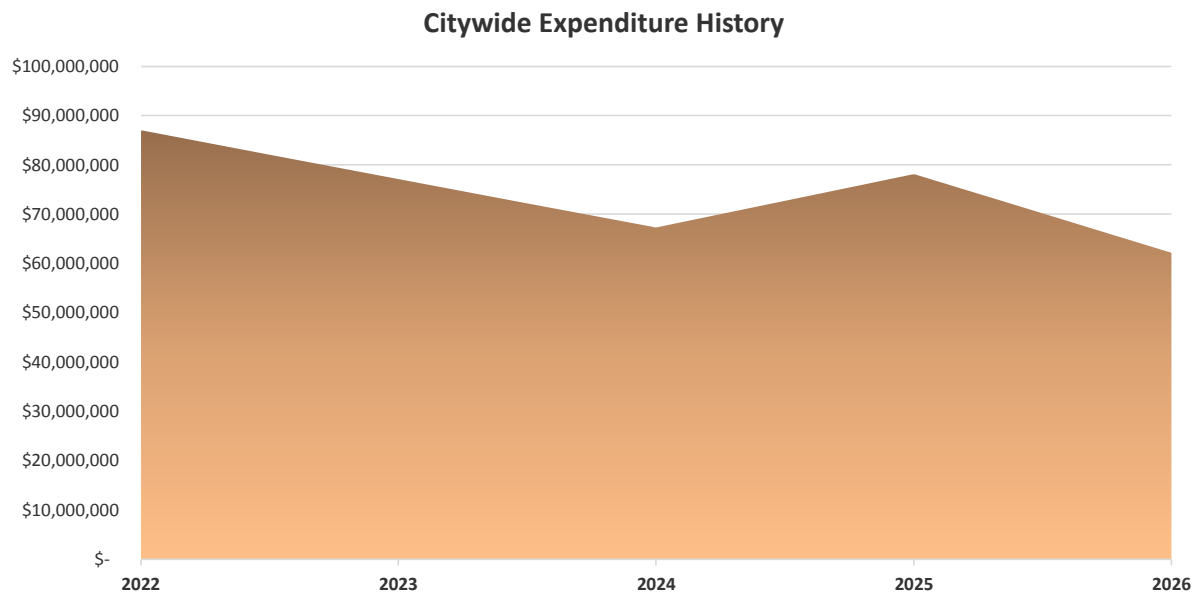


**CITY OF SAN FERNANDO**  
**GOVERNMENTAL, SPECIAL AND PROPRIETARY FUNDS**  
**SUMMARY OF APPROPRIATIONS BY FUND - 5 YEAR HISTORY**  
**FISCAL YEAR 2025-2026**

<b>Proprietary Funds</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Estimated</b>	<b>2026 Proposed</b>
006 Self Insurance Fund	2,093,786	4,167,083	3,280,224	3,043,179	6,180,272
041 Equipment Maint/Replacement	620,301	692,638	950,618	1,038,406	663,676
043 Facility Maintenance	1,543,174	1,743,089	1,602,512	1,724,807	1,298,613
070 Water	7,153,762	7,203,379	6,685,029	5,596,018	5,382,881
072 Sewer	5,400,882	2,620,904	4,046,108	6,161,284	5,341,463
073 Refuse	3,403	3,482	1,505	-	-
074 Compressed Natural Gas	164,488	496,034	289,015	172,238	35,000
<b>Total Proprietary Funds</b>	<b>16,979,796</b>	<b>16,926,609</b>	<b>16,855,012</b>	<b>17,735,932</b>	<b>18,901,905</b>

<b>Total Citywide Expenditures</b>	<b>\$ 87,051,958</b>	<b>\$ 77,119,260</b>	<b>\$ 67,287,276</b>	<b>\$ 78,127,622</b>	<b>\$ 62,153,030</b>
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**CITY OF SAN FERNANDO**  
**GOVERNMENTAL, SPECIAL AND PROPRIETARY FUNDS**  
**SUMMARY OF APPROPRIATIONS BY FUND - BY TYPE**  
**FISCAL YEAR 2025-2026**

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

<b>Governmental Funds</b>		<b>Personnel</b>	<b>Operating</b>	<b>Capital Expenses</b>	<b>Internal Svs. Chrg.</b>	<b>Total Budget</b>
001	General Fund	18,066,897	6,903,592	-	3,632,386	28,602,875
<b>Total General Fund</b>		<b>\$ 18,066,897</b>	<b>\$ 6,903,592</b>	<b>\$ -</b>	<b>\$ 3,632,386</b>	<b>\$ 28,602,875</b>

<b>Special Funds</b>		<b>Personnel</b>	<b>Operating</b>	<b>Capital Expenses</b>	<b>Transfers Out</b>	<b>Total Budget</b>
002	SLESF	-	-	-	403,054	403,054
007	Proposition A	77,088	65,013	-	-	142,101
008	Proposition C	-	20,479	-	-	20,479
009	Proposition C - Discretionary	-	-	-	-	-
010	Capital Grants	-	-	-	-	-
011	State Gas Tax	-	25,344	-	310,750	336,094
012	Measure R	-	180,087	175,000	-	355,087
013	Traffic Safety	-	-	-	-	-
014	Cash In-Lieu of Parking	-	-	-	-	-
015	Local Transportation	-	-	-	-	-
016	AQMD	-	-	-	-	-
017	Recreation Self Sustaining	75,777	18,097	6,000	-	99,874
018	Retirement	7,052,530	4,465,764	-	-	11,518,294
019	Quimby Act	-	-	-	-	-
020	State Asset Seizure	-	-	-	-	-
021	Federal Asset Seizure	-	-	-	-	-
022	STPL	-	-	-	-	-
023	Measure W	-	15,505	-	-	15,505
024	Measure M	-	-	-	-	-
025	Road Maintenance and Rehab Act	-	-	600,000	-	600,000
026	CDBG	-	-	-	-	-
027	Street Lighting	173,015	225,808	392,125	-	790,948
028	Measure H	-	-	-	-	-
029	Parking and Maintenance Operations	108,760	94,774	-	-	203,534
030	Mall Maintenance Operations	-	-	-	-	-
032	Capital Outlay Fund	-	-	-	-	-
050	Pavement Fund	-	-	14,232	-	14,232
053	Community Investment Fund	-	10,000	-	-	10,000
055	Comm. Dev. Surcharge Fund	-	2,137	-	-	2,137
094	Low/Mod Income Housing Fund	34,466	-	-	-	34,466
101	AB109 Task Force Fund	-	-	-	-	-
108	California Arts Council	-	-	-	-	-
109	National Endowment for the Arts	-	-	-	-	-
110	Operating Grants	102,445	-	-	-	102,445
111	DUI Avoid Campaign	-	-	-	-	-
119	Office of Comm. Oriented Policing	-	-	-	-	-
120	Alcohol Beverage Control Grant	-	-	-	-	-
121	American Rescue Plan Act Fund	-	-	-	-	-
<b>Total Special Funds</b>		<b>7,624,081</b>	<b>5,123,008</b>	<b>1,187,357</b>	<b>713,804</b>	<b>14,648,250</b>

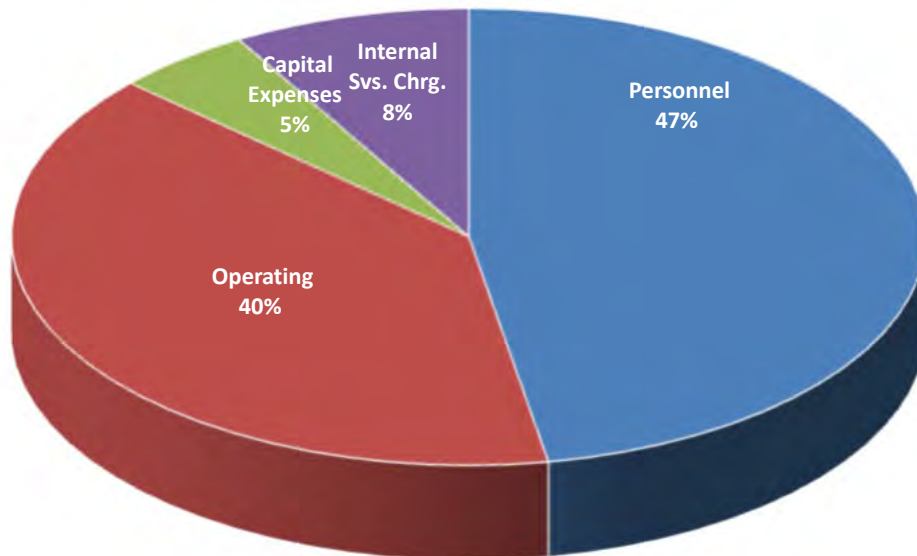
**CITY OF SAN FERNANDO**  
**GOVERNMENTAL, SPECIAL AND PROPRIETARY FUNDS**  
**SUMMARY OF APPROPRIATIONS BY FUND - BY TYPE**  
**FISCAL YEAR 2025-2026**

<i>Proprietary Funds</i>	Personnel	Operating	Capital Expenses	Internal Svs. Chrg.	Total Budget
006 Self Insurance Fund	-	6,180,272	-	-	6,180,272
041 Equipment Maint/Replacement	131,360	362,940	161,000	8,376	663,676
043 Facility Maintenance	444,180	765,255	-	89,178	1,298,613
070 Water	2,342,999	2,275,452	235,000	529,430	5,382,881
072 Sewer	738,200	2,913,192	1,446,800	243,271	5,341,463
073 Refuse	-	-	-	-	-
074 Compressed Natural Gas	-	35,000	-	-	35,000
<b>Total Proprietary Funds</b>	<b>3,656,739</b>	<b>12,532,111</b>	<b>1,842,800</b>	<b>870,255</b>	<b>18,901,905</b>

<b>Total Citywide Expenditures</b>	<b>\$ 29,347,717</b>	<b>\$ 24,558,711</b>	<b>\$ 3,030,157</b>	<b>\$ 5,216,445</b>	<b>\$ 62,153,030</b>
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**Citywide Expenses by Type**



**CITY OF SAN FERNANDO**  
**GOVERNMENTAL, SPECIAL AND PROPRIETARY FUNDS**  
**SUMMARY OF TRANSFERS AND OTHER INTERFUND PAYMENTS**  
**FISCAL YEAR 2025-2026**

FUND		DESCRIPTION	AMOUNT FROM	AMOUNT TO
<b>OPERATIONS RELATED TRANSFERS:</b>				
<b>Transfers FROM Other Funds TO the General Fund to support operations:</b>				
<b>FROM:</b>	002	Supplemental Law Enforcement Services (SLESF) Fund	(403,054)	
	011	Gas Tax Fund	(310,750)	
	070 381	Water Fund	(60,000)	
	072 360	Sewer Fund	(60,000)	
<b>TO:</b>	001	General Fund		833,804
			<u>(833,804)</u>	<u>833,804</u>
<b>Payments FROM Other Funds TO the General Fund per Cost Allocation Plan:</b>				
<b>FROM:</b>	007	Proposition A Fund	(65,013)	
	008	Proposition C Fund	(20,479)	
	011	State Gas Tax Fund	(25,344)	
	017 420	CNG Fund	(18,097)	
	018	Retirement Fund	(477,052)	
	023	Measure W Fund - SCW Program Fund	(15,505)	
	027	Street Lighting Fund	(34,308)	
	029	Parking M & O Fund	(44,842)	
	055	Community Development Surcharge Fund	(2,137)	
	070 381	Water Fund	(764,869)	
	072 360	Sewer Fund	(381,392)	
<b>TO:</b>	001 3795	General Fund		1,849,038
			<u>(1,849,038)</u>	<u>1,849,038</u>
<b>Payment FROM Water Funds TO the Self Insurance Fund for property insurance:</b>				
<b>FROM:</b>	070 381	Water Fund	(60,000)	
<b>TO:</b>	006	Self Insurance Fund		60,000
			<u>(60,000)</u>	<u>60,000</u>
<b>TOTAL INTERFUND TRANSFERS/PAYMENTS</b>			<b>(2,742,842)</b>	<b>2,742,842</b>

**CITY OF SAN FERNANDO**  
**CITYWIDE POSITION SUMMARY BY DEPARTMENT**  
**FISCAL YEAR 2025-2026**

	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>CITY MANAGER'S OFFICE</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>Proposed</b>
City Manager	1.00	1.00	1.00	1.00	1.00
Deputy City Manager/Economic Development	0.00	1.00	1.00	1.00	1.00
Assistant To The City Manager	1.00	1.00	1.00	1.00	1.00
Economic Development Manager	1.00	0.00	0.00	0.00	0.00
Executive Assistant to the City Manager	1.00	1.00	1.00	1.00	1.00
Social Services Coordinanator	0.00	0.00	0.00	1.00	1.00
Housing Coordinator <sup>1</sup>	0.00	0.00	0.00	0.00	1.00
Management Intern	0.46	0.46	0.46	0.46	0.46
Personnel Manager	1.00	1.00	1.00	0.00	0.00
Personnel Technician	1.00	1.00	1.00	0.00	0.00
Personnel Assistant	1.00	1.00	1.00	0.00	0.00
Office Clerk (FTE)	0.00	0.46	0.46	0.00	0.00
<b>TOTAL CITY MANAGER'S OFFICE</b>	<b>7.46</b>	<b>7.92</b>	<b>7.92</b>	<b>5.46</b>	<b>6.46</b>

	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>CITY CLERK</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>Proposed</b>
City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk/Management Analyst	1.00	1.00	1.00	1.00	1.00
<b>TOTAL CITY CLERK DEPARTMENT</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>ADMINISTRATIVE SERVICES</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>Proposed</b>
Director of Finance/City Treasurer	1.00	1.00	1.00	0.00	0.00
Director of Administrative Services	0.00	0.00	0.00	1.00	1.00
Senior Accountant	1.00	1.00	1.00	1.00	1.00
Treasury Manager	0.00	0.00	0.00	0.00	0.00
Senior Account Clerk	0.00	0.00	0.00	0.00	0.00
Accounting Technician	2.00	2.00	2.00	2.00	2.00
Payroll Technician	1.00	1.00	1.00	1.00	1.00
Office Clerk	0.00	0.00	0.00	0.00	0.00
Treasurer Assistant	1.00	1.00	1.00	1.00	1.00
Finance Office Specialist	0.00	0.00	0.00	0.00	0.00
Accounting Assistant	1.00	1.00	1.00	1.00	1.00
Management Intern	0.46	0.46	0.46	0.46	0.46
Information Technology System Administrator	0.00	1.00	1.00	1.00	1.00
Human Resources/Risk Manager	0.00	0.00	0.00	1.00	1.00
Human Resources Technician	0.00	0.00	0.00	1.00	1.00
Human Resources Assistant	0.00	0.00	0.00	1.00	1.00
Office Clerk (FTE)	0.00	0.00	0.00	0.00	0.00
Administrative Assistant (FTE)	0.00	0.00	0.00	0.46	0.46
<b>TOTAL ADMINISTRATIVE SERVICES</b>	<b>7.46</b>	<b>8.46</b>	<b>8.46</b>	<b>11.92</b>	<b>11.92</b>

**CITY OF SAN FERNANDO**  
**CITYWIDE POSITION SUMMARY BY DEPARTMENT**  
**FISCAL YEAR 2025-2026**

	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>COMMUNITY DEVELOPMENT</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>Proposed</b>
Director of Community Development	1.00	1.00	1.00	1.00	1.00
Planning Manager	0.00	0.00	0.00	1.00	1.00
Building & Safety Supervisor	0.00	0.00	0.00	0.00	0.00
Associate Planner	1.00	1.00	1.00	1.00	1.00
Community Development Secretary	0.00	0.00	0.00	0.00	0.00
Community Development Technician	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	0.00	1.00	1.00	1.00	1.00
Community Preservation Officer	2.00	3.00	3.00	3.00	3.00
Community Preservation Officer (FTE)	0.95	0.95	0.95	0.95	0.95
City Maintenance Helper - Graffiti (FTE)	0.75	0.00	0.00	0.00	0.00
Management Intern	0.46	0.46	0.46	0.46	0.46
Housing Coordinator	0.00	1.00	1.00	1.00	0.00
<b>TOTAL COMMUNITY DEVELOPMENT DEPT</b>	<b>7.16</b>	<b>9.41</b>	<b>9.41</b>	<b>10.41</b>	<b>9.41</b>

	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>POLICE</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>Proposed</b>
Chief of Police	1.00	1.00	1.00	1.00	1.00
Police Lieutenant	2.00	2.00	2.00	0.00	0.00
Police Commander	0.00	0.00	0.00	2.00	2.00
Police Sergeant <sup>2</sup>	5.00	5.00	5.00	5.00	6.00
Police Corporal	0.00	0.00	0.00	5.00	5.00
Police Officer <sup>2</sup>	27.00	27.00	27.00	22.00	21.00
Community Service Officer	2.00	2.00	2.00	3.00	3.00
Police Executive Assistant	1.00	1.00	1.00	1.00	1.00
Senior Desk Officer	0.00	1.00	1.00	1.00	1.00
Police Desk Officer	8.00	7.00	7.00	7.00	7.00
Management Analyst	0.00	1.00	1.00	1.00	1.00
Police Records Administrator	1.00	1.00	1.00	1.00	1.00
Police Records Specialist	2.00	2.00	2.00	2.00	2.00
Property Control Officer	1.00	1.00	1.00	1.00	1.00
Community Service Officer (FTE)	1.00	1.00	1.00	0.46	0.46
Crossing Guard (FTE)	1.00	1.00	1.00	1.00	1.00
Police Records Specialist (FTE) <sup>3</sup>	0.00	0.00	0.00	0.00	0.46
Junior Cadet (FTE)	1.96	1.96	1.96	1.96	1.96
<b>TOTAL POLICE DEPARTMENT</b>	<b>53.96</b>	<b>54.96</b>	<b>54.96</b>	<b>55.42</b>	<b>55.88</b>

**CITY OF SAN FERNANDO**  
**CITYWIDE POSITION SUMMARY BY DEPARTMENT**  
**FISCAL YEAR 2025-2026**

	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>PUBLIC WORKS</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>Proposed</b>
Director of Public Works/City Engineer	1.00	1.00	1.00	1.00	1.00
Senior Management Analyst <sup>4</sup>	0.00	0.00	0.00	0.00	1.00
Management Analyst <sup>4</sup>	1.00	1.00	1.00	1.00	0.00
Civil Engineering Assistant II	2.00	2.00	2.00	2.00	2.00
Office Specialist	0.00	0.00	0.00	0.00	0.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Public Works Technician	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	0.00	0.00	0.00	0.00	0.00
Management Intern (FTE)	0.46	0.46	0.46	0.46	0.46
City Electrician	1.00	1.00	1.00	1.00	1.00
Electrical Supervisor	0.00	0.00	0.00	0.00	0.00
Bldg. Maint. Worker/Electrical Helper	0.00	0.00	0.00	0.00	0.00
Operations Manager	1.00	1.00	1.00	1.00	1.00
Equipment & Materials Supervisor	0.00	0.00	0.00	0.00	0.00
Public Works Supervisor <sup>5</sup>	0.00	1.00	1.00	1.00	2.00
City Mechanic	1.00	1.00	1.00	1.00	1.00
Public Works Superintendent	2.00	1.00	1.00	1.00	1.00
Water Superintendent	0.00	1.00	1.00	1.00	1.00
Maintenance Worker	7.00	6.00	6.00	8.00	8.00
Field Supervisor II	2.00	0.00	0.00	0.00	0.00
Field Supervisor I	1.00	0.00	0.00	0.00	0.00
Water Supervisor	0.00	2.00	2.00	2.00	2.00
Senior Maintenance Worker <sup>5</sup>	4.00	2.00	2.00	2.00	1.00
Senior Water Worker	0.00	1.00	1.00	1.00	1.00
Water Worker I	0.00	1.00	1.00	1.00	1.00
Water Worker II	0.00	2.00	2.00	2.00	2.00
Meter Technician	1.00	0.00	0.00	0.00	0.00
Cross Connection Specialist	0.00	1.00	1.00	1.00	1.00
Senior Water System Operator	0.00	1.00	1.00	1.00	1.00
Water System Operator	0.00	0.00	0.00	1.00	1.00
Water Pumping Operator/Backflow Tech.	2.00	0.00	0.00	0.00	0.00
Water Operations Manager	1.00	1.00	1.00	1.00	1.00
Senior Park Maintenance Worker	0.00	1.00	1.00	1.00	1.00
Street Tree Trimmer	0.00	1.00	1.00	1.00	1.00
Senior Sewer Worker	0.00	1.00	1.00	1.00	1.00
Sewer Worker	0.00	1.00	1.00	1.00	1.00
City Maintenance Helper - Graffiti (FTE)	0.00	0.75	0.75	0.00	0.00
Maintenance Helper (FTE)	2.76	2.30	2.30	1.38	1.38
<b>TOTAL PUBLIC WORKS DEPARTMENT</b>	<b>32.22</b>	<b>36.51</b>	<b>36.51</b>	<b>37.84</b>	<b>37.84</b>

**CITY OF SAN FERNANDO**  
**CITYWIDE POSITION SUMMARY BY DEPARTMENT**  
**FISCAL YEAR 2025-2026**

	2022	2023	2024	2025	2026
<b>RECREATION AND COMMUNITY SERVICES</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>Proposed</b>
Director of Recreation & Comm Svcs.	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Rec. & Comm Services Supervisor	1.00	2.00	2.00	2.00	2.00
Social Services Coordinator	0.00	1.00	1.00	0.00	0.00
Rec & Comm Services Coordinator <sup>6, 7</sup>	1.00	1.00	1.00	1.00	4.00
Recreation Supervisor	1.00	0.00	0.00	0.00	0.00
Program Specialist <sup>6</sup>	1.00	2.00	2.00	2.00	0.00
Office Clerk	0.00	0.00	1.00	1.00	1.00
Management Intern (FTE)	0.46	0.46	0.46	0.46	0.46
Office Clerk (FTE)	0.48	0.96	0.46	0.46	0.46
Sr Day Camp/After School Counselor (FTE)	2.53	2.53	2.53	2.53	2.53
Day Camp/After School Counselor (FTE)	7.00	7.00	7.00	7.00	7.00
Recreation Leader I (FTE)	4.10	4.10	4.10	4.10	3.10
Recreation Leader II (FTE) <sup>7</sup>	1.00	1.00	1.00	1.00	1.00
Recreation Leader III (FTE)	1.28	1.28	1.28	1.28	1.28
<b>TOTAL REC &amp; COMM SERVICES DEPARTMENT</b>	<b>23.85</b>	<b>26.33</b>	<b>26.83</b>	<b>25.83</b>	<b>25.83</b>
<b>TOTAL POSITIONS (FULL TIME EQUIVALENT)</b>	<b>134.11</b>	<b>145.59</b>	<b>146.09</b>	<b>148.88</b>	<b>149.34</b>

<sup>1</sup> Housing Coordinator position recommended to be moved from Community Development to BCRC in FY 2025-2026

<sup>2</sup> One (1) Police Officer position recommended for reclassification to Police Sergeant in FY 2025-2026

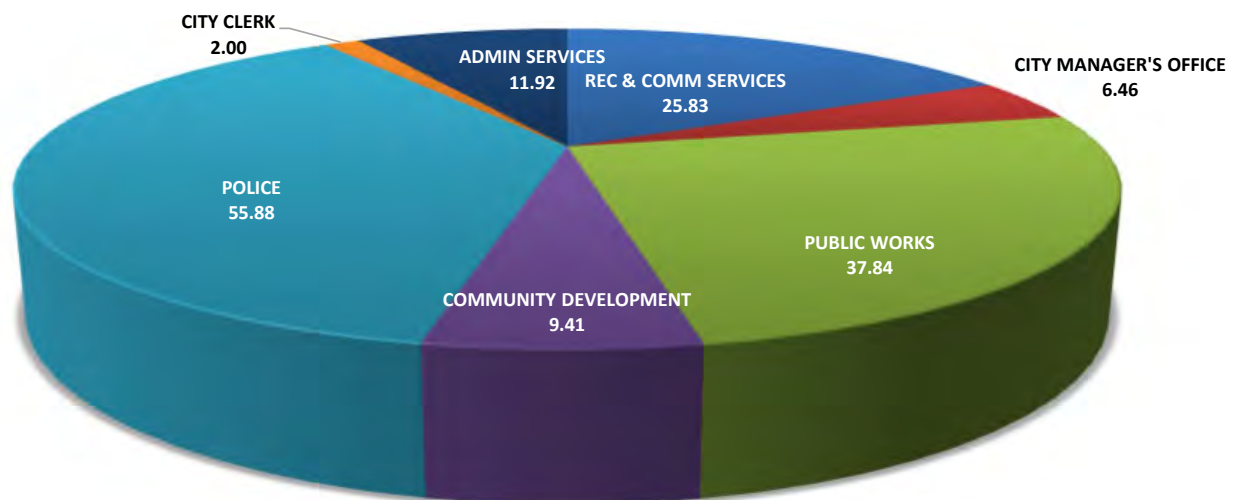
<sup>3</sup> One (1) part-time Police Records Specialist position recommended in FY 2025-2026

<sup>4</sup> Management Analyst position recommended for reclassification to Senior Management Analyst in FY 2025-2026

<sup>5</sup> One (1) Lead Public Works Worker recommended for reclassification to Public Works Supervisor in FY 2025-2026. Position to be reclassified will be determined through the recruitment process.

<sup>6</sup> Two (2) Program Specialist positions recommended for reclassification to Recreation and Community Services Coordinators in FY 2025-2026

<sup>7</sup> One (1) Program Coordinator position addition recommended in FY 2025-2026





# **SECTION III. GENERAL FUND OVERVIEW**

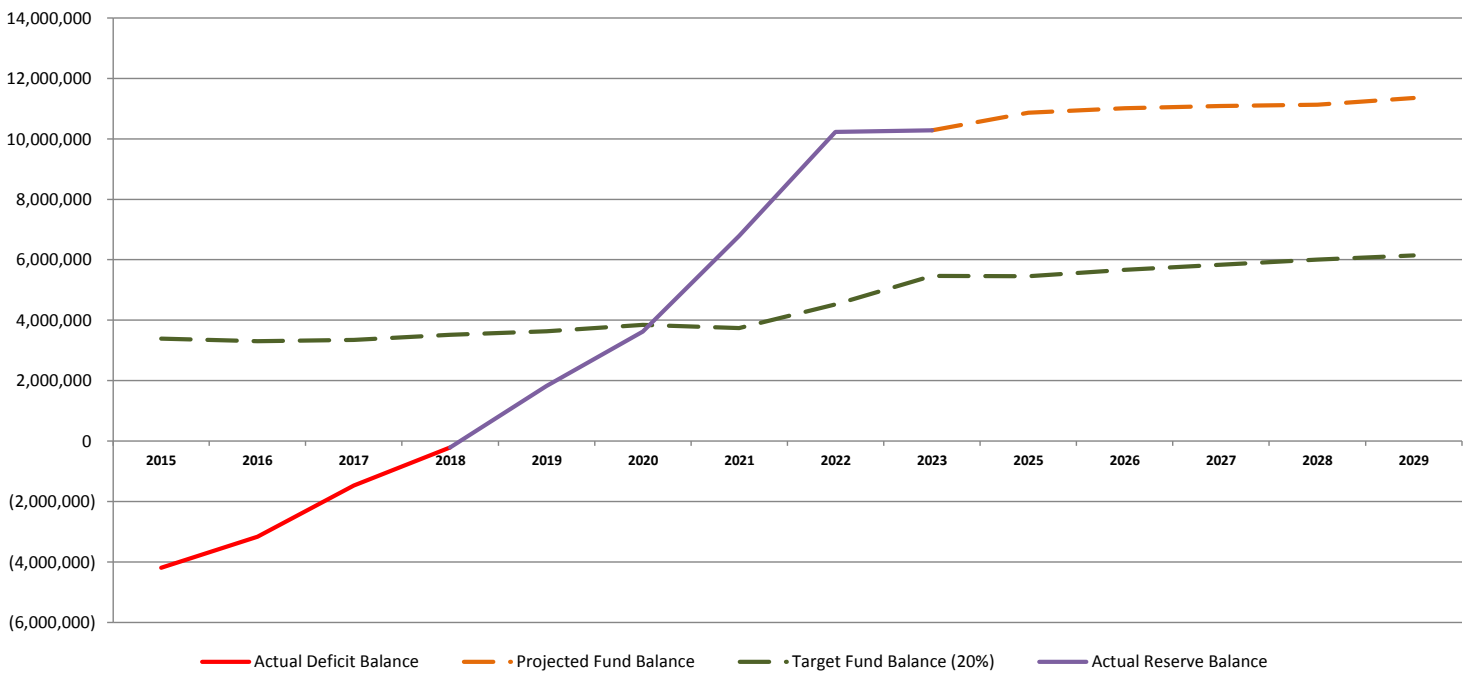
**CITY OF SAN FERNANDO**  
**GENERAL FUND FIVE-YEAR FORECAST**  
**SUMMARY OF PROJECTED REVENUES AND EXPENDITURES**

	Actual 2021	Actual 2022	Actuals 2023	Actuals 2024	Estimated 2025	Proposed 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
<b>REVENUES</b>										
Property Taxes	3,149,175	3,198,090	4,329,484	4,212,279	4,465,392	4,510,303	4,637,395	4,839,922	4,993,215	5,153,448
Sales Tax	10,243,406	12,268,564	12,323,324	11,832,536	12,030,852	11,844,389	12,011,735	12,293,668	12,662,478	13,042,353
Franchise Fees	741,355	775,995	933,936	996,481	949,740	1,000,000	949,740	978,232	1,007,579	1,037,807
Other Taxes	4,958,943	5,270,067	5,540,451	5,947,633	6,243,104	6,088,989	6,371,930	6,570,580	6,775,817	6,987,472
Licenses and Permits	361,819	373,668	566,672	352,200	380,781	327,500	400,546	412,562	424,939	437,687
Fines and Forfeitures	498,845	433,689	418,240	440,427	483,294	489,050	491,255	501,301	511,327	521,553
Use of Money & Property	582,209	60,133	626,848	1,657,221	1,480,154	756,019	771,140	786,563	802,294	826,363
Fees and Charges	559,400	562,962	452,906	543,409	473,353	849,550	866,541	892,537	919,313	946,893
Miscellaneous Revenue	127,415	140,128	155,062	185,636	75,626	200,500	204,510	210,645	216,965	223,474
Cost Allocation Revenue	1,738,328	1,519,568	1,515,457	1,679,862	1,646,850	1,852,111	1,889,148	1,945,815	2,004,182	2,064,300
Transfers In	450,000	473,040	520,000	520,000	570,000	630,750	630,750	630,750	630,750	630,750
<b>Operating Revenue</b>	<b>23,410,895</b>	<b>25,075,904</b>	<b>27,382,379</b>	<b>28,367,684</b>	<b>28,799,146</b>	<b>28,549,161</b>	<b>29,224,690</b>	<b>30,062,577</b>	<b>30,948,859</b>	<b>31,872,099</b>
Sale of Property	1	900	-	8,400	-	-	-	-	-	-
Other One-Time	1,501,165	-	-	-	-	203,054	-	-	-	-
<b>One-time Revenue</b>	<b>1,501,166</b>	<b>900</b>	<b>-</b>	<b>8,400</b>	<b>-</b>	<b>203,054</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL REVENUE</b>	<b>24,912,061</b>	<b>25,076,804</b>	<b>27,382,379</b>	<b>28,376,084</b>	<b>28,799,146</b>	<b>28,752,215</b>	<b>29,224,690</b>	<b>30,062,577</b>	<b>30,948,859</b>	<b>31,872,099</b>
<b>EXPENDITURES</b>										
Personnel Expenses	11,858,432	12,814,311	15,228,348	17,055,627	17,242,841	17,873,897	18,498,578	19,148,890	19,684,752	20,236,073
Operating Expense	5,429,156	5,623,570	6,275,979	6,420,231	7,268,642	6,829,922	6,956,428	7,085,379	7,150,586	7,293,598
Capital Outlay	-	5,180	4,990	37,927	-	-	-	-	-	-
Transfers/Internal Service Charges	1,913,765	4,162,171	5,821,226	4,156,510	2,752,060	3,632,386	3,705,034	3,779,134	3,892,508	4,009,284
<b>Operating Expenditures</b>	<b>19,201,353</b>	<b>22,605,231</b>	<b>27,325,553</b>	<b>26,632,368</b>	<b>27,263,543</b>	<b>28,336,205</b>	<b>29,160,040</b>	<b>30,013,403</b>	<b>30,727,847</b>	<b>31,538,955</b>
Debt Reduction	-	620,000	-	-	176,333	-	-	-	-	-
Transfer to Equipment Replacement	-	197,000	-	-	-	-	-	-	-	-
ERF Pre-fund replacements	-	-	-	-	100,000	-	-	-	-	-
OPEB/Section 115	-	-	-	1,000,000	500,000	-	-	-	-	-
Transfer to SIF	-	-	-	-	85,000	-	-	-	-	-
Facility Maintenance Cap Improv	-	130,000	-	-	98,667	-	-	-	-	-
Capital Expense	1,498,189	59,193	4,990	37,927	105,000	-	-	-	-	-
One-time Expenses Enhancements	-	1,717,803	-	-	590,320	266,670	-	-	-	-
<b>One-time Expenditures</b>	<b>1,577,787</b>	<b>2,798,996</b>	<b>4,990</b>	<b>1,037,927</b>	<b>1,655,320</b>	<b>266,670</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENDITURE</b>	<b>20,779,140</b>	<b>25,404,227</b>	<b>27,330,543</b>	<b>27,670,295</b>	<b>28,918,863</b>	<b>28,602,875</b>	<b>29,160,040</b>	<b>30,013,403</b>	<b>30,727,847</b>	<b>31,538,955</b>
<b>Operating Surplus(Deficit)</b>	<b>4,209,542</b>	<b>2,470,672</b>	<b>56,827</b>	<b>1,735,316</b>	<b>1,535,603</b>	<b>212,956</b>	<b>64,650</b>	<b>49,174</b>	<b>221,012</b>	<b>333,144</b>
<b>Total Budget Surplus(Deficit)</b>	<b>4,132,921</b>	<b>(327,424)</b>	<b>51,836</b>	<b>705,789</b>	<b>(119,717)</b>	<b>149,340</b>	<b>64,650</b>	<b>49,174</b>	<b>221,012</b>	<b>333,144</b>

**CITY OF SAN FERNANDO  
GENERAL FUND FIVE-YEAR FORECAST  
SUMMARY OF PROJECTED REVENUES AND EXPENDITURES**

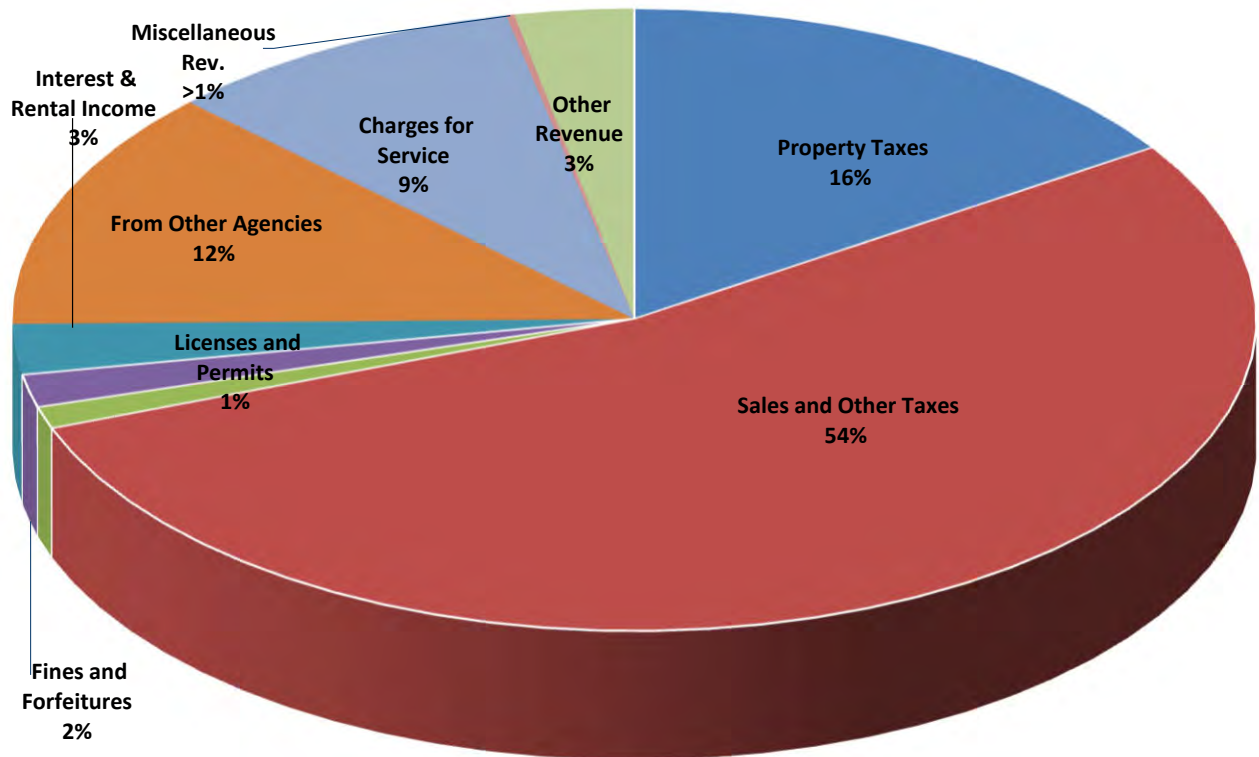
	Actual 2021	Actual 2022	Actuals 2023	Actuals 2024	Estimated 2025	Proposed 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
<b>Beginning Fund Balance</b>	6,425,544	10,558,465	10,231,041	10,282,877	10,988,667	10,868,950	11,018,290	11,082,940	11,132,114	11,353,126
Budget Surplus + Est. Savings	4,132,921	(327,424)	51,836	705,789	(119,717)	149,340	64,650	49,174	221,012	333,144
<b>Ending Fund Balance</b>	<b>10,558,465</b>	<b>10,231,041</b>	<b>10,282,877</b>	<b>10,988,667</b>	<b>10,868,950</b>	<b>11,018,290</b>	<b>11,082,940</b>	<b>11,132,114</b>	<b>11,353,126</b>	<b>11,686,270</b>
<b>Reserve %</b>	<b>55%</b>	<b>45%</b>	<b>38%</b>	<b>41%</b>	<b>40%</b>	<b>39%</b>	<b>38%</b>	<b>37%</b>	<b>37%</b>	<b>37%</b>

**General Fund: Projected Fund Balance**



**CITY OF SAN FERNANDO**  
**GENERAL FUND**  
**SUMMARY OF REVENUE BY TYPE - 5 YEAR HISTORY**  
**FISCAL YEAR 2025-2026**

General Fund Revenue	2022 Actual	2023 Actual	2024 Actual	2025 Estimated	2026 Proposed
Property Taxes	3,198,090	4,329,484	4,212,279	4,465,392	4,510,303
Sales and Other Taxes	15,404,302	15,704,741	15,405,768	15,698,707	15,408,389
Licenses and Permits	337,429	506,341	330,639	378,985	326,000
Fines and Forfeitures	433,689	418,240	440,427	483,294	489,050
Interest & Rental Income	65,778	618,239	1,575,712	1,398,257	757,519
From Other Agencies	2,964,015	3,142,765	3,444,320	3,550,748	3,606,989
Charges for Service	2,110,888	2,034,443	2,326,069	2,205,619	2,702,661
Miscellaneous Revenue	50,426	50,689	55,325	38,545	60,000
Other Revenue	512,186	577,233	585,631	579,599	891,304
<b>Total Revenue</b>	<b>\$ 25,076,804</b>	<b>\$ 27,382,174</b>	<b>\$ 28,376,172</b>	<b>\$ 28,799,146</b>	<b>\$ 28,752,215</b>



**CITY OF SAN FERNANDO**  
**GENERAL FUND**  
**PROJECTED REVENUE DETAIL**  
**FISCAL YEAR 2025-2026**

Account Number & Title		2022	2023	2024	2025	As of	2025	2026
		Actuals	Actuals	Actuals	Estimated	12/31/2024	% Rec'd	Proposed
3100	PROPERTY TAXES							
3110-0000	SECURED PROPERTY TAXES-CY	2,099,638	3,878,364	4,179,874	4,160,991	1,728,559	42%	4,240,390
3120-0000	UNSECURED PROPERTY TAXES C/Y	-	22,525	33,031	139,185	126,280	91%	134,913
3130-0000	PRIOR YEARS PROPERTY TAXES	4,997	(61,258)	(70,347)	(7,649)	(6,738)	88%	-
3142-0000	RESIDUAL TAX REVENUE	904,565	44,780	-	-	-	0%	-
3146-0000	CITY PASS THROUGH - TAXING ENTITY	147,125	378,666	-	102,456	85,380	83%	85,000
3150-0000	PROPERTY TAX PENALTIES & INT	41,766	66,406	69,721	70,409	42,070	60%	50,000
		3,198,090	4,329,484	4,212,279	4,465,392	1,975,551	44%	4,510,303
3200	SALES AND OTHER TAXES							
3210-0000	SALES AND USE TAXES	7,122,876	6,929,697	6,696,187	6,809,602	2,347,365	34%	6,757,661
3210-3201	TRANSACTION SALES TAX - 1/2 CENT	18,548	50,564	19,410	2,133	1,349	63%	-
3210-3202	MEASURE SF SALES TAX 1/4 CENT	4,831,172	5,063,609	4,841,116	4,945,000	1,736,824	35%	4,831,728
3211-0000	P.S.A.F.	295,968	279,454	275,823	274,117	88,332	32%	255,000
3230-0000	FRANCHISES	173,933	214,433	234,139	247,801	10,426	4%	235,000
3231-0000	CABLE TV FRANCHISE	199,774	188,885	162,792	146,390	37,728	26%	163,000
3232-0000	VEHICLE TOW FRANCHISE FEE	28,997	24,124	22,616	28,431	8,820	31%	25,000
3234-0000	REPUBLIC SERVS INC FRANCHISE FEES	373,291	506,495	576,935	527,118	223,004	42%	577,000
3240-0000	BUSINESS LICENSE TAXES	1,525,589	1,658,436	1,738,312	1,866,863	333,370	18%	1,725,000
3240-3243	SWAPMEET BUSINESS LICENSE	36,980	39,664	42,009	41,843	2,400	6%	45,000
3240-3245	BUSINESS LICENSE PROCESSING FEE	56,402	72,760	91,254	106,939	11,378	11%	84,000
3250-0000	DOCUMENTARY TAXES	98,098	38,113	40,114	48,691	22,938	47%	45,000
3260-0000	ADMISSION TAXES	642,675	638,509	665,061	653,779	272,968	42%	665,000
		15,404,302	15,704,741	15,405,768	15,698,707	5,096,901	32%	15,408,389
3300	LICENSES, FEES AND PERMITS							
3320-0000	CONSTRUCTION PERMITS	262,647	432,562	255,774	209,257	111,070	53%	190,000
3325-0000	COMMERCIAL AND HOME OCCUPANCY PEF	23,881	19,814	21,779	13,486	7,138	53%	20,000
3330-0000	PLANNING REVIEW	28,896	27,058	25,181	117,985	103,863	88%	85,000
3335-0000	GARAGE SALE PERMITS	1,785	1,685	2,005	1,920	1,025	53%	2,000
3345-0000	ATM TRANSACTION FEE	1,365	1,828	755	2,620	957	37%	500
3350-0000	BUSINESS LICENSE PERMITS	7,905	7,025	9,210	12,978	2,105	16%	10,000
3390-0000	BANNER AND SIGN PERMITS	10,950	16,368	15,935	20,739	10,432	50%	18,500
		337,429	506,341	330,639	378,985	236,591	62%	326,000
3400	FINES AND FORFEITS							
3410-0000	VEHICLE CODE FINES	524	-	-	-	-	0%	-
3415-0000	VEHICLE REPOSSESSION FEES	660	1,020	750	1,128	360	32%	750
3420-0000	GENERAL COURT FINES	4,073	4,134	3,283	2,253	1,376	61%	3,300
3425-0000	CODE ENFORCEMENT CITATIONS	12,428	18,453	32,477	18,674	10,452	56%	25,000
3430-0000	PARKING CITATIONS	416,004	394,634	403,917	461,239	203,735	44%	460,000
		433,689	418,240	440,427	483,294	215,923	45%	489,050
3500	INTEREST INCOME							
3500-0000	INTEREST INCOME	135,569	379,349	300,370	34,667	-	0%	-
3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	(779,280)	(491,500)	597,728	620,398	620,398	100%	-
3509-0000	INTEREST INCOME - LEASES	13,281	12,438	10,345	-	-	0%	-
3510-0000	FILMING REVENUE	36,239	60,331	21,561	1,796	927	52%	1,500
3520-0000	RENTAL INCOME	616,410	630,488	635,481	731,168	367,032	50%	745,791
3525-0000	LEASE REVENUE	43,559	27,133	10,228	10,228	-	0%	10,228
		65,778	618,239	1,575,712	1,398,257	988,358	71%	757,519

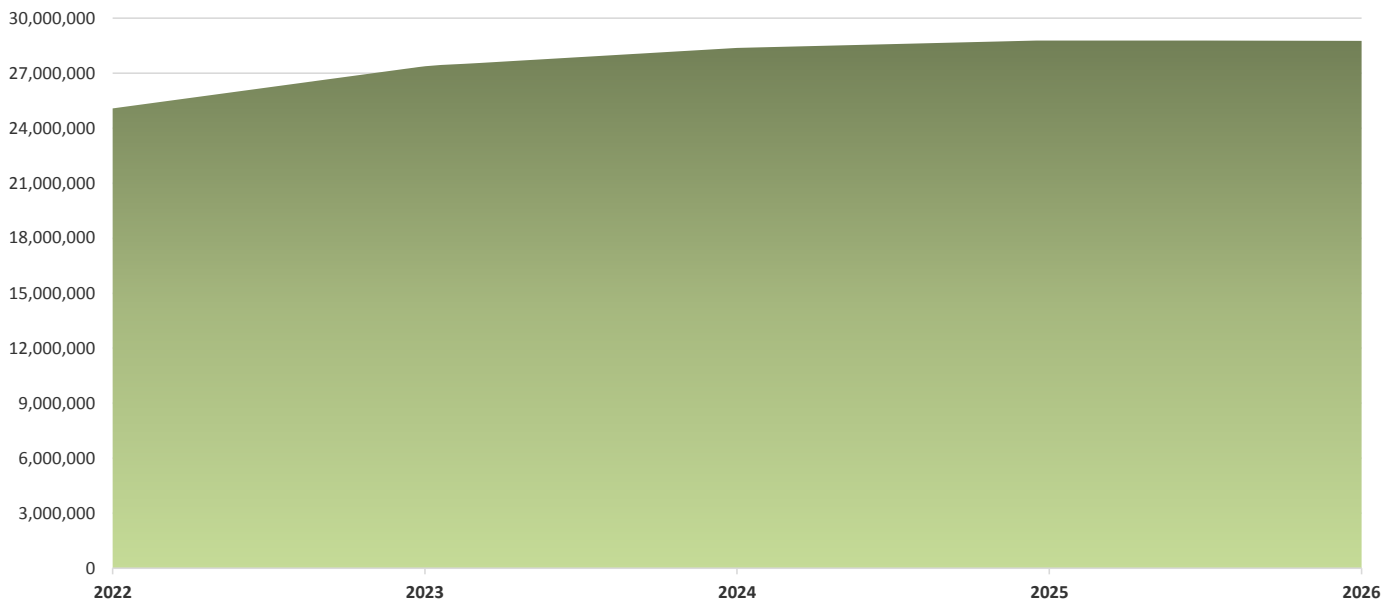
**CITY OF SAN FERNANDO  
GENERAL FUND  
PROJECTED REVENUE DETAIL  
FISCAL YEAR 2025-2026**

<b>Account Number &amp; Title</b>	<b>2022 Actuals</b>	<b>2023 Actuals</b>	<b>2024 Actuals</b>	<b>2025 Estimated</b>	<b>As of 12/31/2024</b>	<b>2025 % Rec'd</b>	<b>2026 Proposed</b>
<b>3600 REVENUE FROM OTHER AGENCIES</b>							
3605-0000 MOTOR VEHICLE IN-LIEU TAX	28,597	-	-	-	-	0%	-
3605-3110 PROP TAX IN LIEU OF MOTR VHCL LIC FEES	2,872,882	3,077,453	3,355,430	3,514,989	-	0%	3,514,989
3625-0000 HOMEOWNERS PROPERTY TAX RELIEF	8,844	15,517	15,452	10,000	2,294	23%	10,000
3655-0000 P.O.S.T. REIMBURSEMENT	17,397	25,579	8,204	17,192	10,400	60%	25,000
3668-3689 COVID-19 GLOBAL OUTBREAK	17,845	-	-	-	-	0%	-
3685-0000 CALIF REIMB FOR MANDATED COSTS	11,586	13,029	58,238	1,498	1,248	83%	50,000
3688-0000 CORRECTIONS TRAINING	6,864	6,952	6,996	7,069	3,465	49%	7,000
3690-0000 REDEVELOPMENT AGENCY REIMB.	-	-	-	-	-	0%	-
3696-3641 COPS HIRING PROGRAM	-	-	-	-	-	0%	-
3699-0000 MISCELLANEOUS REIMBURSEMENTS	-	4,235	-	-	-	0%	-
	2,964,015	3,142,765	3,444,320	3,550,748	17,407	0%	3,606,989
<b>3700 CHARGES FOR SERVICES</b>							
3705-0000 ZONING & PLANNING FEES	123,914	117,395	178,178	66,429	57,260	86%	150,000
3706-0000 PUBLIC NOTIFICATION FEES	247	775	1,281	676	704	104%	1,300
3708-0000 ENVIRONMENTAL ASSESSMENT FEES	4,800	-	7,920	-	2,760	0%	8,000
3710-0000 DUPLICATING FEES	19,050	20,363	20,910	17,808	5,985	34%	20,000
3712-0000 CODE ENFORCEMENT INSPECTION ORDERS	6,687	4,704	2,724	6,252	1,638	26%	6,250
3714-0000 INSPECTION UPON RESALE PROGRAM	26,880	14,640	15,588	16,560	8,280	50%	20,000
3715-0000 SPECIAL POLICE SERVICES	95,012	101,185	115,823	145,716	91,365	63%	200,000
3715-0039 TREASURY FORFEITURE	1,047	-	-	-	-	0%	-
3720-0000 FINGERPRINT SERVICES	30,368	33,103	31,370	27,030	14,022	52%	31,500
3723-0000 DUI RECOVERY COST PROGRAM	-	1,004	-	-	-	0%	-
3725-0000 BOOKING & PROCESSING FEE REIMB	3,910	22	-	30	-	0%	-
3726-0000 VEHICLE INSPECTION FEES	2,330	3,780	4,445	5,596	2,480	44%	6,000
3728-0000 VENDOR INSPECTION FEES	19,620	24,386	34,348	35,154	17,013	48%	35,000
3730-0000 ENGINEERING & INSPECTION FEES	119,760	55,051	71,721	84,201	44,053	52%	85,000
3738-0000 SPECIAL EVENT SERVICES	-	-	-	-	-	0%	45,000
3740-0000 WEED ABATEMENT	-	-	-	-	-	0%	-
3770-0000 PARK & RECREATION PROGRAM	-	-	-	-	-	0%	175,000
3777-0000 FACILITY RENTAL	30,594	68,940	103,069	83,693	46,126	55%	-
3780-0000 COURT COMMITMENT PROGRAM	41,197	16,550	2,450	3,900	2,050	53%	2,500
3781-0000 IMPOUNDED VEHICLES	31,889	25,970	23,282	25,845	10,638	41%	30,000
3783-0000 VEHICLE ADMIN. PROCESSING FEE	9,205	6,325	5,810	6,084	3,985	65%	6,000
3785-0000 ALARM FEES	27,047	27,448	27,647	32,072	22,020	69%	28,000
3789-0000 POLICE ADMINISTRATIVE FEES	568	3,951	3,524	4,158	2,510	60%	3,500
3795-0000 ADMINISTRATIVE OVERHEAD	1,516,764	1,508,850	1,675,979	1,644,415	822,207	50%	1,849,611
	2,110,888	2,034,443	2,326,069	2,205,619	1,155,096	52%	2,702,661
<b>3800 MISCELLANEOUS REVENUE</b>							
3855-0000 PARKING METER REV-CIVIC CENTER	50,426	50,689	55,325	38,545	21,836	57%	60,000
3890-0195 RELAY FOR LIFE	-	-	-	-	-	0%	-
	50,426	50,689	55,325	38,545	21,836	57%	60,000

**CITY OF SAN FERNANDO  
GENERAL FUND  
PROJECTED REVENUE DETAIL  
FISCAL YEAR 2025-2026**

Account Number & Title	2022 Actuals	2023 Actuals	2024 Actuals	2025 Estimated	As of 12/31/2024	2025 % Rec'd	2026 Proposed
<b>3900 OTHER REVENUE</b>							
3900-0000 OTHER REVENUE	-	-	-	-	-	0%	-
3901-0000 MISCELLANEOUS REVENUE	35,119	14,276	39,029	7,164	2,114	30%	40,000
3910-0000 SALE OF PROPERTY & EQUIPMENT	900	-	8,400	-	-	0%	-
3920-0000 GENERAL CITY ELECTION	-	-	-	-	3,480	0%	-
3930-0000 MALL MAINTENANCE LEVY	-	-	-	-	-	0%	-
3945-0000 BOND/LOAN PROCEEDS	-	-	-	-	-	0%	-
3947-0000 SA ADMINISTRATIVE COST ALLOWANCE	-	-	-	-	-	0%	-
3949-0000 SOLID WASTE ADMIN FEES	361	126	1,683	250	56	22%	250
3950-0000 PROPERTY DAMAGE REIMBURSEMENT	323	40,586	14,319	-	-	0%	15,000
3960-0000 AREA B ASSESSMENT ADMIN LEVY	2,443	2,245	2,201	2,185	72	3%	2,250
3961-0000 TRANSFER FROM GAS TAX FUND	228,036	250,000	250,000	250,000	124,998	50%	310,750
3963-0000 TRANSFER FROM TRAFFIC SAFETY	-	-	-	-	-	0%	-
3972-0000 TRNSFR FROM COPS SLESF FUND 2	125,004	150,000	150,000	200,000	100,002	50%	403,054
3976-0000 TRANSFER-FIRE RETIREMENT TRNSF	-	-	-	-	-	0%	-
3978-0000 TRANS FROM RETIREMENT TAX FUND	-	-	-	-	-	0%	-
3979-0000 TRANSFER FROM PAVEMENT MGMT	-	-	-	-	-	0%	-
3992-0000 TRANSFER FROM SEWER	60,000	60,000	60,000	60,000	30,000	50%	60,000
3995-0000 TRANSFER FROM THE WATER FUND	60,000	60,000	60,000	60,000	30,000	50%	60,000
	512,186	577,233	585,631	579,599	290,722	50%	891,304
<b>TOTAL GENERAL FUND PROJECTED REVENUE</b>	<b>\$ 25,076,804</b>	<b>\$ 27,382,174</b>	<b>\$ 28,376,172</b>	<b>\$ 28,799,146</b>	<b>\$ 9,998,384</b>	<b>35%</b>	<b>\$ 28,752,215</b>

**General Fund Revenue History**



**GENERAL FUND**  
**SUMMARY OF APPROPRIATIONS BY DIVISION - 5 YEAR HISTORY**  
**FISCAL YEAR 2025-2026**

	2022	2023	2024	2025	2026
<b>CITY MANAGER'S OFFICE</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>Proposed</b>
001-101 City Council	218,120	167,760	212,570	265,939	312,657
001-105 Administration	532,325	732,876	739,241	773,920	814,544
001-106 Human Resources <sup>1</sup>	462,976	534,929	596,369	-	-
001-107 Business & Community Resource Center <sup>2</sup>	-	48,723	322,164	352,091	603,955
001-110 City Attorney	242,830	306,165	272,983	275,625	284,000
001-500 Fire Services - Contract	3,193,147	3,062,793	3,347,418	3,350,000	3,355,000
<b>Total City Manager's Office</b>	<b>4,649,398</b>	<b>4,853,246</b>	<b>5,490,746</b>	<b>5,017,575</b>	<b>5,370,156</b>

	2022	2023	2024	2025	2026
<b>CITY CLERK</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>Proposed</b>
001-115 City Clerk	352,076	367,354	412,891	426,841	512,705
001-116 Elections	2,322	38,678	69,935	63,000	-
<b>Total City Clerk</b>	<b>354,398</b>	<b>406,033</b>	<b>482,826</b>	<b>489,841</b>	<b>512,705</b>

	2022	2023	2024	2025	2026
<b>ADMINISTRATIVE SERVICES</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>Proposed</b>
001-130 Finance	747,198	972,736	1,074,017	1,088,938	979,725
001-133 Human Resources <sup>1</sup>	-	-	-	580,053	655,954
001-135 Information Technology	427,101	520,479	701,165	1,059,777	978,763
001-180 Retirement Health Premiums	1,038,911	993,648	2,088,061	1,500,000	1,320,000
001-190 Non-Departmental	2,310,424	3,375,457	387,828	1,134,524	500,778
001-112 Labor Attorney	195,760	370,710	153,730	419,375	175,000
<b>Total Administrative Services</b>	<b>4,719,394</b>	<b>6,233,029</b>	<b>4,404,801</b>	<b>5,782,667</b>	<b>4,610,220</b>

	2022	2023	2024	2025	2026
<b>COMMUNITY DEVELOPMENT</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>Proposed</b>
001-140 Building and Safety	83,569	122,623	143,495	369,862	418,128
001-150 Planning/Administration	391,683	558,038	454,494	788,669	557,070
001-151 Economic Development	38,141	-	-	-	-
001-152 Community Preservation	387,771	493,082	638,734	721,642	879,597
001-155 Low/Mod Income Housing <sup>2</sup>	-	70,363	163,202	176,943	-
<b>Total Community Development</b>	<b>901,164</b>	<b>1,173,743</b>	<b>1,236,723</b>	<b>1,880,173</b>	<b>1,854,795</b>

	2022	2023	2024	2025	2026
<b>POLICE</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>Proposed</b>
001-222 Administration	1,385,683	1,596,093	1,893,751	1,617,566	1,880,869
001-224 Detectives	1,247,076	1,221,161	1,222,420	1,056,032	1,118,384
001-225 Patrol	6,394,565	7,656,286	8,167,026	7,503,457	7,893,149
001-226 Reserves/Explorers	62,281	104,834	122,732	113,302	151,633
001-230 Community Service	226,198	291,754	262,090	298,416	300,193
001-250 Emergency Services	3,742	1,128	377	5,250	5,250
<b>Total Police Department</b>	<b>9,319,545</b>	<b>10,871,255</b>	<b>11,668,395</b>	<b>10,594,023</b>	<b>11,349,478</b>



**GENERAL FUND**  
**SUMMARY OF APPROPRIATIONS BY DIVISION - 5 YEAR HISTORY**  
**FISCAL YEAR 2025-2026**

	2022	2023	2024	2025	2026
<b>PUBLIC WORKS</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>Proposed</b>
001-310 Administration	736,703	983,001	805,929	1,085,198	801,663
001-311 Street Maintenance	250,289	642,489	687,869	969,585	988,555
001-312 Graffiti Removal	-	45,021	65,722	69,128	97,931
001-320 Equipment Maintenance	2,441	-	334	-	-
001-343 Street Sweeping	34,700	36,455	36,435	36,435	36,435
001-346 Streets, Trees, & Parkways	116,244	111,665	286,442	172,929	205,955
001-370 Traffic Safety	171,581	282,549	326,278	332,047	274,390
001-390 Facility Maintenance	804	-	20,220	-	-
<b>Total Public Works</b>	<b>1,312,763</b>	<b>2,101,180</b>	<b>2,229,229</b>	<b>2,665,322</b>	<b>2,404,929</b>

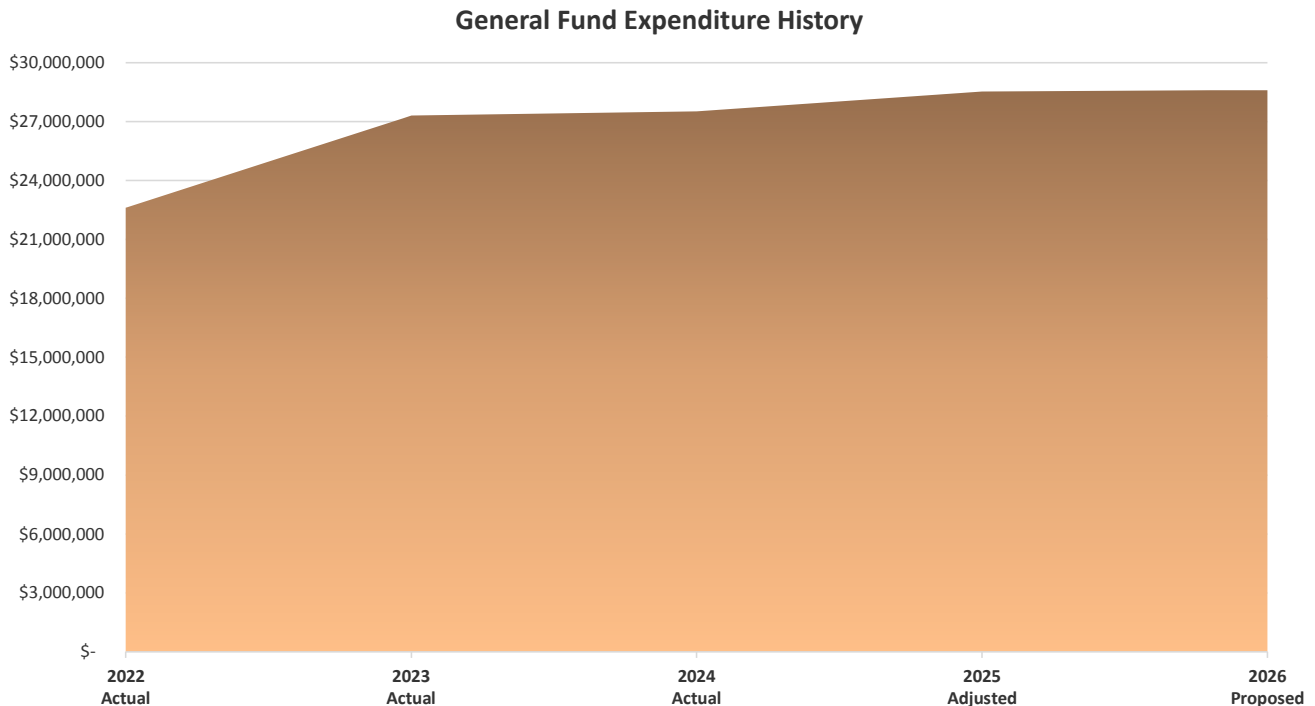
	2022	2023	2024	2025	2026
<b>RECREATION &amp; COMM SERVICES</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>Proposed</b>
001-420 Administration	534,805	481,227	386,873	416,370	405,654
001-422 Community Services	117,395	236,616	318,203	432,244	537,961
001-423 Recreation	523,929	718,743	903,863	893,301	1,162,269
001-424 Special Events	182,341	223,844	385,351	354,244	394,708
001-430 Aquatics	-	203	83	-	-
<b>Total Recreation &amp; Comm Services</b>	<b>1,358,469</b>	<b>1,660,634</b>	<b>1,994,372</b>	<b>2,096,159</b>	<b>2,500,592</b>

<b>TOTAL GENERAL FUND</b>	<b>\$ 22,615,131</b>	<b>\$ 27,299,119</b>	<b>\$ 27,507,093</b>	<b>\$ 28,525,758</b>	<b>\$ 28,602,875</b>
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<sup>1</sup> Human Resources moved from City Manager's Office to Administrative Services Division in FY 2024-2025

<sup>2</sup> Economic Development Division renamed Business & Community Resource Center in FY 2025-2026



**CITY OF SAN FERNANDO**  
**GENERAL FUND**  
**SUMMARY OF APPROPRIATIONS BY DIVISION - BY TYPE**  
**FISCAL YEAR 2025-2026**

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

<b>CITY MANAGER'S OFFICE</b>		<b>Personnel</b>	<b>Operating</b>	<b>Capital Expenses</b>	<b>Internal Svc Charges</b>	<b>Total Budget</b>
001-101	City Council	177,466	48,593	-	86,598	312,657
001-105	Administration	687,529	30,800	-	96,215	814,544
001-107	Economic Development	470,277	62,100	-	71,578	603,955
001-110	City Attorney	-	284,000	-	-	284,000
001-500	Fire Services - Contract	-	3,355,000	-	-	3,355,000
<b>Total City Manager's Office</b>		<b>1,335,272</b>	<b>3,780,493</b>	<b>-</b>	<b>254,391</b>	<b>5,370,156</b>

<b>CITY CLERK</b>		<b>Personnel</b>	<b>Operating</b>	<b>Capital Expenses</b>	<b>Internal Svc. Chrg.</b>	<b>Total Budget</b>
001-115	City Clerk	378,181	80,144	-	54,380	512,705
001-116	Elections	-	-	-	-	-
<b>Total City Clerk Department</b>		<b>378,181</b>	<b>80,144</b>	<b>-</b>	<b>54,380</b>	<b>512,705</b>

<b>ADMINISTRATIVE SERVICES</b>		<b>Personnel</b>	<b>Operating</b>	<b>Capital Expenses</b>	<b>Internal Svc. Chrg.</b>	<b>Total Budget</b>
001-130	Finance	659,234	214,514	-	105,977	979,725
001-133	Human Resources	492,798	72,235	-	90,921	655,954
001-135	Information Technology	279,438	662,569	-	36,756	978,763
001-180	Retirement Health Premiums	1,320,000	-	-	-	1,320,000
001-190	Non-Departmental	126,800	373,978	-	-	500,778
001-112	Labor Attorney	-	175,000	-	-	175,000
<b>Total Administrative Services</b>		<b>2,878,270</b>	<b>1,498,296</b>	<b>-</b>	<b>233,654</b>	<b>4,610,220</b>

<b>COMMUNITY DEVELOPMENT</b>		<b>Personnel</b>	<b>Operating</b>	<b>Capital Expenses</b>	<b>Internal Svc. Chrg.</b>	<b>Total Budget</b>
001-140	Building and Safety	242,716	138,761	-	36,651	418,128
001-150	Planning/Administration	434,956	50,400	-	71,714	557,070
001-152	Community Preservation	662,444	50,600	-	166,553	879,597
001-155	Housing Division	-	-	-	-	-
<b>Total Community Development</b>		<b>1,340,116</b>	<b>239,761</b>	<b>-</b>	<b>274,918</b>	<b>1,854,795</b>

<b>POLICE</b>		<b>Personnel</b>	<b>Operating</b>	<b>Capital Expenses</b>	<b>Internal Svc. Chrg.</b>	<b>Total Budget</b>
001-222	Police Admin	1,337,769	244,249	-	298,851	1,880,869
001-224	Detectives	863,868	20,116	-	234,400	1,118,384
001-225	Patrol	6,557,463	71,890	-	1,263,796	<b>7,893,149</b>
001-226	Reserves/Explorers	104,027	13,350	-	34,256	<b>151,633</b>
001-230	Community Service	245,101	315	-	54,777	<b>300,193</b>
001-250	Emergency Services	-	5,250	-	-	5,250
<b>Total Police Department</b>		<b>9,108,228</b>	<b>355,170</b>	<b>-</b>	<b>1,886,080</b>	<b>11,349,478</b>

**CITY OF SAN FERNANDO  
GENERAL FUND  
SUMMARY OF APPROPRIATIONS BY DIVISION - BY TYPE  
FISCAL YEAR 2025-2026**

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

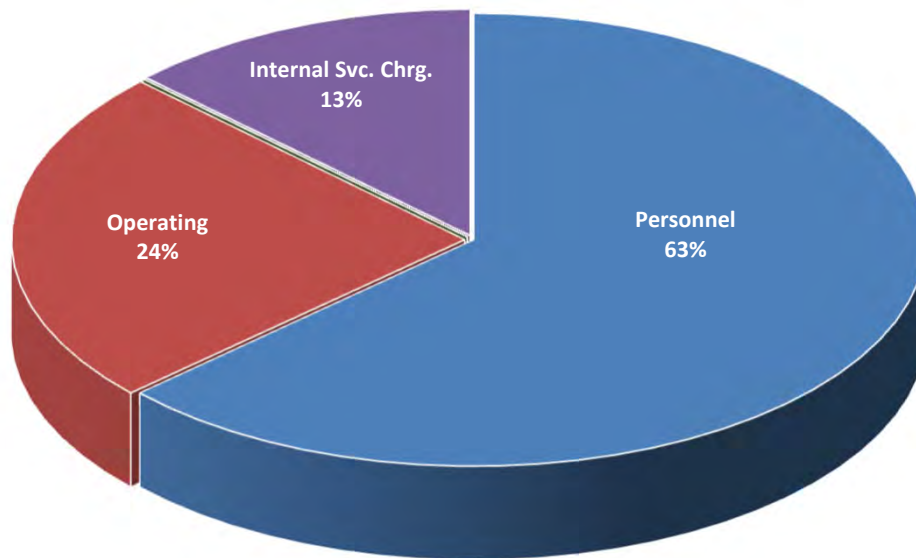
	<b>PUBLIC WORKS</b>	<b>Personnel</b>	<b>Operating</b>	<b>Capital Expenses</b>	<b>Internal Svc. Chrg.</b>	<b>Total Budget</b>
001-310	Administration	494,141	228,727	-	78,795	801,663
001-311	Street Maintenance	599,757	151,568	-	237,230	988,555
001-312	Graffiti Removal	60,683	12,520	-	24,728	97,931
001-343	Street Sweeping	-	36,435	-	-	36,435
001-346	Streets, Trees, & Parkways	147,068	10,500	-	48,387	205,955
001-370	Traffic Safety	118,653	49,708	-	106,029	274,390
	<b>Total Public Works</b>	<b>1,420,302</b>	<b>489,458</b>	<b>-</b>	<b>495,169</b>	<b>2,404,929</b>

	<b>RECREATION &amp; COMM SERVICES</b>	<b>Personnel</b>	<b>Operating</b>	<b>Capital Expenses</b>	<b>Internal Svc. Chrg.</b>	<b>Total Budget</b>
001-420	Administration	275,427	64,117	-	66,110	405,654
001-422	Community Services	406,554	43,400	-	88,007	537,961
001-423	Recreation	761,981	154,573	-	245,715	1,162,269
001-424	Cultural Arts and Special Events	162,566	198,180	-	33,962	394,708
	<b>Total Recreation &amp; Comm Services</b>	<b>1,606,528</b>	<b>460,270</b>	<b>-</b>	<b>433,794</b>	<b>2,500,592</b>

<b>TOTAL GENERAL FUND</b>	<b>\$ 18,066,897</b>	<b>\$ 6,903,592</b>	<b>\$ -</b>	<b>\$ 3,632,386</b>	<b>\$ 28,602,875</b>
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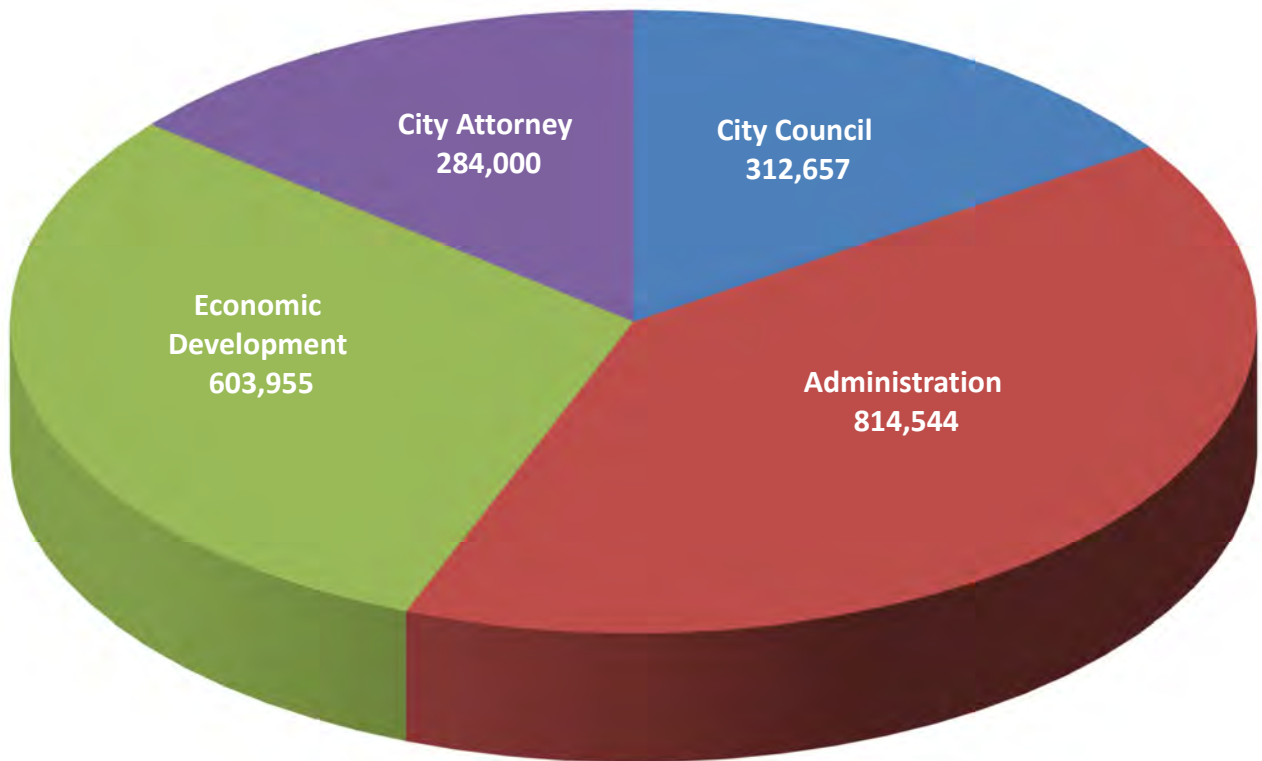
*\*Excludes Special Revenue and Enterprise Funded expenditures.*

**General Fund Expenses by Type**



# **SECTION IV. DEPARTMENT BUDGETS**

# CITY MANAGER'S OFFICE



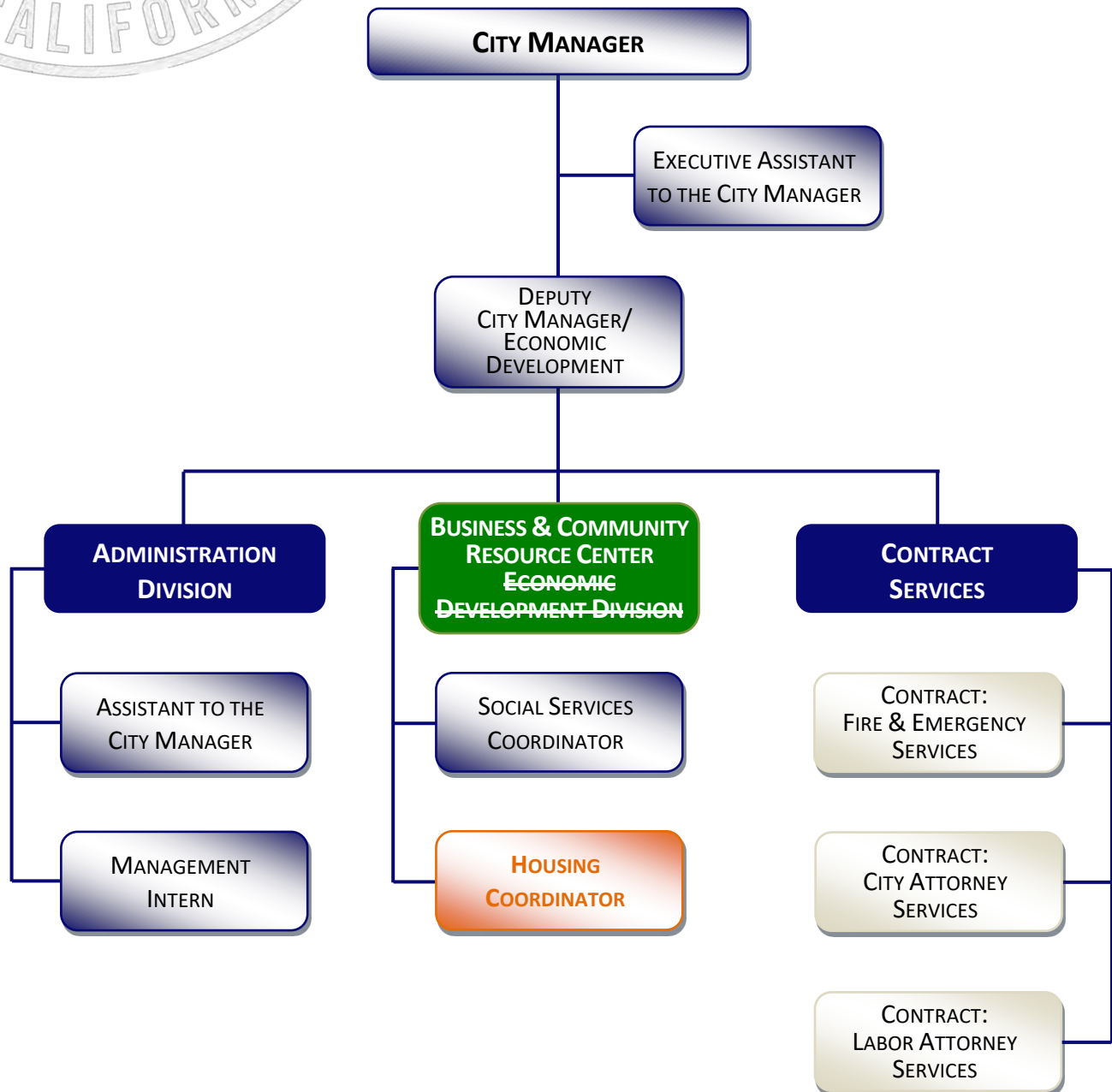


# THE CITY OF SAN FERNANDO

## ORGANIZATIONAL CHART

### CITY MANAGER'S OFFICE

FISCAL YEAR 2025-2026



PROPOSED

MOVED FROM COMMUNITY  
DEVELOPMENT

CONTRACT

## MISSION STATEMENT

The mission of the City Manager's Office is to sustain and enhance the quality of life in San Fernando and create a vibrant and economically sustainable community by implementing City Council policies, developing and maintaining responsive City programs and services within approved budgetary guidelines, providing leadership to City staff, maintaining and planning for fiscal integrity, and fostering strong relationships with local and regional businesses and governmental agencies.

## DEPARTMENT OVERVIEW

The City Manager's Office includes the Business & Community Resource Center (BCRC), and management of the City Attorney and Fire and Emergency Medical Services contracts. The City Manager's Office is responsible for managing day-to-day operations of the City, including, but not limited to, facilitating quality City service delivery to internal and external customers, coordinating inter-departmental cooperation, implementing economic development policies and programs, connecting the community to available resources, and guiding overall fiscal policy.

## ACCOMPLISHMENTS FOR FY 2024-2025

1. Moved City Council's Strategic Goals forward by supporting City Council Ad Hoc Committee Meetings, facilitating strong community outreach (including social media and email campaigns), and pursuing grant funding throughout the fiscal year. See *Performance Measures* section for number of Ad Hoc Committee Meetings supported, community engagement statistics, and grant funding received. (Strategic Goals I.1 and VII.4)
2. Collaborated with Metro, Metrolink, and the California Public Utility Commission (CPUC) to ensure the additional traffic and safety studies for the San Fernando segment of the East San Fernando Valley Light Rail Transit project are comprehensive and adequate mitigation measures are implemented prior to moving forward with construction of Phase 2. Metro staff are scheduled to provide City Council with a preliminary update regarding the additional Phase 2 studies requested by the City during the certification of the Environmental Impact Report (EIR) by the Metro Board, as well as next steps, on May 5, 2025. Metro will also be participating in community outreach efforts at multiple City events in May and June 2025. Additionally, staff met with Metro, Metrolink, CPUC, and the San Fernando Valley Council of Governments on multiple occasions to discuss railroad crossing safety and will be collaborating to request funding to increase pedestrian and vehicle safety at crossings. (Strategic Goal V.2)
3. Continued to enhance legislative advocacy efforts, pursuant to the Legislative Advocacy Policy, by updating the Legislative Platform for 2025 priorities and federal/state budget allocation requests, submitting letters of support/opposition to local legislators in accordance with the 2025 priorities, and providing letters of support to local organizations pursuing funding opportunities that will benefit the San Fernando community. See *Performance Measures* section for number of Legislative Advocacy Letters submitted. (Strategic Goal I.6, IV.4, and V.5)

## ACCOMPLISHMENTS FOR FY 2024-2025

4. Conducted an analysis of existing conditions and engaged community members to gather input for Phase 1 of the Downtown Master Plan. This collaborative process helped shape a community-driven vision to revitalize the City's historic downtown and surrounding commercial corridors. (Strategic Goal II.2)
5. Celebrated the one-year anniversary of the BCRC in December 2024. Over the past year, the BCRC has emerged as a vital resource for residents and businesses—advancing housing stability, food and financial resilience, and community wellness through partnerships, resource fairs, and outreach events. The BCRC connected families to rental assistance and housing support, distributed meals and essential goods, promoted literacy, and helped prevent evictions. It also served as a business support hub, helping local entrepreneurs access funding through external partnerships and the City's Small Business Assistance Program grant. (Strategic Goals I.5, I.6, II.1, and II.3)
6. To better align services provided at BCRC, the Social Services Coordinator position was transferred from the Recreation & Community Services Department to the City Manager's Office. (Strategic Goals I.5 and I.6)
7. Facilitated the Executive Retreat, where leadership assessed efforts toward enhancing the level of service provided by staff and changing the mentality of the organization from "reactive" to "proactive." The Executive team established next steps in supporting staff development to continue to move in the direction of a "proactive" organization and set professional/leadership goals in 2025. (Strategic Goal VII.3)
8. The City completed Phase 1 of the Virtual San Fernando Initiative through the development of the My San Fernando mobile application. The My San Fernando App (developed by GoGov), launched in March 2024. To date, more than 3,600 service requests have been submitted and completed by the City's Public Works, Community Development, and Police Department's. Phase 2, which is the City website redesign, kicked off in summer 2024 and the website developer is currently migrating more than 100 web pages to the new format. The tentative launch date for the new website is summer 2025. (Strategic Goal I.3)

## OBJECTIVES FOR FY 2025-2026

1. Move City Council's Strategic Goals forward by supporting City Council Ad Hoc Committees, managing the Community Engagement Framework, engaging in legislative advocacy, and pursuing grant funding and initiate the strategic goal visioning process for the City Council's next five-year period. (Strategic Goal I.1, I.6, IV.4, V.5 and VII.4)



**OBJECTIVES FOR FY 2025-2026**

2. Complete the Downtown Master Plan, serving as a tool to help guide future developments and champion place-making efforts to revitalize the City's historic downtown and commercial corridors. (Strategic Goal II.2)
3. Complete Phase 2 of the Virtual San Fernando Initiative and increase customer access to City information and services by completing the website redesign project. (Strategic Goal I.1 and I.3)
4. Prepare the City for the LA28 Olympic and Paralympic Games by organizing community watch parties, promoting local culture, and supporting small businesses. The City will seek opportunities to partner with LA28, engage youth, and celebrate Olympic values while enhancing community pride and economic activity. (Strategic Goal I.6)
5. Continue to enhance the BCRC by strengthening relationships and securing resources that support residents and businesses. BCRC will focus on sustaining key partnerships and programs that promote access to essential services, including food security, mental health support, financial literacy, business support, and workforce readiness. Through these efforts, BCRC will remain a vital hub for equitable economic opportunity and community resilience. (Strategic Goal I.5, I.6)
6. Continue exploring funding opportunities to support homeless services, as well as options to re-establish the First-Time Homebuyer Loan and Residential Rehabilitation Loan Programs. (Strategic Goals I.5, III. 1, III.2, and III.4)
7. Continue efforts to evolve the organization by emphasizing training and professional development, coaching employees on Core Values, establishing clear performance and service expectations, and fully implementing the Community Engagement Framework. (Strategic Goal I)

**PERFORMANCE MEASURES**

<b>ADMINISTRATION</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Estimated</b>	<b>2026 Proposed</b>
A. # of Net New Business Licenses	176	200	200	210	200
B. \$ of Sales and Business Tax Revenue	\$13,591,564	\$13,114,217	\$13,428,279	\$14,039,785	\$14,000,000
C. \$ of Grants Received	\$12,204,613	\$19,390,753	\$8,598,062	\$4,000,000	\$5,000,000
D. # of Agenda Items Presented to Council	246	236	246	316	300
E. # City Council Ad Hoc Meetings Supported	**	35	22	8	15
F. # of Social Media Posts	2,403	2,989	3,574 Posts 952 Stories	3,700 Posts 1,600 Stories	3,800 Posts 1,800 Stories
G. # of Email Engagement Campaigns	170	225	244	260	270
H. # Legislative Advocacy Letters	15	18	15	15	18
I. # Professional Development Hours Completed	**	**	93	212	230

<b>BUSINESS &amp; COMMUNITY RESOURCE CENTER</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Estimated</b>	<b>2026 Proposed</b>
A. # of Customers Served	**	90	85	353	400
B. # of Home Loan/Grant Pre-Applications Received	**	0	0	2	8
C. # of Home Loan/Grant Applications Funded	**	0	0	0	5
D. # of Community Outreach Events	**	1	3	18	25

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

\*\* Not Previously Tracked

**FUNDING SUMMARY FOR FY 2025-2026**
**SOURCES:**

	2022	2023	2024	2025	2026
<b>CITY MANAGER'S OFFICE</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>Proposed</b>
General Revenue	4,845,158	5,223,955	5,477,603	5,014,569	5,370,156
<b>TOTAL FUNDING SOURCES</b>	<b>4,845,158</b>	<b>5,223,955</b>	<b>5,477,603</b>	<b>5,014,569</b>	<b>5,370,156</b>

**USES:**

	2022	2023	2024	2025	2026
<b>CITY MANAGER'S OFFICE</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>Proposed</b>
001-101 City Council	218,120	167,760	212,570	265,939	312,657
001-105 Administration	532,325	732,876	739,241	773,920	814,544
001-106 Human Resources	462,976	534,929	596,369	-	-
001-107 Bus. & Comm. Resource Ctr. <sup>(2) (3)</sup>	38,141	119,086	485,366	529,034	603,955
001-110 City Attorney	242,830	306,165	272,983	275,625	284,000
001-500 Fire Services - Contract	3,193,147	3,062,793	3,347,418	3,350,000	3,355,000
<b>TOTAL FUNDING USES</b>	<b>4,649,398</b>	<b>4,853,246</b>	<b>5,490,746</b>	<b>5,017,575</b>	<b>5,370,156</b>

**PERSONNEL:**

	2022	2023	2024	2025	2026
<b>CITY MANAGER'S OFFICE</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Proposed</b>
City Manager	1.00	1.00	1.00	1.00	1.00
Deputy City Manager/Econ. Development	0.00	1.00	1.00	1.00	1.00
Assistant to the City Manager	1.00	1.00	1.00	1.00	1.00
Economic Development Manager	1.00	0.00	0.00	0.00	0.00
Executive Assistant to the City Manager	1.00	1.00	1.00	1.00	1.00
Social Services Coordinator <sup>(4)</sup>	0.00	0.00	0.00	1.00	1.00
Housing Coordinator <sup>(5)</sup>	0.00	0.00	0.00	0.00	1.00
Management Intern	0.46	0.46	0.46	0.46	0.46
Human Resources/Risk Manager <sup>(1)</sup>	1.00	1.00	1.00	0.00	0.00
Human Resources Technician <sup>(1)</sup>	1.00	1.00	1.00	0.00	0.00
Human Resources Assistant <sup>(1)</sup>	1.00	1.00	1.00	0.00	0.00
Administrative Assistant Clerk (FTE) <sup>(1)</sup>	0.00	0.46	0.46	0.00	0.00
<b>TOTAL CITY MANAGER'S OFFICE PERSONNEL</b>	<b>7.46</b>	<b>7.92</b>	<b>7.92</b>	<b>5.46</b>	<b>6.46</b>

<sup>1</sup> Human Resources/Risk Management Division moved from City Manager's Office to Administrative Services in FY 2024-2025

<sup>2</sup> Economic Development Division moved from Community Development to City Manager's Office in FY 2022-2023

<sup>3</sup> Economic Development Division recommended for retitle to Business & Community Resource Center FY 2025-2026

<sup>4</sup> Social Services Coordinator position moved from Recreation and Community Services to BCRC in FY 2024-2025

<sup>5</sup> Housing Coordinator position recommended to be moved from Community Development to BCRC in FY 2025-2026

**CITY COUNCIL****DIVISION No. 101****DIVISION OVERVIEW**

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

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

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

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

Account Number & Title	2022	2023	2024	2025	As of	2025	2026
	Actual	Actual	Actual	Adjusted	12/31/24	% Used	Proposed
001-101-0000-4101 SALARIES-PERMANENT EMPLOYEES	61,879	59,195	53,950	36,040	25,167	70%	49,936
001-101-0000-4111 COMMISSIONER'S REIMBURSEMENT	3,000	2,750	1,250	3,000	1,250	42%	3,000
001-101-0000-4120 O.A.S.D.I.	6,063	5,905	5,794	5,454	3,113	57%	6,517
001-101-0000-4126 HEALTH INSURANCE	27,438	30,048	30,730	64,736	16,962	26%	70,112
001-101-0000-4128 DENTAL INSURANCE	3,729	3,940	3,351	2,023	1,936	96%	2,871
001-101-0000-4129 RETIREE HEALTH SAVINGS	-	-	771	-	1,929	0%	-
001-101-0000-4130 WORKER'S COMPENSATION INS.	1,677	3,485	5,142	7,129	1,866	26%	8,519
001-101-0000-4136 OPTICAL INSURANCE	669	672	489	675	257	38%	811
001-101-0000-4138 LIFE INSURANCE	450	468	429	450	234	52%	450
001-101-0101-4140 WELLNESS BENEFIT - S. BALLIN	600	600	-	-	-	0%	-
001-101-0102-4140 WELLNESS BENEFIT - H. PACHECO	389	103	-	-	-	0%	-
001-101-0103-4140 WELLNESS BENEFIT - J. FAJARDO	-	600	750	750	-	0%	750
001-101-0104-4140 WELLNESS BENEFIT C. RODRIGUEZ	-	271	445	750	-	0%	-
001-101-0107-4140 WELLNESS BENEFIT M. MENDOZA	141	600	745	750	-	0%	750
001-101-0112-4140 WELLNESS BENEFIT - P. LOPEZ	-	-	-	-	-	0%	750
001-101-0113-4140 WELLNESS BENEFIT - M. SOLORIO	-	-	750	750	-	0%	750
001-101-0114-4140 WELLNESS BENEFIT - V. GARCIA	-	-	-	-	-	0%	750
001-101-0000-4141 TECHNOLOGY ALLOWANCE	-	-	-	7,500	3,652	49%	7,500
001-101-0000-4142 AUTOMOBILE ALLOWANCE	-	-	-	24,000	11,871	49%	24,000
001-101-3689-4126 COVID-19 GLOBAL OUTBREAK	2,329	-	-	-	-	0%	-
<b>Personnel Costs</b>	<b>108,363</b>	<b>108,637</b>	<b>104,594</b>	<b>154,007</b>	<b>68,237</b>	<b>44%</b>	<b>177,466</b>
001-101-0000-4260 CONTRACTUAL SERVICES	19,325	50	-	10,000	-	0%	-
001-101-0000-4270 PROFESSIONAL SERVICES	3,750	4,400	33,918	43,087	12,576	29%	-
001-101-0000-4300 DEPARTMENT SUPPLIES	5,140	6,530	6,103	8,413	3,354	40%	2,943
001-101-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	500	-	-	-	-	0%	4,050
001-101-0000-4390 VEHICLE ALLOW & MILEAGE	18,048	18,187	21,914	-	-	0%	-
001-101-0000-4430 ACTIVITIES & PROGRAMS	-	-	1,518	-	-	0%	-
001-101-0101-4370 S. BALLIN -MTINGS MMBERSHIPS & TRAVEL	3,531	-	-	-	-	0%	-
001-101-0101-4380 S. BALLIN-SUBSCR DUES & MMBRSHIPS	100	-	-	-	-	0%	-
001-101-0102-4220 H. PACHECO PHONE & PAGER	603	341	-	-	-	0%	-
001-101-0102-4370 H. PACHECO MTNGS MMBERSHIPS & TRAVEL	3,346	-	-	-	-	0%	-
001-101-0103-4370 J. FAJARDO - MEETINGS MEMBERSHIPS & TRAVEL	-	-	-	-	-	0%	5,000
001-101-0103-4380 J. FAJARDO - SUBSCRIPTION DUES	-	-	-	-	-	0%	700
001-101-0103-4430 J. FAJARDO - ACTIVITIES AND PROGRAMS	-	-	-	-	-	0%	2,500
001-101-0104-4370 C. RODRIGUEZ - MEETINGS MEMBERSHIPS & TRAV	4,425	1,503	6,767	5,300	5,151	97%	-
001-101-0104-4380 C. RODRIGUEZ - MEMBERSHIP & SUBSCRIPTION	-	-	198	400	-	0%	-
001-101-0107-4370 M. MENDOZA - MEETINGS MEMBERSHIPS & TRAVE	4,125	1,417	5,605	5,000	1,089	22%	5,000
001-101-0107-4380 M. MENDOZA - SUBSCRIPTION DUES	-	-	-	700	-	0%	700
001-101-0107-4430 M. MENDOZA - ACTIVITIES AND PROGRAMS	-	-	-	2,500	-	0%	2,500
001-101-0108-4220 C. MONTANEZ - PHONE & PAGER	552	614	395	-	-	0%	-
001-101-0112-4220 P. LOPEZ - TELEPHONE	-	-	-	-	-	0%	600
001-101-0112-4370 P. LOPEZ - MEETINGS MEMBERSHIPS & TRAVEL	-	-	-	-	-	0%	5,000
001-101-0112-4380 P. LOPEZ - SUBSCRIPTION DUES	-	-	-	-	-	0%	700
001-101-0112-4430 P. LOPEZ - ACTIVITIES & PROGRAMS	-	-	-	-	-	0%	2,500
001-101-0113-4370 M. SOLORIO - MEETINGS MEMBERSHIP & TRAVEL	-	1,447	5,076	5,000	2,201	44%	5,000
001-101-0113-4380 M. SOLORIO - SUBSCRIPTION DUES	-	-	-	-	-	0%	700
001-101-0113-4430 M. SOLORIO - ACTIVITIES AND PROGRAMS	-	-	-	2,500	-	0%	2,500
001-101-0114-4370 V. GARCIA - MEETINGS MEMBERSHIP & TRAVEL	-	-	1,711	5,000	3,838	77%	5,000
001-101-0114-4380 V. GARCIA - SUBSCRIPTION DUES	-	-	39	700	-	0%	700
001-101-0114-4430 V. GARCIA - ACTIVITIES AND PROGRAMS	-	-	-	2,500	-	0%	2,500
<b>Operations &amp; Maintenance Costs</b>	<b>63,444</b>	<b>34,489</b>	<b>83,244</b>	<b>91,100</b>	<b>28,210</b>	<b>31%</b>	<b>48,593</b>

Account Number & Title <i>(cont'd)</i>	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-101-0000-4706 LIABILITY CHARGE	8,364	7,068	7,895	8,437	4,218	50%	11,404
001-101-0000-4743 FACILITY MAINTENANCE CHARGE	12,948	12,576	12,261	12,395	6,198	50%	75,194
<b>Internal Service Charges</b>	<b>21,312</b>	<b>19,644</b>	<b>20,156</b>	<b>20,832</b>	<b>10,416</b>	<b>50%</b>	<b>86,598</b>
001-101-0000-4500 CAPITAL EXPENSES	-	4,990	4,576	-	347	0%	-
<b>Capital Costs</b>	<b>-</b>	<b>4,990</b>	<b>4,576</b>	<b>-</b>	<b>347</b>	<b>0%</b>	<b>-</b>
001-101-0000-4932 TRANSFER TO CAPITAL OUTLAY FD	25,000	-	-	-	-	0%	-
<b>Transfers</b>	<b>25,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Division Total</b>	<b>218,120</b>	<b>167,760</b>	<b>212,570</b>	<b>265,939</b>	<b>107,211</b>	<b>40%</b>	<b>312,657</b>



**ADMINISTRATION**

**DIVISION No. 105**

**DIVISION OVERVIEW**

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

The City Manager's Office also leads the City's economic development effort in improving the quality of life for residents, business community, and visitors of San Fernando.

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

Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-105-0000-4101 SALARIES-PERMANENT EMPLOYEES	358,259	486,276	496,159	520,689	198,275	38%	536,774
001-105-0000-4103 WAGES-TEMPORARY & PART-TIME	7,454	47	11,861	12,488	5,370	43%	15,927
001-105-0000-4105 OVERTIME	1,259	275	380	-	103	0%	-
001-105-0000-4120 O.A.S.D.I.	22,817	31,361	32,691	34,320	9,347	27%	34,755
001-105-0000-4126 HEALTH INSURANCE	46,299	49,753	55,391	70,141	22,635	32%	74,627
001-105-0000-4128 DENTAL INSURANCE	2,715	3,165	3,006	2,192	1,130	52%	2,892
001-105-0000-4129 RETIREE HEALTH SAVINGS	500	1,299	1,084	1,800	-	0%	1,800
001-105-0000-4130 WORKER'S COMPENSATION INS.	8,318	14,862	15,388	6,768	2,566	38%	7,021
001-105-0000-4134 LONG TERM DISABILITY INSURANCE	1,884	2,933	2,974	3,516	1,002	28%	3,629
001-105-0000-4136 OPTICAL INSURANCE	457	364	846	731	288	39%	839
001-105-0000-4138 LIFE INSURANCE	203	281	273	293	94	32%	315
001-105-0000-4140 WELLNESS BENEFIT REIMBURSEMENT	600	600	750	750	750	100%	1,150
001-105-0000-4141 TECHNOLOGY ALLOWANCE	-	-	-	2,700	800	30%	3,000
001-105-0000-4142 AUTOMOBILE ALLOWANCE	-	-	-	4,800	2,374	49%	4,800
001-105-3689-4101 COVID-19 GLOBAL OUTBREAK	10,733	-	-	-	-	0%	-
001-105-3689-4120 COVID-19 GLOBAL OUTBREAK	617	-	-	-	-	0%	-
001-105-3689-4130 COVID-19 GLOBAL OUTBREAK	167	-	-	-	-	0%	-
<b>Personnel Costs</b>	<b>462,281</b>	<b>591,217</b>	<b>620,804</b>	<b>661,188</b>	<b>244,733</b>	<b>37%</b>	<b>687,529</b>
001-105-0000-4220 TELEPHONE	774	661	705	800	249	31%	800
001-105-0000-4260 CONTRACTUAL SERVICES	1,675	1,745	3,453	2,000	360	18%	3,020
001-105-0000-4270 PROFESSIONAL SERVICES	590	12,462	6,699	5,863	6,897	118%	6,500
001-105-0000-4300 DEPARTMENT SUPPLIES	5,691	3,074	6,543	10,500	279	3%	7,500
001-105-0000-4360 PERSONNEL TRAINING	50	-	300	2,000	-	0%	2,000
001-105-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	4,393	7,903	5,904	7,500	2,359	31%	7,500
001-105-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	3,588	3,487	3,211	3,230	2,279	71%	3,230
001-105-0000-4390 VEHICLE ALLOW & MILEAGE	3,610	3,714	4,173	500	9	2%	250
001-105-3689-4300 COVID-19 GLOBAL OUTBREAK	689	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>21,060</b>	<b>33,047</b>	<b>30,988</b>	<b>32,393</b>	<b>12,432</b>	<b>38%</b>	<b>30,800</b>
001-105-0000-4706 LIABILITY CHARGE	23,100	55,428	47,848	36,046	18,024	50%	44,181
001-105-0000-4743 FACILITY MAINTENANCE CHARGE	25,884	53,184	39,602	40,035	20,016	50%	52,034
<b>Internal Service Charges</b>	<b>48,984</b>	<b>108,612</b>	<b>87,450</b>	<b>76,081</b>	<b>38,040</b>	<b>50%</b>	<b>96,215</b>
<b>Division Total</b>	<b>532,325</b>	<b>732,876</b>	<b>739,241</b>	<b>769,662</b>	<b>295,205</b>	<b>38%</b>	<b>814,544</b>



**BUSINESS & COMMUNITY RESOURCE  
CENTER****DIVISION No. 107****DIVISION OVERVIEW**

Launched in December 2023, the Business & Community Resource Center (BCRC) is a centralized hub designed to connect San Fernando's small businesses and residents with essential economic, housing, and social service resources. As a one-stop shop, the BCRC offers multilingual support, targeted workshops, and tailored assistance – fostering economic recovery, strengthening local businesses and addressing the evolving needs of the residential community. By streamlining access to essential services, the BCRC plays a key role in strengthening the City's resilience and promoting inclusive, sustainable growth.

**Dept: City Manager's Office**  
**Div: Business & Community Resource Center**

Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-107-0000-4101 SALARIES-PERMANENT EMPLOYEES	-	27,020	211,357	235,087	121,550	52%	393,905
001-107-0000-4120 O.A.S.D.I.	-	2,109	14,570	13,965	5,670	41%	25,201
001-107-0000-4126 HEALTH INSURANCE	-	-	-	2,420	-	0%	26,303
001-107-0000-4128 DENTAL INSURANCE	-	-	-	76	-	0%	1,053
001-107-0000-4129 RETIREE HEALTH SAVINGS	-	515	5,106	3,900	3,174	81%	6,000
001-107-0000-4130 WORKER'S COMPENSATION INS.	-	436	3,231	3,027	1,396	46%	8,132
001-107-0000-4134 LONG TERM DISABILITY INSURANCE	-	311	1,471	1,968	867	44%	2,087
001-107-0000-4136 OPTICAL INSURANCE	-	-	-	26	-	0%	298
001-107-0000-4138 LIFE INSURANCE	-	23	94	90	47	52%	248
001-107-0000-4140 WELLNESS BENEFIT REIMBURSEMENT	-	-	750	750	-	0%	750
001-107-0000-4141 TECHNOLOGY ALLOWANCE	-	-	-	1,500	742	49%	1,500
001-107-0000-4142 AUTOMOBILE ALLOWANCE	-	-	-	4,800	2,374	49%	4,800
<b>Personnel Costs</b>	<b>-</b>	<b>30,415</b>	<b>236,579</b>	<b>267,609</b>	<b>135,820</b>	<b>51%</b>	<b>470,277</b>
001-107-0000-4230 ADVERTISING	-	-	2,636	4,000	-	0%	6,500
001-107-0000-4260 CONTRACTUAL SERVICES	-	-	2,500	12,510	-	0%	13,550
001-107-0000-4270 PROFESSIONAL SERVICES	38,141	15,392	39,229	20,000	-	0%	20,000
001-107-0000-4300 DEPARTMENT SUPPLIES	-	2,362	4,115	3,000	1,932	64%	3,000
001-107-0305-4300 DEPARTMENT SUPPLIES - SOC SVCS	-	-	-	3,000	524	17%	3,000
001-107-03XX-4300 DEPARTMENT SUPPLIES - HOUSING	-	-	-	-	-	0%	3,000
001-107-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	-	-	862	7,000	1,687	24%	10,600
001-107-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	-	-	1,735	2,290	125	5%	2,450
001-107-0000-4390 VEHICLE ALLOW & MILEAGE	-	554	4,826	4,800	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>38,141</b>	<b>18,308</b>	<b>55,903</b>	<b>56,600</b>	<b>4,268</b>	<b>8%</b>	<b>62,100</b>
001-107-0000-4706 LIABILITY CHARGE	-	-	17,421	14,589	7,296	50%	30,221
001-107-0000-4743 FACILITY MAINTENANCE CHARGE	-	-	12,261	12,395	6,198	50%	41,357
<b>Internal Service Charges</b>	<b>-</b>	<b>-</b>	<b>29,682</b>	<b>26,984</b>	<b>17,887</b>	<b>66%</b>	<b>71,578</b>
<b>Division Total</b>	<b>38,141</b>	<b>48,723</b>	<b>322,164</b>	<b>324,209</b>	<b>140,088</b>	<b>43%</b>	<b>603,955</b>

NOTE: Division 151 (Community Development) was changed to Division 107 (Administration Department) in FY2022/2023. In FY2025/2026, it is proposed to reorganize to the Business & Community Resources, to include Economic Development, Housing (Division 155) & Social Services. For budgetary purposes, these divisions have been combined.



**LEGAL SERVICES (CITY ATTORNEY)**

**DIVISION NO. 110**

**DIVISION OVERVIEW**

The City Attorney serves as the Chief Legal Officer for the City of San Fernando, Public Financing Authority and the Parking Authority. The City Attorney provides professional legal advice to the City Council, boards and commissions, and all City Departments. Responsibilities including providing legal advice on matters spanning municipal law, regulatory compliance, and contract negotiations, as well as representing the City in certain court proceedings and alternative dispute resolution methods. The City Attorney's Office drafts and reviews all legal documents necessary to support the ongoing operations of the City, including, but not limited to, contracts, resolutions, and ordinances. The City contracts with an outside law firm, Olivarez Madruga Law Organization, LLP, to provide City Attorney services.

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

Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-110-0000-4270 PROFESSIONAL SERVICES	238,021	306,165	272,983	275,625	98,997	36%	284,000
001-110-3689-4270 COVID-19 GLOBAL OUTBREAK	441	-	-	-	-	0%	-
001-110-0098-4270 SUCCESSOR AGENCY TO THE RDA	4,368	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>242,830</b>	<b>306,165</b>	<b>272,983</b>	<b>275,625</b>	<b>98,997</b>	<b>36%</b>	<b>284,000</b>

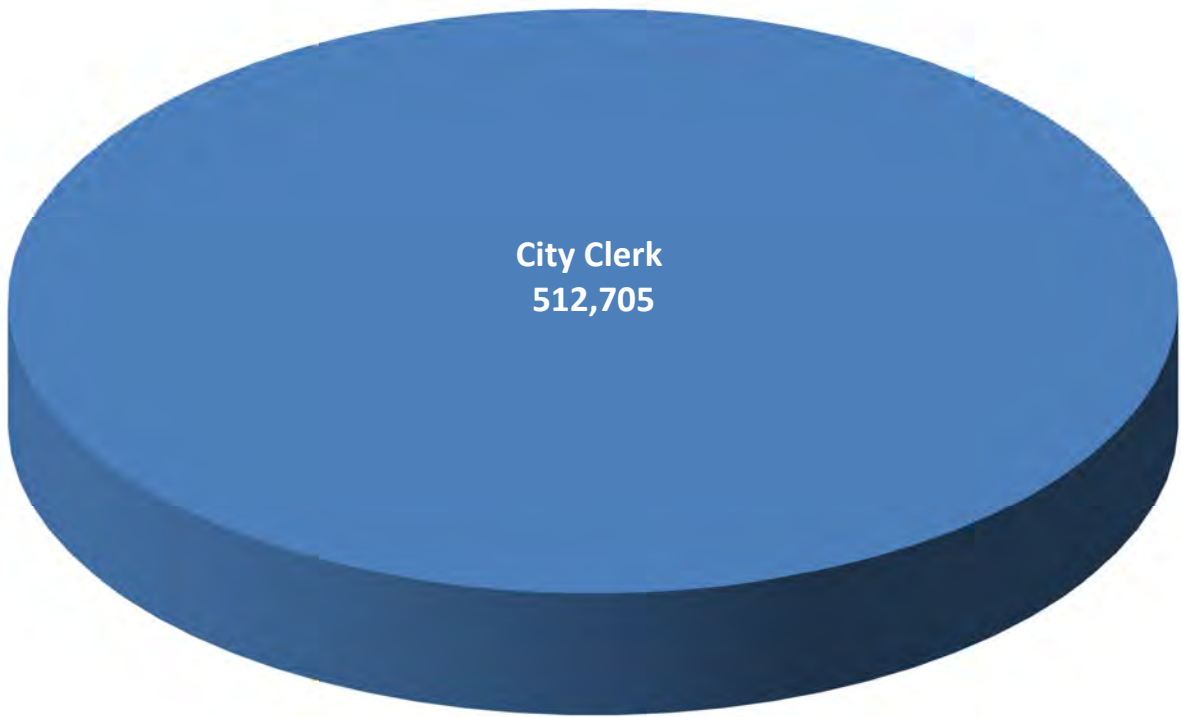
**FIRE AND EMERGENCY MEDICAL  
SERVICES****DIVISION No. 500****DIVISION OVERVIEW**

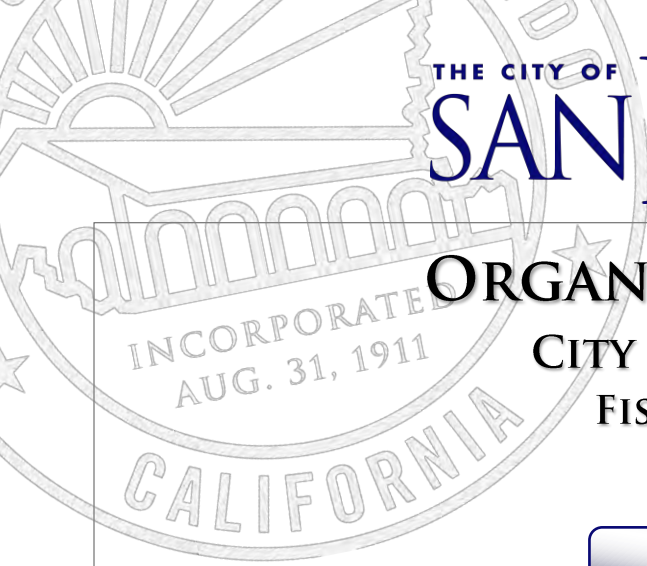
Fire and Emergency Medical Services are provided by the Los Angeles City Fire Department (LAFD) on a contractual basis. The services provided by the LAFD include, but are not limited to, fire suppression, fire prevention, inspection, paramedic, emergency medical technician functions, and emergency medical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

Dept: City Manager's Office  
Div: Fire Services (LAFD Contract)

Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-500-0000-4260 CONTRACTUAL SERVICES	3,193,147	3,062,793	3,347,418	3,350,000	1,952,661	58%	3,355,000
Operations & Maintenance Costs	3,193,147	3,062,793	3,347,418	3,350,000	1,952,661	58%	3,355,000

# CITY CLERK DEPARTMENT



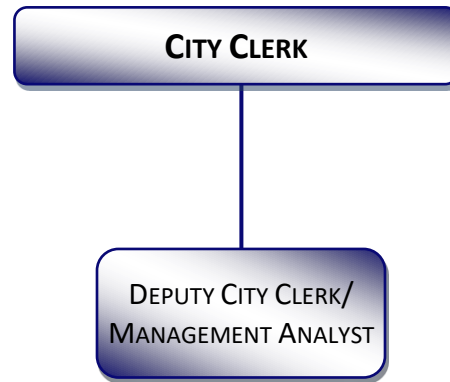


# THE CITY OF SAN FERNANDO

## ORGANIZATIONAL CHART

CITY CLERK DEPARTMENT

FISCAL YEAR 2025-2026





## MISSION STATEMENT

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

## DEPARTMENT OVERVIEW

The City Clerk Department is responsible for administering federal, state and local laws pertaining to elections, the Brown Act, the Public Records Act, the Political Reform Act, and AB1234 Ethics Training compliance; oversees City records management; provides legislative support functions including the preparation of agendas and minutes; ensures City compliance with Fair Political Practices Commission (FPPC) regulations regarding annual disclosure statements and campaign contribution statements; prepares and maintains a complete and accurate record of all City Council legislative actions; safeguards the City seal; and implement process improvement and workflows with document digitization; and performs a variety of other administrative duties in support of the City Council as assigned.

## ACCOMPLISHMENTS FOR FY 2024-2025

1. Coordinated with the County of Los Angeles Elections Division, the City's November 5, 2024 General Municipal Election to fill two Councilmember full 4-year term seats; organized two in-person Vote Centers at San Fernando Recreation Park and Las Palmas Park; monitored activities associated with the permanent Vote-by-Mail Ballot Drop Boxes at City Hall and Pioneer Park; and facilitated one "Register to Vote" community outreach event at the City's National Night Out event. (Strategic Goal I.1, I.2 and VII.1)
2. Completed eighty-five percent of seventy-four sets of outstanding meeting minutes from the period of 2007 – 2012, while also staying current with ongoing current meeting minute preparation to maintain organizational continuity and ensure accuracy in legislative actions. This effort supports accountability, transparency, and compliance with legal and regulatory requirements. (Strategic Goal I.1 and VII.1)
3. Enhanced participation across citywide management by creating a City Council post-meeting Action/Follow Up List, improving organizational efficiency, transparency, and accountability through clear communication of priorities, timely follow-up, and alignment with key deadlines. (Strategic Goal I.2, I.3 and VII.1)
4. Led the procurement and coordination of professional consulting services to update the City's 25-year-old Records Retention and Destruction Policy. Recognizing the need for legal compliance, risk mitigation, and adaptation to evolving technologies, staff secured specialized expertise. The

## ACCOMPLISHMENTS FOR FY 2024-2025

resulting policy aligns with regulatory standards and best practices, enhancing accountability, operational efficiency, and providing clear, consistent records management guidance across all departments. (Strategic Goal I.2 and I.3)

5. The City Clerk completed over 30 hours of continuing education in management, leadership, records management, and government policy, including the Master Municipal Clerks training session facilitated by the International Institute of Municipal Clerks and the City Clerks Association of California. This advanced technical curriculum supports professional development toward the Master Municipal Clerk (MMC) designation. The Deputy City Clerk attended various professional development courses facilitated by the League of California Cities and the City Clerks Association of California, focusing on enhancing expertise in municipal administration, updating knowledge and skills, and improving efficiency in daily operations. The Deputy is on track to obtain the Certified Municipal Clerk (CMC) designation within the next 2-3 years, supporting succession planning and staff retention (Strategic Goal I.1, I.6 and VII.1)

## OBJECTIVES FOR FY 2025-2026

1. Creating a Standard Operating Procedure (SOP) for the Commissioner onboarding and training process offers numerous benefits. It ensures a consistent, structured approach to welcoming new Commissioners, helping them understand their roles, responsibilities, and the expectations of the position from the outset. An SOP promotes transparency and accountability by clearly outlining each step in the onboarding process, from orientation sessions to training on municipal procedures and ethical standards. This not only enhances efficiency but also fosters confidence and engagement among new appointees. Additionally, a formalized process reduces the likelihood of important information being overlooked, supports continuity during staff transitions, and ultimately contributes to a more effective and informed commission. (Strategic Goal I.1, I.2 and VII.1)
2. Creating a Standard Operating Procedure (SOP) for a Records Retention and Destruction Policy provides critical benefits for organizational efficiency, legal compliance, and information management. It ensures that records are consistently handled according to the approved Records Retention and Destruction policy, reducing the risk of premature disposal or unauthorized access to sensitive information. An SOP also supports compliance with state and federal regulations, protecting the agency from legal liabilities. By clearly defining the lifecycle of records from creation and storage to final destruction it streamlines processes, reduces clutter, and frees up valuable physical and digital storage space. Additionally, a well-documented policy promotes accountability and transparency, ensuring staff understand their responsibilities and that records are managed in a secure, systematic, and responsible manner. (Strategic Goal I.1, I.2 and VII.1)

## **OBJECTIVES FOR FY 2025-2026**

3. Laserfiche – Records Repository and Public Records Management Software Program: \$21,000 – One-Time/\$7,554 - Ongoing (Strategic Goal I.3, VII I.1)

The City currently lacks a centralized document storage system, which no longer aligns with industry standards. To address this, staff will focus on awarding a contract services agreement and initiating the development and implementation of a Standard Operating Procedure (SOP) to begin transferring legislative records into a records repository. This tool is especially valuable, as it reduces manual work, minimizes errors, and ensures timely, compliant responses. Additionally, it promotes transparency, protects sensitive information, and helps agencies save time, reduce risk, and maintain organized, accessible records for both internal use and public access.

**PERFORMANCE MEASURES**

<b>CITY CLERK</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Estimated</b>	<b>2026 Proposed</b>
A. # of Agenda Packets Produced	32	27	28	28	28
B. # of Minutes Approved	49	63	58	93	75
C. # of Ordinances/Resolutions/Contracts	125	132	215	251	250
F. # Public Records Requests	199	230	180	269	330
G. # Publicly Searchable Digital Records	1056	1713	3045	3500	3000
H. # Meeting Management Trainings Conducted	2	2	4	3	3
I. # Professional Development Hours Completed	22	55	80	124	150

**FUNDING SUMMARY FOR FY 2025-2026**
**SOURCES:**

<b>CITY CLERK</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Adjusted</b>	<b>2026 Proposed</b>
General Revenue	354,398	406,033	482,826	489,841	512,705
<b>TOTAL FUNDING SOURCES</b>	<b>354,398</b>	<b>406,033</b>	<b>482,826</b>	<b>489,841</b>	<b>512,705</b>

**USES:**

<b>CITY CLERK</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Adjusted</b>	<b>2026 Proposed</b>
001-115 City Clerk	352,076	367,354	412,891	426,841	512,705
001-116 Elections	2,322	38,678	69,935	63,000	-
<b>TOTAL FUNDING USES</b>	<b>354,398</b>	<b>406,033</b>	<b>482,826</b>	<b>489,841</b>	<b>512,705</b>

**PERSONNEL:**

<b>CITY CLERK</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Adjusted</b>	<b>2026 Proposed</b>
City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk/Management Analyst	1.00	1.00	1.00	1.00	1.00
<b>TOTAL CITY CLERK PERSONNEL</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>



**CITY CLERK**

**DIVISION No. 115**

**DIVISION OVERVIEW**

The responsibilities of the City Clerk's Department include: 1) agenda and packet preparation and distribution for all legislative meetings of the City Council; 2) record and maintain proceedings of the meetings and process documents resulting from actions taken; 3) publish ordinances and other legal notices as required by law; 4) receive and open all City bids; 5) certify copies of official City documents; 6) official custodian of maintenance of official City records including codification of ordinances into the City Code; 7) serve as filing officer of the Fair Political Practices Commission (FPPC) responsible for all candidate and campaign committee filings as required by State law and the City's conflict of interest code; 8) provide records research upon request from the public, City Council, and departments, under the Public Records and Freedom of Information Acts; 9) general management oversight of Commission meeting processes and maintains roster of City Council appointments to Commissions and Committees; 10) custodian of the official City Seal; 11) management of AB1234 Biennial Ethics Training for Elected Officials, Commissioners and City employees; 12) administer oaths and affirmations, including Oath of Office to newly elected officials;



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

Account Number & Title		2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-115-0000-4101	SALARIES-PERMANENT EMPLOYEES	216,711	239,331	253,641	266,948	138,077	52%	292,448
001-115-0000-4111	COMMISSIONER'S REIMBURSEMENT	3,750	-	-	-	-	0%	-
001-115-0000-4120	O.A.S.D.I.	16,855	18,585	19,773	21,053	10,850	52%	23,057
001-115-0000-4126	HEALTH INSURANCE	29,800	31,657	35,018	40,092	18,693	47%	43,225
001-115-0000-4128	DENTAL INSURANCE	2,812	2,812	2,672	1,253	1,336	107%	1,796
001-115-0000-4129	RETIREE HEALTH SAVINGS	2,500	2,400	3,771	1,800	2,879	160%	1,800
001-115-0000-4130	WORKER'S COMPENSATION INS.	3,279	3,601	3,856	3,440	1,604	47%	3,768
001-115-0000-4134	LONG TERM DISABILITY INSURANCE	1,534	1,777	1,866	2,236	974	44%	2,449
001-115-0000-4136	OPTICAL INSURANCE	535	535	535	418	268	64%	508
001-115-0000-4138	LIFE INSURANCE	126	187	187	180	94	52%	180
001-115-0000-4140	WELLNESS BENEFIT REIMBURSEMENT	592	600	737	750	-	0%	1,150
001-115-0000-4141	TECHNOLOGY ALLOWANCE	-	-	-	2,700	1,382	51%	3,000
001-115-0000-4142	AUTOMOBILE ALLOWANCE	-	-	-	4,800	2,374	49%	4,800
<b>Personnel Costs</b>		<b>278,494</b>	<b>301,485</b>	<b>322,055</b>	<b>345,670</b>	<b>178,530</b>	<b>52%</b>	<b>378,181</b>
001-115-0000-4230	ADVERTISING	7,251	5,232	4,408	4,950	1,590	32%	4,600
001-115-0000-4260	CONTRACTUAL SERVICES	11,820	5,650	24,918	25,694	5,255	20%	60,719
001-115-0000-4300	DEPARTMENT SUPPLIES	2,408	835	1,152	1,200	464	39%	1,200
001-115-0000-4360	PERSONNEL TRAINING	1,410	1,620	2,910	4,150	375	9%	5,050
001-115-0000-4370	MEETINGS, MEMBERSHIPS & TRAVEL	1,275	1,106	1,520	-	-	0%	1,775
001-115-0000-4380	SUBSCRIPTIONS DUES & MMBRSHIPS	499	1,395	909	1,450	310	21%	2,100
001-115-0000-4390	VEHICLE ALLOW & MILEAGE	3,610	3,610	4,826	-	-	0%	-
001-115-0000-4450	OTHER EXPENSE	932	102	-	-	-	0%	-
001-115-0000-4430	ACTIVITIES AND PROGRAMS	-	-	-	-	-	0%	4,700
001-115-3689-4260	COVID-19 GLOBAL OUTBREAK	875	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>		<b>30,081</b>	<b>19,549</b>	<b>40,643</b>	<b>37,444</b>	<b>7,993</b>	<b>21%</b>	<b>80,144</b>
001-115-0000-4706	LIABILITY CHARGE	17,616	21,180	25,672	18,845	9,420	50%	24,302
001-115-0000-4743	FACILITY MAINTENANCE CHARGE	25,884	25,140	24,521	24,790	12,396	50%	30,078
<b>Internal Service Charges</b>		<b>43,500</b>	<b>46,320</b>	<b>50,193</b>	<b>43,635</b>	<b>21,816</b>	<b>50%</b>	<b>54,380</b>
<b>Division Total</b>		<b>352,076</b>	<b>367,354</b>	<b>412,891</b>	<b>426,749</b>	<b>208,339</b>	<b>49%</b>	<b>512,705</b>



## ELECTIONS

## DIVISION No. 116

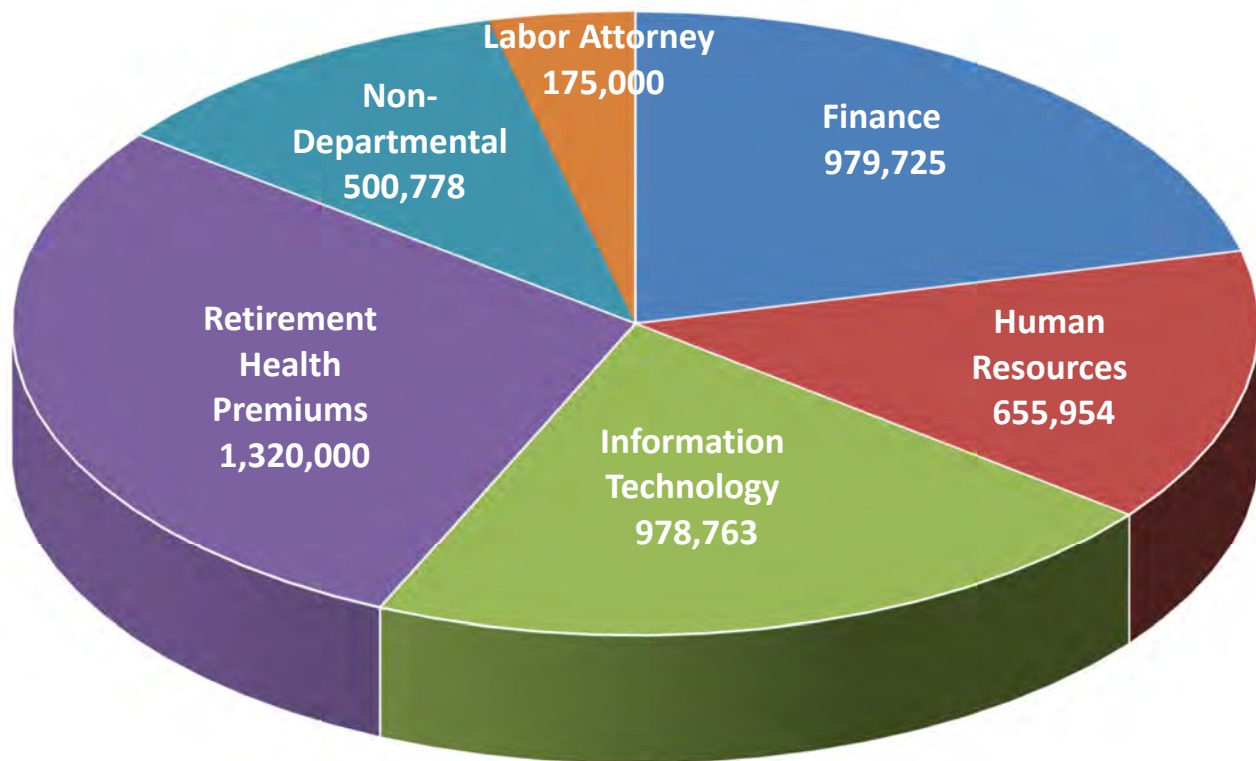
### DIVISION OVERVIEW

**The next General Municipal Election will be held on November 3, 2026.** As the Election Official, the City Clerk is responsible for administering elections in accordance with federal, state, and local procedures and in a manner that assures public confidence in the accuracy, efficiency, fairness and transparency of the election process. The City works alongside the County of Los Angeles Registrar-Recorder regarding the City's Municipal Elections and other County elections pertaining to the City. Although consolidated with the Los Angeles County, certain actions are completed by this office including publishing/posting election-related notices and preparing and distributing candidate information binders to prospective candidates during the Candidate Nomination Period. The City Clerk Department assists the Los Angeles County Registrar-Recorder/County Clerk by securing local polling places and serving as contact for election inquiries.

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

Account Number & Title		2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-116-0000-4103	WAGES-TEMPORARY & PART-TIME	1,444	480	1,028	-	-	0%	-
001-116-0000-4105	OVERTIME	249	95	-	-	-	0%	-
001-116-0000-4112	TEMP. NON-EMPLOYEE WAGES	-	-	-	-	-	0%	-
001-116-0000-4120	O.A.S.D.I.	155	44	93	-	-	0%	-
001-116-0000-4130	WORKER'S COMPENSATION INS.	141	43	96	-	-	0%	-
<b>Personnel Costs</b>		<b>1,988</b>	<b>662</b>	<b>1,216</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
001-116-0000-4230	ADVERTISING	-	378	-	500	-	0%	-
001-116-0000-4260	CONTRACTUAL SERVICES	-	37,462	67,893	60,000	-	0%	-
001-116-0000-4300	DEPARTMENT SUPPLIES	-	33	-	-	-	0%	-
001-116-0000-4360	PERSONNEL TRAINING	-	-	-	-	-	0%	-
001-116-0000-4370	MEETINGS, MEMBERSHIPS & TRAVEL	-	-	640	2,500	-	0%	-
001-116-0000-4390	VEHICLE ALLOW & MILEAGE	-	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>		<b>-</b>	<b>37,873</b>	<b>68,533</b>	<b>63,000</b>	<b>-</b>	<b>0%</b>	<b>-</b>
001-116-0000-4706	LIABILITY CHARGE	-	144	-	-	-	0%	-
001-116-0320-4741	EQUIP MAINT CHARGE	-	-	-	-	-	0%	-
001-116-0000-4741	EQUIP REPLACEMENT CHARGE	-	-	-	-	-	0%	-
001-116-0000-4743	FACILITY MAINTENANCE CHARGE	-	-	-	-	-	0%	-
<b>Internal Service Charges</b>		<b>-</b>	<b>144</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Division Total</b>		<b>1,988</b>	<b>38,678</b>	<b>69,749</b>	<b>63,000</b>	<b>-</b>	<b>0%</b>	<b>-</b>

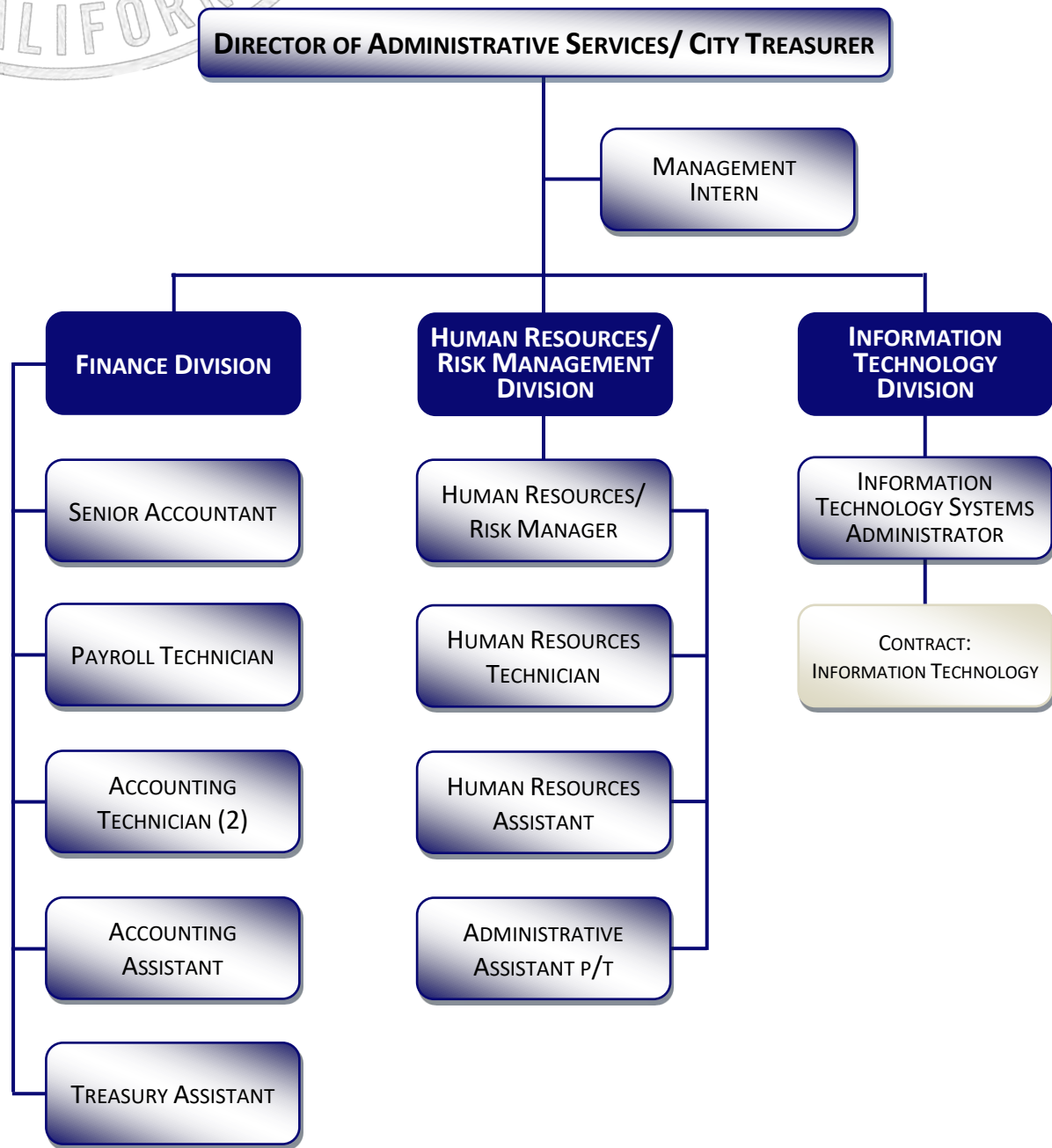
# ADMINISTRATIVE SERVICES DEPARTMENT





# THE CITY OF SAN FERNANDO

## ORGANIZATIONAL CHART ADMINISTRATIVE SERVICES DEPARTMENT FISCAL YEAR 2025-2026



CONTRACT



## **MISSION STATEMENT**

The mission of the Administrative Services Department is to efficiently and effectively support the organization by planning and monitoring the City's fiscal affairs; collaborating with City departments to attract and retain a highly qualified workforce who strive to deliver exceptional quality service to the public; and supporting, securing and monitoring technology and network systems for the City. The Department's emphasis is to streamline processes, optimize resources, and foster a conducive work environment, contributing to the overall success and growth of the organization.

## **DEPARTMENT OVERVIEW**

The Administrative Services Department consists of three divisions: Finance Administration, Human Resources, and Information Technology. The Administrative Services Department is responsible for a broad range of activities, including cash management, procurement of goods and services, utility billing, payroll preparation, recruitment and employee selection coordination, personnel records management, employee benefits programs administration, cybersecurity and information technology service management.

The Administrative Services Department is committed to providing the highest level of administrative, financial and information technology services to our customers, both internal and external, utilizing collaborative teamwork that emphasizes honesty, integrity, efficiency, and transparency.

## **ACCOMPLISHMENTS FOR FY 2024-2025**

1. Updated Citywide Information Technology and Cybersecurity Policies and Procedures to ensure new technologies are considered and incorporated into the cybersecurity framework, stay ahead of the evolving cyberthreat landscape, and strengthen data protection measures and ensure compliance with privacy regulations in coordination with the City's IT Managed Service Provider, Acorn Technologies and the City's Risk Management and Insurance Pool – Independent Cities Risk Management Authority (ICRMA). (Strategic Goal I.3)
2. Negotiated and implemented new Memoranda of Understandings (MOUs) with San Fernando Management Group (SFMG), San Fernando Police Civilians Association (SFPCA) for successor MOUs. Staff additionally anticipates completion of the San Fernando Part-Time Bargaining Unit (SFPTBU) successor MOUs by June 2025. (Strategic Goal VII.3.)
3. Implemented online bill payment services for Water/Sewer bills. Residential and commercial customers are now able to use a web-based portal to pay on accounts via credit card, debit card, checking account or Autopay. (Strategic Goal I.3)

## DEPARTMENT OVERVIEW

4. Established the San Fernando Leadership Academy, a facilitated a comprehensive training program for first-line supervisors, managers, and department heads with the objective to enhance leadership skills, improve team dynamics, and foster effective communication and reinforce the Citywide Core Values within City departments. (Strategic Goal VII.3.)
5. Tyler Eden, the City's financial system, is scheduled to be decommissioned in March 2027. Staff completed a competitive solicitation process, with approval by City Council in November 2024 to award a new professional service agreement with an experienced information technology managed services provider to augment full-service information technology management, including, network analysis and technical support, systems support, computer operations support, PC desktop technical support, software integration support, and IT policy and procedure development. (Strategic Goal VII.3)
6. Completed RFP and received authorization from City Council on October 7, 2024 to award a professional service agreement with Acorn Technology Services for information technology managed services provider to augment full-service information technology management, including, network analysis and technical support, systems support, computer operations support, PC desktop technical support, software integration support, and IT policy and procedure development. (Strategic Goal VII.3)
7. Completed Year 2 of the computer replacement project to ensure adequate up-to-date technology for all staff to support basic computing needs and create standardization of workstation inventory, with 20 computers updated. An additional 10 are expected to be completed by June 2025. (Strategic Goal I.3)
8. A concerted effort has been made to invest in employee education, which benefits the City in developing a more skilled and knowledgeable workforce. This year, Payroll and Human Resources/Risk Management Staff participated in CalPERS conferences with enhanced professional development funding. (Strategic Goal VII.4).
9. Instituted enhanced succession planning through development of an appropriate job class series within the Human Resources/Risk Management Division, with approval of amended job specifications from the City Council on February 3, 2025. (Strategic Goal VII.4).
10. Completed recruitments for ten (10) full-time positions and twenty-one (21) part-time positions, including critical positions such as Police Officers, Police Desk Officers, and Community Development Planning Manager positions. (Strategic Goal VII.3)
11. Implementing Assembly Bill (AB) 2561, a bill signed by Governor Newsom on September 22, 2024, requiring public agencies to conduct a public hearing on the status of vacancies and recruitment

## DEPARTMENT OVERVIEW

and retention efforts before the agency governing body at least once per fiscal year. Staff will be conducting a public hearing ahead of the adopted budget tentatively scheduled for June 16, 2025.

12. Reviewed and updated the City's Grant Policy and Procedure to develop and implement strategies that will align with accounting best practices to ensure that the City meets all federal and state standards in the areas of finance management, internal controls, audit and reporting to be presented to City Council by June 2025. (Strategic Goal VII.2)
13. In compliance with Senate Bills (SB) 998 and 3, received authorization from City Council on July 15, 2024, for the *Discontinuation of Residential Water Services for Non-Payment Policy*. Conducted outreach including mailings, phone campaigns, and extended Saturday hours to inform customers of various payment extension and payment arrangement plans in order to avoid account disconnections, which resumed in April 2025.
14. Applied for the Government Finance Officers Association *Distinguished Budget Presentation Award* for the Fiscal Year 2024-2025 Adopted Budget, for a total of eleven (11) consecutive years. Staff additionally applied for the *Certificate of Achievement for Excellence in Financial Reporting* for the Fiscal Year 2024-2025, a total of forty-one (41) consecutive years, with results anticipated by July 2025. (Strategic Goal VII.6)

## OBJECTIVES FOR FY 2025-2026

1. Review and update the City's Financial Policies and Procedures by March 2026 to ensure compliance with evolving laws and regulations, enhance transparency and accountability, and strengthen internal controls. Periodic review of financial policies and procedures will help align financial practices with strategic goals, improve operational efficiency, and facilitate better staff training and onboarding. Overall, modernizing these policies promotes sound fiscal management and long-term fiscal sustainability. (Strategic Goal VII.2)
2. In coordination with selected awarded professional labor attorney firm, conduct comprehensive review of the City's Administrative & Personnel Rules to assist in the development of policies and procedures to support best practices throughout all departments by June 2026. (Strategic Goal VII.3.)
3. Institute enhanced succession planning through the development of an appropriate job class series within safety classifications, with approval of amended job specifications presented to City Council by December 2025. (Strategic Goal VII.4).
4. Conduct Phase I – Financials and Phase II – General Billing for transition of the City's financial software, under the City's approved contract for award of software and implementation services with Tyler Technologies ERP. (Strategic Goal VII.3)

**Proposed Enhancement to Services:**

5. Citywide Personnel Training (\$25,000 - One-Time): To align with the Council's priority of enhancing employee recruitment, retention, and morale, Staff will focus on prioritizing investments in employee training. Planned training efforts include leadership and supervisory coaching, CPR and safety training, and comprehensive citywide customer service programs. These initiatives are designed to foster a more skilled and knowledgeable workforce, directly benefiting the City. (Council Priority: Citywide Recruitment, Retention, and Morale)

**PERFORMANCE MEASURES**

<b>FINANCE DIVISION</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Estimated</b>	<b>2026 Proposed</b>
A. # of Invoices Processed	7,570	8,139	8,313	8,325	8,350
B. # of Transactions	47,741	48,700	48,570	49,300	49,500
# Digitally	1,878	2,435	2,720	9,420	10,643
% Digitally	3.90%	5.00%	5.60%	19.11%	21.50%
C. # of Participants In Utility Rate Assistance Program	21	25	214	230	225
D. \$ Return On Investments	\$250,000	\$275,000	\$442,585	\$525,000	\$550,000
E. # Professional Development Hours	**	85	756	500	800
F. GFOA Distinguished Budget Award	✓	✓	✓	Pending	✓
G. GFOA Distinguished Financial Reporting Award	✓	✓	✓	✓	✓

<b>HUMAN RESOURCES DIVISION</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Estimated</b>	<b>2026 Proposed</b>
A. # of New Recruitments	46	30	23	25	25
B. # of New Hires	**	40	50	31	40
C. Avg. # Days (Time) from Conditional to Final Hire Offer	**	45	45	45	40
D. # Professional Development Hours	**	**	25	30	80

<b>INFORMATION TECHNOLOGY DIVISION</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Estimated</b>	<b>2026 Proposed</b>
A. # of IT Service Tickets	1,327	1,200	800	1,200	850
B. # Days for Ticket Resolution	**	**	2	2	2
C. # PCs Replaced	**	85	20	20	25
D. # Net New PCs Deployed	**	**	3	15	14
E. # Professional Development Hours	**	**	98	80	86

*\*\* Prior year data not tracked.*



**FUNDING SUMMARY FOR FY 2025-2026**
**SOURCES:**

	2022	2023	2024	2025	2026
ADMINISTRATIVE SERVICES	Actual	Actual	Actual	Adjusted	Proposed
General Revenue	4,655,087	6,153,244	4,304,337	5,662,750	4,516,220
Business License Processing Fee	56,402	72,760	91,254	106,939	84,000
Business License Permits	7,905	7,025	9,210	12,978	10,000
<b>TOTAL FUNDING SOURCES</b>	<b>4,719,394</b>	<b>6,233,029</b>	<b>4,404,801</b>	<b>5,782,667</b>	<b>4,610,220</b>

**USES:**

	2022	2023	2024	2025	2026
ADMINISTRATIVE SERVICES	Actual	Actual	Actual	Adjusted	Proposed
001-130 Finance	747,198	972,736	1,074,017	1,088,938	979,725
001-133 Human Resources <sup>[3]</sup>	-	-	-	580,053	655,954
001-135 Information Technology	427,101	520,479	701,165	1,059,777	978,763
001-180 Retirement Health Premiums	1,038,911	993,648	2,088,061	1,500,000	1,320,000
001-190 Non-Departmental	2,310,424	3,375,457	387,828	1,134,524	500,778
001-112 Labor Attorney <sup>[5]</sup>	195,760	370,710	153,730	419,375	175,000
<b>TOTAL FUNDING USES</b>	<b>4,719,394</b>	<b>6,233,029</b>	<b>4,404,801</b>	<b>5,782,667</b>	<b>4,610,220</b>

**PERSONNEL:**

	2022	2023	2024	2025	2026
ADMINISTRATIVE SERVICES	Actual	Actual	Actual	Adopted	Proposed
Director of Finance/City Treasurer	1.00	1.00	1.00	0.00	0.00
Director of Administrative Services <sup>[1]</sup>	0.00	0.00	0.00	1.00	1.00
Senior Accountant	1.00	1.00	1.00	1.00	1.00
Accounting Technician	2.00	2.00	2.00	2.00	2.00
Payroll Technician	1.00	1.00	1.00	1.00	1.00
Treasurer Assistant <sup>(2)</sup>	1.00	1.00	1.00	1.00	1.00
Accounting Assistant	1.00	1.00	1.00	1.00	1.00
Management Intern	0.46	0.46	0.46	0.46	0.46
IT Systems Administrator	0.00	1.00	1.00	1.00	1.00
Human Resources/Risk Manager <sup>(3)</sup>	0.00	0.00	0.00	1.00	1.00
Human Resources Technician <sup>(3)</sup>	0.00	0.00	0.00	1.00	1.00
Human Resources Assistant <sup>(3)</sup>	0.00	0.00	0.00	1.00	1.00
Administrative Assistant (FTE) <sup>(4)</sup>	0.00	0.00	0.00	0.46	0.46
<b>TOTAL ADMIN SERVICES PERSONNEL</b>	<b>7.46</b>	<b>8.46</b>	<b>8.46</b>	<b>11.92</b>	<b>11.92</b>



## ADMINISTRATIVE SERVICES DEPARTMENT

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<sup>1</sup> Department name changed from Finance to Administrative Services Department in FY 2024-2025, with associated position title reclassifications.

<sup>2</sup> Treasury Division combined with Finance Division in Fiscal Year 2022-2023

<sup>3</sup> Personnel Division name changed to Human Resources and moved from City Manager's Office to Administrative Services in FY 2024-2025, with associated position title reclassifications.

<sup>4</sup> Personnel Office Clerk (FTE) reclassified to Administrative Assistant (FTE) in FY 2024-2025

<sup>5</sup> Labor Attorney Contract moved from City Manager's Office to Administrative Services in FY 2024-2025



**FINANCE**

**DIVISION NO. 130**

**DIVISION OVERVIEW**

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

The Finance Administration Division prepares and monitors the City's award-winning Annual Budget Book and Annual Comprehensive Financial Report.

**Dept: Administrative Services**
**Div: Finance**

Account Number & Title	2022	2023	2024	2025	As of	2025	2026
	Actual	Actual	Actual	Adjusted	12/31/24	% Used	Proposed
001-130-0000-4101 SALARIES-PERMANENT EMPLOYEES	378,715	497,502	545,946	554,841	292,026	53%	477,895
001-130-0000-4103 WAGES-TEMPORARY & PART-TIME	11,181	20,554	19,721	21,965	9,291	42%	7,964
001-130-0000-4105 OVERTIME	8,559	10,364	3,622	-	2,655	0%	-
001-130-0000-4120 O.A.S.D.I.	30,695	39,697	41,844	41,769	20,785	50%	35,629
001-130-0000-4126 HEALTH INSURANCE	75,977	82,966	87,887	109,897	45,739	42%	106,779
001-130-0000-4128 DENTAL INSURANCE	7,328	7,679	7,402	3,435	1,320	38%	4,486
001-130-0000-4129 RETIREE HEALTH SAVINGS	91	1,100	2,567	3,900	1,924	49%	1,950
001-130-0000-4130 WORKER'S COMPENSATION INS.	6,652	17,512	19,696	17,611	8,385	48%	11,583
001-130-0000-4134 LONG TERM DISABILITY INSURANCE	1,140	2,285	2,605	3,012	1,396	46%	2,347
001-130-0000-4136 OPTICAL INSURANCE	1,326	1,415	1,440	1,145	720	63%	1,268
001-130-0000-4138 LIFE INSURANCE	330	374	421	450	211	47%	383
001-130-0000-4140 WELLNESS BENEFIT REIMBURSEMENT	600	600	750	750	1,150	153%	1,150
001-130-0000-4141 TECHNOLOGY ALLOWANCE	-	-	-	2,700	1,382	51%	3,000
001-130-0000-4142 AUTOMOBILE ALLOWANCE	-	-	-	4,800	2,374	49%	4,800
001-130-3689-4101 COVID-19 GLOBAL OUTBREAK	1,783	-	-	-	-	0%	-
001-130-3689-4120 COVID-19 GLOBAL OUTBREAK	137	-	-	-	-	0%	-
001-130-3689-4129 COVID-19 GLOBAL OUTBREAK	9	-	-	-	-	0%	-
001-130-3689-4130 COVID-19 GLOBAL OUTBREAK	130	-	-	-	-	0%	-
<b>Personnel Costs</b>	<b>524,650</b>	<b>682,048</b>	<b>733,900</b>	<b>766,275</b>	<b>389,358</b>	<b>51%</b>	<b>659,234</b>
001-130-0000-4260 CONTRACTUAL SERVICES	65,633	90,184	110,646	100,000	97,273	97%	121,589
001-130-0000-4270 PROFESSIONAL SERVICES	51,126	62,472	75,658	82,168	19,478	24%	62,120
001-130-0000-4300 DEPARTMENT SUPPLIES	12,869	14,422	24,578	19,764	2,923	15%	20,000
001-130-0000-4360 PERSONNEL TRAINING	549	2,390	399	6,000	399	7%	1,000
001-130-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	2,234	6,351	6,319	7,500	3,521	47%	7,500
001-130-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	1,015	1,231	1,290	1,950	280	14%	2,305
001-130-0000-4390 VEHICLE ALLOW & MILEAGE	2,779	3,610	4,641	500	-	0%	-
001-130-3689-4300 COVID-19 GLOBAL OUTBREAK	218	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>136,424</b>	<b>180,660</b>	<b>223,532</b>	<b>217,882</b>	<b>123,874</b>	<b>57%</b>	<b>214,514</b>
001-130-0000-4706 LIABILITY CHARGE	34,356	47,664	55,772	41,775	20,886	50%	42,363
001-130-0000-4743 FACILITY MAINTENANCE CHARGE	51,768	62,364	60,813	61,478	30,738	50%	63,614
<b>Internal Service Charges</b>	<b>86,124</b>	<b>110,028</b>	<b>116,585</b>	<b>103,253</b>	<b>51,624</b>	<b>50%</b>	<b>105,977</b>
<b>Division Total</b>	<b>747,198</b>	<b>972,736</b>	<b>1,074,017</b>	<b>1,087,410</b>	<b>564,856</b>	<b>52%</b>	<b>979,725</b>



**HUMAN RESOURCES****DIVISION NO. 133****DIVISION OVERVIEW**

The Human Resources Division is comprised of Human Resources and Risk Management support:

**HUMAN RESOURCES**

Human Resources is responsible for providing support to all City departments and attracting and retaining highly qualified employees. The program manages a variety of functions including coordination of recruitment and employee selection; maintenance of the City's personnel records; maintenance of the City's classification specifications; oversees labor relations activities, including labor negotiations and administers the provisions of the collective bargaining agreements; reviews grievances and disciplinary actions; administers employee benefits programs; administers risk management and workers compensation; and documentation of statutory and regulatory compliance.

Program goals are 1) to effectively maintain a comprehensive modern Human Resources program; 2) to improve the recruitment, examination and hiring process; 3) to negotiate and administer the Memorandum of Understanding (MOU's) with employee bargaining groups; 4) to retain, train and motivate employees committed to providing service that exceeds community expectations; 5) to keep employees' well informed through ongoing communication and recognition programs; and 6) to assist in the implementation of organizational change through maintenance of job classification specifications.

**RISK MANAGEMENT**

The Risk Management Program administers the City's self-insured property/general liability and Workers Compensation Programs; works with the City Attorney's Office to monitor, control and resolve litigation matters; and maintains excess insurance policies.

To administer the City's Risk Management program by providing support to all City departments in managing and reducing risk exposure. The program manages a variety of functions including coordination of the Workers Compensation Program and General Liability Program; oversees safety training activities, develops policies and procedures as outlined in the City's Management Assessment Report and coordinates the implementation process; reviews liability claims against the City and manages the work of the third party claims administrator; works with the City Clerk's Office in responding to Public Records requests as it relates to lawsuits filed against the City; administers the risk management and workers compensation documentation of statutory and regulatory compliance, and provides administrative support to the City Manager's Office and Finance Department.

**Dept: Administrative Services**  
**Div: Human Resources**

Account Number & Title		2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-133-0000-4101	SALARIES-PERMANENT EMPLOYEES	286,837	331,965	363,900	318,277	155,199	49%	363,698
001-133-0000-4103	WAGES-TEMPORARY & PART-TIME	223	12,706	33,213	32,859	21,637	66%	37,992
001-133-0000-4105	OVERTIME	1,966	682	95	-	124	0%	-
001-133-0000-4120	O.A.S.D.I.	22,111	24,342	24,393	26,572	13,538	51%	29,499
001-133-0000-4126	HEALTH INSURANCE	45,917	44,425	38,709	71,115	16,344	23%	46,595
001-133-0000-4128	DENTAL INSURANCE	3,255	2,812	2,484	2,223	2,697	121%	1,930
001-133-0000-4129	RETIREE HEALTH SAVINGS	3,403	2,177	4,235	1,200	2,690	224%	2,175
001-133-0000-4130	WORKER'S COMPENSATION INS.	4,401	6,890	7,354	4,342	2,925	67%	7,725
001-133-0000-4134	LONG TERM DISABILITY INSURANCE	1,075	1,425	1,141	1,347	618	46%	1,878
001-133-0000-4136	OPTICAL INSURANCE	600	600	566	741	182	25%	546
001-133-0000-4138	LIFE INSURANCE	266	251	269	338	164	48%	360
001-133-0000-4140	WELLNESS REIMBURSEMENT	-	-	-	-	-	0%	400
<b>Personnel Costs</b>		<b>370,054</b>	<b>428,276</b>	<b>476,358</b>	<b>459,014</b>	<b>216,117</b>	<b>47%</b>	<b>492,798</b>
001-133-0000-4220	TELEPHONE	585	1,043	622	800	151	19%	625
001-133-0000-4230	ADVERTISING	8,258	5,719	2,960	10,035	2,953	29%	4,575
001-133-0000-4260	CONTRACTUAL SERVICES	19,545	20,256	22,960	17,000	10,219	60%	9,000
001-133-0000-4270	PROFESSIONAL SERVICES	4,849	4,399	3,343	6,000	2,771	46%	17,610
001-133-0000-4300	DEPARTMENT SUPPLIES	4,856	4,928	6,715	5,000	2,454	49%	6,000
001-133-0000-4320	DEPARTMENT EQUIPMENT MAINT	-	20	10	500	-	0%	-
001-133-0000-4360	PERSONNEL TRAINING	175	-	-	250	-	0%	27,472
001-133-0000-4365	TUITION REIMBURSEMENT	-	-	1,315	6,000	-	0%	-
001-133-0000-4370	MEETINGS, CONFERENCES & TRAVEL	-	-	489	5,500	1,261	23%	5,688
001-133-0000-4380	SUBSCRIPTIONS DUES & MMBRSHIPS	175	175	201	450	-	0%	1,265
001-133-0000-4390	VEHICLE ALLOW & MILEAGE	-	34	77	200	-	0%	-
001-133-0000-4430	ACTIVITIES AND PROGRAMS	-	-	-	4,700	1,183	25%	-
<b>Operations &amp; Maintenance Costs</b>		<b>38,442</b>	<b>36,573</b>	<b>38,693</b>	<b>56,435</b>	<b>20,993</b>	<b>37%</b>	<b>72,235</b>
001-133-0000-4706	LIABILITY CHARGE	19,536	29,472	36,076	24,817	12,408	50%	31,668
001-133-0000-4743	FACILITY MAINTENANCE CHARGE	34,944	40,608	45,242	45,737	22,866	50%	59,253
<b>Internal Service Charges</b>		<b>54,480</b>	<b>70,080</b>	<b>81,318</b>	<b>70,554</b>	<b>35,274</b>	<b>50%</b>	<b>90,921</b>
<b>Division Total</b>		<b>462,976</b>	<b>534,929</b>	<b>596,369</b>	<b>586,003</b>	<b>272,384</b>	<b>46%</b>	<b>655,954</b>

NOTE: Division 106 (City Manager's Office) was changed to division 133 (Administrative Services Department) in FY 2024-2025. For budgetary and illustrative purposes, these two divisions have been combined.

**INFORMATION TECHNOLOGY****DIVISION NO. 135****DIVISION OVERVIEW**

The Information Technology Division of the City of San Fernando is structured around two pivotal areas: IT Operations & Security and the IT Service Desk, both strategically managed by the City's IT Systems Administrator. A strong emphasis on clear and consistent communication serves as the bedrock for effective service delivery and the successful implementation of technological initiatives.

IT Operations & Security forms the essential technological foundation, encompassing the critical planning, implementation, and continuous management of the City's IT infrastructure and security measures. This area is responsible for ensuring the reliability, performance, and robust protection of the City's digital assets. Key functions include cybersecurity, hardware and software maintenance, IT project management, technology procurement, and the establishment of IT policies and governance.

The IT Service Desk acts as the central point of contact for technology users, providing crucial frontline support and directly receiving user feedback, which is invaluable for assessing service effectiveness and identifying future needs. Complementary services, such as technology adoption and training, further support the City's technological advancement. The division strategically utilizes a competitively procured professional services contract with an IT Managed Services Provider to enhance its capabilities and deliver comprehensive technological support.

Ultimately, the Information Technology Division is committed to building and maintaining a resilient and modern technology infrastructure that effectively supports the delivery of essential City services to internal staff, and external stakeholders. By prioritizing both robust IT operations and a responsive service desk, the IT Division strives to ensure a secure, efficient, and user-friendly technology environment for the City of San Fernando.

**Dept: Administrative Services**  
**Div: Information Technology**

Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-135-0000-4101 SALARIES-PERMANENT EMPLOYEES	-	28,218	132,463	137,043	70,615	52%	216,726
001-135-0000-4120 O.A.S.D.I.	-	2,120	9,977	10,576	5,451	52%	15,816
001-135-0000-4126 HEALTH INSURANCE	-	5,161	27,735	28,005	12,250	44%	33,115
001-135-0000-4128 DENTAL INSURANCE	-	356	2,539	876	1,016	116%	1,391
001-135-0000-4129 RETIREE HEALTH SAVINGS	-	300	1,200	1,800	950	53%	2,775
001-135-0000-4130 WORKER'S COMPENSATION INS.	-	446	2,017	1,729	877	51%	5,432
001-135-0000-4134 LONG TERM DISABILITY INSURANCE	-	-	934	1,124	517	46%	1,777
001-135-0000-4136 OPTICAL INSURANCE	-	64	386	292	193	66%	393
001-135-0000-4138 LIFE INSURANCE	-	-	86	90	47	52%	113
001-135-0000-4140 WELLNESS REIMBURSEMENT	-	-	-	-	-	0%	400
001-135-0000-4141 TECHNOLOGY ALLOWANCE	-	-	-	1,200	640	53%	1,500
<b>Personnel Costs</b>	-	<b>36,666</b>	<b>177,336</b>	<b>182,735</b>	<b>92,556</b>	<b>51%</b>	<b>279,438</b>
001-135-0000-4260 CONTRACTUAL SERVICES	297,110	358,669	339,272	617,303	171,005	28%	428,174
001-135-0420-4260 CONTRACTUAL SERVICES	1,406	-	-	-	-	0%	-
001-135-0000-4270 PROFESSIONAL SERVICES	127,719	124,682	128,353	215,224	113,109	53%	234,395
001-135-0000-4300 DEPARTMENT SUPPLIES	865	462	29,753	21,997	7,757	35%	-
<b>Operations &amp; Maintenance Costs</b>	<b>427,101</b>	<b>483,813</b>	<b>497,378</b>	<b>854,524</b>	<b>291,871</b>	<b>34%</b>	<b>662,569</b>
001-135-0000-4706 LIABILITY CHARGE	-	-	14,189	9,962	4,980	50%	17,957
001-135-0000-4743 FACILITY MAINTENANCE CHARGE	-	-	12,261	12,395	6,198	50%	18,799
<b>Internal Service Charges</b>	-	-	<b>26,450</b>	<b>22,357</b>	<b>11,178</b>	<b>50%</b>	<b>36,756</b>
<b>Division Total</b>	<b>427,101</b>	<b>520,479</b>	<b>701,165</b>	<b>1,059,616</b>	<b>395,605</b>	<b>37%</b>	<b>978,763</b>



**RETIREMENT COSTS****DIVISION NO. 180****DIVISION OVERVIEW**

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

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

**Dept: Administrative Services**  
**Div: Retirement Costs**

Account Number & Title		2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-180-0000-4127	RETIRED EMP. HEALTH INS.	1,038,911	993,648	1,088,061	1,000,000	589,644	59%	1,320,000
<b>Personnel Costs</b>		<b>1,038,911</b>	<b>993,648</b>	<b>1,088,061</b>	<b>1,000,000</b>	<b>589,644</b>	<b>59%</b>	<b>1,320,000</b>
001-180-0000-4905	TRANSFER TO OPEB TRUST FUND	-	-	1,000,000	500,000	-	0%	-
<b>Transfers</b>		<b>-</b>	<b>-</b>	<b>1,000,000</b>	<b>500,000</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Division Total</b>		<b>1,038,911</b>	<b>993,648</b>	<b>2,088,061</b>	<b>1,500,000</b>	<b>589,644</b>	<b>39%</b>	<b>1,320,000</b>

**NON-DEPARTMENTAL****DIVISION No. 190****DIVISION OVERVIEW**

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

**Dept: Administrative Services**  
**Div: Non-Departmental**

Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-190-0000-4101 SALARIES-PERMANENT EMPLOYEES	-	-	-	85,142	-	0%	40,000
001-190-0000-4103 PART TIME EMPLOYEES	-	-	-	-	-	0%	10,000
001-190-0000-4105 OVERTIME	-	-	-	275,000	-	0%	50,000
001-190-0000-4111 COMMISSIONERS REIMBURSEMENT	1,800	1,350	1,350	1,800	450	25%	1,800
001-190-0000-4126 HEALTH INS. ADMIN FEE	4,047	5,569	6,095	64,613	2,711	4%	-
001-190-0000-4132 UNEMPLOYMENT INSURANCE	-	-	403	22,000	-	0%	25,000
001-190-0130-4132 FINANCE DEPARTMENT	2,501	-	-	-	-	0%	-
001-190-0222-4132 POLICE - UNEMPLOYMENT INSURANCE	-	4,611	1,385	-	-	0%	-
001-190-0390-4132 FACILITIES MANAGEMENT	13,914	840	19,565	-	-	0%	-
001-190-0420-4132 RECREATION DEPT - UNEMPLOYMENT INSURANCE	-	-	2,745	-	-	0%	-
001-190-3689-4132 COVID-19 GLOBAL OUTBREAK	(432)	-	-	-	-	0%	-
<b>Personnel Costs</b>	<b>21,830</b>	<b>12,370</b>	<b>31,543</b>	<b>448,555</b>	<b>3,161</b>	<b>1%</b>	<b>126,800</b>
001-190-0000-4220 TELEPHONE	60,474	47,007	44,352	50,000	21,366	43%	50,000
001-190-0000-4260 CONTRACTUAL SERVICES	95,575	86,570	86,909	115,000	50,975	44%	130,000
001-190-0000-4267 APPROPRIATED RESERVE	62,331	28,191	18,243	80,906	10,220	13%	75,000
001-190-0000-4270 PROFESSIONAL SERVICES	10,500	34,354	10,790	56,853	-	0%	22,128
001-190-0000-4280 POSTAGE	25,544	23,250	24,743	25,000	10,860	43%	26,000
001-190-0000-4300 DEPARTMENT SUPPLIES	4,119	6,176	4,155	10,500	2,121	20%	7,500
001-190-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	30,953	36,153	36,640	32,000	27,061	85%	38,350
001-190-0000-4405 INTEREST EXPENSE	50,617	24,642	24,642	-	-	0%	-
001-190-0000-4428 SMART METERS LOAN PRINCIPAL	3,178	-	-	-	-	0%	-
001-190-0000-4430 ACTIVITIES AND PROGRAMS	400	-	6,022	-	3,970	0%	-
001-190-0000-4435 BANK CHARGES	19,807	23,245	23,378	15,000	2,970	20%	25,000
001-190-0000-4437 CASH OVER & SHORT	11	93	77	-	20	0%	-
001-190-0000-4450 OTHER EXPENSE	5,283	-	-	5,000	-	0%	-
001-190-0220-4437 CASH OVER & SHORT	5	(67)	(25)	-	20	0%	-
001-190-3608-4270 HAZARD MITIGATION PROGRAM	-	-	-	4,625	-	0%	-
001-190-3649-4267 YOUTH REINVESTMENT PROG BSCC 582-19	-	280	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>368,795</b>	<b>309,893</b>	<b>279,926</b>	<b>394,884</b>	<b>129,582</b>	<b>33%</b>	<b>373,978</b>
001-190-0320-4741 EQUIP MAINT & REPLACEMENT CHARGE	-	-	-	7,418	3,708	50%	-
<b>Internal Services</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,418</b>	<b>3,708</b>	<b>50%</b>	<b>-</b>
001-190-0000-4906 TRANSFER TO SELF-INSURANCE FND	-	-	-	85,000	42,498	50%	-
001-190-0000-4917 TRANSFER TO RECREATION FUND	-	-	51,360	-	-	0%	-
001-190-0000-4932 TRANSFER TO CAPITAL OUTLAY FD	500,000	-	-	-	-	0%	-
001-190-0000-4941 TRANSFER TO EQUIP. REPLACEMENT FND	72,000	-	-	100,000	49,998	50%	-
001-190-0000-4943 TRANSFER TO FACILITY MAINTENANCE FUND	129,996	-	-	98,667	49,332	50%	-
001-190-0000-4953 TRANSFER TO COMMUNITY INVESTMENT FUND	-	-	25,000	-	-	0%	-
001-190-0303-4932 ANNUAL ST SLURRY SEAL PROJECT	-	553,194	-	-	-	0%	-
001-190-0765-4932 HVAC SYSTEM FOR PD FACILITY	1,217,803	2,500,000	-	-	-	0%	-
<b>Transfers</b>	<b>1,919,799</b>	<b>3,053,194</b>	<b>76,360</b>	<b>283,667</b>	<b>141,828</b>	<b>50%</b>	<b>-</b>
<b>Division Total</b>	<b>2,310,424</b>	<b>3,375,457</b>	<b>387,828</b>	<b>1,134,524</b>	<b>278,279</b>	<b>25%</b>	<b>500,778</b>





**LEGAL SERVICES (LABOR ATTORNEY)**

**DIVISION NO. 112**

**DIVISION OVERVIEW**

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

**Dept: Administrative Services**  
**Div: Labor Attorney**

Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-112-0000-4270 PROFESSIONAL SERVICES	195,760	370,710	153,730	419,375	73,288	17%	175,000
<b>Operations &amp; Maintenance Costs</b>	<b>195,760</b>	<b>370,710</b>	<b>153,730</b>	<b>419,375</b>	<b>73,288</b>	<b>17%</b>	<b>175,000</b>
<b>Division Total</b>	<b>195,760</b>	<b>370,710</b>	<b>153,730</b>	<b>419,375</b>	<b>73,288</b>	<b>17%</b>	<b>175,000</b>

**ADMINISTRATIVE  
SERVICES DEPARTMENT:**

**INTERNAL SERVICE  
FUND: SELF-INSURANCE**

**DESCRIPTION**

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

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

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

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



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

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

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

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

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

**MAJOR PROJECTS/PROGRAMS**

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

**Fund: Self-Insurance Fund**  
**Resp. Dept: Administrative Services**

REVENUES		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/24	% Used	Proposed
006-3500-0000	INTEREST INCOME	10,219	23,732	21,593	-	-	0%	60,000
006-3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	(71,223)	(29,798)	35,185	58,924	58,924	100%	58,924
006-3901-0000	MISCELLANEOUS REVENUE	25,996	203,634	704,414	549,473	1,475	0%	350,000
006-3925-0000	WORKER'S COMP PREMIUM TRANSFER	1,256,326	1,508,306	1,610,874	1,285,106	656,904	51%	1,310,136
006-3951-0000	LIABILITY CHARGE	890,004	1,110,000	1,500,000	1,004,676	502,338	50%	1,310,000
006-3970-0000	TRANSFER FROM GENERAL FUND	-	-	-	85,000	42,498	50%	42,498
006-3995-0000	TRANSFER FROM THE WATER FUND	60,000	60,000	60,000	60,000	30,000	50%	60,000
<b>Total Revenue</b>		<b>2,171,322</b>	<b>2,875,873</b>	<b>3,932,067</b>	<b>3,043,179</b>	<b>1,292,139</b>	<b>42%</b>	<b>3,191,558</b>

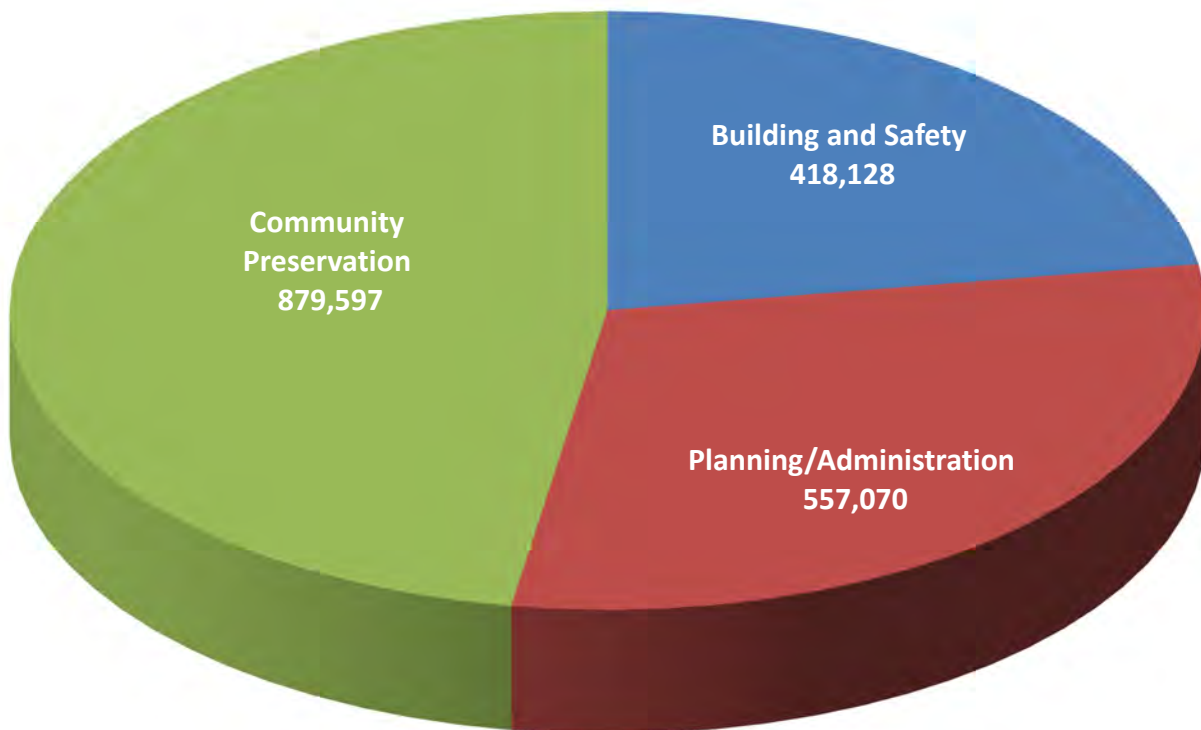
APPROPRIATIONS		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/24	% Used	Proposed
006-190-0000-4240	INSURANCE AND SURETY	321,032	359,178	461,818	551,313	454,700	82%	525,000
006-190-0000-4270	PROFESSIONAL SERVICES	1,069	-	-	-	-	0%	-
006-190-0000-4300	DEPARTMENT SUPPLIES	309	-	964	-	-	0%	-
006-190-0000-4800	LIABILITY INSURANCE CLAIMS	730,874	2,071,099	(741,839)	509,225	261,143	51%	525,000
006-190-0000-4810	WORKER'S COMP CLAIMS	41,027	579,901	2,039,106	689,513	278,747	40%	575,000
006-190-0000-4830	LIABILITY INS REQUIREMENTS	999,475	1,156,905	1,520,174	1,293,128	1,359,482	105%	1,465,136
<b>Operations &amp; Maintenance Costs</b>		<b>2,093,786</b>	<b>4,167,083</b>	<b>3,280,224</b>	<b>3,043,179</b>	<b>2,354,073</b>	<b>77%</b>	<b>3,090,136</b>
<b>Total Appropriations</b>		<b>2,093,786</b>	<b>4,167,083</b>	<b>3,280,224</b>	<b>3,043,179</b>	<b>2,354,073</b>	<b>77%</b>	<b>3,090,136</b>

<b>ANNUAL SURPLUS/DEFICIT</b>		<b>77,536</b>	<b>(1,291,209)</b>	<b>651,843</b>	<b>0</b>			<b>101,422</b>
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NOTE: This Division was converted to an Internal Service Fund in FY 2015-2016

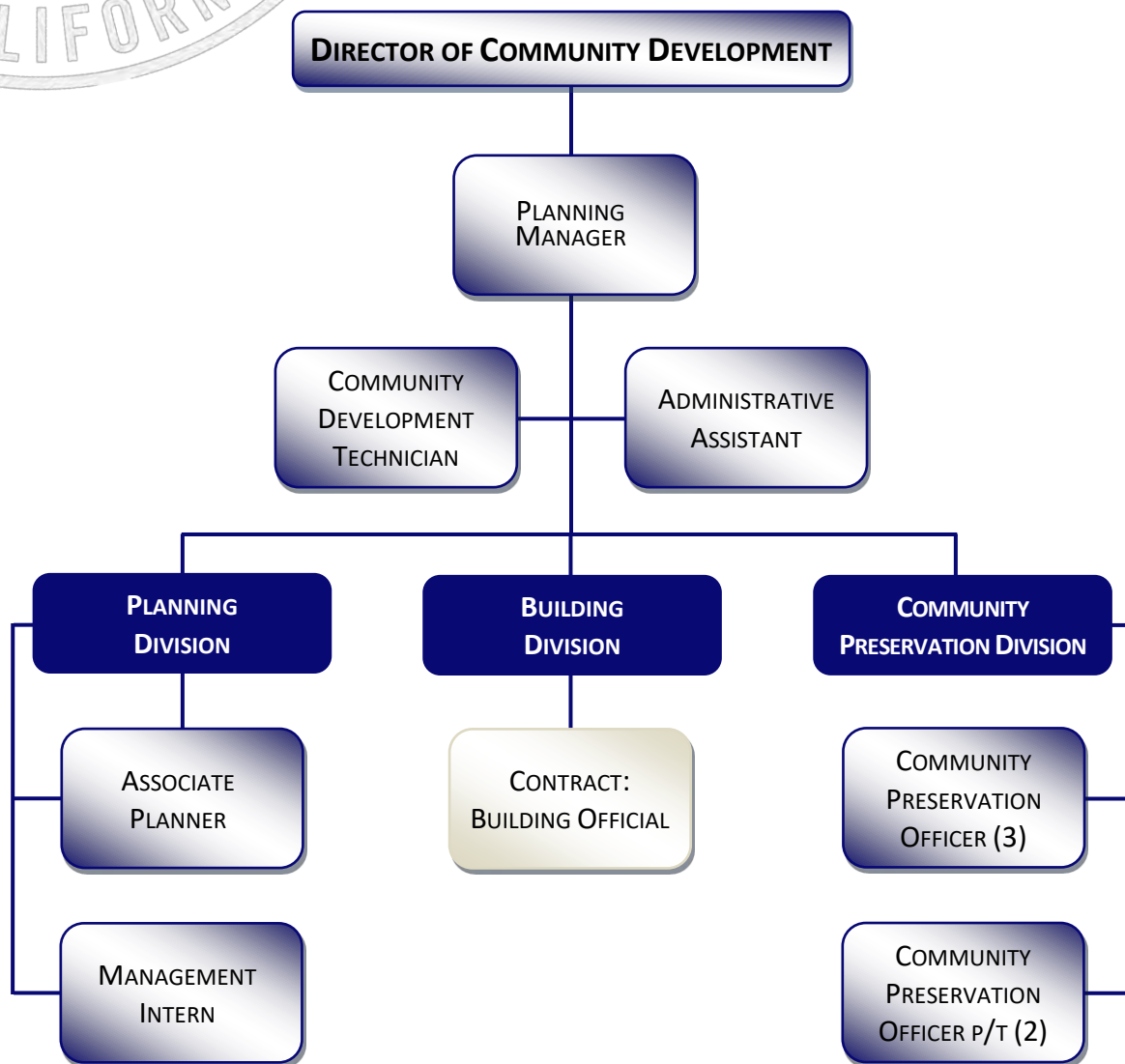
# COMMUNITY DEVELOPMENT DEPARTMENT





# THE CITY OF SAN FERNANDO

## ORGANIZATIONAL CHART COMMUNITY DEVELOPMENT DEPARTMENT FISCAL YEAR 2025-2026



CONTRACT

## **MISSION STATEMENT**

The Community Development Department strives to improve the quality of life and economic vitality of the City and its residents through planning, implementing, and administering programs and projects that address community needs and priorities. The Department is committed to serve customers with courtesy and professionalism, promote sustainable development, historic preservation, affordable housing, and protect public health, safety and general welfare through the built environment.

## **DEPARTMENT OVERVIEW**

The Community Development Department assists legislative bodies, including the City Council the Planning and Preservation Commission, as well as residents, businesses and property owners in the City to address land use, environmental, housing, historic and neighborhood preservation, public art, and City building and zoning code related matters.

The Department oversees the following activities:

- Ensuring that new building construction adheres to municipal building codes;
- Providing planning and development review to safeguard compliance with the City's general plan and zoning regulations, State housing laws and the California Environmental Quality Act (CEQA);
- Enforcing municipal building and property maintenance regulations on existing properties;
- Facilitating affordable housing provision and coordination for homeless services;
- Updating local ordinances in compliance with State law, and focusing on developing policies and implementing strategies to improve economic vitality in the City; and
- Providing technical support to the City Council, and the Planning and Preservation Commission relating to planning review and approval of new development, neighborhood preservation, and environmental compliance.

## **ACCOMPLISHMENTS FOR FY 2024-2025**

1. On February 3, 2025 City Council adopted Ordinance No. 1728 and Ordinance No. 1730 to establish a Mixed-Use Overlay and apply it to certain commercially zoned properties in the City to comply with the latest state mandates and facilitate development of affordable housing units in existing commercial corridors to meet the Regional Housing Needs Assessment (RHNA). This project was funded by a one-time enhancement as part of the adopted FY 2024-2025. (Strategic Goal III, 1)
2. On March 10, 2025 the City's Planning Manager began. This position was added to the Community Development Department as an ongoing enhancement as part of the adopted FY 2024-2025. (Strategic Goal I, 1)



**ACCOMPLISHMENTS FOR FY 2024-2025**

3. Phase 2 of the Climate Action and Resilience Plan (CARP) and General Plan Updates to the Circulation Element and the Open Space/Conservation/Parks-Recreation Element continued. The final CARP and General Plan updates are estimated to be completed in January, 2026. (Strategic Goal IV, 1)
4. On October 21, 2024, the City Council accepted the Southern California Associations of Governments' (SCAG) Regional Early Action Program (REAP) 2.0 Grant for \$1,125,000 and authorized a Memorandum of Understanding (MOU) to Implement the Grant Program. (Strategic Goal III,4)
5. On May 5, 2025, Ordinance No. 1732 will be presented to City Council to repeal and replace the Zoning Code to include: (Strategic Goals II, 4; III, 5a; III, 1 and IV, 1)
  - **Formatting & Organization:** A comprehensive update to address formatting and organization of the code;
  - **Outdoor Dining:** Standards for private property outdoor dining.
  - **Accessory Dwelling Unit:** Updates to comply with the latest state mandates and aligns with the Housing Element.
  - **Landscape:** Regulations and design standards for residential front yards and implementation of the Urban Forest Management Plan.
  - **Special Land Uses:** Establishes standards for special land use types such as establishments that sell alcohol.
  - **Codify processes:** Codifies processes established by City policies and clarifies existing processes such as special events, zoning clearances and site plan reviews.
6. Initiated an Accessory Dwelling Unit (ADU) Program to comply with AB 434. (Strategic Goal I)
7. Implemented an automated solar permit system to empower our residential and commercial owners to obtain residential solar permits remotely and instantaneously. (Strategic Goal I, 6)
8. Establishing four kiosks throughout the City for residents to apply for permits. These kiosks will be placed at Las Palmas Park, Recreation Park, in the City Hall lobby and in the Community Development and Public Works Department lobby by June 30, 2025. (Strategic Goal I, 6)
9. The CDBG Neighborhood Clean Up! Program is on track to assist 9 residential properties owned by qualifying senior or disabled individuals to improve their properties by removing overgrown vegetation, bulky items, trash and debris, to ensure the beautification of San Fernando. (Strategic Goal III, 1)
10. Initiated the *Fostering Business Excellence Program* to educate business owners on code compliance and bring commercial businesses into compliance with property maintenance standards. This included hosting two workshops, creating flyers that were delivered to each

**ACCOMPLISHMENTS FOR FY 2024-2025**

business, and initiating walking inspections to provide a preliminary assessment of the property prior to any enforcement action. (Strategic Goal III,1)

11. Initiated a contract with special legal counsel to advise and bring resolution to long standing code enforcement cases. (Strategic Goal III)
12. On March 13, 2025, the City submitted a grant application through the HCD Homeownership Super NOFA, requesting \$5 million in funding to support both a down payment assistance program and an owner-occupied home rehabilitation program aimed at increasing housing stability and homeownership opportunities. (Strategic goal III, 1, 2; VII,4)
13. The City implemented Phase II of Ordinance 1710, which prohibits smoking in multi-unit housing, including all units, private outdoor spaces (balconies, decks, patios), and common areas—except for a Designated Smoking Area as defined by the ordinance. Outreach included letters to property owners, informational postcards to tenants, PSA posters at bus shelters, and a social media campaign. (Strategic goal)
14. On October 21, 2024, the City Council approved contracts with North Valley Caring Services to conduct street outreach to unhoused individuals and Home Again LA to provide case management, housing navigation, emergency/interim housing, and rapid rehousing or prevention services. These contracts supports the City’s commitment to expanding coordinated services for individuals experiencing homelessness. (Strategic goal I, 5,6)
15. On July 15, 2024, the City Council approved a Memorandum of Understanding with Habitat for Humanity of Greater Los Angeles (Habitat LA) to established a Home Rehabilitation Grant Program. The program offers free home repairs and modifications to eligible homeowners, supporting accessibility improvements and aging in place. (Strategic goal I,5; III, 2)
16. On March 3, 2025, the City Council adopted Resolution No. 8370, approving the allocation of Permanent Local Housing Allocation (PLHA) funds for Fiscal Year 2027–2028 in the amount of \$79,615. This funding will support housing-related initiatives consistent with the City’s long-term housing goals. (Strategic goal I,5; VII, 4)

**OBJECTIVES FOR FY 2025-2026**

1. Complete the CARP and General Plan updates to the to the Circulation Element and the Open Space/Conservation/Parks-Recreation Element. (Strategic Goal IV, 1)
2. Complete the SCAG REAP 2.0 Grant scope of work that includes: (Strategic Goal III, 1)
  - **Housing Stabilization:** Develop strategies for preventing displacement and maintaining affordable housing for disadvantaged community members and establishing supportive programs for tenants and homeowners to prevent displacement and affirmatively further fair housing. This will be in the form a Community Stabilization Manual.
  - **Historic Survey Update:** Update the 2002 Historic Survey to identify eligible historic resources throughout the City to promote conversion or preservation of historic commercial buildings into housing while also promoting improvement or expansion of residential buildings to maintain quality of existing housing, neighborhoods, and health of residents, and to address overcrowding.
  - **Density Bonus Ordinance:** Update the City's density bonus ordinance to comply with state housing law and to establish a local density bonus ordinance with incentives encouraging affordable housing.
  - **Zoning Code and San Fernando Corridors Specific Plan 5 (SP-5) Update:** Complete a comprehensive update to the Zoning Code and San Fernando Corridors Specific Plan 5 (SP-5) to allow residential land use in currently restricted areas, increase development capacity for housing on underutilized or vacant infill sites, streamline the review process and comply with the latest state housing laws.
  - **Housing Development Streamlining:** Review and update the City's development process for housing developments to ensure potential barriers that may hinder housing construction are removed and a smoother and more efficient approval process for housing projects.
3. Establish the ADU Program Accessory Dwelling Unit (ADU) Program to comply with AB 434. This scope of work will include produce two ADU plan sets for review and preliminary approval by the City for public use; create a guidebook for ADUs; create a brochure for ADUs and an application, checklist and internal policy and procedure for staff. (Strategic Goal I)
4. Update Chapter 18 (Buildings and Building Regulations) of the San Fernando Municipal Code to clarify municipal regulations pertaining to building administration such as application requirements, permit issuance, permit expirations, inspections, certificate of occupancies, etc. (Strategic Goal I)
5. Create a public facing GIS portal for interested parties to access their zoning information.
6. Complete three to four neighborhood cleanup events throughout the City as part of the Neighborhood Clean Up! CDBG Program. (Strategic Goal III, 1)

**OBJECTIVES FOR FY 2025-2026**

7. Complete inspections at each business to promote property maintenance code compliance in the commercial corridors of the City. (Strategic Goal III)
8. Assess and evaluate the Residential Inspection program to determine feasibility to establish the program. (Strategic Goal III)

**Proposed Enhancement to Services:**

9. Specialized Legal Services: \$5,500 – One-Time: This will ensure that long standing code enforcement cases are able to be resolved through the legal system (Strategic Goal 1, 4). This aligns with the FY2025-2026 Council budget priority of crime prevention and deterrence.

**PERFORMANCE MEASURES**

<b>PLANNING/ADMINISTRATION DIVISION</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Estimated</b>	<b>2026 Proposed</b>
A. # of Public Inquiries at Counter*	-	679	1,077	2,965	2,500
B. # of Planning Application Submitted	633	379	511	472	450
C. # of Agenda Items (City Council (CC); Planning and Preservation Commission (PCC))	CC: 17 PCC: 11	CC: 12 PCC: 17	CC: 27 PCC: 15	CC: 26 PCC: 22	CC: 24 PCC: 24

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

<b>BUILDING &amp; SAFETY DIVISION</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Estimated</b>	<b>2026 Proposed</b>
A. # of Building Permit Issued	1,044	756	1,077	1,040	1,000
B. # of Plans Reviewed	141	69	149	195	150
C. # of Building Inspections Completed	1,233	2,251	2,755	2,600	2,000
D. # of Presale Inspections	110	42	54	114	50

<b>COMMUNITY PRESERVATION DIVISION</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Estimated</b>	<b>2026 Proposed</b>
A. # of Code Violations Initiated	674	543	741	866	900
B. # of Citation Issued	654	496	153	115	75
C. # of Code Enforcement Cases Closed	626	400	995	805	800
D. # of Code Enforcement Follow-Up Inspections	895	822	1,756	2,400	1,200

\*\* Not Previously Tracked



**FUNDING SUMMARY FOR FY 2024-2025**
**SOURCES:**

<b>COMMUNITY DEVELOPMENT</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Adjusted</b>	<b>2025 Adjusted</b>	<b>2026 Proposed</b>
General Revenue	378,429	495,903	643,534	1,373,041	1,293,745
Construction Permits	262,647	432,562	255,774	209,257	190,000
Comm. & Home Occupancy Permits	23,881	19,814	21,779	13,486	20,000
Planning Review	28,896	27,058	25,181	117,985	85,000
Garage Sale Permits	1,785	1,685	2,005	1,920	2,000
Banner And Sign Permits	10,950	16,368	15,935	20,739	18,500
Code Enforcement Citations	12,428	18,453	32,477	18,674	25,000
Zoning & Planning Fees	123,914	117,395	178,178	66,429	150,000
Public Notification Fees	247	775	1,281	676	1,300
Environmental Assessment Fees	4,800	-	7,920	-	8,000
Code Enforcement Inspection Orders	6,687	4,704	2,724	6,252	6,250
Inspection Upon Resale Program	26,880	14,640	15,588	16,560	20,000
Vendor Inspection Fees	19,620	24,386	34,348	35,154	35,000
<b>TOTAL FUNDING SOURCES</b>	<b>901,164</b>	<b>1,173,743</b>	<b>1,236,723</b>	<b>1,880,173</b>	<b>1,854,795</b>

**USES:**

<b>COMMUNITY DEVELOPMENT</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Adjusted</b>	<b>2025 Adjusted</b>	<b>2026 Proposed</b>
001-140 Building and Safety	83,569	122,623	143,495	369,862	418,128
001-150 Planning/Administration	391,683	558,038	454,494	788,669	557,070
001-151 Economic Development <sup>(1)</sup>	38,141	-	-	-	-
001-152 Community Preservation	387,771	493,082	638,734	721,642	879,597
001-155 Low/Mod Income Housing <sup>(2)</sup>	-	70,363	163,202	176,943	-
<b>TOTAL FUNDING USES</b>	<b>901,164</b>	<b>1,173,743</b>	<b>1,236,723</b>	<b>1,880,173</b>	<b>1,854,795</b>

<sup>1</sup> Economic Development Division moved from Community Development to City Manager's Office in FY 2022-2023

<sup>2</sup> Housing Division recommended to be moved from Community Development to BCRC in FY 2025-2026



## COMMUNITY DEVELOPMENT DEPARTMENT

### **PERSONNEL:**

	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>COMMUNITY DEVELOPMENT</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Proposed</b>
Director of Community Development	1.00	1.00	1.00	1.00	1.00
Planning Manager	0.00	0.00	0.00	1.00	1.00
Associate Planner	1.00	1.00	1.00	1.00	1.00
Community Development Technician	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	0.00	1.00	1.00	1.00	1.00
Community Preservation Officer	2.00	3.00	3.00	3.00	3.00
Community Preservation Officer (FTE)	0.95	0.95	0.95	0.95	0.95
Management Intern	0.46	0.46	0.46	0.46	0.46
Housing Coordinator <sup>(1)</sup>	0.00	1.00	1.00	1.00	0.00
<b>TOTAL COMM. DEV. PERSONNEL</b>	<b>7.16</b>	<b>9.41</b>	<b>9.41</b>	<b>10.41</b>	<b>9.41</b>

<sup>1</sup> Housing Division Coordinator position recommended to be moved to City Manager's Office in FY 2025-2026



**BUILDING AND SAFETY**

**DIVISION NO. 140**

**DIVISION OVERVIEW**

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

Outside professional firms continue to support the Building and Safety Division by providing professional and technical skills on an on-call as needed basis. This includes the review of construction documents, building inspections and Building Official services.

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

Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-140-0000-4101 SALARIES-PERMANENT EMPLOYEES	18,658	70,997	76,046	111,626	55,245	49%	191,362
001-140-0000-4105 OVERTIME	1,627	2,353	354	-	565	0%	-
001-140-0000-4120 O.A.S.D.I.	1,552	5,457	5,845	7,793	3,672	47%	13,222
001-140-0000-4126 HEALTH INSURANCE	5,095	5,514	10,643	19,536	7,820	40%	28,311
001-140-0000-4128 DENTAL INSURANCE	353	405	1,231	611	808	132%	1,183
001-140-0000-4129 RETIREE HEALTH SAVINGS	-	1,489	1,030	1,275	695	55%	1,995
001-140-0000-4130 WORKER'S COMPENSATION INS.	321	1,136	3,480	3,970	1,853	47%	5,106
001-140-0000-4134 LONG TERM DISABILITY INSURANCE	-	233	281	441	201	45%	1,077
001-140-0000-4136 OPTICAL INSURANCE	68	70	230	204	150	74%	334
001-140-0000-4138 LIFE INSURANCE	23	44	64	90	47	52%	126
001-140-0000-4140 WELLNESS BENEFIT	-	-	-	-	-	0%	-
<b>Personnel Costs</b>	<b>27,695</b>	<b>87,697</b>	<b>99,204</b>	<b>145,546</b>	<b>71,056</b>	<b>49%</b>	<b>242,716</b>
001-140-0000-4220 TELEPHONE	-	-	-	900	-	0%	900
001-140-0000-4270 PROFESSIONAL SERVICES	36,535	14,301	23,175	196,696	49,026	25%	129,906
001-140-0000-4300 DEPARTMENT SUPPLIES	950	2,897	3,820	2,200	187	9%	3,750
001-140-0000-4320 DEPARTMENT EQUIPMENT MAINT	-	-	-	-	-	0%	-
001-140-0000-4360 PERSONNEL TRAINING	170	4,071	-	1,095	1,095	100%	1,700
001-140-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	-	1,322	-	1,850	1,786	97%	2,205
001-140-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	315	185	160	345	245	71%	300
001-140-0000-4390 VEHICLE ALLOW & MILEAGE	-	762	-	900	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>37,970</b>	<b>23,537</b>	<b>27,155</b>	<b>203,986</b>	<b>52,339</b>	<b>26%</b>	<b>138,761</b>
001-140-0000-4706 LIABILITY CHARGE	1,728	5,100	7,941	7,935	3,966	50%	15,597
001-140-0320-4741 EQUIP MAINT CHARGE	-	-	-	-	-	0%	-
001-140-0000-4741 EQUIP REPLACEMENT CHARGE	-	-	-	-	-	0%	-
001-140-0000-4743 FACILITY MAINTENANCE CHARGE	16,176	6,288	9,195	12,395	6,198	50%	21,054
<b>Internal Service Charges</b>	<b>17,904</b>	<b>11,388</b>	<b>17,136</b>	<b>20,330</b>	<b>10,164</b>	<b>50%</b>	<b>36,651</b>
<b>Division Total</b>	<b>83,569</b>	<b>122,623</b>	<b>143,495</b>	<b>369,862</b>	<b>133,558</b>	<b>36%</b>	<b>418,128</b>

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

The Planning/Administration Division administers and implements City land use and development policies, design policies, historic preservation program, public art program, and compliance with the California Environmental Quality Act. This division manages and implements the General Plan including the programs identified in the Housing Element. The division provides direct services to the public by staffing the public counter, responding to citizen inquiries, processing a variety of development review applications, and working closely with the Planning and Preservation Commission, and the City Council to ensure new development reflects City land use policy, and enhances the built environment.

Planning personnel continue to work on improving the department's review and processing of project entitlements, including coordination with building and safety personnel, other City departments, and design consultants in order to implement Council directives and department priority projects. Planning personnel also update policies and standards to comply with changing State housing and land use laws, promoting economic development and sustainability, and improving public health and the environment.



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

Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-150-0000-4101 SALARIES-PERMANENT EMPLOYEES	224,509	159,990	188,698	277,398	91,883	33%	299,579
001-150-0000-4103 WAGES-TEMPORARY & PART-TIME	30,372	13,392	14,578	38,522	9,097	24%	22,896
001-150-0000-4105 OVERTIME	6,577	4,354	535	-	283	0%	-
001-150-0000-4111 COMMISSIONER'S REIMBURSEMENT	1,875	1,950	2,800	6,000	800	13%	6,000
001-150-0000-4120 O.A.S.D.I.	20,128	13,288	15,904	16,693	7,283	44%	23,252
001-150-0000-4126 HEALTH INSURANCE	18,527	24,819	40,401	41,575	19,051	46%	56,071
001-150-0000-4128 DENTAL INSURANCE	1,023	1,612	3,563	1,300	1,674	129%	2,359
001-150-0000-4129 RETIREE HEALTH SAVINGS	3,158	2,276	2,584	2,475	1,340	54%	4,110
001-150-0000-4130 WORKER'S COMPENSATION INS.	4,125	3,935	6,985	5,424	2,564	47%	9,571
001-150-0000-4134 LONG TERM DISABILITY INSURANCE	440	466	281	441	201	45%	1,235
001-150-0000-4136 OPTICAL INSURANCE	285	284	670	434	316	73%	667
001-150-0000-4138 LIFE INSURANCE	173	117	181	248	82	33%	266
001-150-0000-4140 WELLNESS BENEFIT	600	600	-	750	750	100%	1,150
001-150-0000-4141 TECHNOLOGY ALLOWANCE	-	-	-	1,500	185	12%	3,000
001-150-0000-4142 AUTOMOBILE ALLOWANCE	-	-	-	4,800	2,374	49%	4,800
<b>Personnel Costs</b>	<b>311,791</b>	<b>227,084</b>	<b>277,179</b>	<b>397,560</b>	<b>137,883</b>	<b>35%</b>	<b>434,956</b>
001-150-0000-4230 ADVERTISING	4,292	5,558	2,748	2,300	2,047	89%	4,000
001-150-0000-4270 PROFESSIONAL SERVICES	16,389	252,645	112,380	331,276	148,794	45%	25,000
001-150-0000-4300 DEPARTMENT SUPPLIES	1,224	8,113	3,440	3,815	440	12%	5,489
001-150-0000-4360 PERSONNEL TRAINING	-	382	-	900	318	35%	1,610
001-150-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	50	3,200	2,830	5,171	2,381	46%	11,476
001-150-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	1,673	1,888	96	1,725	-	0%	2,525
001-150-0000-4390 VEHICLE ALLOW & MILEAGE	1,652	1,640	4,087	1,800	-	0%	300
<b>Operations &amp; Maintenance Costs</b>	<b>25,280</b>	<b>273,426</b>	<b>125,580</b>	<b>346,986</b>	<b>153,979</b>	<b>44%</b>	<b>50,400</b>
001-150-0000-4706 LIABILITY CHARGE	22,260	19,812	21,573	16,495	8,250	50%	27,951
001-150-0000-4743 FACILITY MAINTENANCE CHARGE	32,352	37,716	30,161	27,392	13,698	50%	43,763
<b>Internal Service Charges</b>	<b>54,612</b>	<b>57,528</b>	<b>51,734</b>	<b>43,887</b>	<b>21,948</b>	<b>50%</b>	<b>71,714</b>
<b>Division Total</b>	<b>391,683</b>	<b>558,038</b>	<b>454,494</b>	<b>788,433</b>	<b>313,810</b>	<b>40%</b>	<b>557,070</b>



**COMMUNITY PRESERVATION**

**DIVISION No. 152**

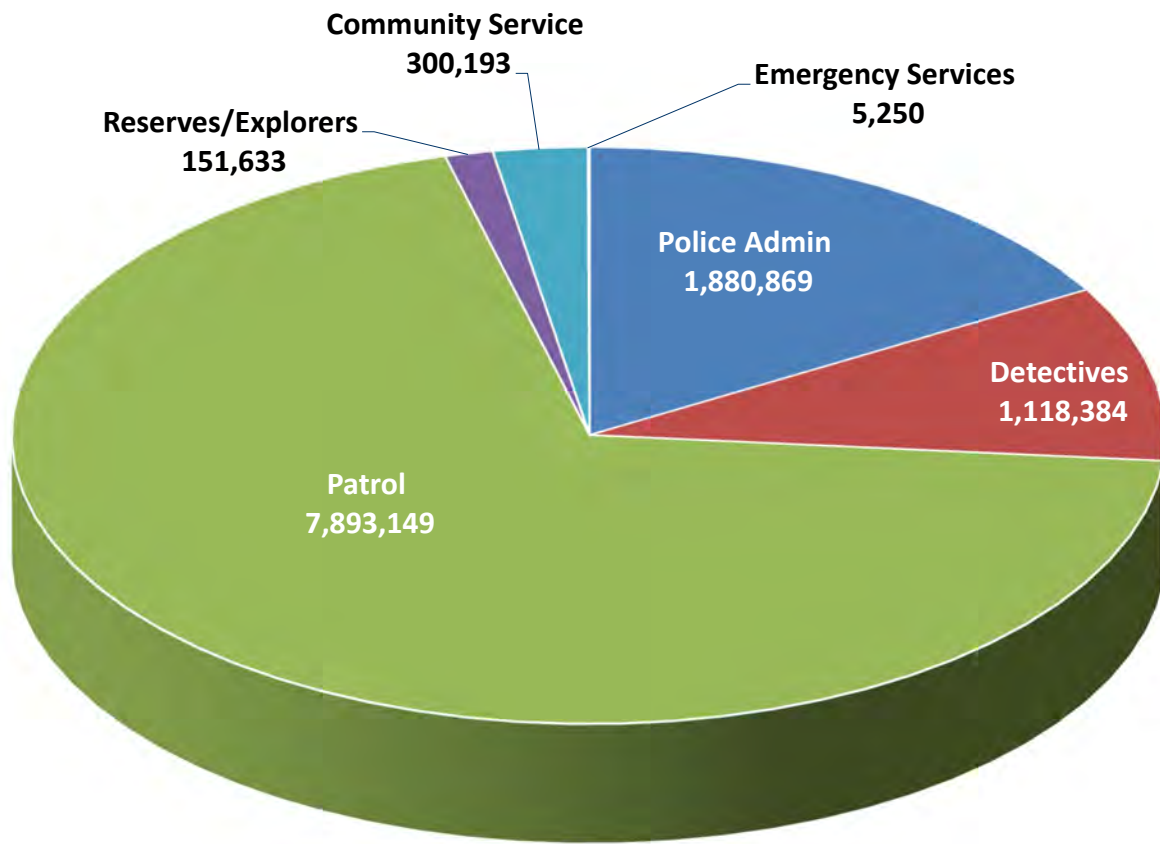
**DIVISION OVERVIEW**

The Community Preservation Division protects public health, safety and welfare by enforcing the municipal code. Division staff perform inspections and enforce laws to correct illegal and unsafe building conditions and structures, inadequate property maintenance, public nuisances, noncompliance with business licensing requirements, and violations of zoning code regulations.

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

Account Number & Title		2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-152-0000-4101	SALARIES-PERMANENT EMPLOYEES	164,159	246,821	212,213	304,871	167,917	55%	434,028
001-152-0000-4103	WAGES-TEMPORARY & PART-TIME	37,324	46,656	76,253	98,848	39,252	40%	80,639
001-152-0000-4105	OVERTIME	15,033	7,247	354	-	283	0%	-
001-152-0000-4120	O.A.S.D.I.	16,631	22,842	22,095	30,138	15,272	51%	37,955
001-152-0000-4126	HEALTH INSURANCE	20,543	29,596	31,212	79,422	19,823	25%	74,128
001-152-0000-4128	DENTAL INSURANCE	531	405	2,472	2,482	1,778	72%	3,070
001-152-0000-4129	RETIREE HEALTH SAVINGS	587	1,593	1,733	1,275	2,837	223%	4,695
001-152-0000-4130	WORKER'S COMPENSATION INS.	14,659	18,075	14,305	22,482	9,366	42%	25,520
001-152-0000-4134	LONG TERM DISABILITY INSURANCE	-	233	281	441	201	45%	1,077
001-152-0000-4136	OPTICAL INSURANCE	68	70	487	828	305	37%	868
001-152-0000-4138	LIFE INSURANCE	255	277	244	428	-	0%	464
001-152-3689-4103	COVID-19 GLOBAL OUTBREAK	7,718	-	-	-	-	0%	-
001-152-3689-4120	COVID-19 GLOBAL OUTBREAK	590	-	-	-	-	0%	-
001-152-3689-4130	COVID-19 GLOBAL OUTBREAK	561	-	-	-	-	0%	-
<b>Personnel Costs</b>		<b>278,660</b>	<b>373,815</b>	<b>361,649</b>	<b>541,215</b>	<b>257,033</b>	<b>47%</b>	<b>662,444</b>
001-152-0000-4220	TELEPHONE	2,328	2,126	2,217	4,500	900	20%	4,500
001-152-0000-4230	ADVERTISING	-	271	252	587	-	0%	4,050
001-152-0000-4270	PROFESSIONAL SERVICES	-	8,690	121,237	33,524	32,538	97%	24,882
001-152-0000-4300	DEPARTMENT SUPPLIES	11,720	5,433	7,114	3,980	1,776	45%	4,500
001-152-0000-4325	UNIFORM ALLOWANCE	1,183	1,614	1,941	5,500	-	0%	5,500
001-152-0000-4340	SMALL TOOLS	106	-	-	-	-	0%	-
001-152-0000-4360	PERSONNEL TRAINING	516	255	1,386	1,720	1,720	100%	3,145
001-152-0000-4365	TUITION REIMBURSEMENT	-	-	476	-	-	0%	-
001-152-0000-4370	MEETINGS, MEMBERSHIPS & TRAVEL	3,937	1,815	3,368	3,607	3,607	100%	3,523
001-152-0000-4380	SUBSCRIPTIONS DUES & MMBRSHIPS	485	485	300	1,020	520	51%	500
001-152-0000-4390	VEHICLE ALLOW & MILEAGE	-	658	-	900	-	0%	-
<b>Operations &amp; Maintenance Costs</b>		<b>20,275</b>	<b>21,347</b>	<b>138,292</b>	<b>55,338</b>	<b>41,062</b>	<b>74%</b>	<b>50,600</b>
001-152-0000-4706	LIABILITY CHARGE	14,664	26,592	43,204	29,505	14,754	50%	42,569
001-152-0320-4741	EQUIP MAINT CHARGE	18,672	22,944	33,589	22,256	11,130	50%	35,411
001-152-0000-4741	EQUIP REPLACEMENT CHARGE	4,380	4,380	4,375	11,875	5,940	50%	11,875
001-152-0000-4743	FACILITY MAINTENANCE CHARGE	51,120	44,004	57,625	58,255	29,130	50%	76,698
<b>Internal Service Charges</b>		<b>88,836</b>	<b>97,920</b>	<b>138,793</b>	<b>121,891</b>	<b>60,954</b>	<b>50%</b>	<b>166,553</b>
<b>Division Total</b>		<b>387,771</b>	<b>493,082</b>	<b>638,734</b>	<b>718,444</b>	<b>359,049</b>	<b>50%</b>	<b>879,597</b>

# POLICE DEPARTMENT

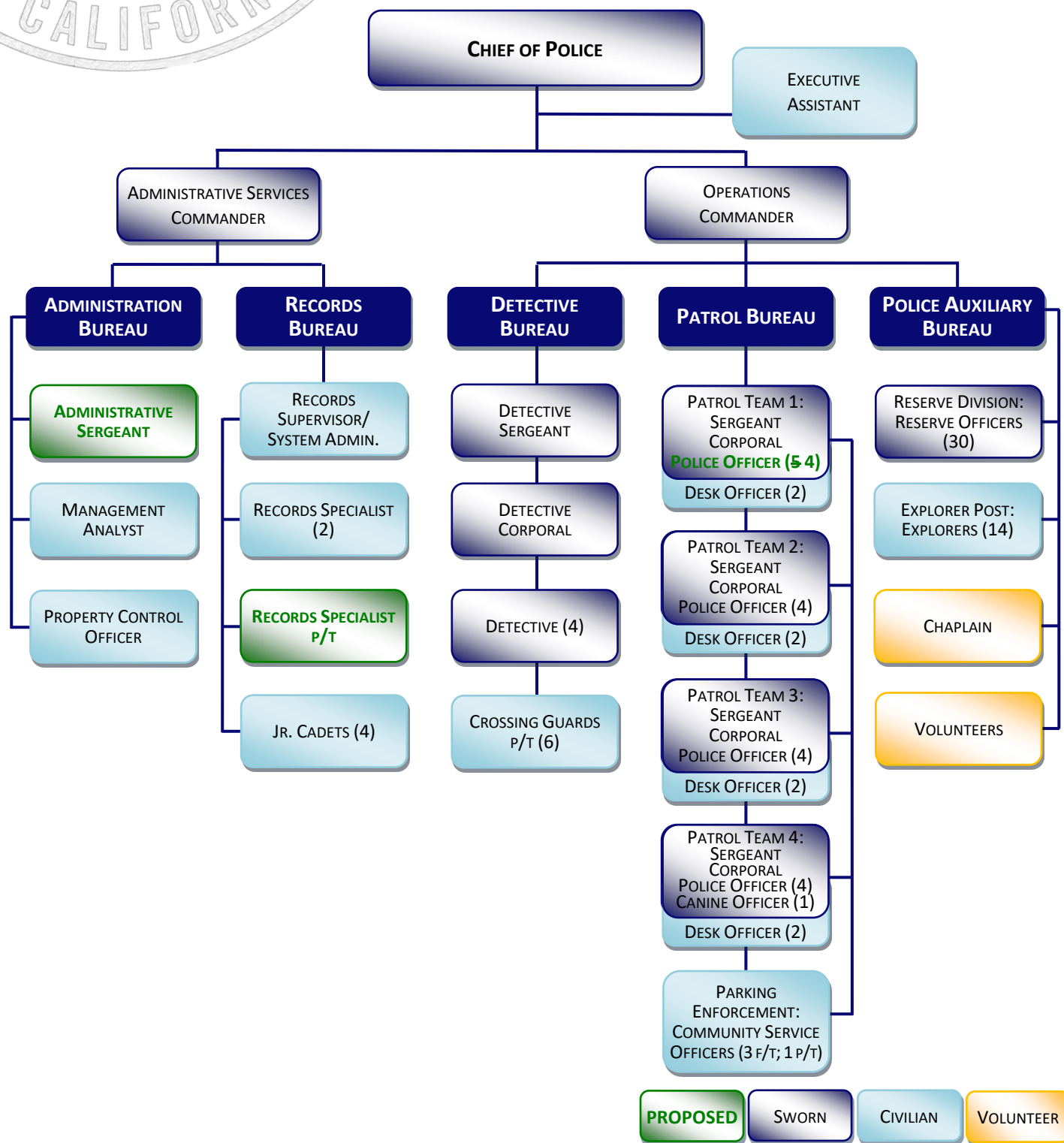




# THE CITY OF SAN FERNANDO

## ORGANIZATIONAL CHART

### POLICE DEPARTMENT FISCAL YEAR 2025-2026





## MISSION STATEMENT

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

## DEPARTMENT OVERVIEW

The San Fernando Police Department is made up of dedicated professionals committed to safeguarding our community and preserving our quality of life. Every day, we strive to provide superior police service to our stakeholders and uphold the trust we've earned through consistent, principled action. With the continued support of our community, we remain focused on delivering responsive, effective, and respectful law enforcement to everyone in San Fernando.

## ACCOMPLISHMENTS FOR FY 2024-2025

1. Filled one (1) vacant Commander position and hired three (3) Police Officers, one (1) Desk Officer, two (2) Community Service Officers, and one (1) Records Specialist to enhance operational capacity and leadership within the Department. (City Council Priorities: Citywide Recruitment, Retention, and Morale; Enhance Patrol Coverage and Effectiveness)
2. Established the San Fernando Police Department Police Auxiliary Bureau (PAB) to formalize the Police Volunteer Program. Recruited an additional three (3) volunteers and expanded the Police Reserve Program by onboarding four (4) new Reserve Officers, increasing community support and field capabilities. (City Council Priorities: Citywide Recruitment, Retention, and Morale; Enhance Patrol Coverage and Effectiveness; Crime Prevention and Deterrence)
3. Launched in-house Arrest and Control (ARCON) Training and hosted between 20 to 30 ARCON and Officer Wellness training sessions, strengthening tactical readiness and promoting physical and mental well-being among sworn personnel. (City Council Priority: Citywide Recruitment, Retention, and Morale)
4. Secured City Council approval and entered into a Memorandum of Understanding (MOU) with the Taskforce for Regional Auto Theft Prevention (TRAP), allowing the Department to access regional law enforcement resources and strengthen proactive vehicle theft enforcement efforts. (City Council Priorities: Enhance Patrol Coverage and Effectiveness; Crime Prevention and Deterrence)
5. Expanded community engagement efforts by conducting six (6) Community Academy sessions at San Fernando Middle School, with an average of 60–70 participants per session. Participated in three (3) "Coffee Time with the Chief" events and hosted a "Chat with the Chief" at the Department of Mental Health to promote transparency and build community trust. (Strategic Goal I.1 & I.3)

**ACCOMPLISHMENTS FOR FY 2024-2025**

6. Enhanced inter-agency collaboration by partnering with the Los Angeles Unified School District, Los Angeles County District Attorney's Office, Los Angeles School Police, and non-profit organizations to launch the San Fernando Safe Schools and Community Engagement Coalition. (City Council Priority: Crime Prevention and Deterrence)
7. Completed installation of updated security cameras and an access control system at the police facility using funds from the Urban Area Security Initiative (UASI) grant, improving overall facility security and operational safety. (Strategic Goal I.2)
8. Purchased and deployed four (4) Handheld Ticket Writers for Patrol Operations to support compliance with the Racial Identity Profiling Act (RIPA), and to streamline the issuance and data collection for parking and traffic enforcement activities. (City Council Priority: Enhance Patrol Coverage and Effectiveness)
9. Finalized job specifications for a Police Corporal rank within the Department and received City Council approval on April 21, 2025, strengthening the Department's leadership structure and promotional pathway. (City Council Priorities: Enhance Patrol Coverage and Effectiveness; Citywide Recruitment, Retention, and Morale; Crime Prevention and Deterrence)
10. Purchased and implemented the E-Subpoena Program and software to improve administrative efficiency, reduce duplicate data entry and human error, and integrate with the Los Angeles County Court System to automate and streamline subpoena issuance and tracking. (City Council Priority: Enhance Patrol Coverage and Effectiveness)
11. Continued recruitment efforts by completing background investigations, polygraph examinations, psychological evaluations, and uniform purchases for 16 applicants/new employees, preparing them for onboarding into the Department. (City Council Priority: Citywide Recruitment, Retention, and Morale)
12. Purchased additional consumable training supplies to maintain and enhance officer proficiency in tactical operations, supporting continued readiness and operational effectiveness. (City Council Priority: Enhance Patrol Coverage and Effectiveness; Citywide Recruitment, Retention, and Morale)
13. Provided tuition reimbursement for 13 Department personnel to support professional development, skill enhancement, and long-term organizational growth. (Citywide Recruitment, Retention and Morale)

## ACCOMPLISHMENTS FOR FY 2024-2025

14. Conducted three (3) DUI Checkpoints, resulting in approximately 1,200 vehicles screened, five (5) DUI/DUID arrests, and four (4) unlicensed driver arrests, reinforcing the Department's commitment to traffic safety and impaired driving enforcement. (City Council Priority: Crime Prevention and Deterrence)

## OBJECTIVES FOR FY 2025-2026

1. Complete Emergency Operations Center (EOC) improvements and technology upgrades using 2023 Urban Area Security Initiative (UASI) Grant funds, enhancing the Department's emergency preparedness and response capabilities. (Strategic Goal I.2)
2. Continue recruitment efforts and increase Department staffing by implementing the Police Corporal Program and hiring additional Police Officers and Desk Officers to fill vacancies and support operational effectiveness and community service delivery. (City Council Priority: Citywide Recruitment, Retention, and Morale; Enhance Patrol Coverage and Effectiveness)
3. Conduct at least one (1) Catalytic Converter Etching Event to deter catalytic converter theft and promote community crime prevention through public participation and awareness. (City Council Priority: Crime Prevention and Deterrence)
4. Establish a Drug Disposal and Destruction Program and host at least one (1) community-wide Drug Disposal Event to provide a safe, responsible method for disposing of unused or expired prescription medications. (Strategic Goal I.2)
5. Host a combined National Night Out (NNO) and Police Department Open House in October 2025 to promote public safety partnerships, strengthen community relationships, and enhance transparency. (Strategic Goal I.1)

### **Proposed Enhancements to Services:**

6. Vector Solutions Guardian Software (\$6,730 – Ongoing): To support the City Council's priorities of enhancing employee recruitment, retention, morale, and patrol effectiveness, the Department will implement Vector Solutions Guardian Software. Using AI learning capabilities, this platform will recommend personalized training opportunities for each staff member based on individual evaluations, promoting professional growth and operational efficiency.
7. TimeClocks Plus Timekeeping/Scheduling Software (\$9,440 – One-Time/\$7,080 – Ongoing): In alignment with the City Council's priority to enhance patrol coverage and operational

## OBJECTIVES FOR FY 2025-2026

effectiveness, the Department will implement the Aladtec Public Safety Module through the City's existing timekeeping system. This enhancement will streamline scheduling, improve shift management, and help control overtime expenditures.

8. **New Officer Onboarding (\$20,000 – One-Time):** To further the City Council's priorities of crime prevention and enhancing patrol effectiveness, funding will support ongoing recruitment efforts. This includes covering the costs of background investigations, polygraphs, psychological evaluations, and uniform purchases for prospective new officers.
9. **Less Lethal Projectile Service Equipment (\$5,000 – One Time):** In alignment with the City Council's priorities of enhancing patrol coverage, effectiveness, and crime prevention, one-time funds will be used to purchase two additional less-lethal tools. This will ensure each patrol vehicle is equipped with a less-lethal option, improving officer readiness and response capabilities in the field.
10. **Part-time Records Specialist (\$35,000 – Ongoing):** To support the City Council's priority of enhancing patrol effectiveness, funding will support a part-time Records Specialist. This position will assist the Records Bureau in meeting increased Department of Justice compliance requirements, improve report accuracy, and streamline court filings, background checks, and public records requests, thus improving overall efficiency and service delivery.
11. **Upgrade Police Officer Position to Sergeant Position (\$55,000):** In accordance with the City Council's priority of crime prevention and enhancing patrol operations, this funding will support the upgrade of a Police Officer position to a Sergeant. The position will oversee administrative training, manage grants and special enforcement operations, coordinate special projects and community events, conduct internal affairs investigations, and provide supervisory coverage for patrol as needed.

## PERFORMANCE MEASURES

<b>POLICE ADMINISTRATION DIVISION</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Estimated</b>	<b>2026 Proposed</b>
A. # of Part 1 Crimes Reported to DOJ	617	600	676	717	681
B. # of Employee Trainings/Hours	3,938	4,000	4,265	4775	5730
C. # of Reports Processed	2,920	2,949	2,912	3612	3792
D. # of Walk Up Service Window Patrons	3,407	4,090	4,902	6999	7349
E. % of Timeliness of Answering 911 Calls (less or equal 10 seconds)*	93.411%	93.250%	92%	92%	100
F. # of Police Applicants	64	64	97	60	60

<b>DETECTIVES DIVISION</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Estimated</b>	<b>2026 Proposed</b>
A. # of Cases Assigned	1909	1935	1,807	1940	2134
B.# of Cases Closed	1405	1207	1,329	1301	1431
C. # of Cases Filed with District Attorney	454	450	468	375	420
D. # of Community Outreach Events (incl. school presentations beginning 2023)	33	74	96	51	75

<b>PATROL DIVISION</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Estimated</b>	<b>2026 Proposed</b>
A. Average Response Time	4:28	4.26	6.52	4/7/10	Overall 1.15 4/7/10
B. # of Customer Satisfaction Surveys	10	144	144	144	144
C. Average Rating from Customer Satisfaction Surveys	4.5	4.5	4.8	4.7	5
D. # and % Change In Traffic Collisions	257	233	249	188 (24% Reduction)	180
E. # of Sustained and Unsustained Internal and External Community Complaints	0/2	1/2	0/6	0/3	0

<b>RESERVES/EXPLORER DIVISION</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Estimated</b>	<b>2026 Proposed</b>
B. # of Reserve officer Volunteer Hours	3,729	3,700	1456	1602	1780
C. # of Explorers	8	8	15	12	15

<b>COMMUNITY SERVICES DIVISION</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Estimated</b>	<b>2026 Proposed</b>
A. # of Parking Citations Written	7,349	6,835	8,221	13,667	18,692
C. # of Parking Calls for Service	840	792	765	291	250

<b>EMERGENCY SERVICES DIVISION</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Estimated</b>	<b>2026 Proposed</b>
B. # of EOC Activations	0	1	1	3	0



**FUNDING SUMMARY FOR FY 2025-2026**
**SOURCES:**

<b>POLICE</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Adjusted</b>	<b>2026 Proposed</b>
General Revenue	8,460,539	10,029,064	10,840,893	9,612,630	10,101,374
Vehicle Tow Franchise Fee	28,997	24,124	22,616	28,431	25,000
Vehicle Repossession Fees	660	1,020	750	1,128	750
General Court Fines	4,073	4,134	3,283	2,253	3,300
Parking Citations	416,004	394,634	403,917	461,239	460,000
P.O.S.T. Reimbursement	17,397	25,579	8,204	17,192	25,000
Corrections Training	6,864	6,952	6,996	7,069	7,000
Duplicating Fees	19,050	20,363	20,910	17,808	20,000
Special Police Services	95,012	101,185	115,823	145,716	200,000
Fingerprint Services	30,368	33,103	31,370	27,030	31,500
Booking & Processing Fee Reimb.	3,910	22	-	30	-
Vehicle Inspection Fees	2,330	3,780	4,445	5,596	6,000
Court Commitment Program	41,197	16,550	2,450	3,900	2,500
Impounded Vehicles	31,889	25,970	23,282	25,845	30,000
Vehicle Admin. Processing Fee	9,205	6,325	5,810	6,084	6,000
Alarm Fees	27,047	27,448	27,647	32,072	28,000
Trnsfr From COPS SLESF Fund 2	125,004	150,000	150,000	200,000	403,054
<b>TOTAL FUNDING SOURCES</b>	<b>9,319,545</b>	<b>10,871,255</b>	<b>11,668,395</b>	<b>10,594,023</b>	<b>11,349,478</b>

**USES:**

<b>POLICE</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Adjusted</b>	<b>2026 Proposed</b>
001-222 Administration	1,385,683	1,596,093	1,893,751	1,617,566	1,880,869
001-224 Detectives	1,247,076	1,221,161	1,222,420	1,056,032	1,118,384
001-225 Patrol	6,394,565	7,656,286	8,167,026	7,503,457	7,893,149
001-226 Reserves/Explorers	62,281	104,834	122,732	113,302	151,633
001-230 Community Service	226,198	291,754	262,090	298,416	300,193
001-250 Emergency Services	3,742	1,128	377	5,250	5,250
<b>TOTAL FUNDING USES</b>	<b>9,319,545</b>	<b>10,871,255</b>	<b>11,668,395</b>	<b>10,594,023</b>	<b>11,349,478</b>

**PERSONNEL:**

<b>POLICE</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Adopted</b>	<b>2026 Proposed</b>
Chief of Police	1.00	1.00	1.00	1.00	1.00
Police Lieutenant	2.00	2.00	2.00	0.00	0.00
Police Commander <sup>1</sup>	0.00	0.00	0.00	2.00	2.00
Police Sergeant <sup>2</sup>	5.00	5.00	5.00	5.00	6.00
Police Corporal <sup>3</sup>	0.00	0.00	0.00	5.00	5.00
Police Officer <sup>2</sup>	27.00	27.00	27.00	22.00	21.00
Community Service Officer <sup>4</sup>	2.00	2.00	2.00	3.00	3.00
Police Executive Assistant	1.00	1.00	1.00	1.00	1.00
Senior Desk Officer	0.00	1.00	1.00	1.00	1.00
Police Desk Officer	8.00	7.00	7.00	7.00	7.00
Management Analyst	0.00	1.00	1.00	1.00	1.00
Police Records Administrator	1.00	1.00	1.00	1.00	1.00
Police Records Specialist	2.00	2.00	2.00	2.00	2.00
Property Control Officer	1.00	1.00	1.00	1.00	1.00
Community Service Officer (FTE) <sup>4</sup>	1.00	1.00	1.00	0.46	0.46
Crossing Guard (FTE)	1.00	1.00	1.00	1.00	1.00
Police Records Specialist (FTE) <sup>5</sup>	0.00	0.00	0.00	0.00	0.46
Junior Cadet (FTE)	1.96	1.96	1.96	1.96	1.96
<b>TOTAL POLICE PERSONNEL</b>	<b>53.96</b>	<b>54.96</b>	<b>54.96</b>	<b>55.42</b>	<b>55.88</b>

<sup>1</sup> Police Lieutenant position title change to Police Commander in FY 2024-2025

<sup>2</sup> One (1) Police Officer position recommended for reclassification to Police Sergeant in FY 2025-2026

<sup>3</sup> Five (5) Police Officers reclassified to Police Corporal positions in FY 2024-2025

<sup>4</sup> One (1) part-time Community Service Officer reclassified to full-time Community Service Officer in FY 2024-2025

<sup>5</sup> One (1) part-time Police Records Specialist position recommended in FY 2025-2026

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

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

**ADMINISTRATIVE DIVISION COMMANDER**

The Administrative Division Commander manages the Division's various units and oversees budget preparation and administration, procurement management, soliciting and managing grants, Emergency Services, is the Jail Administrator, and oversees the Custodian of Records for the Department. Additionally, manages police facility maintenance and vehicle fleet, information technology functions, and ensures legislative and regulatory compliance for training and backgrounds. Serves as acting Chief of Police in their absence.

**RECORDS BUREAU**

The Records Bureau processes and maintains Department records, serves the public, provides applicant fingerprinting, vehicle inspections, and administratively processes concealed weapon licensing. The Bureau also compiles Department statistics and manages the Court Commitment Program, criminal and sex registrant compliance, mandated State and Federal reporting, and procurement of supplies and equipment.

**JAIL BUREAU**

The San Fernando Police Jail facility is a Type 1 facility and consists of 17 beds. Individuals in custody may stay at the facility for up to 96 hours, excluding holidays as set forth under Title 15 of California Code of Regulations. The Department also allows post-conviction custodies on a fee basis for nonviolent offenders when specified criteria is met.

**PROPERTY CONTROL/EVIDENCE BUREAU**

The bureau consists of a Property Control Officer who is responsible for evidence management, property storage and disposition, and subpoena control.

**MANAGEMENT ANALYST**

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

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

The Emergency Services Bureau is responsible for developing emergency plans for natural and man-made disasters. The Emergency Services Bureau includes Disaster Communications volunteers.

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

Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-222-0000-4101 SALARIES-PERMANENT EMPLOYEES	625,746	700,402	924,315	728,758	393,014	54%	855,976
001-222-0000-4103 WAGES-TEMPORARY & PART-TIME	139,617	105,594	92,173	105,601	27,955	26%	138,284
001-222-0000-4105 OVERTIME	46,052	65,560	51,602	35,000	15,115	43%	50,000
001-222-0000-4109 OVERTIME-CONTRACT DUTY	1,801	1,285	432	-	-	0%	-
001-222-0000-4120 O.A.S.D.I.	33,853	42,097	51,744	58,876	25,202	43%	63,391
001-222-0000-4126 HEALTH INSURANCE	84,999	110,206	129,733	149,864	71,082	47%	153,773
001-222-0000-4128 DENTAL INSURANCE	6,678	6,718	8,846	4,684	5,389	115%	6,394
001-222-0000-4129 RETIREE HEALTH SAVINGS	1,287	2,750	5,415	1,800	3,556	198%	4,500
001-222-0000-4130 WORKER'S COMPENSATION INS.	89,894	92,760	115,187	54,948	29,781	54%	58,221
001-222-0000-4134 LONG TERM DISABILITY INSURANCE	1,881	3,399	3,690	2,879	1,343	47%	3,193
001-222-0000-4136 OPTICAL INSURANCE	1,368	1,634	1,697	1,562	872	56%	1,807
001-222-0000-4138 LIFE INSURANCE	514	604	723	1,080	328	30%	1,080
001-222-0000-4140 WELLNESS REIMBURSEMENT	-	-	-	-	-	0%	1,150
001-222-0000-4141 TECHNOLOGY ALLOWANCE	-	-	-	1,200	640	53%	-
<b>Personnel Costs</b>	<b>1,033,690</b>	<b>1,133,009</b>	<b>1,385,557</b>	<b>1,146,252</b>	<b>574,274</b>	<b>50%</b>	<b>1,337,769</b>
001-222-0000-4220 TELEPHONE	66,276	76,299	76,875	61,790	30,627	50%	61,790
001-222-0000-4260 CONTRACTUAL SERVICES	8,643	9,947	7,733	10,000	2,768	28%	10,000
001-222-0000-4270 PROFESSIONAL SERVICES	24,247	24,868	29,007	27,290	12,420	46%	32,290
001-222-0000-4300 DEPARTMENT SUPPLIES	90,311	82,962	80,898	110,600	35,769	32%	100,482
001-222-0000-4320 DEPARTMENT EQUIPMENT MAINT	4,440	4,810	11,677	26,314	6,679	25%	19,800
001-222-0000-4325 UNIFORM ALLOW-FULL TIME EMP	2,428	1,515	-	-	-	0%	-
001-222-0000-4330 BLDG MAINT & REPAIRS	67	-	-	-	-	0%	-
001-222-0000-4360 PERSONNEL TRAINING	5,156	8,022	6,149	7,769	4,782	62%	7,800
001-222-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	3,726	6,653	8,395	10,000	1,928	19%	10,000
001-222-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	2,200	1,710	2,159	2,000	1,047	52%	2,087
001-222-0000-4390 VEHICLE ALLOW & MILEAGE	1,276	3,610	-	-	-	0%	-
001-222-3689-4300 COVID-19 GLOBAL OUTBREAK	1,205	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>209,973</b>	<b>220,396</b>	<b>222,894</b>	<b>255,763</b>	<b>96,020</b>	<b>38%</b>	<b>244,249</b>
001-222-0000-4706 LIABILITY CHARGE	56,832	78,996	103,937	62,530	31,266	50%	80,183
001-222-0000-4741 EQUIP MAINT & REPLACEMENT CHARGE	-	9,996	5,000	6,667	3,336	50%	21,667
001-222-0320-4741 EQUIP MAINT & REPLACEMENT CHARGE	14,004	22,944	41,987	22,256	11,130	50%	47,214
001-222-0000-4743 FACILITY MAINTENANCE CHARGE	71,184	130,752	134,376	123,452	61,728	50%	149,787
<b>Internal Service Charges</b>	<b>142,020</b>	<b>242,688</b>	<b>285,300</b>	<b>214,905</b>	<b>107,460</b>	<b>50%</b>	<b>298,851</b>
<b>Division Total</b>	<b>1,385,683</b>	<b>1,596,093</b>	<b>1,893,751</b>	<b>1,616,920</b>	<b>777,754</b>	<b>48%</b>	<b>1,880,869</b>

Dept: Police  
Div: Emergency Services

Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-250-0000-4260 CONTRACTUAL SERVICES	-	-	-	-	-	0%	-
001-250-0000-4300 DEPARTMENT SUPPLIES	3,742	1,128	377	5,250	-	0%	5,250
001-250-0000-4320 DEPARTMENT EQUIPMENT MAINT	-	-	-	-	-	0%	-
001-250-0000-4360 PERSONNEL TRAINING	-	-	-	-	-	0%	-
Operations & Maintenance Costs	3,742	1,128	377	5,250	-	0%	5,250
Division Total	3,742	1,128	377	5,250	-	0%	5,250



## OPERATIONS

### DIVISION OVERVIEW

The Operations Division is comprised of the Operations Division Commander, Patrol, Detective, Communications, Special Enforcement Team (SET), Community Service (Parking Enforcement), Volunteer Bureau [Reserves, Explorers, Chaplain, Emergency Services, Volunteers in Police Service (VIPs)].

#### OPERATIONS DIVISION COMMANDER

The Operations Commander oversees the deployment of personnel and resources in the Operations Division and serves as acting Chief of Police in their absence.

#### DETECTIVE BUREAU

NO. 224

The primary responsibility of the Detective Bureau is to follow-up on reported crimes, arrest criminal offenders, obtain arrest and search warrants, file criminal complaints, and serve as the liaison with the Office of the Los Angeles District Attorney. The day-to-day supervision of the Detective Bureau is the responsibility of the Detective Sergeant. The Sergeant manages criminal investigations, warrant services, narcotic and gang enforcement, sex registration and parole compliance, and serves as the liaison to the presiding judge and other management-level employees at the Los Angeles Superior Courts. The Bureau assists the public through advocacy programs and referrals to counseling centers, as well as with releases for impounded and recovered vehicles. The Detective Sergeant is also responsible for overseeing community engagement programs including the Community Engagement Detective Assignment, Neighborhood Watch, Business Watch and special projects as assigned by the Operations Commander.

#### PATROL BUREAU

NO. 225

The Patrol Bureau's function is to maintain public safety and order by deploying uniformed officers to patrol specific areas, enforce applicable laws, receive and respond to emergency and non-emergency calls for service, and proactively prevent crime.

#### COMMUNICATIONS BUREAU

Police Desk Officers operate the 24-hour Communications Center, process emergency and non-emergency calls for service, and deploy Departmental resources as necessary. Desk Officers also process and monitor inmates after initial arrest through their court appearance or release from custody, when applicable.

**POLICE AUXILIARY BUREAU****NO. 226**

The police auxiliary bureau is comprised of community members who offer their time and services to support the police Department's mission. The Volunteer Bureau is made up of the Police Reserve Program, Explorer Program, ViPS, Chaplain Program, and Emergency Services.

**Reserves**

The Police Reserves are sworn volunteers who augment every segment of the Department by providing thousands of hours of coverage during peak periods of activity, emergency response for critical events, and special events throughout the year.

**Explorers**

The Police Explorers are dedicated community youth between the ages of 14-21 who are interested in learning more about the law enforcement profession. The program provides mentorship, development, and volunteer opportunities for participating youth.

**ViPS**

ViPS is the Department's civilian volunteer program made up of community members who donate their time and expertise in support of the Department. This support includes community engagement, administrative support, patrol and observation, traffic and parking control, and crime prevention and education.

**Chaplain**

The police chaplain program plays a vital role in supporting the well-being of law enforcement personnel, enhancing community relations, and promoting ethical conduct and professionalism within the police Department. The program serves several important purposes that include spiritual support, emotional and mental health support for police personnel and the community, crisis response and intervention, conflict resolution, and community relations.

**Emergency Services/Disaster Communications**

The Disaster Communications program is a group of dedicated individuals who specialize in providing alternate means of radio communication with municipalities, counties, state, and federal entities during emergencies and natural disasters.

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

Community Service Officers perform parking control activities, assist at the scene of traffic collisions, enforce parking regulations, and support various Department functions. Additionally, they perform parking meter maintenance and collection services.

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

Account Number & Title		2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-224-0000-4101	SALARIES-PERMANENT EMPLOYEES	688,806	651,272	587,836	583,165	309,295	53%	581,285
001-224-0000-4105	OVERTIME	60,321	57,558	108,905	30,000	51,098	170%	50,000
001-224-0000-4109	OVERTIME-CONTRACT DUTY	19,196	43,354	15,049	-	16,655	0%	25,000
001-224-0000-4120	O.A.S.D.I.	19,275	13,981	10,321	8,456	5,467	65%	8,429
001-224-0000-4126	HEALTH INSURANCE	114,192	90,168	94,783	80,905	30,167	37%	82,887
001-224-0000-4128	DENTAL INSURANCE	10,270	5,162	6,635	2,529	1,936	77%	3,429
001-224-0000-4129	RETIREE HEALTH SAVINGS	3,973	3,736	6,121	3,900	5,684	146%	7,800
001-224-0000-4130	WORKER'S COMPENSATION INS.	126,010	137,189	141,500	99,138	62,408	63%	98,819
001-224-0000-4134	LONG TERM DISABILITY INSURANCE	4,310	3,769	4,945	3,840	1,440	38%	4,800
001-224-0000-4136	OPTICAL INSURANCE	1,971	1,425	1,403	843	375	44%	969
001-224-0000-4138	LIFE INSURANCE	540	341	475	315	140	45%	450
<b>Personnel Costs</b>		<b>1,048,863</b>	<b>1,007,953</b>	<b>977,972</b>	<b>813,091</b>	<b>484,666</b>	<b>60%</b>	<b>863,868</b>
001-224-0000-4270	PROFESSIONAL SERVICES	4,542	9,148	4,127	10,000	10,448	104%	11,416
001-224-0000-4300	DEPARTMENT SUPPLIES	2,405	20	-	-	-	0%	-
001-224-0000-4325	UNIFORM ALLOWANCE-FULL TIME EMP.	-	383	-	-	-	0%	-
001-224-0000-4360	PERSONNEL TRAINING	5,818	6,672	12,567	7,200	2,811	39%	7,200
001-224-0000-4370	MEETINGS, MEMBERSHIPS & TRAVEL	-	413	3,095	2,856	-	0%	1,500
001-224-0000-4380	SUBSCRIPTIONS, MEMBERSHIPS & DUES	-	-	-	60	100	167%	-
<b>Operations &amp; Maintenance Costs</b>		<b>12,765</b>	<b>16,636</b>	<b>19,789</b>	<b>20,116</b>	<b>13,359</b>	<b>66%</b>	<b>20,116</b>
001-224-0000-4706	LIABILITY CHARGE	56,100	62,544	77,779	44,327	22,164	50%	55,513
001-224-0320-4741	EQUIP MAINT CHARGE	46,692	61,176	75,577	89,024	44,514	50%	106,232
001-224-0000-4741	EQUIP REPLACEMENT CHARGE	5,004	9,996	10,000	27,500	13,752	50%	12,500
001-224-0000-4743	FACILITY MAINTENANCE CHARGE	77,652	62,856	61,303	61,974	30,990	50%	60,155
<b>Internal Service Charges</b>		<b>185,448</b>	<b>196,572</b>	<b>224,659</b>	<b>222,825</b>	<b>111,420</b>	<b>50%</b>	<b>234,400</b>
<b>Division Total</b>		<b>1,247,076</b>	<b>1,221,161</b>	<b>1,222,420</b>	<b>1,056,032</b>	<b>609,444</b>	<b>58%</b>	<b>1,118,384</b>

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

Account Number & Title		2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-225-0000-4101	SALARIES-PERMANENT EMPLOYEES	3,240,571	3,634,642	4,003,636	4,372,160	2,066,759	47%	4,315,029
001-225-0000-4103	WAGES-TEMPORARY & PART-TIME	-	-	189	-	-	0%	-
001-225-0000-4105	OVERTIME	731,076	1,205,228	1,222,012	203,000	562,829	277%	470,000
001-225-0000-4107	OVERTIME-COURT	24,687	14,599	17,114	30,000	15,165	51%	30,000
001-225-0000-4109	OVERTIME-CONTRACT DUTY	91,215	73,244	45,290	175,000	46,946	27%	75,000
001-225-0000-4120	O.A.S.D.I.	104,137	133,548	138,813	100,808	65,270	65%	101,170
001-225-0000-4124	RETIREMENT	-	-	-	-	-	0%	-
001-225-0000-4126	HEALTH INSURANCE	498,356	520,047	547,879	688,290	320,810	47%	753,301
001-225-0000-4128	DENTAL INSURANCE	41,738	45,048	38,392	21,510	20,811	97%	31,334
001-225-0000-4129	RETIREE HEALTH SAVINGS	21,348	26,546	42,351	74,100	37,904	51%	76,380
001-225-0000-4130	WORKER'S COMPENSATION INS.	684,970	805,609	819,119	669,063	377,175	56%	665,069
001-225-0000-4134	LONG TERM DISABILITY INSURANCE	18,282	22,089	22,631	27,840	12,912	46%	27,984
001-225-0000-4136	OPTICAL INSURANCE	7,721	7,789	7,739	7,170	4,467	62%	8,852
001-225-0000-4138	LIFE INSURANCE	2,631	3,056	2,774	3,105	1,489	48%	3,344
001-225-3689-4101	SALARIES-PERMANENT EMPLOYEES	1,028	-	-	-	-	0%	-
001-225-3689-4120	COVID-19 GLOBAL OUTBREAK	79	-	-	-	-	0%	-
001-225-3689-4130	COVID-19 GLOBAL OUTBREAK	16	-	-	-	-	0%	-
<b>Personnel Costs</b>		<b>5,467,854</b>	<b>6,491,446</b>	<b>6,907,939</b>	<b>6,372,046</b>	<b>3,532,537</b>	<b>55%</b>	<b>6,557,463</b>
001-225-0000-4270	PROFESSIONAL SERVICES	4,521	4,818	4,835	4,500	3,698	82%	5,500
001-225-0000-4300	DEPARTMENT SUPPLIES	16,344	35,261	20,107	-	-	0%	5,000
001-225-0000-4320	DEPARTMENT EQUIPMENT MAINT	200	-	-	-	-	0%	-
001-225-0000-4325	UNIFORM ALLOW-FULL TIME EMP	4,055	5,993	13,674	13,000	8,002	62%	13,000
001-225-0000-4350	CARE OF PERSONS	22,625	22,846	28,607	36,500	12,813	35%	27,790
001-225-0000-4360	PERSONNEL TRAINING	9,119	46,394	38,953	32,290	15,812	49%	13,000
001-225-0000-4365	TUITION REIMBURSEMENT	-	2,025	6,418	18,000	4,420	25%	-
001-225-0000-4370	MEETINGS, MEMBERSHIPS & TRAVEL	500	247	3,471	2,000	-	0%	1,000
001-225-0000-4380	SUBSCRIPTIONS DUES & MMBRSHIPS	-	125	-	-	-	0%	-
001-225-3688-4360	CORRECTIONS TRAINING (STC)	11,606	7,366	4,355	6,600	7,497	114%	6,600
001-225-3689-4300	COVID-19 GLOBAL OUTBREAK	100	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>		<b>69,071</b>	<b>125,075</b>	<b>120,420</b>	<b>112,890</b>	<b>52,242</b>	<b>46%</b>	<b>71,890</b>
001-225-0000-4706	LIABILITY CHARGE	328,548	371,736	471,336	342,039	171,018	50%	421,391
001-225-0000-4741	EQUIP MAINT & REPLACEMENT CHARGE	18,000	80,496	58,000	63,750	31,878	50%	71,250
001-225-0000-4743	FACILITY MAINTENANCE CHARGE	427,044	465,168	441,383	458,607	229,302	50%	558,693
001-225-0320-4741	EQUIP MAINT & REPLACEMENT CHARGE	84,048	122,364	167,948	126,117	63,060	50%	212,462
<b>Internal Service Charges</b>		<b>857,640</b>	<b>1,039,764</b>	<b>1,138,667</b>	<b>990,513</b>	<b>495,258</b>	<b>50%</b>	<b>1,263,796</b>
<b>Division Total</b>		<b>6,394,565</b>	<b>7,656,286</b>	<b>8,167,026</b>	<b>7,475,449</b>	<b>4,080,037</b>	<b>55%</b>	<b>7,893,149</b>

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

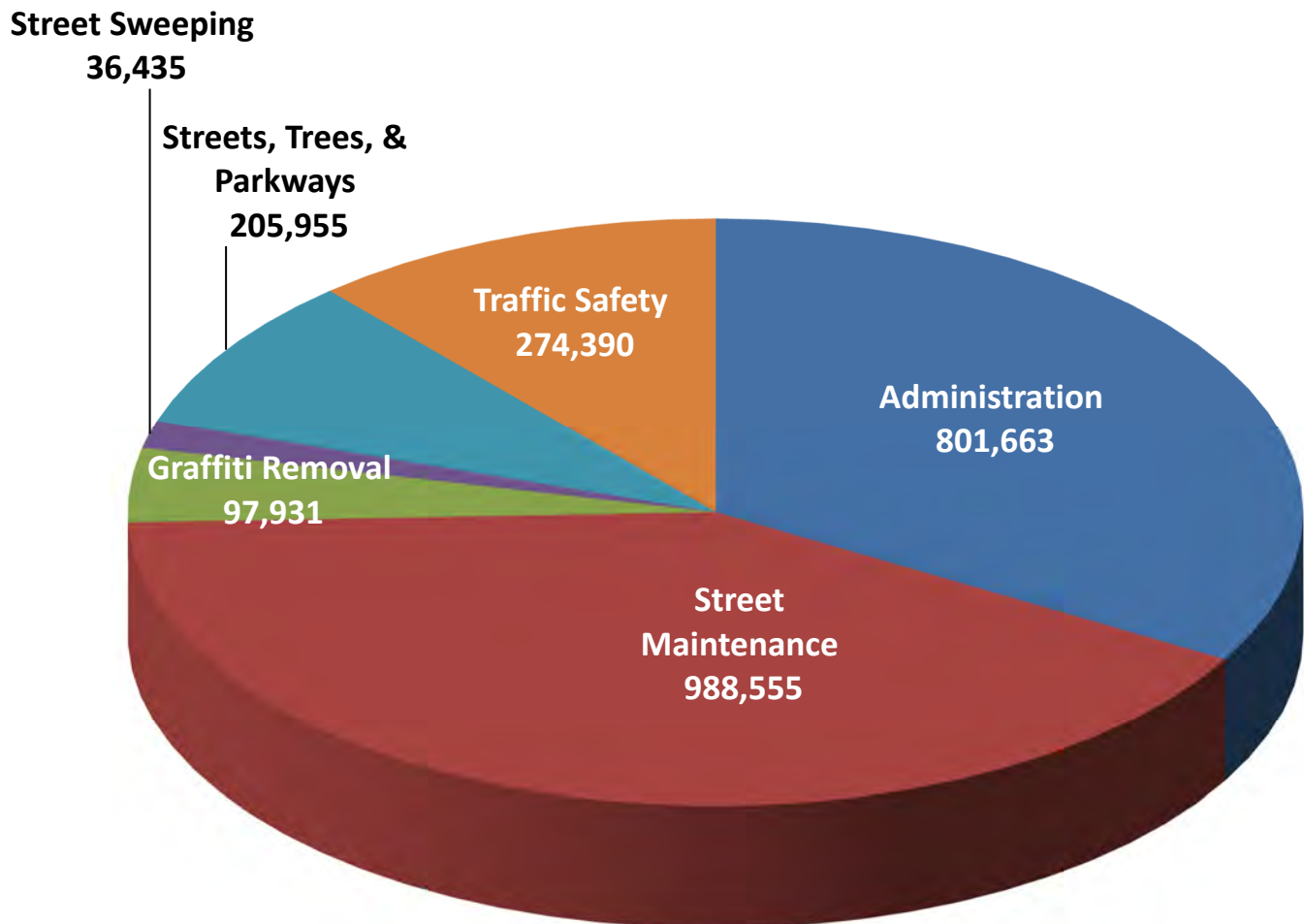
Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-226-0000-4103 PART-TIME EMPLOYEES	36,536	62,713	31,038	64,313	8,129	13%	43,495
001-226-0000-4109 RESERVE OVERTIME CONTRACT DUTY	-	-	42,501	-	20,805	0%	45,000
001-226-0000-4120 O.A.S.D.I.	1,838	4,629	5,388	4,920	2,214	45%	6,732
001-226-0000-4130 WORKERS COMPENSATION INS	2,517	10,515	13,217	6,432	4,327	67%	8,800
<b>Personnel Costs</b>	<b>40,891</b>	<b>77,858</b>	<b>92,144</b>	<b>75,665</b>	<b>35,475</b>	<b>47%</b>	<b>104,027</b>
001-226-0000-4300 DEPARTMENT SUPPLIES	1,389	-	-	-	-	0%	-
001-226-0000-4360 PERSONNEL TRAINING-RESERVES	3,884	399	1,324	2,000	863	43%	2,000
001-226-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	-	200	-	-	-	0%	-
001-226-0000-4370 MEETINGS, CONFERENCES & TRAVEL	-	765	9,547	2,000	-	0%	2,000
001-226-0230-4380 CONFERENCES, EXPLORER/ADVISOR MEMBERSHIP	2,695	8,910	1,571	-	-	0%	9,350
001-226-0230-4430 EXPLORER POST PROGRAM	5,971	5,878	6,535	9,350	431	5%	-
<b>Operations &amp; Maintenance Costs</b>	<b>13,938</b>	<b>16,152</b>	<b>18,977</b>	<b>13,350</b>	<b>1,294</b>	<b>10%</b>	<b>13,350</b>
001-226-0000-4706 LIABILITY CHARGE	2,784	3,180	3,213	4,140	2,070	50%	6,685
001-226-0320-4741 EQUIP MAINT CHARGE	4,668	7,644	8,398	7,418	3,708	50%	-
001-226-0000-4741 EQUIP REPLACEMENT CHARGE	-	-	-	-	-	0%	-
001-226-0000-4743 FACILITY MAINTENANCE CHARGE	-	-	-	12,395	6,198	50%	27,571
<b>Internal Service Charges</b>	<b>7,452</b>	<b>10,824</b>	<b>11,611</b>	<b>23,953</b>	<b>11,976</b>	<b>50%</b>	<b>34,256</b>
<b>Division Total</b>	<b>62,281</b>	<b>104,834</b>	<b>122,732</b>	<b>112,968</b>	<b>48,745</b>	<b>43%</b>	<b>151,633</b>



**Dept: Police**  
**Div: Community Services Program**

Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-230-0000-4101 SALARIES-PERMANENT EMPLOYEES	124,213	126,717	110,971	134,075	62,763	47%	150,140
001-230-0000-4103 WAGES-TEMPORARY & PART-TIME	252	52,745	35,394	50,071	20,691	41%	24,135
001-230-0000-4120 O.A.S.D.I.	9,392	13,729	11,197	14,088	6,384	45%	13,332
001-230-0000-4126 HEALTH INSURANCE	31,364	28,829	33,198	32,926	19,554	59%	42,529
001-230-0000-4128 DENTAL INSURANCE	1,938	1,882	2,653	1,029	1,323	129%	1,751
001-230-0000-4129 RETIREE HEALTH SAVINGS	-	-	-	-	132	0%	2,025
001-230-0000-4130 WORKER'S COMPENSATION INS.	8,987	10,522	10,415	11,049	5,445	49%	10,457
001-230-0000-4136 OPTICAL INSURANCE	364	377	502	343	254	74%	495
001-230-0000-4138 LIFE INSURANCE	180	218	168	270	78	29%	237
<b>Personnel Costs</b>	<b>176,691</b>	<b>235,019</b>	<b>204,498</b>	<b>243,851</b>	<b>116,623</b>	<b>48%</b>	<b>245,101</b>
001-230-0000-4325 UNIFORM ALLOWANCE	775	1,343	-	4,087	3,479	85%	315
<b>Operations &amp; Maintenance Costs</b>	<b>775</b>	<b>1,343</b>	<b>-</b>	<b>4,087</b>	<b>3,479</b>	<b>85%</b>	<b>315</b>
001-230-0000-4706 LIABILITY CHARGE	10,428	18,300	20,810	13,294	6,648	50%	15,751
001-230-0320-4741 EQUIP MAINT CHARGE	-	-	-	-	-	0%	-
001-230-0000-4741 EQUIP REPLACEMENT CHARGE	-	-	-	-	-	0%	-
001-230-0000-4743 FACILITY MAINTENANCE CHARGE	38,304	37,092	36,782	37,184	18,594	50%	39,026
<b>Internal Service Charges</b>	<b>48,732</b>	<b>55,392</b>	<b>57,592</b>	<b>50,478</b>	<b>25,242</b>	<b>50%</b>	<b>54,777</b>
<b>Division Total</b>	<b>226,198</b>	<b>291,754</b>	<b>262,090</b>	<b>298,416</b>	<b>145,345</b>	<b>49%</b>	<b>300,193</b>

# PUBLIC WORKS DEPARTMENT



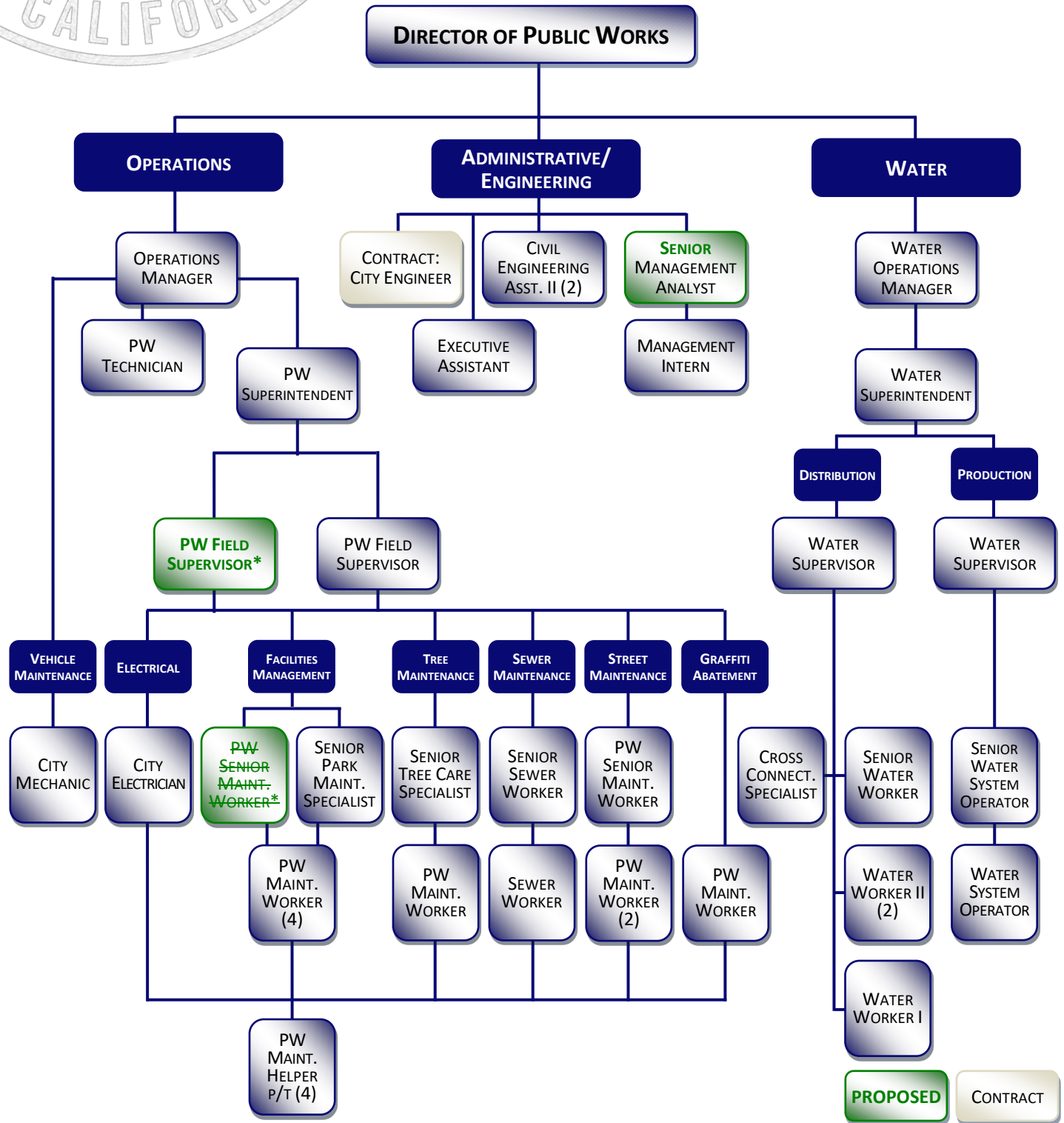


# THE CITY OF SAN FERNANDO

## ORGANIZATIONAL CHART

### PUBLIC WORKS DEPARTMENT

FISCAL YEAR 2025-2026



\* For illustrative purposes only. Position to be reclassified will be determined through the recruitment process.

## MISSION STATEMENT

The Public Works Department mission is to provide efficient and sustainable infrastructure and services that enhance the quality of life for our community. We are committed to ensuring the safe and reliable operation of public facilities, promoting environmental stewardship, and delivering exceptional customer services. Through collaboration and innovation, we strive to build resilient and inclusive neighborhoods that meet the evolving needs of our diverse population.

## DEPARTMENT OVERVIEW

The Public Works Department encompasses three areas of responsibility: Engineering, Operations, and Water. The Department oversees the maintenance and construction of essential infrastructure within the City. This includes the maintenance and repair of streets, sidewalks, City facilities, parks and green spaces, the parkway and parkway trees, the water, storm water and sewer infrastructure, streetlights, traffic signals and signs, parking meters, public parking lots, bikeways and bridges. Additionally, the Department oversees the City's fleet and heavy equipment, graffiti removal, refuse services and recycling program, street sweeping services, tree removal services, shuttle and dial-a-ride services, and is responsible for development review and the of issuing certain permits for use within the public right of way.

## ACCOMPLISHMENTS FOR FY 2025- 2026

1. Completed painting of City Hall (Exterior) in January 2025. The Notice of Completion was approved by City Council on April 7, 2024.
2. In October 2024, completed Phase III of the Annual Street Resurfacing Program. Completed the design and procurement for Phase IV of the Annual Street Resurfacing Program. A Notice of Completion was filed with the Los Angeles County Recorder's Office on March 25, 2025. (Strategic Goal VI.2.a)
3. Completed the design phase and awarded the construction contract, on February 20, 2024, for the traffic signal improvement project. The Project consists of upgrading signals at intersections along Truman Street and San Fernando Road. Construction is expected to be completed by June 2025. (Strategic Goal V).
4. Public Works staff responded to approximately 2,300 requests for pothole and sidewalk repairs, graffiti removal, illegal dumping, traffic signals, street signs, streetlight, street tree, water line repairs, and sewer maintenance throughout the year. (Strategic Goal VI, Strategic Goal IV.2)
5. Calles Verdes Project – installed 136 new trees through partnership with TreePeople and community volunteers, as well as through Public Works staff. (Strategic Goal IV.2)

## ACCOMPLISHMENTS FOR FY 2025- 2026

6. Pioneer Park Playground Renovation has been completed and is in conformance with the approved design and installations. The Pioneer Park Playground Renovation Project aimed to revitalize the playground area, making it a safer, more engaging, and inclusive space for the community. Key features of the renovation included age-appropriate equipment, inclusive play structures, musical elements, and shade coverage.
7. Awarded contract to Precision Concrete Cutting for Sidewalk Assessment Program. The vendor has completed assessment reporting in Zone F and is expected to submit their assessment report and cost proposal for sidewalk repairs to be completed by June 2025. Zone G assessment reporting has also been initiated.
8. Deployed 91 smart meters, parking meters that accept card, coin, and tap- to- pay in the San Fernando Mall and around the Civic Center. The deployment of these smart meters in essential commercial zones in the City will make the parking experience for shoppers more seamless and accessible.
9. Completed Lower Reservoirs Exterior Joint Epoxy Repairs mandated by the California State Water Resources Control Board – Division of Drinking Water (DDW) in November 2024.
10. Completed SCADA System Software Antenna Upgrades at Lower Reservoir Site to improve communication throughout Water System and specifically improve radio communication at the IX Treatment Facility and Wells Sites.
11. Conducted Water System Sanitary Survey by the California State Water Resources Control Board – Division of Drinking Water (DDW) in December 2024, with results pending from the report.
12. Completed the EPA mandated Lead and Copper Houseline inventory a total of 5400 individual houselines were inspected and reported.
13. Upgraded 10 Sample Stations throughout City to help improve water quality sampling . Remaining sample stations will be replaced in 25-26 budget year

## OBJECTIVES FOR FY 2026- 2027

### **Engineering and Administration:**

1. Complete phase two of bus shelter upgrades throughout the City, which will add shade and comfort at up to ten bus stops around the City. (Strategic Goal V.5).
2. Complete Phase IV of the Annual Street Resurfacing Program. Complete the design and procurement for Phase IV of the Annual Street Resurfacing Program. (Strategic Goal VI.2.a)



**OBJECTIVES FOR FY 2026- 2027**

3. The resolution establishing the Residential Permit Parking (RPP) program is anticipated to be adopted by City Council in late summer. Following its adoption, Public Works will lead a comprehensive public outreach campaign to inform residents about the petition process for creating RPP zones in their neighborhoods. Additionally, Public Works will continue implementing the online permit system and work closely with the Police Department to ensure effective and consistent enforcement of the program.
4. Complete the sidewalk assessment for Zone F and will begin sidewalk replacement work in Grid F. Next, the contractor will conduct the sidewalk assessment in Zone G. Upon review and analysis of the assessment report by City staff, the contractor will be directed to proceed with sidewalk replacements in Zone G, subject to available funding.
5. Complete the Carlisle Street Green Alley project by June 2026. The Carlisle Green Alley Project will revitalize an underutilized alley into a vibrant linear green space. Through a combination of strategic planning and sustainable design, this project seeks to enhance urban landscape, foster environmental sustainability, and promote healthier, more vibrant neighborhoods.
6. Complete the installation of a Heating, Ventilation and Air Conditioning (HVAC) system at Las Palmas Park. The project includes the upgrade of the existing HVAC system which controls air circulation in the gym and re-roofing of the gym and HVAC room.
7. Continue progress on the Pacoima Wash Connectivity Project. In June 2023, City Council accepted a \$7.5 million grant for the Pacoima Wash Connectivity Project, funded through the California Department of Transportation (Caltrans) to complete the Pacoima Wash Bike Path Project and make improvements to the Cindy Montañez Natural Park. Improvements to the Park include extending the bike path to Foothill Boulevard, new lighting, restroom facilities, and restoration of walking paths, bridges, and vegetation throughout the park. A permanent Cindy Montañez memorial sign will also be purchased and installed.
8. Complete the Citywide Traffic Signal Synchronization Project by August 2025. The Citywide Traffic Synchronization Project involves upgrades of controller systems at 13 locations throughout the City. The traffic signal modifications will include installation of new Global Positioning System (GPS) units, traffic signal controllers, traffic signal cabinets, conduits, conductors, pull boxes, etc. Following the installation of new equipment, updated traffic signal timing charts will be input to synchronize traffic signals.
9. Complete Calles Verdes improvements by December 2026. The Calles Verdes Project marks a collaborative effort between the City and TreePeople aimed at enhancing the City's infrastructure to effectively manage stormwater and nuisance water. Through the implementation of innovative techniques, the project endeavors to construct bioswales across strategic locations within City streets and parking lot.

**OBJECTIVES FOR FY 2026- 2027**

10. Complete a City-Wide CCTV Project (\$150,000) which Includes cleaning of sewer lines, video of sewer lines, and report detailing the health of sewer infrastructure. CCTV is required prior to conducting a Sanitary Sewer Master Plan (SSMP). One quarter of the City will be CCTV annually after FY 25-26 city-wide CCTV project has been completed. (Strategic Goal VI.1)
11. Complete a new SSMP (\$250,000) that is required by the State to be done every five years. The SSMP is the essential document needed when preparing for the upcoming User Utility Rate Study and process. (Strategic Goal VI.1)

**Operations:**

1. Initiate the citywide Facility Condition Assessment report and preventive maintenance software.

**Water:**

1. Complete the construction and implementation of the Upper Reservoir Replacement Project set to be in service by late July 2025 (Strategic Goal IV.3)
2. Continue the design of the Well 2a Nitrate Treatment Removal System, which when constructed can treat up to 100 percent of the City's potable water demand. (Strategic Goal IV.3)
3. Continue and Finalize needs assessment, water master plan of system upgrades, and cost of service analysis and rate study in order to determine appropriate system user fee charges.
4. Implement a water main line replacement at North Workman to eliminate excessive main line repairs. To date, 30+ mainline repairs on this main line alone.
5. Lead and copper inventory completed in October 2024. Next phase is verification of lead lines provided to DDW.

**Proposed Enhancement to Services:**

1. Convert PW Management Analyst to Senior Management Analyst (\$7,500): Create a more balanced span of control in the PW Department with expounded position to include higher level skills and responsibilities. Position to additionally address City Council's goal of addressing employee retention and morale.
2. Convert PW Senior Maintenance Worker into Public Works Supervisor (\$18,500): Create a more balanced supervisory span of control in the PW Department and offer opportunities for advancement to address City Council's goal of addressing employee retention and morale

**PERFORMANCE MEASURES**

<b>PUBLIC WORKS DEPARTMENT</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Estimated</b>	<b>2026 Proposed</b>
A. # of Miles of Paving	0.4	30.0	3.0	3.0	3.0
B. # of Trees Planted	210	294	375	19	250
C. # of Miles of Sewer Lines Cleaned and Inspected	2	12	20	30.58	40
D. # of linear feet of Sidewalks Installed/Repaired	2,640	3,000	2880	105,600	300,000
E. # of Service Requests Filled	2,061	2,300	2,014	1,007	
F. # of Gallons Water Produced	901,000,000	0	679,888,111	795,565,216	879,797,216
G.# of Gallons Imported	0	764,283,520	115,514,179	0	0
G. # Professional Development Hours Completed	400	660	750	425	1,200
H. # of Permits	275	220	225	240	250
# Digitally	0	0	125	140	150
% Digitally	0	0	50	100	100
I. # of Graffiti Removals*	*	*	*	2,97 Sites	3,000

\* Prior year data unavailable.

**FUNDING SUMMARY FOR FY 2025-2026**
**SOURCES:**

	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>FINANCE</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Proposed</b>
General Revenue	914,542	1,745,440	1,852,182	2,292,576	1,949,179
Engineering & Inspection Fees	119,760	55,051	71,721	84,201	85,000
Parking Meter Rev-Civic Center	50,426	50,689	55,325	38,545	60,000
Transfer From Gas Tax Fund	228,036	250,000	250,000	250,000	310,750
<b>TOTAL FUNDING SOURCES</b>	<b>1,312,763</b>	<b>2,101,180</b>	<b>2,229,229</b>	<b>2,665,322</b>	<b>2,404,929</b>

**USES:**

	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>FINANCE</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Proposed</b>
01-310 PW Administration	736,703	983,001	805,929	1,085,198	801,663
01-311 Street Maintenance	250,289	642,489	687,869	969,585	988,555
01-312 Graffiti Removal	-	45,021	65,722	69,128	97,931
01-320 Equipment Maintenance	2,441	-	334	-	-
01-343 Street Sweeping	34,700	36,455	36,435	36,435	36,435
01-346 Streets, Trees, & Parkways	116,244	111,665	286,442	172,929	205,955
01-370 Traffic Safety	171,581	282,549	326,278	332,047	274,390
01-390 Facility Maintenance	804	-	20,220	-	-
<b>TOTAL FUNDING USES</b>	<b>1,312,763</b>	<b>2,101,180</b>	<b>2,229,229</b>	<b>2,665,322</b>	<b>2,404,929</b>

**PERSONNEL:**

<b>PUBLIC WORKS</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Adopted</b>	<b>2026 Proposed</b>
Director of Public Works/City Engineer	1.00	1.00	1.00	1.00	1.00
Senior Management Analyst <sup>(1)</sup>	0.00	0.00	0.00	0.00	1.00
Management Analyst <sup>(1)</sup>	1.00	1.00	1.00	1.00	0.00
Civil Engineering Assistant II	2.00	2.00	2.00	2.00	2.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Public Works Technician	1.00	1.00	1.00	1.00	1.00
Management Intern (FTE)	0.46	0.46	0.46	0.46	0.46
City Electrician	1.00	1.00	1.00	1.00	1.00
Operations Manager	1.00	1.00	1.00	1.00	1.00
Public Works Supervisor <sup>(2)</sup>	0.00	1.00	1.00	1.00	2.00
City Mechanic	1.00	1.00	1.00	1.00	1.00
Public Works Superintendent	2.00	1.00	1.00	1.00	1.00
Water Superintendent	0.00	1.00	1.00	1.00	1.00
Maintenance Worker	7.00	6.00	6.00	8.00	8.00
Field Supervisor II	2.00	0.00	0.00	0.00	0.00
Field Supervisor I	1.00	0.00	0.00	0.00	0.00
Water Supervisor	0.00	2.00	2.00	2.00	2.00
Senior Maintenance Worker <sup>(2)</sup>	4.00	2.00	2.00	2.00	1.00
Senior Water Worker	0.00	1.00	1.00	1.00	1.00
Water Worker I	0.00	1.00	1.00	1.00	1.00
Water Worker II	0.00	2.00	2.00	2.00	2.00
Meter Technician	1.00	0.00	0.00	0.00	0.00
Cross Connection Specialist	0.00	1.00	1.00	1.00	1.00
Senior Water System Operator	0.00	1.00	1.00	1.00	1.00
Water System Operator	0.00	0.00	0.00	1.00	1.00
Water Pumping Operator/Backflow Tech.	2.00	0.00	0.00	0.00	0.00
Water Operations Manager	1.00	1.00	1.00	1.00	1.00
Senior Park Maintenance Worker	0.00	1.00	1.00	1.00	1.00
Street Tree Trimmer	0.00	1.00	1.00	1.00	1.00
Senior Sewer Worker	0.00	1.00	1.00	1.00	1.00
Sewer Worker	0.00	1.00	1.00	1.00	1.00
City Maintenance Helper - Graffiti (FTE)	0.00	0.75	0.75	0.00	0.00
Maintenance Helper (FTE)	2.76	2.30	2.30	1.38	1.38
<b>TOTAL PUBLIC WORKS PERSONNEL</b>	<b>32.22</b>	<b>36.51</b>	<b>36.51</b>	<b>37.84</b>	<b>37.84</b>

<sup>1</sup> Management Analyst position recommended for reclassification to Senior Management Analyst in FY 2025-2026

<sup>2</sup> One (1) Lead Public Works Worker recommended for reclassification to Public Works Supervisor in FY 2025-2026. Position to be reclassified will be determined through the recruitment process.





**ENGINEERING AND ADMINISTRATION**

**DIVISION NO. 310**

**DIVISION OVERVIEW**

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

**Dept: Public Works**  
**Div: Engineering & Administration**

Account Number & Title		2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-310-0000-4101	SALARIES-PERMANENT EMPLOYEES	285,659	390,720	356,738	394,810	200,246	51%	349,745
001-310-0000-4103	WAGES-TEMPORARY & PART-TIME	15,829	21,116	19,328	17,572	7,693	44%	21,236
001-310-0000-4105	OVERTIME	9,362	10,347	11,612	-	8,860	0%	-
001-310-0000-4111	COMMISSIONER'S REIMBURSEMENT	2,625	2,850	4,500	6,000	1,500	25%	6,000
001-310-0000-4120	O.A.S.D.I.	22,792	30,896	29,779	30,151	14,982	50%	26,587
001-310-0000-4124	RETIREMENT	-	(35)	-	-	-	0%	-
001-310-0000-4126	HEALTH INSURANCE	48,233	59,413	53,203	67,923	27,266	40%	58,685
001-310-0000-4128	DENTAL INSURANCE	4,467	5,352	4,398	2,123	2,178	103%	2,439
001-310-0000-4129	RETIREE HEALTH SAVINGS	540	504	1,102	900	964	107%	720
001-310-0000-4130	WORKER'S COMPENSATION INS.	16,351	22,508	21,688	19,527	9,957	51%	17,728
001-310-0000-4134	LONG TERM DISABILITY INSURANCE	904	1,062	888	1,457	678	47%	1,074
001-310-0000-4136	OPTICAL INSURANCE	822	1,018	831	708	431	61%	689
001-310-0000-4138	LIFE INSURANCE	225	279	267	315	140	45%	288
001-310-0000-4140	WELLNESS BENEFIT	-	300	-	750	-	0%	1,150
001-310-0000-4141	TECHNOLOGY ALLOWANCE	-	-	-	2,700	691	26%	3,000
001-310-0000-4142	AUTOMOBILE ALLOWANCE	-	-	-	4,800	1,187	25%	4,800
001-310-0628-4101	SF SAFE & ACTIVE ST IMPLEMENTATION PLAN	-	141	-	-	-	0%	-
001-310-0628-4120	SF SAFE & ACTIVE ST IMPLEMENTATION PLAN	-	11	-	-	-	0%	-
001-310-0628-4124	SF SAFE & ACTIVE ST IMPLEMENTATION PLAN	-	35	-	-	-	0%	-
001-310-0628-4130	SF SAFE & ACTIVE ST IMPLEMENTATION PLAN	-	10	-	-	-	0%	-
<b>Personnel Costs</b>		<b>407,808</b>	<b>546,528</b>	<b>504,332</b>	<b>549,736</b>	<b>276,772</b>	<b>50%</b>	<b>494,141</b>
001-310-0000-4220	TELEPHONE	2,015	2,715	2,771	2,500	1,022	41%	2,500
001-310-0000-4260	CONTRACTUAL SERVICES	-	6,000	-	-	-	0%	-
001-310-0000-4270	PROFESSIONAL SERVICES	115,947	272,813	196,573	325,000	20,157	6%	200,000
001-310-0000-4300	DEPARTMENT SUPPLIES	5,832	8,539	7,759	7,500	3,655	49%	6,000
001-310-0000-4310	EQUIPMENT AND SUPPLIES	1,961	5,705	2,192	7,256	3,338	46%	3,427
001-310-0000-4320	DEPARTMENT EQUIPMENT MAINT	-	-	55	2,000	7	0%	-
001-310-0000-4360	PERSONNEL TRAINING	299	2,044	513	3,000	650	22%	4,000
001-310-0000-4370	MEETINGS, MEMBERSHIPS & TRAVEL	-	2,574	657	1,000	1,025	102%	2,000
001-310-0000-4380	SUBSCRIPTIONS DUES & MMBRSHIPS	1,340	1,867	3,644	6,327	15	0%	9,000
001-310-0000-4390	VEHICLE ALLOW & MILEAGE	1,625	1,527	1,616	1,900	-	0%	300
001-310-0000-4430	ACTIVITIES AND PROGRAMS	-	-	-	-	-	0%	1,500
001-310-0628-4270	SF SAFE & ACTIVE ST IMPLEMENTATION PLAN	9,228	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>		<b>138,247</b>	<b>303,785</b>	<b>215,781</b>	<b>356,483</b>	<b>29,869</b>	<b>8%</b>	<b>228,727</b>
001-310-0000-4706	LIABILITY CHARGE	28,116	34,188	43,394	29,970	14,988	50%	31,272
001-310-0000-4743	FACILITY MAINTENANCE CHARGE	32,352	43,500	42,422	42,886	21,444	50%	47,523
<b>Internal Service Charges</b>		<b>60,468</b>	<b>77,688</b>	<b>85,816</b>	<b>72,856</b>	<b>36,432</b>	<b>50%</b>	<b>78,795</b>
001-310-0000-4941	TRANSFER TO EQUIP. REPLACEMENT FND	125,000	-	-	-	-	0%	-
001-310-0000-4943	TRANSFER TO FACILITY MAINTENANCE FUND	-	55,000	-	-	-	0%	-
<b>Transfers</b>		<b>125,000</b>	<b>55,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
001-310-0000-4500	CAPITAL EQUIPMENT	5,180	-	-	105,000	-	0%	-
<b>Capital Costs</b>		<b>5,180</b>	<b>-</b>	<b>-</b>	<b>105,000</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Division Total</b>		<b>736,703</b>	<b>983,001</b>	<b>805,929</b>	<b>1,084,075</b>	<b>343,073</b>	<b>32%</b>	<b>801,663</b>

**STREET MAINTENANCE****DIVISION NO. 311****DIVISION OVERVIEW**

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

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

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

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

Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-312-0000-4101 SALARIES-PERMANENT EMPLOYEES	-	1,479	19,704	20,362	10,071	49%	37,645
001-312-0000-4103 WAGES-TEMPORARY & PART-TIME	-	22,995	4,575	11,824	-	0%	-
001-312-0000-4105 OVERTIME	-	-	4,882	5,000	18	0%	-
001-312-0000-4120 O.A.S.D.I.	-	1,872	2,231	2,463	772	31%	2,880
001-312-0000-4126 HEALTH INSURANCE	-	-	4,485	5,965	2,270	38%	16,386
001-312-0000-4128 DENTAL INSURANCE	-	-	300	187	150	80%	690
001-312-0000-4129 RETIREE HEALTH SAVINGS	-	-	-	-	-	0%	480
001-312-0000-4130 WORKER'S COMPENSATION INS.	-	3,217	1,574	403	128	32%	2,353
001-312-0000-4136 OPTICAL INSURANCE	-	-	54	63	27	43%	195
001-312-0000-4138 LIFE INSURANCE	-	40	24	68	12	17%	54
<b>Personnel Costs</b>	-	<b>29,604</b>	<b>37,829</b>	<b>46,335</b>	<b>13,448</b>	<b>29%</b>	<b>60,683</b>
001-312-0000-4300 DEPARTMENT SUPPLIES	-	3,449	17,025	12,120	3,142	26%	11,170
001-312-0000-4310 EQUIPMENT AND SUPPLIES	-	-	-	-	-	-	-
001-312-0000-4325 UNIFORM ALLOWANCE	-	100	400	400	-	0%	850
001-312-0000-4360 PERSONNEL TRAINING	-	-	-	-	-	-	500
<b>Operations &amp; Maintenance Costs</b>	-	<b>3,549</b>	<b>17,425</b>	<b>12,520</b>	<b>3,142</b>	<b>25%</b>	<b>12,520</b>
001-312-0000-4706 LIABILITY CHARGE	-	2,436	4,338	2,526	1,266	50%	3,900
001-312-0000-4743 FACILITY MAINTENANCE CHARGE	-	9,432	6,130	7,747	3,876	50%	9,023
001-312-0320-4741 EQUIP MAINT & REPLACEMENT CHARGE	-	-	-	-	-	0%	11,805
<b>Internal Service Charges</b>	-	<b>11,868</b>	<b>10,468</b>	<b>10,273</b>	<b>5,142</b>	<b>50%</b>	<b>24,728</b>
<b>Division Total</b>	-	<b>45,021</b>	<b>65,722</b>	<b>69,128</b>	<b>21,732</b>	<b>31%</b>	<b>97,931</b>

Dept: Public Works  
Div: Street Cleaning

Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-343-0000-4260 CONTRACTUAL SERVICES	34,700	36,455	36,435	36,435	-	0%	36,435
Operations & Maintenance Costs	34,700	36,455	36,435	36,435	-	0%	36,435
Division Total	34,700	36,455	36,435	36,435	-	0%	36,435



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

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

**Dept: Public Works**  
**Div: Street Trees & Parkways**

Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-346-0000-4101 SALARIES-PERMANENT EMPLOYEES	41,727	34,339	143,113	82,741	39,981	48%	91,958
001-346-0000-4103 WAGES-TEMPORARY & PART-TIME	-	6	6	-	-	0%	-
001-346-0000-4105 OVERTIME	16,505	19,811	14,822	5,000	7,467	149%	-
001-346-0000-4120 O.A.S.D.I.	4,456	4,142	12,079	6,330	3,628	57%	7,035
001-346-0000-4126 HEALTH INSURANCE	12,448	10,305	11,604	33,214	16,097	48%	35,355
001-346-0000-4128 DENTAL INSURANCE	577	984	839	1,038	1,166	112%	1,490
001-346-0000-4129 RETIREE HEALTH SAVINGS	768	414	1,109	1,500	709	47%	1,500
001-346-0000-4130 WORKER'S COMPENSATION INS.	7,152	5,200	19,732	8,275	3,456	42%	9,196
001-346-0000-4136 OPTICAL INSURANCE	242	174	308	346	220	63%	421
001-346-0000-4138 LIFE INSURANCE	74	47	151	113	59	52%	113
<b>Personnel Costs</b>	<b>83,948</b>	<b>75,422</b>	<b>203,763</b>	<b>138,557</b>	<b>72,782</b>	<b>53%</b>	<b>147,068</b>
001-346-0000-4250 RENTS AND LEASES							-
001-346-0000-4260 CONTRACTUAL SERVICES	285	5,615	3,608	5,500	-	0%	5,500
001-346-0000-4270 PROFESSIONAL SERVICES	-	-	-	-	-	0%	-
001-346-0000-4300 DEPARTMENT SUPPLIES	4,147	5,153	4,935	5,000	1,483	30%	500
001-346-0000-4310 EQUIPMENT AND SUPPLIES	-	-	-	-	251	0%	3,300
001-346-0000-4325 UNIFORM ALLOWANCE							700
001-346-0000-4360 PERSONNEL TRAINING							500
<b>Operations &amp; Maintenance Costs</b>	<b>4,432</b>	<b>10,768</b>	<b>8,542</b>	<b>10,500</b>	<b>1,734</b>	<b>123%</b>	<b>10,500</b>
001-346-0000-4706 LIABILITY CHARGE	624	3,888	27,731	7,554	3,780	50%	9,451
001-346-0320-4741 EQUIP MAINT CHARGE	23,352	15,300	8,398	-	-	0%	11,804
001-346-0000-4741 EQUIP REPLACEMENT CHARGE	-	-	-	-	-	0%	8,333
001-346-0000-4743 FACILITY MAINTENANCE CHARGE	3,888	6,288	38,008	15,493	7,746	50%	18,799
<b>Internal Service Charges</b>	<b>27,864</b>	<b>25,476</b>	<b>74,137</b>	<b>23,047</b>	<b>11,526</b>	<b>31%</b>	<b>48,387</b>
001-346-0000-4500 CAPITAL EQUIPMENT	-	-	-	-	-	0%	-
<b>Capital Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Division Total</b>	<b>116,244</b>	<b>111,665</b>	<b>286,442</b>	<b>172,104</b>	<b>86,042</b>	<b>60%</b>	<b>205,955</b>

**TRAFFIC SIGNALS AND LIGHTING****DIVISION NO. 370****DIVISION OVERVIEW**

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

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

Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-370-0000-4101 SALARIES-PERMANENT EMPLOYEES	24,168	60,746	119,815	109,311	54,650	50%	80,411
001-370-0000-4103 WAGES-TEMPORARY & PART-TIME	-	6	6	-	-	0%	-
001-370-0000-4105 OVERTIME	4,644	4,360	5,129	5,000	1,474	29%	-
001-370-0000-4120 O.A.S.D.I.	2,204	4,982	9,557	8,363	4,306	51%	6,152
001-370-0000-4126 HEALTH INSURANCE	9,477	18,237	28,343	32,315	14,002	43%	25,283
001-370-0000-4128 DENTAL INSURANCE	536	1,655	2,274	1,010	1,117	111%	1,068
001-370-0000-4129 RETIREE HEALTH SAVINGS	211	1,525	603	870	205	24%	420
001-370-0000-4130 WORKER'S COMPENSATION INS.	3,178	9,257	9,202	5,202	2,698	52%	4,940
001-370-0000-4134 LONG TERM DISABILITY	-	-	444	253	122	48%	-
001-370-0000-4136 OPTICAL INSURANCE	155	296	433	337	212	63%	302
001-370-0000-4138 LIFE INSURANCE	33	80	85	99	51	52%	77
001-370-0000-4140 WELLNESS BENEFIT	-	-	-	-	-	0%	-
<b>Personnel Costs</b>	<b>44,605</b>	<b>101,144</b>	<b>175,892</b>	<b>162,760</b>	<b>78,837</b>	<b>48%</b>	<b>118,653</b>
001-370-0000-4300 DEPARTMENT SUPPLIES	11,502	8,906	10,587	11,400	1,122	10%	500
001-370-0000-4310 EQUIPMENT AND SUPPLIES	-	-	-	37,500	4,096	11%	16,400
001-370-0000-4360 PERSONNEL TRAINING	-	395	860	6,000	1,400	23%	500
001-370-0301-4300 PW MAINT. & REPAIR SUPPLIES	-	31,144	10,412	32,308	-	0%	32,308
001-370-0564-4300 ST. LIGHT KNOCKDOWNS	-	49,821	36,191	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>11,502</b>	<b>90,265</b>	<b>58,051</b>	<b>87,208</b>	<b>6,618</b>	<b>8%</b>	<b>49,708</b>
001-370-0000-4706 LIABILITY CHARGE	3,120	8,460	15,318	8,873	4,434	50%	7,625
001-370-0320-4741 EQUIP MAINT CHARGE	14,004	45,888	41,987	44,512	22,254	50%	70,821
001-370-0000-4741 EQUIP REPLACEMENT CHARGE	4,800	14,796	14,800	14,800	7,398	50%	14,800
001-370-0000-4743 FACILITY MAINTENANCE CHARGE	11,652	21,996	20,230	13,634	6,816	50%	12,783
<b>Internal Service Charges</b>	<b>33,576</b>	<b>91,140</b>	<b>92,335</b>	<b>81,819</b>	<b>40,902</b>	<b>50%</b>	<b>106,029</b>
001-370-0000-4500 CAPITAL EQUIPMENT	-	-	-	-	-	0%	-
001-370-0000-4600 CAPITAL PROJECTS	-	-	-	-	-	0%	-
<b>Capital Projects</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Division Total</b>	<b>89,683</b>	<b>282,549</b>	<b>326,278</b>	<b>331,787</b>	<b>126,357</b>	<b>38%</b>	<b>274,390</b>

**PUBLIC WORKS:**

**INTERNAL SERVICE  
AND  
ENTERPRISE  
FUNDS**



**DESCRIPTION**

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

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

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

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

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

**ENTERPRISE FUNDS**

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

**EQUIPMENT MAINTENANCE AND  
REPLACEMENT FUND****FUND NO. 041****FUND OVERVIEW**

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

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

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

Through the PMP, the Division maintains and repairs: 31 police vehicles, 13 mid-duty trucks, 11 light-duty trucks, 10 heavy-duty pieces of equipment, 12 compressed natural gas (CNG) fueled vehicles, 2 electric vehicles, 27 small pieces of equipment, 4 portable emergency generators, and 2 fixed-site emergency generators.

**MAJOR PROJECTS/PROGRAMS**

- Replace vehicles based on designated replacement schedule.
- Build reserve for future vehicle replacements.
- Oversee and monitor Enterprise Vehicle Leasing Program.

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

REVENUES		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/24	% Used	Proposed
041-3500-0000	INTEREST INCOME	8,780	17,643	17,185	-	-	0%	-
041-3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	(48,228)	(12,447)	20,930	-	33,768	0%	-
041-3910-0000	SALE OF PROPERTY & EQUIPMENT	12,550	-	11,800	-	-	0%	-
041-3941-0152	EQUIP REPLACEMENT REIMB	4,380	4,380	4,375	11,875	5,940	50%	11,875
041-3941-0222	ANNUAL EQUIP REPLACE REIM	-	9,996	5,000	6,667	3,336	50%	21,667
041-3941-0224	EQUIP REPLACE REIMB-DETECTIVE	5,004	9,996	10,000	27,500	13,752	50%	12,500
041-3941-0225	ANNUAL EQUIP REPLACE REIM	18,000	80,496	58,000	63,750	31,878	50%	71,250
041-3941-0311	EQUIP REPLACE REIMB-PW STREETS	11,196	11,196	11,200	51,930	25,968	50%	18,075
041-3941-0346	EQUIP REPLACE REIMB-PW STREETS	-	-	-	-	-	0%	8,333
041-3941-0360	ANNUAL EQUIP REPLACEMNT REIMB	11,256	11,256	11,250	17,750	8,874	50%	17,750
041-3941-0370	ANNUAL EQUIP REPLACEMNT REIMB	4,800	14,796	14,800	14,800	7,398	50%	14,800
041-3941-0381	ANNUAL EQUIP REPLACEMNT REIMB	30,180	33,120	33,117	33,116	16,560	50%	33,117
041-3941-0383	ANNUAL EQUIP REPLACEMNT REIMB	-	-	-	3,227	1,614	50%	-
041-3941-0384	ANNUAL EQUIP REPLACEMNT REIMB	-	-	-	3,227	1,614	50%	-
041-3941-0390	EQUIP REPLACE REIMB-FCLTY MNGE	5,496	4,500	4,500	40,375	20,190	50%	47,250
041-3941-0420	EQUIP REPLACE REIMB-RECREATION	-	-	-	-	1,878	0%	-
041-3950-0000	PROPERTY DAMAGE REIMBURSEMENT	13,535	-	25,000	-	-	0%	-
041-3952-0000	EQUIPMENT MAINTENANCE CHARGE	326,196	509,856	662,283	563,642	281,820	50%	888,136
041-3970-0000	TRANSFER FROM GENERAL FUND	197,000	-	-	100,000	49,998	50%	-
<b>Total Revenue</b>		<b>600,146</b>	<b>694,788</b>	<b>889,440</b>	<b>937,859</b>	<b>504,588</b>	<b>54%</b>	<b>1,144,753</b>

APPROPRIATIONS		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/24	% Used	Proposed
041-180-0000-4127	RETIRED EMP. HEALTH INS.	16,675	17,693	19,441	18,500	10,385	56%	21,000
041-320-0000-4101	SALARIES-PERMANENT EMPLOYEES	107,807	124,881	135,113	124,817	64,370	52%	151,548
041-320-0000-4105	OVERTIME	4,865	9,490	10,368	-	3,284	0%	-
041-320-0000-4120	O.A.S.D.I.	8,609	10,106	10,883	9,362	4,915	52%	11,055
041-320-0000-4124	RETIREMENT	26,548	32,724	35,243	31,167	16,432	53%	37,894
041-320-0000-4126	HEALTH INSURANCE	34,010	31,790	31,304	36,234	14,074	39%	41,669
041-320-0000-4128	DENTAL INSURANCE	2,819	2,775	2,636	1,133	1,166	103%	1,757
041-320-0000-4130	WORKER'S COMPENSATION INS.	14,010	16,336	17,791	10,701	5,673	53%	13,743
041-320-0000-4134	LONG TERM DISABILITY INSURANCE	188	304	330	367	168	46%	414
041-320-0000-4136	OPTICAL INSURANCE	506	497	497	378	220	58%	497
041-320-0000-4138	LIFE INSURANCE	126	131	131	113	59	52%	131
<b>Personnel Costs</b>		<b>216,163</b>	<b>246,727</b>	<b>263,737</b>	<b>232,772</b>	<b>120,745</b>	<b>88%</b>	<b>279,708</b>
041-190-0000-4405	INTEREST EXPENSE	-	-	41,965	-	-	0%	-
041-320-0000-4220	TELEPHONE	315	333	188	200	-	0%	-
041-320-0000-4260	CONTRACTUAL SERVICES	3,088	9,663	2,737	-	1,414	0%	12,740
041-320-0000-4300	DEPARTMENT SUPPLIES	3,950	3,979	4,589	4,000	971	24%	4,000
041-320-0000-4310	EQUIPMENT AND SUPPLIES	4,632	5,581	5,061	5,000	515	10%	5,000
041-320-0000-4320	DEPARTMENT EQUIPMENT MAINT	6,829	5,332	6,048	6,000	1,269	21%	6,000
041-320-0000-4340	SMALL TOOLS	2,320	2,238	2,275	2,250	32	1%	2,250
041-320-0000-4360	PERSONNEL TRAINING	15	499	50	500	-	0%	4,000
041-320-0000-4400	VEHICLE OPERATION & MAINT	18	-	-	-	-	0%	-
041-320-0000-4450	OTHER EXPENSE	1,396	1,540	3,561	-	6,054	0%	6,450
041-320-0152-4400	CDBG ADMINISTRATION	3,211	2,641	2,075	-	398	0%	2,600
041-320-0152-4402	FUEL	3,469	3,294	1,936	-	1,667	0%	2,900
041-320-0221-4400	VEHICLE OPERATION & MAINT	92	531	1,358	2,100	99	5%	1,100
041-320-0221-4402	FUEL	7,054	8,760	10,288	7,000	3,602	51%	8,300
041-320-0222-4400	VEHICLE OPERATION & MAINT	4,074	2,572	75	3,400	751	22%	15,100
041-320-0222-4402	FUEL	2,339	2,686	5,611	3,000	4,239	141%	7,700
041-320-0224-4400	VEHICLE OPERATION & MAINT	13,660	7,508	6,577	15,000	1,391	9%	8,300
041-320-0224-4402	FUEL	20,104	21,909	14,969	14,500	6,901	48%	15,800
041-320-0225-4400	VEHICLE OPERATION & MAINT	76,976	45,223	55,773	35,600	6,049	17%	44,600
<b>APPROPRIATIONS (Continued)</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>As of</b>	<b>2025</b>	<b>2026</b>

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

Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/24	% Used	Proposed
041-320-0225-4402 FUEL	61,519	60,017	60,604	-	27,844	0%	65,100
041-320-0228-4400 VEHICLE OPERATION & MAINT	3,684	1,817	8,712	6,000	11,506	192%	34,000
041-320-0228-4402 FUEL	8,544	7,358	10,219	7,000	2,027	29%	4,100
041-320-0311-4400 VEHICLE OPERATION & MAINT	13,263	13,604	11,940	11,500	9,259	81%	22,000
041-320-0311-4402 FUEL	12,269	14,695	19,555	14,500	10,718	74%	24,700
041-320-0312-4402 FUEL	320	-	-	6,000	-	0%	800
041-320-0320-4400 VEHICLE OPERATION & MAINT	3,499	2,472	2,936	3,000	107	4%	3,300
041-320-0320-4402 FUEL	2,499	1,920	2,871	2,500	994	40%	2,500
041-320-0346-4400 VEHICLE OPERATION & MAINT	-	21,079	450	15,500	720	5%	4,800
041-320-0346-4402 FUEL	692	152	-	1,100	-	0%	400
041-320-0370-4400 VEHICLE OPERATION & MAINT	4,187	1,920	10,456	12,500	370	3%	2,800
041-320-0370-4402 FUEL	12,571	13,202	12,608	11,500	4,864	42%	11,900
041-320-0390-4400 VEHICLE OPERATION & MAINT	11,835	8,543	13,616	14,500	1,998	14%	10,600
041-320-0390-4402 FUEL	24,183	24,536	26,101	19,500	11,595	59%	26,600
041-320-0420-4400 RECREATION DEPT	-	480	504	1,000	-	0%	2,000
041-320-0420-4402 FUEL	70	-	85	-	265	0%	500
<b>Operations &amp; Maintenance Costs</b>	<b>314,694</b>	<b>298,105</b>	<b>347,817</b>	<b>226,675</b>	<b>117,618</b>	<b>52%</b>	<b>364,966</b>
041-320-0000-4706 LIABILITY CHARGE	21,936	14,640	18,244	684	342	50%	17,974
041-320-0000-4743 FACILITY MAINTENANCE CHARGE	34,944	17,556	17,164	1,239	618	50%	21,710
041-320-0320-4741 EQUIP MAINT & REPLACEMENT CHARGE	14,004	15,300	25,192	14,837	7,416	50%	35,411
<b>Internal Service Charges</b>	<b>70,884</b>	<b>47,496</b>	<b>60,600</b>	<b>16,760</b>	<b>8,376</b>	<b>50%</b>	<b>75,095</b>
041-152-0000-4500 ****CAPITAL EXPENSES****	-	-	1,909	58,164	9,349	16%	20,000
041-224-0000-4500 ****CAPITAL EXPENSES****	-	0	17,864	-	-	0%	-
041-225-0000-4500 ****CAPITAL EXPENSES****	(0)	1,000	460	379,583	-	0%	-
041-311-0000-4500 CAPITAL EQUIPMENT	-	-	(1)	114,153	51,747	45%	105,000
041-320-0000-4500 CAPITAL EQUIPMENT	-	-	-	-	-	0%	24,500
041-320-0000-4820 DEPRECIATION EXPENSE	20,582	101,332	252,654	-	-	0%	-
041-420-0000-4500 ****CAPITAL EXPENSES****	-	-	7,603	12,324	5,125	42%	11,500
<b>Capital Projects</b>	<b>20,582</b>	<b>102,332</b>	<b>280,489</b>	<b>564,224</b>	<b>66,220</b>	<b>12%</b>	<b>161,000</b>
<b>Total Appropriations</b>	<b>622,323</b>	<b>694,661</b>	<b>952,642</b>	<b>1,040,431</b>	<b>312,959</b>	<b>30%</b>	<b>880,769</b>
<b>ANNUAL SURPLUS/DEFICIT</b>	<b>(22,177)</b>	<b>127</b>	<b>(63,203)</b>	<b>(102,572)</b>			<b>263,984</b>

NOTES: This Division was converted to an Internal Service Fund in FY 2015-2016  
Compressed Natural Gas (CNG) has been moved to the Enterprise Funds (074) in FY 2017-2018

**FACILITY MAINTENANCE FUND****FUND No. 043****FUND OVERVIEW**

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

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

**MAJOR PROJECTS/PROGRAMS**

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

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

REVENUES		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/24	% Used	Proposed
043-3500-0000	INTEREST INCOME	2,353	1,219	63	-	-	0%	-
043-3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	(12,798)	8,817	2,556	-	-	0%	-
043-3737-0000	EV CHARGING STATIONS	1,809	2,957	1,964	3,000	2,545	85%	-
043-3901-0000	MISCELLANEOUS REVENUE	-	-	1,435	-	-	0%	-
043-3953-0000	FACILITY MAINTENANCE CHARGE	1,323,480	1,524,996	1,575,000	1,500,511	750,270	50%	2,100,000
043-3970-0000	TRANSFER FROM GENERAL FUND	129,996	55,000	-	98,667	49,332	50%	-
043-3992-0000	TRANSFER FROM SEWER	20,004	20,004	-	25,000	12,498	50%	25,000
043-3995-0000	TRANSFER FROM THE WATER FUND	20,004	20,004	-	25,000	12,498	50%	25,000
<b>Total Revenue</b>		<b>1,484,849</b>	<b>1,632,998</b>	<b>1,581,018</b>	<b>1,652,178</b>	<b>827,143</b>	<b>50%</b>	<b>2,150,000</b>
APPROPRIATIONS		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/24	% Used	Proposed
043-180-0000-4127	RETIRED EMP. HEALTH INS.	32,677	40,101	39,412	39,000	19,942	51%	39,883
043-390-0000-4101	SALARIES-PERMANENT EMPLOYEES	336,948	391,634	261,283	493,927	231,899	47%	509,485
043-390-0000-4103	WAGES-TEMPORARY & PART-TIME	13,618	15,553	24,360	20,404	6,662	33%	37,298
043-390-0000-4105	OVERTIME	33,782	55,800	58,372	-	19,037	0%	-
043-390-0000-4120	O.A.S.D.I.	29,398	35,070	26,070	39,332	19,439	49%	41,290
043-390-0000-4124	RETIREMENT	52,453	66,011	36,081	68,195	33,414	49%	69,833
043-390-0000-4126	HEALTH INSURANCE	75,040	101,649	107,908	105,889	62,284	59%	150,692
043-390-0000-4128	DENTAL INSURANCE	5,215	7,476	7,444	4,528	4,038	89%	6,274
043-390-0000-4129	RETIREE HEALTH SAVINGS	4,368	4,819	4,242	6,000	2,913	49%	6,000
043-390-0000-4130	WORKER'S COMPENSATION INS.	50,172	58,353	43,845	48,092	23,278	48%	53,267
043-390-0000-4134	LONG TERM DISABILITY INSURANCE	94	608	330	367	168	46%	414
043-390-0000-4136	OPTICAL INSURANCE	969	1,481	1,508	1,510	840	56%	1,773
043-390-0000-4138	LIFE INSURANCE	378	496	437	653	325	50%	693
043-390-3689-4101	COVID-19 GLOBAL OUTBREAK	1,262	-	-	-	-	0%	-
043-390-3689-4120	COVID-19 GLOBAL OUTBREAK	97	-	-	-	-	0%	-
043-390-3689-4124	COVID-19 GLOBAL OUTBREAK	294	-	-	-	-	0%	-
043-390-3689-4129	COVID-19 GLOBAL OUTBREAK	8	-	-	-	-	0%	-
043-390-3689-4130	COVID-19 GLOBAL OUTBREAK	179	-	-	-	-	0%	-
<b>Personnel Costs</b>		<b>636,950</b>	<b>779,051</b>	<b>611,292</b>	<b>827,897</b>	<b>424,238</b>	<b>51%</b>	<b>916,902</b>
043-390-0000-4210	UTILITIES	404,832	424,290	431,672	375,000	266,541	71%	425,000
043-390-0000-4220	TELEPHONE	315	333	208	500	-	0%	500
043-390-0000-4250	RENTS AND LEASES	392	-	-	-	-	0%	-
043-390-0000-4260	CONTRACTUAL SERVICES	234,556	253,167	261,637	278,805	115,501	41%	288,305
043-390-0000-4300	DEPARTMENT SUPPLIES	56,798	56,675	52,404	40,000	21,590	54%	5,000
043-390-0000-4310	EQUIPMENT AND SUPPLIES	3,191	4,676	6,451	4,500	4,246	94%	21,850
043-390-0000-4325	UNIFORM ALLOWANCE	-	-	200	2,250	-	0%	5,600
043-390-0000-4330	BLDG MAINT & REPAIRS	50,390	30,144	28,692	14,000	4,041	29%	-
043-390-0000-4340	SMALL TOOLS	1,322	1,553	2,950	1,500	-	0%	15,000
043-390-0000-4360	PERSONNEL TRAINING	1,859	819	3,523	2,000	-	0%	4,000
043-390-3689-4260	COVID-19 GLOBAL OUTBREAK	21,750	-	-	-	-	0%	-
043-390-3698-4405	PUBLIC SAFETY RADIOS/BODY CAMERAS (BSCC)	3,804	1,930	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>		<b>779,208</b>	<b>773,586</b>	<b>787,737</b>	<b>718,555</b>	<b>411,919</b>	<b>57%</b>	<b>765,255</b>
043-390-0000-4706	LIABILITY CHARGE	46,404	45,756	53,589	41,537	20,766	50%	58,921
043-390-0000-4741	EQUIP MAINT & REPLACEMENT CHARGE	5,496	4,500	4,500	40,375	20,190	50%	47,250
043-390-0320-4741	EQUIP MAINT & REPLACEMENT CHARGE	42,024	68,832	109,167	96,443	48,222	50%	177,053
<b>Internal Service Charges</b>		<b>93,924</b>	<b>119,088</b>	<b>167,256</b>	<b>178,355</b>	<b>89,178</b>	<b>50%</b>	<b>283,224</b>
043-390-0000-4500	****CAPITAL EXPENSES****	-	41,852	0	-	-	0%	-
043-390-0000-4820	DEPRECIATION EXPENSE	33,092	29,512	36,226	-	-	0%	-
<b>Capital Costs</b>		<b>-</b>	<b>41,852</b>	<b>0</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Total Appropriations</b>		<b>1,510,082</b>	<b>1,713,577</b>	<b>1,566,286</b>	<b>1,724,807</b>	<b>925,335</b>	<b>54%</b>	<b>1,965,381</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>(25,233)</b>	<b>(80,579)</b>	<b>14,732</b>	<b>(72,629)</b>			<b>184,619</b>

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



**CITY OF SAN FERNANDO**  
**ENTERPRISE FUNDS**  
**SUMMARY OF REVENUES AND APPROPRIATIONS**  
**FISCAL YEAR 2025-2026**

**Fund: Water Enterprise Fund**

<b>Beginning Balance:</b>		<b>7,688,913</b>	<b>5,821,004</b>	<b>4,023,809</b>	<b>7,131,448</b>			<b>7,566,501</b>
<b>REVENUE</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>As of</b>	<b>2025</b>	<b>2026</b>
	<b>Account Number &amp; Title</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>12/31/24</b>	<b>% Used</b>	<b>Proposed</b>
070-3500-0000	INTEREST INCOME	54,302	88,511	56,733	50,000	-	0%	50,250
070-3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	(286,244)	(24,161)	194,626	-	81,915	0%	-
070-3810-0000	SALE OF WATER	4,789,524	4,924,562	5,143,110	5,375,000	2,396,298	45%	5,642,469
070-3830-0000	METER & FIRE SERVICE	129,615	130,104	130,535	130,000	49,951	38%	130,000
070-3835-0000	WATER INSTALLATION CHARGE	92,172	37,896	184,349	90,000	27,799	31%	90,000
070-3840-0000	CAPITAL FACILITY CHARGES	130,331	54,633	50,913	60,000	14,808	25%	60,000
070-3885-0000	BACKFLOW PREVENTION FEE	79,790	79,880	82,540	75,000	32,104	43%	75,000
070-3901-0000	MISCELLANEOUS REVENUE	5,089	1,000	5,416	5,000	2,034	41%	5,000
070-3910-0000	SALE OF PROPERTY & EQUIPMENT	7,600	-	-	-	-	0%	-
070-3937-0000	TRANSFER FROM CAPITAL GRANT FD	-	-	2,984,057	-	-	0%	-
070-3988-0000	TRANSFER FROM ARPA FUNDS	-	-	501,150	-	-	0%	-
070-3996-0000	TRANSFER FROM OPERATING GRANT FUND	163,673	-	250,549	-	-	0%	-
<b>Total Revenue</b>		<b>5,165,852</b>	<b>5,292,425</b>	<b>9,583,978</b>	<b>5,785,000</b>	<b>2,604,909</b>	<b>45%</b>	<b>6,052,719</b>
<b>APPROPRIATIONS</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>As of</b>	<b>2025</b>	<b>2026</b>
	<b>Account Number &amp; Title</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>12/31/24</b>	<b>% Used</b>	<b>Proposed</b>
070-110	Water Attorney	229	-	2,150	1,000	2,296	230%	2,500
070-180	Water Retirement	1,052,006	1,246,938	113,894	432,516	114,042	26%	388,818
070-381	Water Administration	2,083,785	2,588,135	3,065,525	1,751,797	772,819	44%	1,828,694
070-382	Utility Billing	311,561	489,387	174,223	399,952	193,782	48%	440,465
070-383	Water Distribution	110,071	277,714	203,257	682,194	330,224	48%	751,154
070-384	Water Production	1,255,585	1,602,316	1,934,529	1,415,642	493,540	35%	1,722,855
070-385	Water Capital Projects	2,220,525	885,130	982,763	666,847	402,269	60%	248,395
<b>Total Appropriations</b>		<b>7,033,762</b>	<b>7,089,620</b>	<b>6,476,339</b>	<b>5,349,948</b>	<b>2,308,972</b>	<b>43%</b>	<b>5,382,881</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>(1,867,909)</b>	<b>(1,797,195)</b>	<b>3,107,639</b>	<b>435,052</b>	<b>295,937</b>	<b>68%</b>	<b>669,838</b>
<b>Ending Balance:</b>		<b>5,821,004</b>	<b>4,023,809</b>	<b>7,131,448</b>	<b>7,566,501</b>			<b>8,236,339</b>

**WATER FUND - RETIREMENT COSTS****DIVISION NO. 180****DIVISION OVERVIEW**

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

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

Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
070-110-0000-4270 PROFESSIONAL SERVICES	229	-	2,150	1,000	2,296	230%	2,500
Operations & Maintenance Costs	229	-	2,150	1,000	2,296	230%	2,500
Division Total	229	-	2,150	1,000	2,296	230%	2,500

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

Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
070-180-0000-4123 OPEB EXPENSE GASB 75	(41,227)	291,612	(207,271)	-	-	0%	-
070-180-0000-4124 RETIREMENT	2,685,716	66,381	134,988	254,533	-	0%	221,880
070-180-0000-4125 PENSION EXPENSE-GASB 68	(1,740,880)	710,646	17,483	-	-	0%	-
070-180-0000-4127 RETIRED EMP. HEALTH INS.	94,952	87,691	84,982	95,000	31,780	33%	85,000
<b>Personnel Costs</b>	<b>998,561</b>	<b>1,156,330</b>	<b>30,181</b>	<b>349,533</b>	<b>31,780</b>	<b>9%</b>	<b>306,880</b>
070-180-0000-4265 ADMINISTRATIVE EXPENSE	22,828	1,460	730	721	-	0%	750
070-180-0872-4405 PENSION OBLIGATION BONDS-INTEREST	30,618	89,148	82,983	82,262	82,262	100%	81,188
070-180-0872-4429 PENSION OBLIGATION BONDS-PRIN	-	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>53,446</b>	<b>90,608</b>	<b>83,713</b>	<b>82,983</b>	<b>82,262</b>	<b>99%</b>	<b>81,938</b>
<b>Division Total</b>	<b>1,052,006</b>	<b>1,246,938</b>	<b>113,894</b>	<b>432,516</b>	<b>114,042</b>	<b>26%</b>	<b>388,818</b>

**WATER FUND – ADMINISTRATION****FUND NO. 70-381****DIVISION OVERVIEW**

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

**MAJOR PROJECTS/PROGRAMS**

- Conduct needs assessment, master plan of system upgrades, cost of services analysis and rate study in order to determine appropriate system user fee charges.
- Perform annual American Water Works Association (AWWA) Water Loss Audit per California Code of Regulations, Title 23, Division 2, Chapter 7
- Perform Annual Water Shortage Assessment per California Department of Water Resources
- Prepare and distribute Annual Water Quality Reports
- Prepare annual Urban Water Use Objective Report
- Conduct Urban Water Management Plan per California Department of Water Resources Control Board by July 2025
- Conduct Annual Report for Water System and submit to the Division of Drinking Water (DDW)
- Evaluate and coordinate grant applications to improve system infrastructure.

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

Account Number & Title		2022	2023	2024	2025	As of	2025	2026
		Actual	Actual	Actual	Adjusted	12/31/24	% Used	Proposed
070-381-0000-4101	SALARIES-PERMANENT EMPLOYEES	610,060	822,246	910,619	427,140	188,055	44%	380,514
070-381-0000-4105	OVERTIME	59,559	64,977	117,507	-	3,399	0%	-
070-381-0000-4120	O.A.S.D.I.	50,678	67,172	78,705	27,541	13,885	50%	26,107
070-381-0000-4124	RETIREMENT	107,160	132,407	148,992	64,891	25,125	39%	68,639
070-381-0000-4126	HEALTH INSURANCE	138,920	162,536	200,076	68,142	26,841	39%	62,909
070-381-0000-4128	DENTAL INSURANCE	7,900	9,939	10,976	2,131	1,703	80%	2,638
070-381-0000-4129	RETIREE HEALTH SAVINGS	3,522	7,877	6,964	24,085	1,477	6%	450
070-381-0000-4130	WORKER'S COMPENSATION INS.	81,998	117,851	134,889	39,338	14,489	37%	30,201
070-381-0000-4133	COMPENSATED ABSENCES	9,502	24,509	12,868	-	-	0%	-
070-381-0000-4134	LONG TERM DISABILITY INSURANCE	502	1,039	866	2,571	978	38%	2,235
070-381-0000-4136	OPTICAL INSURANCE	2,298	2,733	2,836	710	350	49%	746
070-381-0000-4138	LIFE INSURANCE	700	877	966	258	120	47%	216
070-381-0000-4140	WELLNESS BENEFIT REIMBURSEMENT	-	150	-	-	-	0%	400
070-381-0000-4141	TECHNOLOGY ALLOWANCE	-	-	-	-	985	0%	1,500
070-381-0000-4142	AUTOMOBILE ALLOWANCE	-	-	-	-	594	0%	-
070-381-3689-4101	COVID-19 GLOBAL OUTBREAK	1,993	-	-	-	-	0%	-
070-381-3689-4120	COVID-19 GLOBAL OUTBREAK	152	-	-	-	-	0%	-
070-381-3689-4124	COVID-19 GLOBAL OUTBREAK	389	-	-	-	-	0%	-
070-381-3689-4129	COVID-19 GLOBAL OUTBREAK	26	-	-	-	-	0%	-
070-381-3689-4130	COVID-19 GLOBAL OUTBREAK	283	-	-	-	-	0%	-
<b>Personnel Costs</b>		<b>1,075,642</b>	<b>1,414,313</b>	<b>1,626,264</b>	<b>656,807</b>	<b>278,000</b>	<b>40%</b>	<b>576,555</b>
070-381-0000-4210	UTILITIES	99	621	228	600	18	3%	600
070-381-0000-4220	TELEPHONE	-	-	-	-	-	0%	-
070-381-0000-4260	CONTRACTUAL SERVICES	25,179	14,862	23,861	15,422	11,921	77%	50,000
070-381-0000-4270	PROFESSIONAL SERVICES	43,905	46,131	131,940	108,416	6,125	6%	100,000
070-381-0000-4290	OFFICE EQUIPMENT MAINTENANCE	-	-	-	4,145	-	0%	3,000
070-381-0000-4300	DEPARTMENT SUPPLIES	4,197	2,496	4,769	3,000	2,236	75%	3,000
070-381-0000-4320	DEPARTMENT EQUIPMENT MAINT	-	-	768	-	-	0%	1,500
070-381-0000-4325	UNIFORM ALLOWANCE	-	-	-	-	-	0%	1,000
070-381-0000-4360	PERSONNEL TRAINING	1,580	1,960	3,204	3,000	281	9%	3,000
070-381-0000-4370	MEETINGS, CONFERENCES & TRAVEL	767	1,702	1,416	3,000	414	14%	3,000
070-381-0000-4380	SUBSCRIPTIONS DUES & MMBRSHIPS	55	1,547	5,856	5,905	3,600	61%	7,550
070-381-0000-4390	MILEAGE REIMBURSEMENT	903	764	791	900	29	3%	500
070-381-0000-4400	VEHICLE OPERATION & MAINT	1,514	1,005	578	1,000	-	0%	1,000
070-381-0000-4402	FUEL	1,080	917	1,217	1,000	384	38%	1,000
070-381-0000-4405	INTEREST EXPENSE	3,601	(8,093)	14,215	9,656	-	0%	-
070-381-0000-4430	ACTIVITIES AND PROGRAMS	3,000	3,840	4,166	6,500	-	0%	6,500
070-381-0000-4450	OTHER EXPENSE	46,203	48,463	68,146	55,000	31,092	57%	75,000
070-381-0000-4480	COST ALLOCATION	520,068	607,954	743,047	640,250	320,125	50%	764,869
<b>Operations &amp; Maintenance Costs</b>		<b>652,151</b>	<b>724,170</b>	<b>1,004,203</b>	<b>857,794</b>	<b>376,223</b>	<b>85%</b>	<b>1,021,519</b>
070-381-0000-4706	LIABILITY CHARGE	73,944	102,144	133,959	26,105	13,050	50%	36,649
070-381-0320-4741	EQUIP MAINT CHARGE	24,504	39,228	3,920	3,227	1,614	50%	4,761
070-381-0000-4741	EQUIP REPLACEMENT CHARGE	30,180	33,120	33,117	33,117	16,560	50%	33,117
070-381-0000-4743	FACILITY MAINTENANCE CHARGE	87,360	135,156	144,062	29,747	14,874	50%	36,093
<b>Internal Service Charges</b>		<b>215,988</b>	<b>309,648</b>	<b>315,058</b>	<b>92,196</b>	<b>46,098</b>	<b>29%</b>	<b>110,620</b>
070-381-0000-4901	TRANSFER TO GENERAL FUND	60,000	60,000	60,000	60,000	30,000	50%	60,000
070-381-0000-4906	TRANSFER TO SELF-INSURANCE FND	60,000	60,000	60,000	60,000	30,000	50%	60,000
070-381-0000-4918	TRANSFER TO RETIREMENT FUND	-	-	-	-	-	0%	-
070-381-0000-4943	TRANSFER TO FACILITY MAINT. FND	20,004	20,004	-	25,000	12,498	50%	-
<b>Transfers</b>		<b>140,004</b>	<b>140,004</b>	<b>120,000</b>	<b>145,000</b>	<b>72,498</b>	<b>121%</b>	<b>120,000</b>
<b>Division Total</b>		<b>2,083,785</b>	<b>2,588,135</b>	<b>3,065,525</b>	<b>1,751,797</b>	<b>772,819</b>	<b>57%</b>	<b>1,828,694</b>



**WATER FUND - UTILITY BILLING****FUND NO. 70-382****DIVISION OVERVIEW**

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

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

**MAJOR PROJECTS/PROGRAMS**

- Pursue Low Income Household Financial Assistance Programs to assist financially with delinquent account.
- Assist in the preparation of the yearly Water Loss Audit Report

**Dept: Public Works/Water Fund**  
**Div: Utility Billing**

Account Number & Title		2022	2023	2024	2025	As of	2025	2026
		Actual	Actual	Actual	Adjusted	12/31/24	% Used	Proposed
070-382-0000-4101	SALARIES-PERMANENT EMPLOYEES	103,077	99,495	103,977	173,713	85,866	49%	195,093
070-382-0000-4105	OVERTIME	867	1,036	829	-	3,850	0%	-
070-382-0000-4120	O.A.S.D.I.	7,952	7,691	8,018	13,290	6,864	52%	14,925
070-382-0000-4124	RETIREMENT	22,342	23,606	25,342	33,607	17,419	52%	37,093
070-382-0000-4126	HEALTH INSURANCE	27,603	27,765	29,157	60,389	27,553	46%	72,237
070-382-0000-4128	DENTAL INSURANCE	2,475	2,475	2,351	1,888	1,998	106%	3,029
070-382-0000-4129	RETIREE HEALTH SAVINGS	-	-	-	576	150	26%	996
070-382-0000-4130	WORKER'S COMPENSATION INS.	1,640	1,588	1,654	7,963	4,203	53%	9,824
070-382-0000-4136	OPTICAL INSURANCE	460	460	460	630	386	61%	856
070-382-0000-4138	LIFE INSURANCE	142	158	140	208	108	52%	250
<b>Personnel Costs</b>		<b>166,559</b>	<b>164,275</b>	<b>171,928</b>	<b>292,264</b>	<b>148,398</b>	<b>51%</b>	<b>334,303</b>
070-382-0000-4260	CONTRACTUAL SERVICES	8,989	9,368	9,707	10,000	10,004	100%	10,000
070-382-0000-4270	PROFESSIONAL SERVICES	-	-	475	500	-	0%	500
070-382-0000-4280	OFFICE SUPPLIES	-	-	-	-	-	0%	-
070-382-0000-4300	DEPARTMENT SUPPLIES	10,949	15,462	17,262	15,000	7,326	49%	15,000
070-382-0000-4320	DEPARTMENT EQUIPMENT MAINT	1,302	-	-	2,000	-	0%	2,000
070-382-0000-4390	MILEAGE REIMBURSEMENT	-	-	-	-	-	0%	-
070-382-0000-4400	VEHICLE OPERATION & MAINT	1,612	1,081	747	2,000	1,467	73%	2,000
070-382-0000-4402	FUEL	7,711	5,868	4,734	4,000	1,993	50%	4,000
070-382-0000-4455	BAD DEBTS EXPENSE	79,315	263,370	(71,426)	25,000	-	0%	-
<b>Operations &amp; Maintenance Costs</b>		<b>109,878</b>	<b>295,148</b>	<b>(38,501)</b>	<b>58,500</b>	<b>20,790</b>	<b>36%</b>	<b>33,500</b>
070-382-0000-4706	LIABILITY CHARGE	9,240	11,100	14,007	14,101	7,050	50%	21,483
070-382-0320-4741	EQUIP MAINT CHARGE	-	-	8,398	6,455	3,228	50%	9,521
070-382-0000-4743	FACILITY MAINTENANCE CHARGE	25,884	18,864	18,391	28,632	14,316	50%	41,658
<b>Internal Service Charges</b>		<b>35,124</b>	<b>29,964</b>	<b>40,796</b>	<b>49,188</b>	<b>24,594</b>	<b>50%</b>	<b>72,662</b>
<b>Division Total</b>		<b>311,561</b>	<b>489,387</b>	<b>174,223</b>	<b>399,952</b>	<b>193,782</b>	<b>48%</b>	<b>440,465</b>

**WATER FUND – DISTRIBUTION****FUND NO. 70-383****DIVISION OVERVIEW**

The Water Distribution Division is responsible for providing water services to all City residents and businesses in sufficient quantities to meet domestic and fire service demands. This includes maintenance of approximately 66.5 miles of water mains, 5,326 water services and 548 fire hydrants. The Division is also responsible for installing new domestic services and new fire protection services ordered by customers.

**MAJOR PROJECTS/PROGRAMS**

- Repair leaks on City's water mains
- Replace or install new water services
- Repair and maintain City's fire hydrant
- Conduct annual valve exercising program of approximately 1600 water system valves
- Testing backflow devices per City's backflow and cross-connection program

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

Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
070-383-0000-4101 SALARIES-PERMANENT EMPLOYEES	-	-	-	288,758	129,675	45%	301,203
070-383-0000-4105 OVERTIME	-	-	-	-	17,999	0%	-
070-383-0000-4120 O.A.S.D.I.	-	-	-	22,090	11,297	51%	23,043
070-383-0000-4124 RETIREMENT	-	-	-	53,500	24,017	45%	54,659
070-383-0000-4126 HEALTH INSURANCE	-	-	-	73,953	31,661	43%	81,134
070-383-0000-4128 DENTAL INSURANCE	-	-	-	2,312	1,538	67%	3,385
070-383-0000-4129 RETIREE HEALTH SAVINGS	-	-	-	1,464	897	61%	1,608
070-383-0000-4130 WORKER'S COMPENSATION INS.	-	-	-	28,876	14,768	51%	30,121
070-383-0000-4136 OPTICAL INSURANCE	-	-	-	771	321	42%	957
070-383-0000-4138 LIFE INSURANCE	-	-	-	288	136	47%	308
<b>Personnel Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>472,012</b>	<b>232,309</b>	<b>49%</b>	<b>496,418</b>
070-383-0000-4250 RENTS AND LEASES	-	-	-	-	-	0%	-
070-383-0000-4260 CONTRACTUAL SERVICES	19,991	30,068	15,983	22,000	10,624	48%	23,000
070-383-0000-4270 PROFESSIONAL SERVICES	1,154	2,460	-	4,000	-	0%	-
070-383-0000-4280 OFFICE SUPPLIES	-	-	-	-	-	0%	-
070-383-0000-4300 DEPARTMENT SUPPLIES	2,991	5,797	5,893	6,700	1,266	19%	7,000
070-383-0000-4310 EQUIPMENT AND SUPPLIES	67,177	212,033	76,153	77,000	18,237	24%	77,000
070-383-0000-4320 DEPARTMENT EQUIPMENT MAINT	138	-	-	-	-	0%	2,700
070-383-0000-4330 BLDG MAINT & REPAIRS	-	-	-	-	-	0%	-
070-383-0000-4340 SMALL TOOLS	2,395	1,686	2,767	2,500	-	0%	2,500
070-383-0000-4360 PERSONNEL TRAINING	-	-	60	-	-	0%	3,000
070-383-0000-4400 VEHICLE OPERATION & MAINT	4,331	10,340	22,375	23,400	11,793	50%	23,400
070-383-0000-4402 FUEL	11,894	15,330	12,845	9,000	4,814	53%	9,000
070-383-0301-4300 PW MAINT. & REPAIR SUPPLIES	-	-	-	-	-	0%	-
070-383-3689-4310 COVID-19 GLOBAL OUTBREAK	-	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>110,071</b>	<b>277,714</b>	<b>136,077</b>	<b>144,600</b>	<b>46,734</b>	<b>32%</b>	<b>147,600</b>
070-383-0000-4500 CAPITAL EQUIPMENT	-	-	-	-	-	0%	-
070-383-0000-4600 CAPITAL PROJECTS	-	-	-	-	-	0%	-
<b>Capital Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
070-383-0000-4706 LIABILITY CHARGE	-	-	-	22,816	11,406	50%	31,900
070-383-0000-4741 EQUIP REPLACEMENT CHARGE	-	-	-	3,227	1,614	50%	-
070-383-0000-4743 FACILITY MAINTENANCE CHARGE	-	-	-	-	18,391	0%	51,433
070-383-0320-4741 EQUIP MAINT CHARGE	-	-	67,180	39,539	19,770	50%	23,803
<b>Internal Service Charges</b>	<b>-</b>	<b>-</b>	<b>67,180</b>	<b>65,582</b>	<b>51,181</b>	<b>78%</b>	<b>107,136</b>
<b>Division Total</b>	<b>110,071</b>	<b>277,714</b>	<b>203,257</b>	<b>682,194</b>	<b>330,224</b>	<b>48%</b>	<b>751,154</b>

**WATER FUND – PRODUCTION****FUND NO. 70-384****DIVISION OVERVIEW**

The Water Production Division is responsible for all operations and maintenance of the City's four wells, three booster pump stations, four reservoirs and two pressure regulation stations and the Supervisory Control and Data Acquisition (SCADA). All the wells are in the Sylmar area with power being supplied by the Los Angeles Department of Water and Power (LADWP) and two pressure regulation stations located within City limits are supplied by Southern California Edison (SCE). Imported water is purchased from Metropolitan Water District (MWD) of Southern California to supplement the local ground water supplies on an "as needed" basis. There are also two emergency connections from LADWP water systems.

**MAJOR PROJECTS/PROGRAMS**

- Conduct annual Water Well Meter Testing for accuracy
- Replaced All Water Quality Stations throughout City to help improve water quality monitoring.
- Daily and other required the US Environmental Protection Agency (EPA) & State Lab Water Sampling
- Coordinate operation of water quality treatment system to treat groundwater
- Continuous water quality monitoring
- Dead End Flushing Program
- Conduct Reservoir cleaning and inspections
- Conduct Monthly Groundwater Level monitoring
- Upgrade SCADA Mars radio system to improve SCADA communication for reliability

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

Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
070-384-0000-4101 SALARIES-PERMANENT EMPLOYEES	-	-	-	316,866	142,492	45%	369,892
070-384-0000-4105 OVERTIME	-	-	-	-	24,121	0%	-
070-384-0000-4120 O.A.S.D.I.	-	-	-	24,241	12,746	53%	28,297
070-384-0000-4124 RETIREMENT	-	-	-	51,268	22,365	44%	61,489
070-384-0000-4126 HEALTH INSURANCE	-	-	-	94,753	42,521	45%	121,801
070-384-0000-4128 DENTAL INSURANCE	-	-	-	2,962	1,825	62%	5,096
070-384-0000-4129 RETIREE HEALTH SAVINGS	-	-	-	2,364	1,334	56%	3,396
070-384-0000-4130 WORKER'S COMPENSATION INS.	-	-	-	31,687	16,661	53%	36,990
070-384-0000-4136 OPTICAL INSURANCE	-	-	-	988	717	73%	1,440
070-384-0000-4138 LIFE INSURANCE	-	-	-	333	169	51%	442
<b>Personnel Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>525,129</b>	<b>-</b>	<b>0%</b>	<b>628,843</b>
070-384-0000-4210 UTILITIES	470,465	357,290	498,192	271,820	237,525	87%	350,000
070-384-0000-4220 TELEPHONE	21,511	21,857	21,781	20,000	12,427	62%	20,000
070-384-0000-4250 RENTS AND LEASES	169	-	-	-	-	0%	-
070-384-0000-4260 CONTRACTUAL SERVICES	98,456	139,399	163,803	238,340	71,711	30%	234,000
070-384-0000-4300 DEPARTMENT SUPPLIES	54,527	77,531	117,957	260,000	124,072	48%	260,000
070-384-0000-4310 EQUIPMENT AND SUPPLIES	4,422	5,240	20,026	22,095	17,259	78%	20,000
070-384-0000-4320 DEPARTMENT EQUIPMENT MAINT	4,889	4,985	4,688	5,000	804	16%	5,000
070-384-0000-4330 BLDG MAINT & REPAIRS	5,422	5,353	5,195	6,500	1,788	28%	6,500
070-384-0000-4340 SMALL TOOLS	359	445	634	1,000	230	23%	1,000
070-384-0000-4360 PERSONNEL TRAINING	-	520	650	1,000	320	32%	1,000
070-384-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	-	-	-	-	-	0%	1,000
070-384-0000-4400 VEHICLE OPERATION & MAINT	1,133	1,446	876	3,000	340	11%	3,000
070-384-0000-4402 FUEL	4,393	6,561	5,805	3,000	2,213	74%	3,500
070-384-0000-4430 ACTIVITIES AND PROGRAMS	-	-	9,893	29,680	24,850	84%	70,000
070-384-0000-4450 OTHER EXPENSE	589,838	981,690	1,085,029	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>1,255,585</b>	<b>1,602,316</b>	<b>1,934,529</b>	<b>861,435</b>	<b>493,540</b>	<b>57%</b>	<b>975,000</b>
070-384-0000-4706 LIABILITY CHARGE	-	-	-	25,851	12,924	50%	40,410
070-384-0000-4741 EQUIP MAINT & REPLACEMENT CHARGE	-	-	-	3,227	1,614	50%	4,761
070-384-0000-4743 FACILITY MAINTENANCE CHARGE	-	-	-	-	-	0%	73,841
<b>Internal Service Charges</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>29,078</b>	<b>-</b>	<b>0%</b>	<b>119,012</b>
<b>Division Total</b>	<b>1,255,585</b>	<b>1,602,316</b>	<b>1,934,529</b>	<b>1,415,642</b>	<b>493,540</b>	<b>35%</b>	<b>1,722,855</b>



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

Capital Projects is used to account for, track, and manage capital improvements to the City's water system. Fiscal Year (FY) 2024-2025 was the completion of the Upper Reservoir Replacement Project and completion of a new Ion Exchange (IX) Nitrate Removal Treatment System at Well 3. A new pump and motor assembly was installed at Well 3 and IX Treatment Plant was in full operation as of March 2024. In June 2024, construction was completed on the Upper Reservoir and is anticipated to be in full operation by late 2025.

In FY 2025-2026, the design will begin on the Well 2A Nitrate Removal Treatment System project.

**MAJOR PROJECTS/PROGRAMS**

- Water Main Replacement – Replacement of deteriorated water mains in conjunction with street resurfacing projects
- Water Meter Replacement Program
- Water Service Replacement (on an as-needed basis)
- Fire Hydrant Repair (on an as-needed basis due to knockdowns)
- Upper Reservoir Replacement Project
- Ion Exchange Nitrate Removal Treatment System – Well 2A
- Implement an Automatic Meter Reading system for meters in hard access locations such as easements in the alleys.

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

Account Number & Title		2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
070-385-0716-4101	UPPER RESERVOIR REPLACEMENT-DWR	-	1,285	1,324	-	212	0%	-
070-385-0716-4120	UPPER RESERVOIR REPLACEMENT-DWR	-	98	101	-	16	0%	-
070-385-0716-4124	UPPER RESERVOIR REPLACEMENT-DWR	-	241	354	-	57	0%	-
070-385-0716-4130	UPPER RESERVOIR REPLACEMENT-DWR	-	67	96	-	13	0%	-
<b>Personnel Costs</b>		-	<b>406</b>	<b>552</b>	-	<b>86</b>	<b>0%</b>	-
070-385-0000-4260	CONTRACTUAL SERVICES	4,875	1,062	12,236	-	-	0%	-
070-385-0000-4270	PROFESSIONAL SERVICES	19,015	75	-	-	-	0%	-
070-385-0000-4320	DEPARTMENT EQUIPMENT MAINT	98,441	-	-	-	-	0%	-
070-385-0000-4500	****CAPITAL EXPENSES****	36,738	(0)	-	-	-	0%	-
070-385-0000-4600	CAPITAL PROJECTS	602	-	-	232,934	78,558	34%	100,000
070-385-0560-4600	STREET RESURFACING PROGRAM	(0)	0	-	-	-	0%	-
070-385-0700-4600	CAPITAL PROJECTS	22,118	72,801	79,393	85,000	6,456	8%	85,000
070-385-0701-4600	CAPITAL PROJECTS	9,924	3,049	36,884	50,000	32,207	64%	50,000
070-385-0716-4600	UPPER RESERVOIR REPLACEMENT-DWR	0	22,788	0	280,483	276,983	99%	-
070-385-0806-4270	13441 FOOTHILL PROPERTY ACQUISITION	15,850	1,400	1,091	-	-	0%	-
070-385-0806-4405	INTEREST EXPENSE	23,268	20,900	18,430	18,430	7,980	43%	13,395
070-385-0806-4600	13441 FOOTHILL PROPERTY ACQUISITION	-	-	-	-	-	0%	-
070-385-0857-4600	CAPITAL PROJECTS	1,063,472	(1)	-	-	-	0%	-
070-385-0859-4600	WELL 2A, 3 & LOWER RESERVOIR UPGRADES	-	91	-	-	-	0%	-
070-385-3698-4405	PUBLIC SAFETY RADIOS/BODY CAMERAS (BSCC)	3,312	1,696	-	-	-	0%	-
<b>Capital Costs</b>		<b>1,297,613</b>	<b>123,861</b>	<b>148,034</b>	<b>666,847</b>	<b>402,183</b>	<b>60%</b>	<b>248,395</b>
070-385-0765-4932	HVAC SYSTEM FOR PD FACILITY	169,926	-	-	-	-	0%	-
<b>Transfers</b>		<b>169,926</b>	-	-	-	-	<b>0%</b>	-
070-385-0000-4820	DEPRECIATION EXPENSE	752,986	760,863	834,177	-	-	0%	-
<b>Depreciation Expense</b>		<b>752,986</b>	<b>760,863</b>	<b>834,177</b>	-	-	<b>0%</b>	-
<b>Division Total</b>		<b>2,220,525</b>	<b>885,130</b>	<b>982,763</b>	<b>666,847</b>	<b>402,269</b>	<b>60%</b>	<b>248,395</b>

**CITY OF SAN FERNANDO  
ENTERPRISE FUNDS  
SUMMARY OF REVENUES AND APPROPRIATIONS  
FISCAL YEAR 2025-2026**

**Fund: Sewer Enterprise Fund**

<b>Beginning Balance:</b>		<b>4,024,625</b>	<b>2,398,454</b>	<b>3,908,052</b>	<b>4,199,608</b>			<b>2,238,324</b>
<b>REVENUE</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>As of</b>	<b>2025</b>	<b>2026</b>
	<b>Account Number &amp; Title</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>Adjusted</b>	<b>12/31/24</b>	<b>% Used</b>	<b>Proposed</b>
072-3500-0000	INTEREST INCOME	42,944	68,762	88,030	-	-	0%	-
072-3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	(228,084)	(27,147)	89,654	-	141,464	0%	-
072-3745-0000	SEWER SERVICE CHARGES	3,790,433	4,013,744	3,912,870	4,125,000	1,593,679	39%	3,967,874
072-3821-0000	INDUSTRIAL WASTE PERMITS	33,027	37,452	47,057	40,000	19,227	48%	40,000
072-3840-0000	CAPITAL FACILITY CHARGES	42,833	37,690	19,474	35,000	12,823	37%	35,000
072-3901-0000	MISCELLANEOUS REVENUE	-	-	238	-	-	0%	-
072-3910-0000	SALE OF PROPERTY & EQUIPMENT	-	-	7,850	-	-	0%	-
072-3996-0000	TRANSFER FROM OPERATING GRANT FUND	93,559	-	172,491	-	-	0%	-
<b>Total Revenue</b>		<b>3,774,711</b>	<b>4,130,502</b>	<b>4,337,664</b>	<b>4,200,000</b>	<b>1,767,193</b>	<b>42%</b>	<b>4,042,874</b>
<b>APPROPRIATIONS</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>As of</b>	<b>2025</b>	<b>2026</b>
	<b>Account Number &amp; Title</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>Adjusted</b>	<b>12/31/24</b>	<b>% Used</b>	<b>Proposed</b>
072-110	Sewer Attorney	-	399	-	1,500	-	0%	-
072-180	Sewer Retirement	2,109,753	(900,311)	433,232	623,408	229,423	37%	560,639
072-360	Sewer Maintenance	2,190,394	2,555,842	2,474,485	2,975,554	514,557	17%	2,834,024
072-365	Sewer Capital Projects	1,100,735	964,974	1,138,391	2,560,822	-	0%	1,946,800
<b>Total Appropriations</b>		<b>5,400,882</b>	<b>2,620,904</b>	<b>4,046,108</b>	<b>6,161,284</b>	<b>743,980</b>	<b>12%</b>	<b>5,341,463</b>
<i>+/- Annual Depreciation/Accounting Adjustments:</i>								
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>(1,626,171)</b>	<b>1,509,598</b>	<b>291,556</b>	<b>(1,961,284)</b>	<b>1,023,213</b>	<b>-52%</b>	<b>(1,298,589)</b>
<b>Ending Balance:</b>		<b>2,398,454</b>	<b>3,908,052</b>	<b>4,199,608</b>	<b>2,238,324</b>			<b>939,735</b>

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

The Sewer Maintenance Division performs maintenance of the City's sanitary sewer system by scheduled routine cleaning of sewer main lines and manholes. The sewer system is made up of approximately 40 miles (211,200 linear feet) of mains and over 800 manholes. The City contracts with the City of Los Angeles for sewage treatment and disposal. Since 1985, the City has contracted with the County of Los Angeles for the enforcement of the City's Industrial Waste Program. Industrial waste permit fees cover the cost of this program.

**MAJOR PROJECTS/PROGRAMS**

- Inspection – Closed Captioned Television Inspection, Root Clearing of Sewer System.
- Maintenance Repairs – Point Repairs (i.e. sewer pipe lining, replacement) to alleviate maintenance problems at locations where maintenance problems exist or that have hydraulic deficiencies; Perform inflow/infiltration analysis to determine areas that need additional repairs to limit water infiltration into the sewer system.
- Sewer Cleaning – Maintenance of sewer system through use of City's sewer combination truck and trained and certified staff.

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

Account Number & Title		2022	2023	2024	2025	As of	2025	2026
		Actual	Actual	Actual	Adjusted	12/31/24	% Used	Proposed
072-180-0000-4123	OPEB EXPENSE GASB 75	(183,973)	(1,038,944)	(69,090)	-	-	0%	-
072-180-0000-4124	RETIREMENT	2,543,818	20,963	47,246	164,698	-	0%	79,516
072-180-0000-4125	PENSION EXPENSE-GASB 68	(735,320)	(225,986)	88,983	-	-	0%	-
072-180-0000-4127	RETIRED EMP. HEALTH INS.	56,582	53,319	52,093	55,000	26,775	49%	-
072-360-0000-4101	SALARIES-PERMANENT EMPLOYEES	411,613	284,022	307,836	403,710	201,974	50%	481,123
072-360-0000-4103	WAGES-TEMPORARY & PART-TIME	19	156	2,946	-	-	0%	-
072-360-0000-4105	OVERTIME	17,014	6,160	3,220	-	674	0%	-
072-360-0000-4120	O.A.S.D.I.	32,221	21,509	23,833	29,684	14,426	49%	34,599
072-360-0000-4124	RETIREMENT	71,853	49,546	60,642	70,002	35,762	51%	-
072-360-0000-4126	HEALTH INSURANCE	103,040	64,587	56,443	71,031	34,719	49%	97,811
072-360-0000-4128	DENTAL INSURANCE	7,196	5,389	3,519	2,220	2,308	104%	4,040
072-360-0000-4129	RETIREE HEALTH SAVINGS	2,960	1,690	2,388	2,700	2,078	77%	3,150
072-360-0000-4130	WORKER'S COMPENSATION INS.	38,729	20,272	32,013	29,484	14,465	49%	35,288
072-360-0000-4133	COMPENSATED ABSENCES	5,939	(33,651)	4,290	-	-	0%	-
072-360-0000-4134	LONG TERM DISABILITY INSURANCE	878	531	330	843	386	46%	1,085
072-360-0000-4136	OPTICAL INSURANCE	1,484	1,001	692	740	508	69%	1,142
072-360-0000-4138	LIFE INSURANCE	421	386	259	360	203	56%	446
072-360-0000-4140	WELLNESS BENEFIT REIMBURSEMENT	-	150	-	-	-	0%	-
072-360-0000-4141	TECHNOLOGY ALLOWANCE	-	-	-	-	185	0%	-
072-360-0000-4142	AUTOMOBILE ALLOWANCE	-	-	-	-	594	0%	-
<b>Personnel Costs</b>		<b>2,374,474</b>	<b>(768,899)</b>	<b>617,640</b>	<b>830,472</b>	<b>335,056</b>	<b>40%</b>	<b>738,200</b>
072-110-0000-4270	PROFESSIONAL SERVICES	-	399	-	1,500	-	0%	-
072-180-0000-4265	ADMINISTRATIVE EXPENSE	22,828	540	270	-	-	0%	-
072-180-0872-4405	PENSION OBLIGATION BONDS-INTEREST	11,525	25,175	30,692	30,426	30,426	100%	30,029
072-360-0000-4210	UTILITIES	199	621	236	850	18	2%	500
072-360-0000-4220	TELEPHONE	1,727	2,372	2,765	3,200	1,105	35%	2,750
072-360-0000-4250	RENTS AND LEASES	-	2,000	1,819	6,300	-	0%	7,000
072-360-0000-4260	CONTRACTUAL SERVICES	119,138	138,816	81,121	141,401	38,090	27%	148,401
072-360-0000-4270	PROFESSIONAL SERVICES	4,513	18,393	4,913	136,068	3,625	3%	101,890
072-360-0000-4280	OFFICE SUPPLIES	2,317	-	-	1,700	-	0%	1,700
072-360-0000-4290	OFFICE EQUIPMENT MAINTENANCE	2,674	2,061	2,239	3,680	-	0%	3,680
072-360-0000-4300	DEPARTMENT SUPPLIES	20,311	28,957	32,350	27,950	8,864	32%	35,050
072-360-0000-4310	EQUIPMENT AND SUPPLIES	10,795	6,827	5,582	7,955	2,125	27%	2,750
072-360-0000-4320	DEPARTMENT EQUIPMENT MAINT	1,302	1,302	3,853	3,500	-	0%	5,500
072-360-0000-4325	UNIFORM ALLOW-FULL TIME EMP	-	-	382	3,600	-	0%	4,150
072-360-0000-4340	SMALL TOOLS	4,942	4,998	4,178	5,000	-	0%	5,000
072-360-0000-4360	PERSONNEL TRAINING	1,042	2,248	1,427	5,000	867	17%	5,000
072-360-0000-4390	VEHICLE ALLOW & MILEAGE	902	764	791	900	-	0%	900
072-360-0000-4400	VEHICLE OPERATION & MAINT	1,812	7,400	1,986	6,500	15,422	237%	6,500
072-360-0000-4402	FUEL	3,350	6,126	3,078	4,000	2,944	74%	-
072-360-0000-4405	INTEREST EXPENSE	1,738	1,738	1,738	1,738	-	0%	-
072-360-0000-4450	OTHER EXPENSE	59,987	79,090	60,934	86,000	19,426	23%	86,000
072-360-0000-4455	BAD DEBTS EXPENSE	16,595	149,455	1,103	25,000	-	0%	-
072-360-0000-4480	COST ALLOCATION	330,036	327,730	370,864	347,323	173,661	50%	381,392
072-360-0629-4260	LA CITY SANITATION CHARGES	1,078,499	1,450,565	1,468,897	1,585,000	11,892	1%	1,585,000
072-360-3698-4405	PUBLIC SAFETY RADIOS/BODY CAMERAS (BSCC)	2,738	1,389	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>		<b>1,698,969</b>	<b>2,258,965</b>	<b>2,081,216</b>	<b>2,434,591</b>	<b>308,466</b>	<b>13%</b>	<b>2,413,192</b>

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

Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
072-360-0000-4706 LIABILITY CHARGE	53,496	31,416	82,940	29,481	14,742	50%	47,036
072-360-0000-4741 EQUIP MAINT & REPLACEMENT CHARGE	11,256	11,256	11,250	17,750	8,874	50%	17,750
072-360-0000-4743 FACILITY MAINTENANCE CHARGE	74,412	31,428	42,912	55,777	27,888	50%	74,442
072-360-0320-4741 EQUIP MAINT & REPLACEMENT CHARGE	7,536	11,760	11,759	12,910	6,456	50%	19,043
<b>Internal Service Charges</b>	<b>146,700</b>	<b>85,860</b>	<b>148,861</b>	<b>115,918</b>	<b>57,960</b>	<b>50%</b>	<b>158,271</b>
072-360-0000-4500 CAPITAL EQUIPMENT	-	0	-	134,481	-	0%	-
<b>Capital Costs</b>	<b>-</b>	<b>0</b>	<b>-</b>	<b>134,481</b>	<b>-</b>	<b>0%</b>	<b>-</b>
072-360-0000-4901 TRANSFER TO GENERAL FUND	60,000	60,000	60,000	60,000	30,000	50%	60,000
072-360-0000-4943 TRANSFER TO FACILITY MAINTENANCE FUND	20,004	20,004	-	25,000	12,498	50%	25,000
<b>Transfers</b>	<b>80,004</b>	<b>80,004</b>	<b>60,000</b>	<b>85,000</b>	<b>42,498</b>	<b>50%</b>	<b>85,000</b>
<b>Division Total</b>	<b>4,300,147</b>	<b>1,655,930</b>	<b>2,907,717</b>	<b>3,600,462</b>	<b>743,980</b>	<b>21%</b>	<b>3,394,663</b>



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

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

**MAJOR PROJECTS/PROGRAMS**

- City-Wide Sewer Closed Circuit Television Project - Conduct CCTV on entire 40 miles of City sewer lines to collect data on the health of the sewer system which is required prior to preparing a Sanitary Sewer Master Plan (SSMP).
- Sewer Replacement Project – Replace deteriorated sewer pipes identified as needing urgent attention after completion of the City-wide CCTV Project.
- System Design – The development of hydraulic models and design plans to meet capacity deficiencies and accommodate future growth.
- SSMP – Complete an SSMP to develop a five year sewer system maintenance/repair/replacement plan and for use in utility user fee study.

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

Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
072-365-0000-4260 CONTRACT SERVICES	21,747	3,253	-	465,822	-	0%	500,000
<b>Operations &amp; Maintenance</b>	<b>21,747</b>	<b>3,253</b>	<b>-</b>	<b>465,822</b>	<b>-</b>	<b>0%</b>	<b>500,000</b>
072-365-0000-4500 CAPITAL EXPENSES	-	0	-	-	-	0%	-
072-365-0000-4600 CAPITAL PROJECTS	-	-	-	995,000	-	0%	995,000
072-365-0560-4600 CAPITAL PROJECTS	(0)	0	-	-	-	0%	-
072-365-0629-4600 CAPITAL PROJECTS	819,340	726,992	868,444	850,000	-	0%	451,800
072-365-0754-4600 CAPITAL PROJECTS	-	-	-	-	-	0%	-
072-365-6673-4600 CAPITAL PROJECTS	-	-	-	-	-	0%	-
<b>Capital Projects</b>	<b>819,339</b>	<b>726,993</b>	<b>868,444</b>	<b>1,845,000</b>	<b>-</b>	<b>212%</b>	<b>1,446,800</b>
072-365-0320-4741 EQUIP MAINT & REPLACEMENT CHARGE	-	-	8,398	-	-	0%	-
<b>Internal Service Charges</b>	<b>-</b>	<b>-</b>	<b>8,398</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
072-365-0000-4820 DEPRECIATION EXPENSE	231,328	234,728	261,549	250,000	-	0%	-
<b>Depreciation Expense</b>	<b>231,328</b>	<b>234,728</b>	<b>261,549</b>	<b>250,000</b>	<b>-</b>	<b>96%</b>	<b>-</b>
072-365-0765-4932 HVAC SYSTEM FOR PD FACILITY	28,321	-	-	-	-	0%	-
<b>Transfers</b>	<b>28,321</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Division Total</b>	<b>1,100,735</b>	<b>964,974</b>	<b>1,138,391</b>	<b>2,560,822</b>	<b>-</b>	<b>0%</b>	<b>1,946,800</b>

**CITY OF SAN FERNANDO  
ENTERPRISE FUNDS  
SUMMARY OF REVENUES AND APPROPRIATIONS  
FISCAL YEAR 2025-2026**

**Fund: Refuse Fund**

		<b>Beginning Balance:</b>	<b>51,676</b>	<b>52,792</b>	<b>43,120</b>	<b>37,086</b>			<b>37,086</b>
<b>REVENUE</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>As of</b>	<b>2025</b>	<b>2026</b>	
	<b>Account Number &amp; Title</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>Adjusted</b>	<b>12/31/24</b>	<b>% Used</b>	<b>Proposed</b>	
073-3500-0000	INTEREST INCOME	412	862	724	-	-	0%	-	
073-3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	(2,360)	(522)	1,214	-	1,414	0%	-	
073-3682-0350	BEV CNTNR & LTTR REDUCTION	6,467	(6,530)	(6,467)	-	-	0%	-	
<b>Total Revenue</b>		<b>4,519</b>	<b>(6,190)</b>	<b>(4,529)</b>	<b>-</b>	<b>1,414</b>	<b>0%</b>	<b>-</b>	
<b>APPROPRIATIONS</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>As of</b>	<b>2025</b>	<b>2026</b>	
	<b>Account Number &amp; Title</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>Adjusted</b>	<b>12/31/24</b>	<b>% Used</b>	<b>Proposed</b>	
073-350	REFUSE	3,403	3,482	1,505	-	429	0%	-	
<b>Total Appropriations</b>		<b>3,403</b>	<b>3,482</b>	<b>1,505</b>	<b>-</b>	<b>429</b>	<b>0%</b>	<b>-</b>	
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>1,116</b>	<b>(9,672)</b>	<b>(6,034)</b>	<b>-</b>	<b>985</b>	<b>0%</b>	<b>-</b>	
<b>Ending Balance:</b>		<b>52,792</b>	<b>43,120</b>	<b>37,086</b>	<b>37,086</b>				<b>37,086</b>

Dept: Public Works/Refuse Fund

Div: Refuse

Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
073-180-0000-4124 RETIREMENT	-	-	-	-	-	0%	-
073-180-0000-4127 RETIRED EMP. HEALTH INS.	773	962	1,029	-	429	0%	-
073-350-0000-4101 SALARIES-PERMANENT EMPLOYEES	-	-	-	-	-	0%	-
<b>Personnel Costs</b>	<b>773</b>	<b>962</b>	<b>1,029</b>	<b>-</b>	<b>429</b>	<b>0%</b>	<b>-</b>
073-110-0000-4270 PROFESSIONAL SERVICES	-	-	476	-	-	0%	-
073-350-0000-4480 COST ALLOCATION	-	-	-	-	-	0%	-
<b>Operations &amp; Maintenance Costs</b>	<b>-</b>	<b>-</b>	<b>476</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
073-350-0000-4820 DEPRECIATION EXPENSE	2,630	2,520	-	-	-	0%	-
<b>Depreciation Expense</b>	<b>2,630</b>	<b>2,520</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Division Total</b>	<b>3,403</b>	<b>3,482</b>	<b>1,505</b>	<b>-</b>	<b>429</b>	<b>0%</b>	<b>-</b>

**CITY OF SAN FERNANDO  
ENTERPRISE FUNDS  
SUMMARY OF REVENUES AND APPROPRIATIONS  
FISCAL YEAR 2025-2026**

**Fund: Compressed Natural Gas Fund**

		<b>Beginning Balance:</b>	<b>183,776</b>	<b>146,129</b>	<b>104,168</b>	<b>159,496</b>			<b>190,008</b>
<b>REVENUE</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>As of</b>	<b>2025</b>	<b>2026</b>	
	<b>Account Number &amp; Title</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>Adjusted</b>	<b>12/31/24</b>	<b>% Used</b>	<b>Proposed</b>	
074-3500-0000	INTEREST INCOME	1,533	2,328	3,034	-	-	0%	-	
074-3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	(8,143)	780	(202)	-	6,518	0%	-	
074-3735-3661	CNG FUELING STATION	130,516	448,230	334,917	200,000	125,639	63%	-	
074-3907-0000	REFUND OF EXCISE TAXES	2,934	2,735	6,594	2,750	1,589	58%	-	
<b>Total Revenue</b>		<b>126,841</b>	<b>454,074</b>	<b>344,343</b>	<b>202,750</b>	<b>133,746</b>	<b>66%</b>	<b>-</b>	
<b>APPROPRIATIONS</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>As of</b>	<b>2025</b>	<b>2026</b>	
	<b>Account Number &amp; Title</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>Adjusted</b>	<b>12/31/24</b>	<b>% Used</b>	<b>Proposed</b>	
074-320	CNG VEHICLE MAINTENANCE	164,488	496,034	289,015	172,238	122,020	71%	35,000	
<b>Total Appropriations</b>		<b>164,488</b>	<b>496,034</b>	<b>289,015</b>	<b>172,238</b>	<b>122,020</b>	<b>71%</b>	<b>35,000</b>	
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>(37,647)</b>	<b>(41,961)</b>	<b>55,328</b>	<b>30,512</b>	<b>11,726</b>	<b>38%</b>	<b>(35,000)</b>	
<b>Ending Balance:</b>		<b>146,129</b>	<b>104,168</b>	<b>159,496</b>	<b>190,008</b>				<b>155,008</b>

**COMPRESSED NATURAL GAS FUND****FUND NO. 74-320****DIVISION OVERVIEW**

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

**MAJOR PROJECTS/PROGRAMS**

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

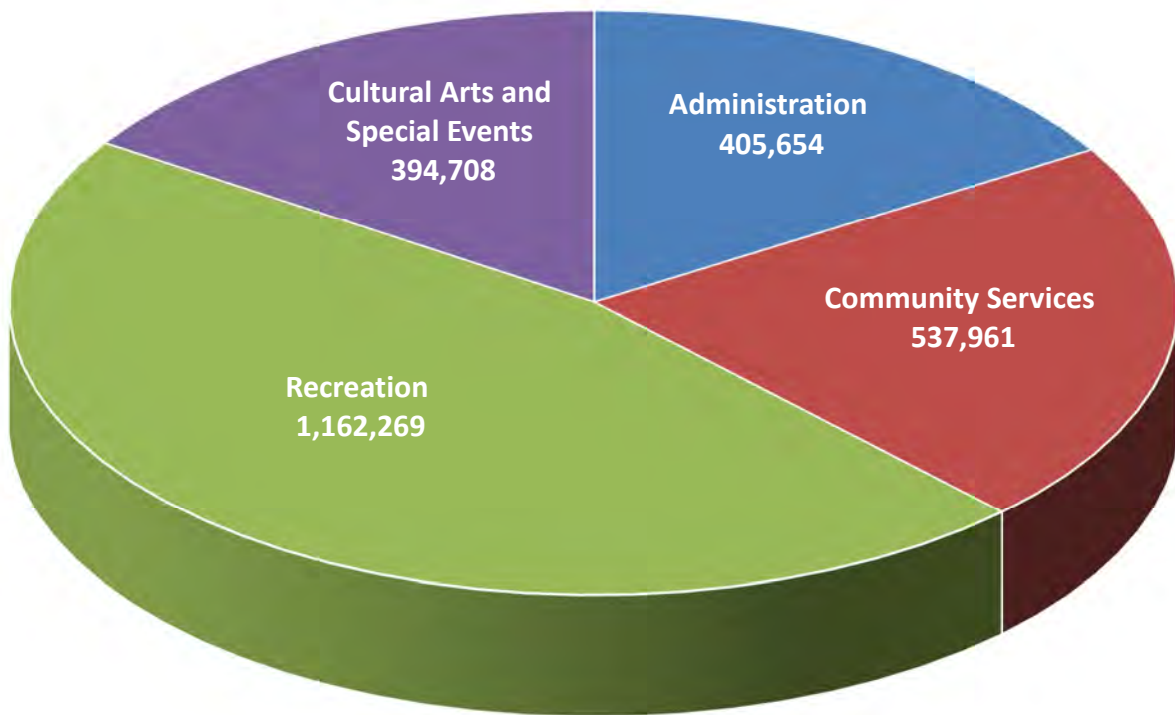


**Dept: Public Works/Compressed Natural Gas**  
**Div: Vehicle Maintenance**

Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
074-320-0000-4101 SALARIES-PERMANENT EMPLOYEES	-	-	-	19,766	10,011	51%	-
074-320-0000-4105 OVERTIME	-	-	-	-	248	0%	-
074-320-0000-4120 O.A.S.D.I.	-	-	-	1,513	785	52%	-
074-320-0000-4124 RETIREMENT	-	-	-	5,003	2,606	52%	-
074-320-0000-4126 HEALTH INSURANCE	-	-	-	7,756	2,951	38%	-
074-320-0000-4128 DENTAL INSURANCE	-	-	-	243	254	104%	-
074-320-0000-4130 WORKER'S COMPENSATION INS.	-	-	-	1,977	1,026	52%	-
074-320-0000-4136 OPTICAL INSURANCE	-	-	-	81	48	59%	-
074-320-0000-4138 LIFE INSURANCE	-	3	5	23	12	51%	-
<b>Personnel Costs</b>	<b>-</b>	<b>3</b>	<b>5</b>	<b>36,362</b>	<b>17,941</b>	<b>49%</b>	<b>-</b>
074-320-0000-4210 UTILITIES	52,353	78,619	85,124	75,000	35,480	47%	20,000
074-320-0000-4220 TELEPHONE	635	640	688	700	274	39%	-
074-320-0000-4260 CONTRACTUAL SERVICES	7,477	5,302	20,881	27,500	6,511	24%	15,000
074-320-0000-4300 DEPARTMENT SUPPLIES	1,368	990	984	2,300	810	35%	-
074-320-0000-4400 VEHICLE OPERATION & MAINT	4,482	2,757	5,770	6,700	-	0%	-
074-320-0000-4402 FUEL	73,244	350,431	126,886	-	46,756	0%	-
074-320-0000-4435 BANK CHARGES	7,070	17,130	13,494	10,000	6,585	66%	-
074-320-0000-4457 EXCISE TAX RETURN	14,199	38,013	33,957	-	300	0%	-
074-320-0000-4480 COST ALLOCATION	3,660	-	-	11,753	6,404	54%	-
<b>Operations &amp; Maintenance Costs</b>	<b>164,488</b>	<b>493,883</b>	<b>287,785</b>	<b>133,953</b>	<b>103,119</b>	<b>77%</b>	<b>35,000</b>
074-320-0000-4706 LIABILITY CHARGE	-	888	-	684	342	50%	-
074-320-0000-4743 FACILITY MAINTENANCE CHARGE	-	1,260	1,226	1,239	618	50%	-
<b>Internal Service Charges</b>	<b>-</b>	<b>2,148</b>	<b>1,226</b>	<b>1,923</b>	<b>960</b>	<b>50%</b>	<b>-</b>
074-320-0000-4600 CAPITAL PROJECTS	-	-	-	-	-	0%	-
<b>Capital Projects</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
074-320-0000-4820 DEPRECIATION EXPENSE	-	-	-	-	-	0%	-
<b>Depreciation Expense</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Division Total</b>	<b>164,488</b>	<b>496,034</b>	<b>289,015</b>	<b>172,238</b>	<b>122,020</b>	<b>71%</b>	<b>35,000</b>

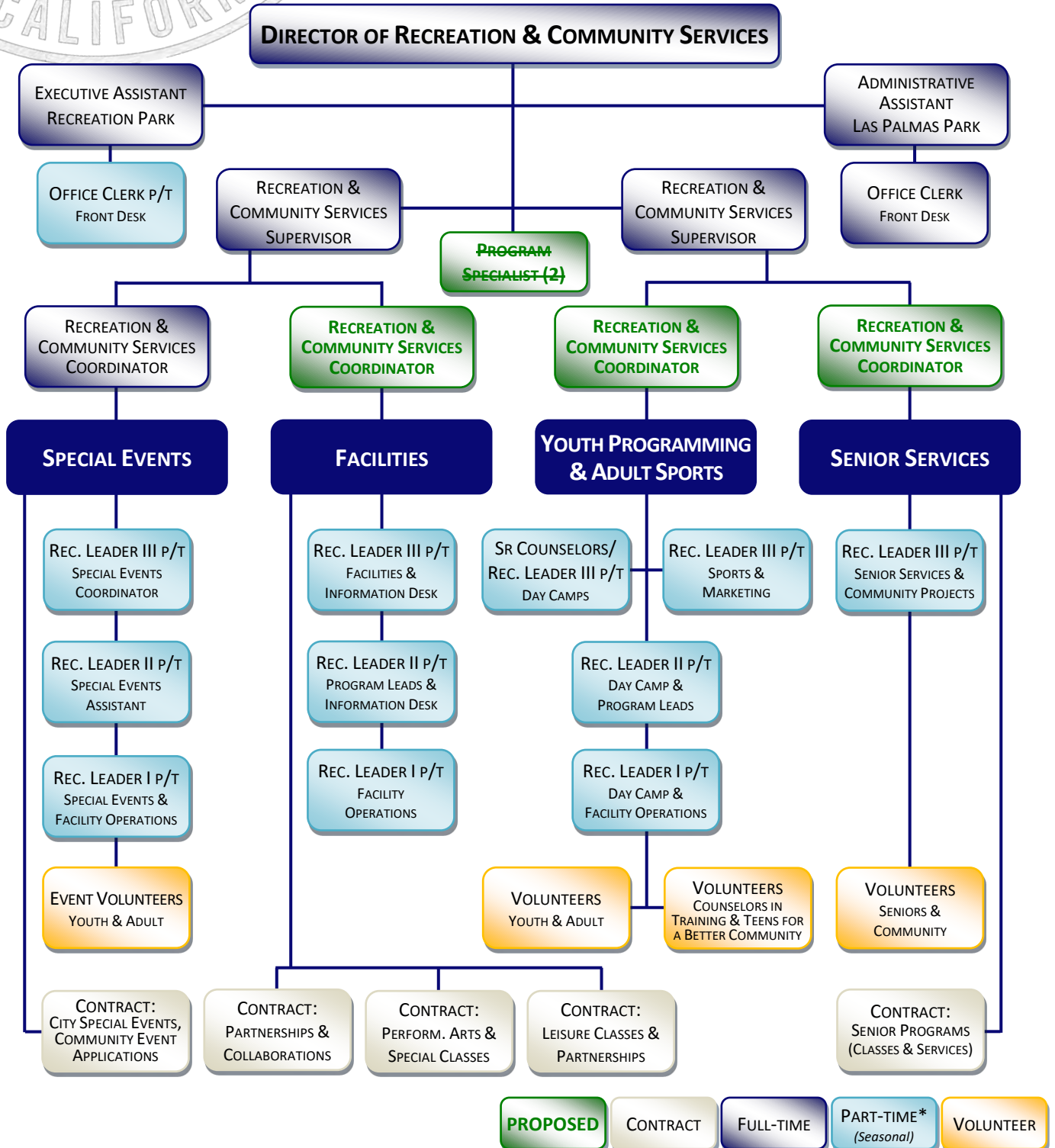
NOTE: This Fund was created in FY 2017-2018. Refer to Fund 041 under Internal Service Funds for prior years.

# RECREATION & COMMUNITY SERVICES DEPARTMENT



# THE CITY OF SAN FERNANDO

## ORGANIZATIONAL CHART RECREATION & COMMUNITY SERVICES DEPARTMENT FISCAL YEAR 2025-2026



## MISSION STATEMENT

The mission of the Recreation and Community Services (RCS) Department is to develop and implement enriching community, cultural, recreational, and wellness opportunities that foster the overall well-being, personal development, and quality of life of our community. RCS creates events, programming and collaborations that meets the changing needs of our community and that will continue to make the City of San Fernando a safe and fun place to work, raise a family and succeed in school.

## DEPARTMENT OVERVIEW

The Recreation and Community Services Department is comprised of four (4) divisions, which include Administration, Community Services, Recreation, and Cultural Arts/Special Events. Collectively, the Department offers a wide range of experiences to individuals and families in the City of San Fernando while promoting health, wellness and creating a sense of community. Department programming includes the overall coordination for the utilization of all recreation facilities, equipment and staff for youth and adult activities.

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

## ACCOMPLISHMENTS FOR FY 2024-2025

1. The Department successfully established and strengthened partnerships to address food security throughout the community. In collaboration with the Office of Los Angeles County Board Supervisor, 3rd District Lindsey Horvath, a large-scale food distribution was coordinated on July 17, 2024, providing 1,000 meal boxes to San Fernando residents. Additionally, partnerships with various local non-profit organizations led to two community distribution events on January 10 and 17, 2024. These events provided food, clothing, toys, and toiletries to over 500 families directly and indirectly impacted by the Palisades and Altadena fires, reinforcing the City's commitment to ensuring equitable access to essential resources.
2. On October 7, 2024, the Recreation and Community Services (RCS) Department proudly launched the grand opening of the After School Teen Program at Recreation Park. This program was developed to provide a dedicated, safe, and welcoming space for teens during critical afterschool hours. By offering structured activities such as homework help, tutoring, mentorship, and recreational play, the program not only supports academic and personal growth but also serves as a proactive approach to after-school crime prevention. Studies have shown that unsupervised time after school can be a high-risk period for youth involvement in risky behaviors. This program helps fill that gap by keeping teens engaged, supported, and connected in a positive environment. To further enhance the program, a new computer lab was established at Recreation Park to provide digital literacy support and expand access to essential technology. The lab offers teens opportunities to build valuable digital skills, complete school assignments, explore educational

## ACCOMPLISHMENTS FOR FY 2024-2025

tools, and connect with workforce readiness resources. Together, these efforts reflect the City's ongoing commitment to youth development, equity in education, and the long-term safety and well-being of the San Fernando community.

3. In order to advance RCS staff professional development, a pilot division-training model was established in the Recreation Division that included the development of work plans for the support level workforce as well as the implementation of monthly sessions to filter down management level training information to key support staff. In addition, recreation part-time staff were sent out to a variety of sports training workshops provided through RCS's membership with the Southern California Municipal Athletic Federation (SCMAF). The goal of the division pilot model is to create a department-wide model that can be implemented across all divisions to enhance the development of the department's support staff and continue providing quality services to the community.
4. The purchase of an ice machine, placed at Recreation Park, has significantly enhanced the efficiency and service quality of several City of San Fernando programs and events. For the Senior Programs, it ensures that fresh ice is readily available for meals, health-related uses, and social events, improving comfort and safety for older adults during gatherings and daily activities. During Special Events, the ice machine supports food and beverage services, helping staff and volunteers serve attendees more effectively while reducing the need for last-minute ice purchases. For Sports Programs, the machine provides a convenient and reliable source of ice for hydration stations, injury treatment, and post-game cool-downs, contributing to athlete safety and comfort. Additionally, it benefits Interdepartmental rentals by offering a shared resource that supports citywide functions—saving money, reducing waste, and streamlining logistics for all departments that host or support public-facing events.
5. Completion of Recreation Park gym floor recoating. Maintaining and recoating the San Fernando Recreation Park indoor basketball court is essential to ensure safety, durability, and overall quality of the facility. Regular upkeep preserves the surface's grip and smoothness, helping prevent injuries, while also protecting the wood from wear and moisture damage that could lead to costly repairs. A well-maintained court enhances playability by offering consistent bounce and traction, and its refreshed appearance reflects community pride. Since the court serves multiple purposes—including sports, fitness classes, and community events—keeping it in top condition ensures it remains a safe, welcoming, and versatile space for all users.

The Mariachi Masters Apprentice Program was selected to receive a grant of \$40,000 for the grant period of October 2025 - September 2026. In Addition, The Mariachi Master Apprentice Program has been invited to participate in this year's Smithsonian Folklife Festival taking place in Washington DC. This year's theme is Youth and the Future or Culture.

## OBJECTIVES FOR FY 2025-2026

1. The Department aims to successfully complete the Las Palmas Park Revitalization Project. Staff will continue in coordination with Public Works to assist with project management and grant management support to move the project forward.
2. Enhance community engagement by installing secure suggestion boxes in lobby areas of facilities, providing visitors and program participants with an accessible way to share feedback, concerns, or ideas anonymously. Staff will review suggestions monthly to identify actionable improvements to facility operations and services. The Feedback collected through the suggestion box can directly influence decisions about seating arrangements, gathering areas, and facility enhancements that support comfort, accessibility, and inclusivity for all ages. By creating an ongoing feedback loop, the department strengthens trust with the community and supports a responsive, user-informed approach to service delivery and capital improvement planning.
3. The Department will explore the idea of expanding the current 3 Wins Fitness San Fernando program with the addition of a youth component. The program currently serves adults over 18 years of age and enhancing it to serve a younger demographic will extend the benefits of the free fitness program to an underserved group. Focusing on engaging and structured fitness activities that teach the basics of healthy habits and self-care as well as foster teamwork, communication and peer support.
4. The Department will develop additional sports programming for youth and adults to enhance the community's recreational opportunities. This will include new youth programs to enhance the Tiny Tykes Sports clinics as well as additional second nights to existing adult league play to accommodate the demand. Intergenerational programming will also be tested during our open gym hours through a pilot speed soccer program.
5. Organize and conduct a quarterly training program for front desk staff to enhance customer service skills, manage tasks more efficiently, minimize transaction errors, and reinforce key duties and responsibilities. Training will focus on hospitality, multi-tasking, conflict resolution, and maintaining high standards of professionalism at all times. By investing in our front-line personnel, the department is ensuring consistent, high-quality experience for the public while also creating a supportive and rewarding workplace for employees.
6. Expand the Tech Support program by launching a third phase focused on improving digital literacy through iPad and tablet-specific workshops for adults ages 18 and older. This phase aims to bridge the technology gap by offering hands-on instruction in everyday tablet use, including basic device setup, app navigation, video calling (FaceTime, Zoom), online safety, and using devices for communication, entertainment, and access to City services. Workshops will be led by trained staff and/or community partners with technology expertise. By enhancing participants' comfort and



## OBJECTIVES FOR FY 2025-2026

confidence with tablets, this phase supports broader departmental efforts to promote digital inclusion, independence, and lifelong learning.

7. Expand senior engagement in recreation programs by increasing monthly participation in existing offerings such as Pickleball, Chair Yoga, Chair Zumba, and Zumba, and by also launching a new pilot senior fitness and wellness class to explore additional interests within the senior community. The division's goal is to increase participation in each of these existing classes through a combination of strategies, including targeted outreach, enhanced marketing, early bird pricing, additional class sessions, and improving overall program visibility. These efforts will aim to attract new participants while encouraging continued engagement from current attendees. In addition to growing existing programs, staff will develop and launch a pilot class as a means to gauge interest in new senior-focused programming. The pilot will be evaluated based on participation levels, verbal and written feedback, and its alignment with the department's broader health and wellness goals. The division will report progress through regular updates, including data on class attendance, pilot program results, and any resulting program modifications or expansions. These reports will help demonstrate transparency, data-driven decision-making, and continuous efforts to improve service delivery for the senior population.

### **Proposed Enhancement to Services:**

8. Reclassify part-time hours to establish 1 – RCS fulltime Coordinator: \$60,000. This will allow the RCS Department to create a more balanced supervisory span of control and offer increased quality and quantity in programming. This will also offer the staff opportunities for advancement to address City Council's goal of addressing employee retention and morale.
9. Reclassify the two existing full-time program specialists to RCS Coordinators: \$17,000. This will allow the RCS Department to make sure the workload is well-balanced across the group, allowing each member to contribute effectively without being overburdened. This will also offer the staff opportunities for advancement to address City Council's goal of addressing employee retention and morale.
10. After School Teen Program Supplies: \$2,000. This will make sure the After School Teen Program continues to have access to materials, supplies, and other resources to provide a safe, structured environment for its participants. Consistent access to these essentials helps ensure program stability and allows staff to plan engaging, high-quality activities that meet the evolving needs of teens.

**PERFORMANCE MEASURES**

<b>ADMINISTRATION DIVISION</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Adopted</b>	<b>2026 Proposed</b>
A. No. of Online vs Counter Registration*	566 / 431	1,640 / 2,875	2,855 / 3,151	1,990/1908	1999/2000
B. No. of Program Hours*	755	6,234	6,482	6870	6870
C. No. of Facility Rental Applications Processed	55	467	468	1114	1000

\* Return to Pre-COVID Service Rate Levels

<b>COMMUNITY SERVICES DIVISION</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Estimated</b>	<b>2026 Proposed</b>
A. No. of Senior Meals Served *	0	2,133	11,859	12,310	12,451/12,450
B. No. of Educational & Wellness Seminars Offered through Partnerships w/Community-Based Organizations	36	42	47	44	60/50
C. No. of Participants In Social Activities	795	3,207	3,289	3,465	3,615/3,300
D. No. of Participants in Summer Camp Programs	N/A	234	296	280	120/125

\* Return to Pre-COD Service Rate Levels

<b>SPECIAL EVENTS DIVISION</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Estimated</b>	<b>2026 Proposed</b>
A. No. of City-Sponsored Events Hosted	12	14	12	15	15
B. No. of Non-City Special Events Applications Processed	4	15	27	21	25
C. No. of Visitors at Casa de Lopez Adobe	70	101	265	270	280

<b>RECREATION DIVISION</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Estimated</b>	<b>2026 Proposed</b>
A. No. of Youth Leagues	2	2	4	2	2
Total Youth Participants	296	497	605	428	600
B. No. of Youth Programs/Activities	4	4	5	5	6
Total Youth Participants	705	426	579	257	350
C. No. of Adult Leagues	1	1	4	2	2
Total Adult Team Participants	7	8	29	29	45
D. No. of Leisure/Contract Classes	10	11	12	15	15
Total Participants	634	1,826	2,105	1,066	1,100
Holiday Class Pass Participation	19	38	48	58	70

**FUNDING SUMMARY FOR FY 2025-2026**
**SOURCES:**

	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>RECREATION &amp; COMM SVCS <sup>(1)</sup></b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>Proposed</b>
General Revenue	1,358,469	1,660,634	1,994,372	2,096,159	2,280,592
Recreation & Community Programs	-	-	-	-	175,000
Special Event Services	-	-	-	-	45,000
Facility Rentals	30,594	68,940	103,069	83,693	-
<b>TOTAL FUNDING SOURCES</b>	<b>1,358,469</b>	<b>1,660,634</b>	<b>1,994,372</b>	<b>2,096,159</b>	<b>2,500,592</b>

**USES:**

	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>RECREATION &amp; COMM SVCS <sup>(1)</sup></b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>Proposed</b>
001-420 Administration	534,805	481,227	386,873	416,370	405,654
001-422 Community Services	117,395	236,616	318,203	432,244	537,961
001-423 Recreation	523,929	718,743	903,863	893,301	1,162,269
001-424 Special Events	182,341	224,047	385,434	354,244	394,708
<b>TOTAL FUNDING USES</b>	<b>1,358,469</b>	<b>1,660,634</b>	<b>1,994,372</b>	<b>2,096,159</b>	<b>2,500,592</b>

**PERSONNEL:**

	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>RECREATION &amp; COMM SVCS</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Proposed</b>
Director of Recreation & Comm Services	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Rec. & Comm Services Supervisor	1.00	2.00	2.00	2.00	2.00
Rec & Comm Services Coordinator <sup>(2) (3)</sup>	1.00	1.00	1.00	1.00	1.00
Social Services Coordinator <sup>(4)</sup>	0.00	1.00	1.00	0.00	0.00
Recreation Supervisor	1.00	0.00	0.00	0.00	0.00
Program Specialist <sup>(2)</sup>	1.00	2.00	2.00	2.00	0.00
Office Clerk	0.00	0.00	1.00	1.00	1.00
Management Intern (FTE)	0.46	0.46	0.46	0.46	0.46
Office Clerk (FTE)	0.48	0.96	0.46	0.46	0.46
Sr Day Camp/After School Counselor (FTE)	2.53	2.53	2.53	2.53	2.53
Day Camp/After School Counselor (FTE)	7.00	7.00	7.00	7.00	7.00
Recreation Leader I (FTE) <sup>(3)</sup>	4.10	4.10	4.10	4.10	3.10
Recreation Leader II (FTE)	1.00	1.00	1.00	1.00	1.00
Recreation Leader III (FTE)	1.28	1.28	1.28	1.28	1.28
<b>TOTAL REC &amp; COMM SVCS PERSONNEL</b>	<b>23.85</b>	<b>26.33</b>	<b>26.83</b>	<b>25.83</b>	<b>25.83</b>



## RECREATION & COMMUNITY SERVICES DEPARTMENT

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<sup>1</sup> FY 2025-26 includes former Fund 017 - Recreational Activities instructor salaries, equipment and supplies for recreation programs and activities. Facility rentals are excluded and will instead be assumed by Fund 017 (Self-Sustaining Fund).

<sup>2</sup> Two (2) Program Specialist positions recommended for reclassification to Recreation and Community Services Coordinators in FY 2025-2026

<sup>3</sup> One (1) Program Coordinator position addition recommended in FY 2025-2026

<sup>4</sup> Social Services Coordinator position moved from Recreation and Community Services to City Manager's Office – Business and Community Resource Center (BCRC) in FY 2024-2025



**RECREATION & COMMUNITY  
SERVICES - ADMINISTRATION**

**DIVISION No. 420**

**DIVISION OVERVIEW**

The Administration Division of the Recreation and Community Services (RCS) Department is responsible for the overall leadership, coordination, and day-to-day operations of the Department. This Division oversees the planning, management, and evaluation of all programs, services, and activities offered through the Recreation Division, Community Services Division, and Cultural Arts/Special Events Division.

The Administration Division provides strategic direction, staff training, and marketing support to ensure the delivery of high-quality programs and services that meet the needs of the San Fernando community. Its efforts aim to support residents in their recreational and personal development pursuits while promoting environmental stewardship.

The Division is responsible for administering all Department contracts with non-government organizations, faith-based groups, and non-profit agencies. The Division also oversees all grant funds the Department has been awarded. The Division will continue to pursue grant funding, partnerships, and collaborations to leverage City resources and enhance the programs, services, and activities offered to the community.

The Division processes rental and special event permit applications and manages the use of both public and private land. RCS staff ensures that all documents such as certificates of liability insurance, health permits, and LAFD approval have been included in the final rental or special event permit. The Division handles all financial matters associated with the Department's programs, activities, and services. San Fernando's RCS is committed to providing the highest standard of excellence in public service through our programs, services, events, and interactions with the community. RCS strives to create a sense of community, support economic development, promote health and wellness, increase cultural awareness and facilitate solutions to community needs.

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

Account Number & Title		2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-420-0000-4101	SALARIES-PERMANENT EMPLOYEES	275,962	258,109	203,714	199,533	104,599	52%	188,060
001-420-0000-4105	OVERTIME	1,935	3,775	1,796	-	201	0%	-
001-420-0000-4111	COMMISSIONER'S REIMBURSEMENT	1,500	4,875	7,100	12,000	3,100	26%	12,000
001-420-0000-4120	O.A.S.D.I.	20,726	19,479	15,530	15,510	8,196	53%	13,879
001-420-0000-4124	RETIREMENT	-	-	-	-	-	0%	-
001-420-0000-4126	HEALTH INSURANCE	65,276	57,289	43,408	50,476	21,339	42%	41,642
001-420-0000-4128	DENTAL INSURANCE	6,151	4,790	2,380	1,578	965	61%	1,759
001-420-0000-4129	RETIREE HEALTH SAVINGS	1,132	886	1,478	-	1,447	0%	-
001-420-0000-4130	WORKER'S COMPENSATION INS.	4,306	4,055	3,130	8,815	1,231	14%	9,249
001-420-0000-4134	LONG TERM DISABILITY INSURANCE	1,118	916	686	1,066	464	44%	1,165
001-420-0000-4136	OPTICAL INSURANCE	975	870	511	526	183	35%	497
001-420-0000-4138	LIFE INSURANCE	266	253	125	153	80	52%	126
001-420-0000-4140	WELLNESS BENEFIT REIMBURSEMENT	448	505	1,086	750	-	0%	750
001-420-0000-4141	TECHNOLOGY ALLOWANCE	-	-	-	1,500	556	37%	1,500
001-420-0000-4142	AUTOMOBILE ALLOWANCE	-	-	-	4,800	1,781	37%	4,800
001-420-3689-4101	COVID-19 GLOBAL OUTBREAK	4,588	-	-	-	-	0%	-
001-420-3689-4120	COVID-19 GLOBAL OUTBREAK	334	-	-	-	-	0%	-
001-420-3689-4129	COVID-19 GLOBAL OUTBREAK	38	-	-	-	-	0%	-
001-420-3689-4130	COVID-19 GLOBAL OUTBREAK	72	-	-	-	-	0%	-
<b>Personnel Costs</b>		<b>384,757</b>	<b>355,801</b>	<b>280,943</b>	<b>296,707</b>	<b>144,140</b>	<b>49%</b>	<b>275,427</b>
001-420-0000-4220	TELEPHONE	17,136	15,984	16,528	19,000	7,765	41%	15,500
001-420-0000-4260	CONTRACTUAL SERVICES	8,985	15,891	19,674	20,100	3,902	19%	22,870
001-420-0000-4300	DEPARTMENT SUPPLIES	9,466	14,267	13,353	17,710	1,046	6%	300
001-420-0000-4360	PERSONNEL TRAINING	120	381	-	1,390	8	1%	690
001-420-0000-4370	MEETINGS, MEMBERSHIPS & TRAVEL	170	300	340	3,560	125	4%	-
001-420-0000-4380	SUBSCRIPTIONS DUES & MMBRSHIPS	-	270	100	340	100	29%	670
001-420-0000-4390	VEHICLE ALLOW & MILEAGE	4,160	3,147	3,542	4,817	321	7%	4,817
001-420-3689-4300	DEPARTMENT SUPPLIES	566	-	-	-	-	0%	17,770
001-420-0000-4450	OTHER EXPENSE	-	822	769	1,500	-	0%	1,500
<b>Operations &amp; Maintenance Costs</b>		<b>40,603</b>	<b>51,063</b>	<b>54,305</b>	<b>68,417</b>	<b>13,266</b>	<b>19%</b>	<b>64,117</b>
001-420-0000-4706	LIABILITY CHARGE	24,564	25,116	22,384	16,175	8,088	50%	17,699
001-420-0320-4741	EQUIP MAINT CHARGE	9,336	15,300	8,398	7,418	3,708	50%	23,607
001-420-0000-4741	EQUIP REPLACEMENT CHARGE	-	-	-	3,750	1,878	50%	3,750
001-420-0000-4743	FACILITY MAINTENANCE CHARGE	50,472	33,948	20,843	21,071	10,536	50%	21,054
<b>Internal Service Charges</b>		<b>84,372</b>	<b>74,364</b>	<b>51,625</b>	<b>48,414</b>	<b>24,210</b>	<b>50%</b>	<b>66,110</b>
001-420-0000-4917		25,000	-	-	-	-	0%	-
<b>Transfers</b>		<b>25,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>Division Total</b>		<b>534,732</b>	<b>481,227</b>	<b>386,873</b>	<b>413,538</b>	<b>181,617</b>	<b>44%</b>	<b>405,654</b>





**COMMUNITY SERVICES**

**DIVISION No. 422**

**DIVISION OVERVIEW**

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

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

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

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

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

Account Number & Title		2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-422-0000-4101	SALARIES-PERMANENT EMPLOYEES	64,080	133,673	189,723	259,657	124,359	48%	258,401
001-422-0000-4103	WAGES-TEMPORARY & PART-TIME	-	-	-	-	-	0%	77,429
001-422-0000-4105	OVERTIME	5,833	9,352	8,616	-	3,806	0%	-
001-422-0000-4120	O.A.S.D.I.	5,348	10,941	15,172	19,864	9,805	49%	21,101
001-422-0000-4124	RETIREMENT	-	-	-	-	-	0%	-
001-422-0000-4126	HEALTH INSURANCE	8,338	17,693	30,198	54,348	20,192	37%	32,931
001-422-0000-4128	DENTAL INSURANCE	674	1,348	3,282	1,699	1,369	81%	1,358
001-422-0000-4129	RETIREE HEALTH SAVINGS	1,149	2,328	1,674	2,880	1,737	60%	1,680
001-422-0000-4130	WORKER'S COMPENSATION INS.	5,083	6,231	4,894	11,939	3,857	32%	12,965
001-422-0000-4136	OPTICAL INSURANCE	-	299	553	567	287	51%	384
001-422-0000-4138	LIFE INSURANCE	90	205	238	306	159	52%	305
001-422-0000-4140	WELLNESS BENEFIT	-	-	-	-	-	0%	-
001-422-3689-XXXX	COIVD-19 GLOBAL OUTBREAK	-	-	-	-	-	0%	-
<b>Personnel Costs</b>		<b>90,594</b>	<b>182,071</b>	<b>254,349</b>	<b>351,260</b>	<b>165,569</b>	<b>47%</b>	<b>406,554</b>
001-422-0000-4260	CONTRACTUAL SERVICES	89	3,547	6,087	3,900	2,041	52%	5,500
001-422-1321-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	3,800
001-422-1322-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	8,350
001-422-1355-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	2,000
001-422-0000-4300	DEPARTMENT SUPPLIES	6,886	9,533	6,959	10,050	2,412	24%	10,130
001-422-1321-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	500
001-422-1322-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	600
001-422-1355-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	2,000
001-422-1399-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	8,700
001-422-0000-4360	PERSONNEL TRAINING	115	383	600	1,600	250	16%	-
001-422-0000-4370	MEETINGS, MEMBERSHIPS & TRAVEL	1,423	2,491	181	200	170	85%	1,200
001-422-0000-4380	SUBSCRIPTIONS DUES & MMBRSHIPS	119	119	119	1,700	170	10%	620
001-422-0000-4390	VEHICLE ALLOW & MILEAGE	-	-	-	-	18	0%	-
<b>Operations &amp; Maintenance Costs</b>		<b>8,632</b>	<b>16,073</b>	<b>13,946</b>	<b>17,450</b>	<b>5,060</b>	<b>29%</b>	<b>43,400</b>
001-422-0000-4706	LIABILITY CHARGE	5,220	13,332	20,481	19,149	9,576	50%	22,270
001-422-0000-4743	FACILITY MAINTENANCE CHARGE	12,948	25,140	29,426	42,142	21,072	50%	65,737
<b>Internal Service Charges</b>		<b>18,168</b>	<b>38,472</b>	<b>49,907</b>	<b>61,291</b>	<b>30,648</b>	<b>50%</b>	<b>88,007</b>
<b>Division Total</b>		<b>117,395</b>	<b>236,616</b>	<b>318,203</b>	<b>430,001</b>	<b>201,278</b>	<b>47%</b>	<b>537,961</b>

*FY 2025-26 includes former Fund 017 - Recreational Activities instructor salaries, equipment and supplies for recreation programs and activities. Facility rentals are excluded, and will instead be assumed by Fund 017 (self-sustaining fund).*

**RECREATION****DIVISION NO. 423****DIVISION OVERVIEW**

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

The scope of responsibility under the Recreation Division includes youth and adult sports, after school teen program, recreation activities, leisure classes, contract classes, community wellness programs, management of partnerships with community-based organizations and oversight of capital improvement projects and related grant management. The division also manages the department budget for the part-time workforce, is responsible for staff recruitment, training, scheduling, payroll, performance evaluation, and oversees general facility operations. Furthermore, the division provides support for the Park, Wellness and Recreation Commission and various AdHoc committees as assigned.

Operations of the Recreation Division were enhanced with the addition of a fulltime Program Specialist. The full-time personnel significantly improved the operations of the division and helped expand recreation programming and address part-time workforce issues. Fiscal Year 2024-2025 also experienced the promotion of several part-time staff to the position of Recreation Leader II and Recreation Leader III in the areas of Sports, Leisure Classes and Special Interest. Providing growth and professional development opportunities for vital support staff.

Fiscal Year 2025-2026 will continue to focus on expanding programming opportunities in addition to prioritizing part-time staff management and development through the establishment of structured work plans for the different levels of support staff. The objectives for Fiscal Year 2025-2026 will help ensure that the division programming and services fall in line with City Council's Strategic Goal 1.5: *Community First, exploring opportunities to expand recreation and sports programs, senior programs, and the Healthy San Fernando initiative.*

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

Account Number & Title		2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-423-0000-4101	SALARIES-PERMANENT EMPLOYEES	114,637	116,717	195,699	199,230	110,746	56%	214,888
001-423-0000-4103	WAGES-TEMPORARY & PART-TIME	208,851	361,785	394,877	380,709	212,966	56%	416,410
001-423-0000-4105	OVERTIME	6,368	9,079	5,073	-	1,972	0%	-
001-423-0000-4120	O.A.S.D.I.	25,235	37,301	45,568	39,676	24,915	63%	46,749
001-423-0000-4124	RETIREMENT	-	-	-	-	-	0%	-
001-423-0000-4126	HEALTH INSURANCE	15,522	8,847	29,511	52,179	18,693	36%	45,937
001-423-0000-4128	DENTAL INSURANCE	632	674	1,468	1,631	1,336	82%	1,904
001-423-0000-4129	RETIREE HEALTH SAVINGS	1,133	925	4,960	2,400	2,445	102%	2,400
001-423-0000-4130	WORKER'S COMPENSATION INS.	20,443	41,189	51,064	31,702	23,027	73%	32,381
001-423-0000-4136	OPTICAL INSURANCE	257	150	392	544	268	49%	538
001-423-0000-4138	LIFE INSURANCE	1,210	947	910	648	414	64%	774
001-423-3689-4101	COVID-19 GLOBAL OUTBREAK	-	-	-	-	-	0%	-
001-423-3689-4103	COVID-19 GLOBAL OUTBREAK	40	-	-	-	-	0%	-
001-423-3689-4120	COVID-19 GLOBAL OUTBREAK	3	-	-	-	-	0%	-
001-423-3689-4130	COVID-19 GLOBAL OUTBREAK	3	-	-	-	-	0%	-
<b>Personnel Costs</b>		<b>394,332</b>	<b>577,613</b>	<b>729,522</b>	<b>708,719</b>	<b>396,783</b>	<b>56%</b>	<b>761,981</b>
001-423-0000-4260	CONTRACTUAL SERVICES	987	1,350	2,335	3,500	1,040	30%	3,000
001-423-1323-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	8,500
001-423-1326-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	8,000
001-423-1327-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	5,500
001-423-1328-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	13,500
001-423-1330-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	27,000
001-423-1332-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	4,000
001-423-1334-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	500
001-423-1337-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	14,000
001-423-1339-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	4,000
001-423-1342-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	500
001-423-1343-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	3,500
001-423-1362-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	7,900
001-423-1364-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	2,500
001-423-0000-4270	PROFESSIONAL SERVICES	-	1,390	1,171	1,243	163	13%	1,243
001-423-0000-4300	DEPARTMENT SUPPLIES	5,129	5,118	7,822	14,000	6,419	46%	8,500
001-423-1323-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	-
001-423-1326-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	1,500
001-423-1327-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	500
001-423-1328-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	11,500
001-423-1330-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	13,000
001-423-1332-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	1,000
001-423-1334-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	7,500
001-423-1337-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	1,000
001-423-1339-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	1,000
001-423-1342-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	2,000
001-423-1343-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	1,500
001-423-1362-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	-
001-423-1364-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	500
001-423-0000-4360	PERSONNNEL TRAINING	-	-	-	1,000	633	63%	1,000
001-423-0000-4370	MEETINGS, MEMBERSHIPS & TRAVEL	-	-	-	-	-	0%	-
001-423-0000-4380	SUBSCRIPTIONS DUES & MMBRSHIPS	265	-	-	430	104	24%	430
<b>Operations &amp; Maintenance Costs</b>		<b>6,381</b>	<b>7,858</b>	<b>11,327</b>	<b>20,173</b>	<b>8,359</b>	<b>41%</b>	<b>154,573</b>
001-423-0000-4706	LIABILITY CHARGE	18,972	28,668	42,860	36,088	18,042	50%	48,420
001-423-0000-4743	FACILITY MAINTENANCE CHARGE	104,244	104,604	120,154	127,666	63,834	50%	197,295
<b>Internal Service Charges</b>		<b>123,216</b>	<b>133,272</b>	<b>163,014</b>	<b>163,754</b>	<b>81,876</b>	<b>50%</b>	<b>245,715</b>
<b>Division Total</b>		<b>523,929</b>	<b>718,743</b>	<b>903,863</b>	<b>892,646</b>	<b>487,018</b>	<b>55%</b>	<b>1,162,269</b>

FY 2025-26 includes former Fund 017 - Recreational Activities instructor salaries, equipment and supplies for recreation programs and activities. Facility rentals are excluded, and will instead be assumed by Fund 017 (self-sustaining fund).

**CULTURAL ARTS & SPECIAL EVENTS****DIVISION NO. 424****DIVISION OVERVIEW**

The Cultural Arts and Special Events Division is responsible for conducting and oversight for citywide sponsored/non-sponsored special and cultural events for the Department. Examples include Movie Nights, Summer Concerts, Día de Los Muertos, Holiday Tree Lighting, Spring Jamboree, and the Healthy San Fernando Campaign. The Division oversees the nationally recognized Mariachi Master Apprentice Program, Cultural Arts Classes and Programming, Community Special Event Applications for events conducted on public/private property, and the Lopez Adobe Museum. Staff continues to strengthen and foster innovative partnerships between the arts and community agencies and is successful in securing grants and partnerships to help offset the cost of the Division and citywide events.

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

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

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

Account Number & Title		2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/24	2025 % Used	2026 Proposed
001-424-0000-4101	SALARIES-PERMANENT EMPLOYEES	82,042	62,344	158,448	116,891	57,811	49%	123,349
001-424-0000-4105	OVERTIME	6,480	3,399	9,066	-	4,371	0%	-
001-424-0000-4120	O.A.S.D.I.	6,772	5,029	12,815	8,943	4,757	53%	8,786
001-424-0000-4126	HEALTH INSURANCE	8,338	13,788	17,820	19,384	7,655	39%	21,569
001-424-0000-4128	DENTAL INSURANCE	674	1,264	1,799	606	793	131%	863
001-424-0000-4129	RETIREE HEALTH SAVINGS	-	-	2,214	720	360	50%	720
001-424-0000-4130	WORKER'S COMPENSATION INS.	6,436	4,779	12,163	7,014	3,731	53%	6,891
001-424-0000-4136	OPTICAL INSURANCE	150	215	379	202	152	75%	244
001-424-0000-4138	LIFE INSURANCE	90	76	225	144	75	52%	144
<b>Personnel Costs</b>		<b>110,981</b>	<b>90,894</b>	<b>214,929</b>	<b>153,904</b>	<b>79,705</b>	<b>52%</b>	<b>162,566</b>
001-424-0000-4260	CONTRACTUAL SERVICES	24,636	83,903	91,162	98,680	60,379	61%	98,680
001-424-1395-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	2,250
001-424-0000-4300	DEPARTMENT SUPPLIES	15,464	9,604	7,635	9,000	4,755	53%	11,000
001-424-1395-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	2,250
001-424-0000-4430	ACTIVITIES AND PROGRAMS	12,000	12,768	15,497	12,000	-	0%	12,000
001-424-1386-4260	JULY FOURTH	-	7,704	-	52,000	52,000	100%	72,000
<b>Operations &amp; Maintenance Costs</b>		<b>52,100</b>	<b>113,978</b>	<b>114,294</b>	<b>171,680</b>	<b>117,134</b>	<b>68%</b>	<b>198,180</b>
001-424-0000-4500	CAPITAL EXPENSES	-	-	3,770	-	-	0%	-
<b>Capital Costs</b>		<b>-</b>	<b>-</b>	<b>3,770</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
001-424-0000-4706	LIABILITY CHARGE	6,312	6,396	20,479	8,390	4,194	50%	9,900
001-424-0000-4743	FACILITY MAINTENANCE CHARGE	12,948	12,576	31,878	19,832	9,918	50%	24,062
<b>Internal Service Charges</b>		<b>19,260</b>	<b>18,972</b>	<b>52,357</b>	<b>28,222</b>	<b>14,112</b>	<b>50%</b>	<b>33,962</b>
<b>Division Total</b>		<b>182,341</b>	<b>223,844</b>	<b>381,581</b>	<b>353,806</b>	<b>210,951</b>	<b>60%</b>	<b>394,708</b>

*FY 2025-26 includes former Fund 017 - Recreational Activities instructor salaries, equipment and supplies for recreation programs and activities. Facility rentals are excluded, and will instead be assumed by Fund 017 (self-sustaining fund).*



**SECTION V.  
SPECIAL REVENUE,  
CAPITAL AND GRANT  
FUNDS**

**DESCRIPTION**

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

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



**SUPPLEMENTAL LAW ENFORCEMENT  
FUNDS (SLESE)**

**FUND NO. 002**

**FUND OVERVIEW**

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

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

# Fund: Supplemental Law Enforcement Services

Resp. Dept: Finance

Beginning Fund Balance:		180,659	209,295	225,366	253,054			203,054
REVENUES		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
002-3500-0000	INTEREST INCOME	1,789	3,999	4,451	-	-	0%	-
002-3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	(9,433)	(3,199)	3,149	-	8,571	0%	-
002-3679-0000	COPS MORE	161,285	165,271	186,159	150,000	177,054	118%	200,000
Total Revenue		153,640	166,071	193,759	150,000	185,625	124%	200,000
APPROPRIATIONS		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
002-190-0000-4901	TRANSFER TO GENERAL FUND	125,004	150,000	150,000	200,000	100,002	50%	403,054
Transfers		125,004	150,000	150,000	200,000	100,002	50%	403,054
Total Appropriations		125,004	150,000	150,000	200,000	100,002	50%	403,054
ANNUAL SURPLUS/DEFICIT		28,636	16,071	43,759	(50,000)			-114%
Ending Balance:		209,295	225,366	253,054	203,054			-

**PROPOSITION “A”****FUND NO. 007****FUND OVERVIEW**

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

**MAJOR PROJECTS/PROGRAMS****METRO ANNUAL PROJECTS BUDGET****PUBLIC WORKS:**

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

**RECREATION & COMMUNITY SERVICES:**

- Contractual Services
- MTA Bus Pass Sale
- Prop “A” Administration

# Fund: Proposition A - Transit Fund

## Resp. Dept: Public Works

Beginning Fund Balance:		83,762	255,623	348,597	407,527	413,554	
REVENUES		2022	2023	2024	2025	As of	2025
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used
007-3210-0000	SALES AND USE TAXES	636,553	650,651	623,639	660,610	307,897	47%
007-3500-0000	INTEREST INCOME	2,362	5,631	8,401	-	-	0%
007-3508-0000	NET INCR/EECR FAIR VAL INVESTMENT	(14,515)	(4,168)	(752)	-	18,413	0%
007-3794-0000	DIAL-A-RIDE TICKETS	2,416	4,166	414	1,000	5	1%
007-3794-3630	AQMD NATURAL GAS TROLLEYS	5,095	5,641	502	-	-	0%
007-3796-0000	MTA BUS PASS SUBSIDY	1,174	2,056	80	500	150	30%
Total Revenue		633,085	663,977	632,284	662,110	326,465	49%
611,586							
APPROPRIATIONS		2022	2023	2024	2025	As of	2025
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used
007-440-0000-4101	SALARIES-PERMANENT EMPLOYEES	3,375	43,817	44,342	47,700	21,928	46%
007-440-0000-4105	OVERTIME	97	33	95	-	11	0%
007-440-0000-4120	O.A.S.D.I.	265	3,169	3,335	3,551	1,738	49%
007-440-0000-4124	RETIREMENT	629	7,810	7,408	8,282	4,452	54%
007-440-0000-4126	HEALTH INSURANCE	969	6,708	6,450	8,553	3,965	46%
007-440-0000-4128	DENTAL INSURANCE	63	605	252	268	(52)	-19%
007-440-0000-4129	RETIREE HEALTH SAVINGS	-	295	493	-	482	0%
007-440-0000-4130	WORKER'S COMPENSATION INS.	55	665	711	2,674	281	10%
007-440-0000-4134	LONG TERM DISABILITY INSURANCE	-	305	229	356	155	43%
007-440-0000-4136	OPTICAL INSURANCE	11	116	67	90	10	11%
007-440-0000-4138	LIFE INSURANCE	5	27	21	27	14	52%
007-440-0000-4141	TECHNOLOGY ALLOWANCE	-	-	-	-	185	0%
007-440-0000-4142	AUTOMOBILE ALLOWANCE	-	-	-	-	594	0%
Personnel Costs		5,468	63,551	63,402	71,501	33,763	47%
77,088							
007-190-0000-4480	COST ALLOCATION	24,204	41,788	50,559	56,371	28,185	50%
007-313-0000-4260	CONTRACTUAL SERVICES	149,000	100,634	178,722	184,711	-	0%
007-313-3630-4402	FUEL	3,610	70,408	59,244	50,000	-	0%
007-440-0000-4390	VEHICLE ALLOW & MILEAGE	-	900	1,022	500	-	0%
007-440-0441-4220	TELEPHONE	1,681	1,040	1,205	1,000	639	64%
007-440-0441-4260	MTA BUS PASS SALES	1,992	4,448	154	2,000	173	9%
007-440-0442-4260	CONTRACTUAL SERVICES	270,000	270,000	204,360	270,000	153,239	57%
007-440-0443-4260	CONTRACTUAL SERVICES	5,268	18,235	16,331	20,000	7,328	37%
Operations & Maintenance Costs		455,755	507,453	511,598	584,582	189,565	32%
65,013							
Total Appropriations		461,223	571,003	575,000	656,083	223,328	34%
142,101							
ANNUAL SURPLUS/EEFICIT		171,861	92,973	57,284	6,027	469,485	
Ending Balance:		255,623	348,597	407,527	413,554	883,039	





**PROPOSITION “C” – TRANSIT  
DEVELOPMENT FUND**

**FUND NO. 008**

**FUND OVERVIEW**

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

**MAJOR PROJECTS/PROGRAMS**

**CAPITAL PROJECTS:**

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

# Fund: Proposition C - Transit Development Fund

## Resp. Dept: Public Works

Beginning Fund Balance:		618,509	457,047	272,113	447,782	(74,742)		
REVENUES		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
008-3210-0000	SALES AND USE TAXES	528,007	539,697	517,294	547,959	255,392	47%	507,295
008-3500-0000	INTEREST INCOME	5,408	11,406	7,731	-	-	0%	-
008-3508-0000	NET INCR/EECR FAIR VAL INVESTMENT	(22,614)	(13,488)	18,267	-	14,804	0%	-
Total Revenue		510,802	537,615	543,292	547,959	270,197	49%	507,295
APPROPRIATIONS		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
008-311-0000-4138	LIFE INSURANCE	-	1	-	-	-	0%	-
Personnel Costs		-	1	-	-	-	0%	-
008-190-0000-4480	COST ALLOCATION	26,556	13,886	16,138	16,724	8,362	50%	20,479
008-313-0000-4260	CONTRACTUAL SERVICES	205,027	196,366	218,000	224,540	-	0%	-
Operations & Maintenance Costs		231,583	210,252	234,138	241,264	8,362	3%	20,479
008-311-6673-4910	TRANSFER TO GRANT FUND	420,512	-	-	-	-	0%	-
Transfers		420,512	-	-	-	-	0%	-
008-311-0560-4600	STREET RESURFACING PROGRAM	20,169	512,296	133,485	616,515	66,515	11%	-
008-311-0562-4600	HSIP CYCLE 8 TRAFFIC SIGNAL IMPR H807046	-	-	-	150,000	-	0%	-
008-313-0000-4600	CAPITAL PROJECTS	-	-	-	62,704	-	0%	-
Capital Projects		20,169	512,296	133,485	829,219	66,515	8%	-
Total Appropriations		672,264	722,549	367,623	1,070,483	74,877	7%	20,479
ANNUAL SURPLUS/EEFICIT		(161,462)	(184,934)	175,669	(522,524)	486,816		
Ending Balance:		457,047	272,113	447,782	(74,742)	412,074		



**PROPOSITION “C” – DISCRETIONARY**

**FUND No. 009**

**FUND OVERVIEW**

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

**MAJOR PROJECTS/PROGRAMS**

**CAPITAL PROJECTS:**

Citywide Traffic Signal Synchronization Project

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

Beginning Fund Balance:		21,995	21,178	21,306	22,079	(753,297)		
REVENUES		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
009-3500-0000	INTEREST INCOME	183	368	360	-	-	0%	-
009-3508-0000	NET INCR/EECR FAIR VAL INVESTMENT	(1,001)	(240)	413	-	713	0%	-
Total Revenue		(817)	128	773	-	713	0%	-
APPROPRIATIONS		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
009-371-0510-4600	SIGNAL IMPROVEMENTS	-	-	-	775,376	-	0%	-
Capital Projects		-	-	-	775,376		100%	-
Total Appropriations		-	-	-	775,376	-	100%	-
ANNUAL SURPLUS/EEFICIT		(817)	128	773	(775,376)	-		
Ending Balance:		21,178	21,306	22,079	(753,297)	(753,297)		

**CAPITAL GRANTS FUND****FUND NO. 010****FUND OVERVIEW**

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

**MAJOR PROJECTS/PROGRAMS**

- FTA Grant: Phase 2 Bus Shelters Project
- MSRC Grant, ATP Cycle 3 Grant, CMAQ Grant, SMMC Grant: Pacoima Wash Bikeway Project
- Safe Routes to School Grant: (Cycles 1 & 2)
- HSIP Cycle 8 Grant: Traffic Signal Improvements
- Prop 1 Grant: SF Regional Park Infiltration System Project
- Measure W: SF Regional Park Infiltration System Project
- LADWP Grant: SF Regional Park Infiltration System Project
- CalOES Community Power Resiliency Grant Program: Parks Emergency Generator Project
- Department of Water Resources Grant: Upper Reservoir Replacement Project
- Santa Monica Mountains Conservancy: Bioswale portion of the Pacoima Wash Bikeway Project
- CNRA Urban Greening Grant: Carlisle Green Alley Project



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

		Beginning Fund Balance:							
		(5,815,570)	(1,092,636)	(8,501,762)	(7,224,163)			(30,007,926)	
REVENUES		2022	2023	2024	2025	As of	2025	2026	
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed	
010-3680-3698	PUBLIC SAFETY RADIOS/BODY CAMERAS (BSCC)	2,000,000	647,118	216,784	-	-	0%	-	
010-3683-3709	COUNTY PROP. A GRANT-PARK IMP.	22,737	-	-	-	-	0%	-	
010-3686-0537	BOYS & GIRLS CLUB OF SFV	-	-	938,405	-	-	0%	-	
010-3686-0549	PACOIMA WASH BIKEWAY CMAQ	-	38,830	1,289,755	-	73,502	0%	-	
010-3686-0550	PACOIMA WASH BIKEWAY ATP CYCLE 3	-	39,221	599,930	-	264,872	0%	-	
010-3686-0552	SAFE ROUTES TO SCHOOL CYCLE 1	-	500	(824)	-	-	0%	-	
010-3686-0553	SAFE ROUTES TO SCHOOL CYCLE 2	-	500	(824)	-	-	0%	-	
010-3686-0562	HSIP CYCLE 8 TRAFFIC SIGNAL IMPR H807046	-	-	-	-	715,855	0%	-	
010-3686-0567	PACOIMA WASH CONNECT CA DEPT OF TRANSP.	-	-	2,301,589	-	-	0%	-	
010-3686-0620	SF PARK INFILTRATION-LACFCD	5,785,000	6,081,394	778,133	-	100,400	0%	-	
010-3686-0628	SF SAFE & ACTIVE ST IMPLEMENTATION PLAN	127,696	-	-	-	-	0%	-	
010-3686-0647	PACOIMA WASH GRNWX AUGMT-SMMC	-	-	872,191	-	-	0%	-	
010-3686-0764	DWP STORMWTR INFILTRATION PROJ	-	-	1,528,431	-	-	0%	-	
010-3686-0765	HVAC SYSTEM FOR PD FACILITY	-	-	29,198	-	-	0%	-	
010-3686-3648	COMMUNITY POWER RESILIENCY PROG.	-	-	170,255	-	-	0%	-	
010-3686-6673	GLENOAKS RESURFACING PROJECT	-	-	-	-	-	0%	-	
010-3696-3602	CPD DE-ESCALATION TRAINING SOLICITATION	-	-	53,669	-	-	0%	-	
010-3696-3608	HAZARD MITIGATION PROGRAM	-	-	-	-	-	0%	-	
010-3696-3711	OPEN STREETS GRANT PROGRAM	137,925	-	-	-	-	0%	-	
010-3697-0516	TECHNICAL ASSISTANCE PROG (RPOSD)	-	-	-	-	125,432	0%	-	
010-3697-3624	LAYNE PARK REVITALIZATION (RPOSD)	-	-	351,457	-	-	0%	-	
010-3697-3643	PIONEER PARK PLYGRD GRT NO.10090	-	-	-	180,001	-	0%	-	
010-3697-3669	CP-LAYNE PARK REVITALIZATION	109,573	474,884	-	-	-	0%	-	
010-3968-0000	TRANSFER FROM PROP C FUND	420,512	-	-	-	-	0%	-	
<b>Total Revenue</b>		<b>8,632,751</b>	<b>7,622,547</b>	<b>12,782,032</b>	<b>180,001</b>	<b>1,280,062</b>	<b>711%</b>	<b>-</b>	
APPROPRIATIONS		2022	2023	2024	2025	As of	2025	2026	
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed	
<b>City Manager's Office Grants</b>									
010-105-0537-4101	BOYS & GIRLS CLUB OF SFV	-	-	1,658	-	515	0%	-	
010-105-0537-4120	BOYS & GIRLS CLUB OF SFV	-	-	128	-	39	0%	-	
010-105-0537-4124	BOYS & GIRLS CLUB OF SFV	-	-	308	-	18	0%	-	
010-105-0537-4129	BOYS & GIRLS CLUB OF SFV	-	-	4	-	5	0%	-	
010-105-0537-4130	BOYS & GIRLS CLUB OF SFV	-	-	67	-	31	0%	-	
010-105-0537-4260	BOYS & GIRLS CLUB OF SFV	-	-	938,405	-	-	0%	-	
<i>Total City Manager's Office Grants</i>		-	-	940,582	-	609	0%	-	
<b>Police Grants</b>									
010-220-3449-4500	9-1-1 EMERGENCY COMMUNICATIONS	39,817	-	-	-	-	0%	-	
010-220-3602-4370	CPD DE-ESCALATION TRAINING SOLICITATION	1,606	-	-	-	-	0%	-	
010-220-3602-4500	CPD DE-ESCALATION TRAINING SOLICITATION	60,756	-	-	-	-	0%	-	
010-225-3698-4405	PUBLIC SAFETY RADIOS/BODY CAMERAS (BSCC)	29,422	14,927	-	-	-	0%	-	
010-225-3698-4500	PUBLIC SAFETY RADIOS/BODY CAMERAS (BSCC)	620,209	632,190	216,784	225,752	44,428	20%	-	
<i>Total Police Grants</i>		751,810	647,118	216,784	225,752	44,428	20%	-	
<b>Public Works Grants</b>									
010-310-0620-4600	SF PARK INFILTRATION-LACFCD	2,140,873	6,081,394	777,500	201,433	6,483	3%	-	
010-310-0645-4600	SF INFILTR SYST PROP1 IRWM PROG	168,913	858,435	2,416	-	-	0%	-	
010-310-0763-4600	STORMWATER INFILTRATION PRK PROP1	-	-	-	-	-	0%	-	
010-310-0764-4600	DWP STORMWTR INFILTRATION PROJ	415,450	1,509,310	309,572	10,330	-	0%	-	
010-311-0175-4600	BUS SHELTERS	-	-	-	250,816	-	0%	-	
010-311-0549-4600	PACOIMA WASH BIKEWAY CMAQ	-	494,149	989,171	29,680	-	0%	-	
010-311-0550-4600	PACOIMA WASH BIKEWAY ATP CYCLE 3	-	559,906	312,674	100,419	-	0%	-	
010-311-0551-4600	PACOIMA WASH BIKEWAY MSRC	-	320,155	33,845	-	-	0%	-	
010-311-0552-4101	SAFE ROUTES TO SCHOOL CYCLE 1	-	289	-	-	-	0%	-	
010-311-0552-4120	SAFE ROUTES TO SCHOOL CYCLE 1	-	22	-	-	-	0%	-	
010-311-0552-4124	SAFE ROUTES TO SCHOOL CYCLE 1	-	72	-	-	-	0%	-	
010-311-0552-4130	SAFE ROUTES TO SCHOOL CYCLE 1	-	21	-	-	-	0%	-	
010-311-0553-4101	SAFE ROUTES TO SCHOOL CYCLE 2	-	147	-	-	-	0%	-	
010-311-0553-4120	SAFE ROUTES TO SCHOOL CYCLE 2	-	11	-	-	-	0%	-	
010-311-0553-4124	SAFE ROUTES TO SCHOOL CYCLE 2	-	37	-	-	-	0%	-	
010-311-0553-4130	SAFE ROUTES TO SCHOOL CYCLE 2	-	11	-	-	-	0%	-	
010-311-0562-4600	HSIP CYCLE 8 TRAFFIC SIGNAL IMPR H807046	-	-	-	1,549,176	837,257	54%	-	
010-311-0567-4600	PACOIMA WASH CONNECT CA DEPT OF TRANSP.	-	115,299	2,186,289	5,198,410	160,701	3%	-	

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

010-311-0628-4600	SF SAFE & ACTIVE ST IMPLEMENTATION PLAN	63,313	-	-	-	-	0%	-
010-311-0647-4600	PACOIMA WASH GRNWKY AUGMT-SMMC	-	-	872,191	65,300	-	0%	-
010-311-6673-4600	CAPITAL PROJECTS	-	-	-	-	-	0%	-
010-311-6677-4600	PLAINS ALL AMERICAN PIPELINE	-	-	-	-	-	0%	-
<b>APPROPRIATIONS</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>As of</b>	<b>2025</b>	<b>2026</b>
<b>Account Number &amp; Title</b>		<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>12/31/2024</b>	<b>% Used</b>	<b>Proposed</b>
010-310-0847-4260	CARLISLE GREEN ALLEY PROJ-UG2106-0	-	-	-	410,000	-	0%	-
010-310-0847-4600	CARLISLE GREEN ALLEY PROJ-UG2106-0	-	-	-	3,072,535	-	0%	-
010-311-0525-4600	ENHANCED MOBILITY SENIORS & ADA	-	-	-	750,000	-	0%	-
010-384-0580-4600	BUDGET ACT 2023 - DWR	-	-	-	3,000,000	-	0%	-
010-385-0857-4600	NITRATE REMOVAL SYSTEM	-	-	-	3,750,000	-	0%	-
010-390-0765-4600	HVAC SYSTEM FOR PD FACILITY	-	-	-	583,950	-	0%	-
010-370-0765-4600	HVAC SYSTEM FOR PD FACILITY	-	-	-	-	-	0%	-
010-384-0857-4600	NITRATE REMOVAL SYSTEM	-	1,972,016	1,250,000	27,984	-	0%	-
010-385-0000-4970	TRANSFER TO WATER FUND	-	-	2,984,057	-	-	0%	-
010-385-0716-4600	UPPER RESERVOIR REPLACEMENT-DWR	113,953	1,228,868	-	2,984,057	-	0%	-
010-390-3648-4500	COMMUNITY POWER RESILIENCY PROG.	-	-	170,255	129,745	-	0%	-
<i>Total Public Works Grants</i>		<i>2,902,501</i>	<i>13,140,142</i>	<i>9,887,971</i>	<i>22,113,836</i>	<i>1,004,440</i>	<i>5%</i>	<i>-</i>
<b>Recreation and Community Service Grants</b>								
010-420-0516-4600	TECHNICAL ASSISTANCE PROG (RPOSD)	-	-	125,732	58,476	58,113	99%	-
010-420-0671-4600	PIONEER PARK PLYGRD 2018 PARKS BOND ACT	-	-	-	192,862	-	0%	-
010-420-3669-4600	CP-LAYNE PARK REVITALIZATION	133,047	802,629	77,288	-	-	0%	-
010-420-3711-4105	OPEN STREETS GRANT PROGRAM	2,222	-	-	-	-	0%	-
010-420-3711-4120	OPEN STREETS GRANT PROGRAM	169	-	-	-	-	0%	-
010-420-3711-4129	OPEN STREETS GRANT PROGRAM	11	-	-	-	-	0%	-
010-420-3711-4130	OPEN STREETS GRANT PROGRAM	302	-	-	-	-	0%	-
010-420-3711-4260	OPEN STREETS GRANT PROGRAM	11,495	-	-	-	-	0%	-
010-420-3711-4600	OPEN STREETS GRANT PROGRAM	105,350	-	-	-	-	0%	-
010-422-0156-4600	L P PARK REVITALIZATION-SW-19-066	1,410	90,776	248,501	200,411	-	0%	-
010-422-3709-4600	CAPITAL PROJECTS	1,500	-	-	-	-	0%	-
010-423-3624-4600	LAYNE PARK REVITALIZATION (RPOSD)	-	351,007	-	-	-	0%	-
010-423-3643-4600	PIONEER PARK PLYGRD GRT NO.10090	-	-	7,574	172,427	-	0%	-
<i>Total Recreation and Community Service Grants</i>		<i>255,507</i>	<i>1,244,412</i>	<i>459,095</i>	<i>624,176</i>	<i>58,113</i>	<i>9%</i>	<i>-</i>
<b>Total Appropriations</b>		<b>3,909,818</b>	<b>15,031,672</b>	<b>11,504,433</b>	<b>22,963,764</b>		<b>0%</b>	<b>-</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>4,722,934</b>	<b>(7,409,126)</b>	<b>1,277,600</b>	<b>(22,783,763)</b>	<b>1,280,062</b>		<b>-</b>
<b>Ending Balance:</b>		<b>(1,092,636)</b>	<b>(8,501,762)</b>	<b>(7,224,163)</b>	<b>(30,007,926)</b>			<b>(30,007,926)</b>

**STATE GAS TAX FUND****FUND NO. 011****FUND OVERVIEW**

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

**MAJOR PROJECTS/PROGRAMS**

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

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

		Beginning Fund Balance:		5,314	71,120	-	92,444		92,444
REVENUES		2022	2023	2024	2025	As of	2025	2026	
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed	
011-3610-0000	GAS TAX ALLOCATION SECT 2105	136,825	134,614	143,460	135,591	64,119	47%	150,590	
011-3611-0000	GAS TAX ALLOCATION SECT 2106	82,905	82,075	86,340	80,439	39,024	49%	89,032	
011-3612-0000	GAS TAX ALLOCATION SECT 2107	163,498	183,457	194,185	200,639	85,397	43%	205,522	
011-3613-0000	GAS TAX ALLOCATION SECTION 2103	195,115	192,734	215,117	236,144	110,370	47%	215,277	
011-3615-0000	GAS TAX ALLOCATION SECT 2107.5	5,000	5,000	5,000	4,000	5,000	125%	5,000	
Total Revenue		583,343	597,880	644,102	656,813	303,910	100%	665,421	
APPROPRIATIONS		2022	2023	2024	2025	As of	2025	2026	
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed	
011-190-0000-4480	COST ALLOCATION	11,880	21,186	20,572	2,139	1,070	50%	25,344	
011-311-0000-4260	CONTRACTUAL SERVICES	274,621	270,931	277,886	277,886	87,217	31%	-	
011-311-0000-4270	PROFESSIONAL SERVICES	3,000	3,195	3,200	-	-	0%	-	
011-311-0558-4260	CITYWIDE STREET REPAIR	-	-	-	-	-	0%	-	
011-371-3665-4270	PROFESSIONAL SERVICES	-	-	-	-	-	0%	-	
011-311-7510-4300	NORTH MACLAY STREETSCAPE	-	-	-	-	-	0%	-	
Operations & Maintenance Costs		289,501	295,312	301,658	280,025	88,287	100%	25,344	
011-190-0000-4901	TRANSFER TO GENERAL FUND	228,036	250,000	250,000	250,000	124,998	50%	310,750	
011-190-0000-4910	TRANSFER TO GRANT FUND	-	-	-	-	-	0%	-	
Transfers		228,036	250,000	250,000	250,000	124,998	100%	310,750	
011-311-0000-4600	CAPITAL PROJECTS	-	-	-	-	-	0%	-	
011-311-0303-4600	ANNUAL ST SLURRY SEAL PROJECT	-	-	-	-	-	0%	-	
011-311-0558-4600	CITYWIDE STREET REPAIR	-	-	-	-	-	0%	-	
011-311-0560-4600	STREET RESURFACING PROGRAM	-	123,687	-	144,243	140,174	97%	-	
Capital Projects		-	123,687	-	144,243	140,174	100%	-	
Total Appropriations		517,537	669,000	551,658	674,268	353,459	100%	336,094	
ANNUAL SURPLUS/EEFICIT		65,806	(71,120)	92,444	(17,455)			329,327	
Ending Balance:		71,120	-	92,444	74,989			421,771	



### MEASURE “R” FUND

FUND NO. 012

#### FUND OVERVIEW

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

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

#### MAJOR PROJECTS/PROGRAMS

- Total Road Improvement Program (TRIP) Repair and Improvement Projects
  - Annual Street Resurfacing
  - Pacoima Wash Bikeway Project

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

		Beginning Fund Balance:		1,528,618	1,185,891	498,919	401,048		50,586
<b>REVENUES</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>As of</b>	<b>2025</b>	<b>2026</b>	
<b>Account Number &amp; Title</b>		<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>12/31/2024</b>	<b>% Used</b>	<b>Proposed</b>	
012-3210-0000	SALES AND USE TAXES	395,942	404,656	387,849	410,969	195,661	48%	380,471	
012-3500-0000	INTEREST INCOME	10,591	13,837	7,886	-	-	0%	-	
012-3500-3556	INTEREST INCOME-WILMINGTON TRUST	408	10,706	655	-	143	0%	-	
012-3508-0000	NET INCR/EECR FAIR VAL INVESTMENT	(53,110)	10,282	27,344	-	13,487	0%	-	
<b>Total Revenue</b>		<b>353,831</b>	<b>439,480</b>	<b>423,733</b>	<b>410,969</b>	<b>209,291</b>	<b>100%</b>	<b>380,471</b>	
<b>APPROPRIATIONS</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>As of</b>	<b>2025</b>	<b>2026</b>	
<b>Account Number &amp; Title</b>		<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>12/31/2024</b>	<b>% Used</b>	<b>Proposed</b>	
012-311-0552-4101	SAFE ROUTES TO SCHOOL CYCLE 1	141	-	-	-	-	0%	-	
012-311-0552-4120	SAFE ROUTES TO SCHOOL CYCLE 1	11	-	-	-	-	0%	-	
012-311-0552-4124	SAFE ROUTES TO SCHOOL CYCLE 1	35	-	-	-	-	0%	-	
012-311-0552-4130	SAFE ROUTES TO SCHOOL CYCLE 1	10	-	-	-	-	0%	-	
012-311-0553-4101	SAFE ROUTES TO SCHOOL CYCLE 2	141	-	-	-	-	0%	-	
012-311-0553-4120	SAFE ROUTES TO SCHOOL CYCLE 2	11	-	-	-	-	0%	-	
012-311-0553-4124	SAFE ROUTES TO SCHOOL CYCLE 2	35	-	-	-	-	0%	-	
012-311-0553-4130	SAFE ROUTES TO SCHOOL CYCLE 2	10	-	-	-	-	0%	-	
<i>Personnel Costs</i>		<i>396</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>0%</i>	<i>-</i>	
012-310-0000-4270	PROFESSIONAL SERVICES	-	-	-	2,025	-	-	-	
012-190-0000-4265	ADMINISTRATIVE EXPENSE	3,871	4,658	3,514	2,500	-	0%	2,900	
012-310-0000-4410	C.O.P. INTEREST	85,038	81,238	77,438	72,438	36,219	50%	67,187	
012-310-0000-4420	C.O.P. PRINCIPAL	95,000	95,000	100,000	105,000	-	0%	110,000	
<i>Operations &amp; Maintenance Costs</i>		<i>183,908</i>	<i>180,895</i>	<i>180,951</i>	<i>181,963</i>	<i>36,219</i>	<i>100%</i>	<i>180,087</i>	
012-311-0182-4600	PICO ST & SF RD IMPRV NO. 602080-19	54,905	1,057	-	-	-	0%	-	
012-311-0551-4600	PACOIMA WASH BIKEWAY MSRC	75	55,183	336,884	40,545	-	0%	-	
012-311-0552-4600	SAFE ROUTES TO SCHOOL CYCLE 1	910	999	585	17,505	-	0%	-	
012-311-0553-4600	SAFE ROUTES TO SCHOOL CYCLE 2	845	455	65	18,635	-	0%	-	
012-311-0560-4600	CAPITAL PROJECTS	-	849,913	2,100	247,900	87,625	35%	175,000	
012-311-0562-4600	HSIP CYCLE 8 TRAFFIC SIGNAL IMPR H807046	-	-	-	95,000	-	0%	-	
012-311-0565-4600	GLENOAKS BRIDGE FENCING	5,519	37,950	1,019	9,883	-	0%	-	
012-311-0620-4600	SF PARK INFILTRATION-LACFCD	450,000	-	-	-	-	0%	-	
012-335-0335-4600	PARKING LOT MAINTENANCE	-	-	-	150,000	-	0%	-	
<i>Capital Projects</i>		<i>512,254</i>	<i>945,557</i>	<i>340,652</i>	<i>579,468</i>	<i>87,625</i>	<i>100%</i>	<i>175,000</i>	
<b>Total Appropriations</b>		<b>696,558</b>	<b>1,126,452</b>	<b>521,603</b>	<b>761,431</b>	<b>123,844</b>	<b>100%</b>	<b>355,087</b>	
<b>ANNUAL SURPLUS/EEFICIT</b>		<b>(342,727)</b>	<b>(686,972)</b>	<b>(97,870)</b>	<b>(350,462)</b>			<b>25,384</b>	
<b>Ending Balance:</b>		<b>1,185,891</b>	<b>498,919</b>	<b>401,048</b>	<b>50,586</b>			<b>75,970</b>	



**TRAFFIC SAFETY FUND**

**FUND NO. 013**

**FUND OVERVIEW**

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



**Fund: Traffic Safety Fund**  
**Resp. Dept: Public Works**

Beginning Fund Balance:		4,483	7,558	12,603	14,804	4,304		
REVENUES		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
013-3410-0000 VEHICLE CODE FINES		3,076	5,045	2,201	2,000	1,319	66%	2,500
Total Revenue		3,076	5,045	2,201	2,000	1,319	66%	2,500
APPROPRIATIONS		2022	2023	2024	As of	As of	2024	2025
Account Number & Title		Actual	Actual	Adjusted	12/31/22	12/31/23	% Used	Adopted
013-370-0000-4310 DEPARTMENT SUPPLIES		-	-	-	-	-	0%	-
013-190-0000-4901 TRANSFER TO GENERAL FUND		-	-	-	-	-	0%	-
Transfers		-	-	-	-	-	0%	-
013-311-0000-4310 EQUIPMENT AND SUPPLIES		-	-	-	12,500	-	0%	-
013-311-0301-4300 PW MAINT. & REPAIR SUPPLIES		-	-	-	-	-	0%	-
013-370-0000-4430 ACTIVITIES AND PROGRAMS		-	-	-	-	-	0%	-
013-370-0301-4300 DEPARTMENT SUPPLIES		-	-	-	-	-	0%	-
013-371-0301-4260 CONTRACTUAL SERVICES		-	-	-	-	-	0%	-
013-371-0301-4300 PW MAINT. & REPAIR SUPPLIES		-	-	-	-	-	0%	-
Operations & Maintenance Costs		-	-	-	12,500	-	0%	-
013-311-0000-4600 CAPITAL PROJECTS		-	-	-	-	-	0%	-
013-371-0000-4600 CAPITAL PROJECTS		-	-	-	-	-	0%	-
Capital Projects							0%	
Total Appropriations		-	-	-	12,500	-	100%	-
ANNUAL SURPLUS/EEFICIT		3,076	5,045	2,201	(10,500)	1,319		2,500
Ending Balance:		7,558	12,603	14,804	4,304			6,804



**CASH IN-LIEU OF PARKING FUND**

**FUND NO. 014**

**FUND OVERVIEW**

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

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

**Fund: Cash In-lieu of Parking**  
**Resp. Dept: Community Development**

Beginning Fund Balance:		516,473	497,484	500,474	515,545	515,545		
REVENUES		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
014-3500-0000	INTEREST INCOME	4,279	8,587	8,412	-	-	0%	-
014-3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	(23,267)	(5,597)	9,649	-	16,640	0%	-
014-3854-0000	OFF STREET PARKING SPACES	-	-	-	-	-	0%	-
Total Revenue		(18,989)	2,990	18,061	-	16,640	0%	-
APPROPRIATIONS		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
014-311-0000-4600	CAPITAL PROJECTS	-	-	-	-	-	0%	-
Capital Projects		-	-	-	-	-	0%	-
Total Appropriations		-	-	-	-	-	0%	-
ANNUAL SURPLUS/DEFICIT		(18,989)	2,990	18,061	-	-		
Ending Balance:		497,484	500,474	515,545	515,545	515,545		



**LOCAL TRANSPORTATION FUND**  
**(SB 325)**

**FUND NO. 015**

**FUND OVERVIEW**

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

**MAJOR PROJECTS/PROGRAMS**

- Sidewalk Repair Project

**Fund: Local Transportation Fund**  
**Resp. Dept: Public Works**

Beginning Fund Balance:		-	(25,226)	(39,605)	5,112			7,612
REVENUES		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
015-3695-0866	SIDEWALK REPAIR PROJECT	2,083	3,292	42,417	40,435	84	0%	18,895
<b>Total Revenues</b>		<b>2,083</b>	<b>3,292</b>	<b>42,417</b>	<b>40,435</b>	<b>84</b>	<b>100%</b>	<b>18,895</b>
APPROPRIATIONS		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
015-190-0000-4480	COST ALLOCATION	-	-	-	-	-	0%	-
<i>Operations &amp; Maintenance Costs</i>		-	-	-	-	-	0%	-
015-190-0000-4901	TRANSFER TO GENERAL FUND	-	-	-	-	-	0%	-
<i>Transfers</i>		-	-	-	-	-	0%	-
015-310-0000-4600	CAPITAL PROJECTS	-	-	-	-	-	0%	-
015-310-0866-4600	CP-SIDEWALK REPAIR PROJECT	27,310	17,670	-	37,935	-	0%	-
015-311-6673-4600	GLENOAKS RESURFACING PROJECT	-	-	-	-	-	0%	-
<i>Capital Projects</i>		27,310	17,670	-	37,935	-	100%	-
<b>Total Appropriations</b>		<b>27,310</b>	<b>17,670</b>	<b>-</b>	<b>37,935</b>	<b>-</b>	<b>100%</b>	<b>-</b>
<b>ANNUAL SURPLUS/EEFICIT</b>		<b>(25,226)</b>	<b>(14,379)</b>	<b>42,417</b>	<b>2,500</b>			<b>18,895</b>
Ending Balance:		(25,226)	(39,605)	5,112	7,612			26,507



**AIR QUALITY MANAGEMENT DISTRICT  
(AQMD) FUND**

**FUND NO. 016**

**FUND OVERVIEW**

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

**MAJOR PROJECTS/PROGRAMS**

- Purchase low emission City vehicles

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

		Beginning Fund Balance:	123,463	141,855	172,842	210,258	175,258		
REVENUES			2022	2023	2024	2025	As of	2025	2026
Account Number & Title			Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
016-3500-0000	INTEREST INCOME		1,128	2,779	3,204	-	-	0%	-
016-3508-0000	NET INCR/DECR FAIR VAL INVESTMENT		(6,285)	(3,136)	2,328	-	6,523	0%	-
016-3605-0000	MOTOR VEHICLE IN-LIEU TAX		23,549	31,344	31,535	30,000	15,941	53%	20,000
016-3910-0000	SALE OF PROPERTY & EQUIPMENT		-	-	350	-	-	0%	-
Total Revenues			18,392	30,986	37,416	30,000	22,464	75%	20,000
APPROPRIATIONS			2022	2023	2024	2025	As of	2025	2026
Account Number & Title			Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
016-190-0000-4600	CAPITAL PROJECTS		-	-	-	-	-	0%	-
016-152-0000-4500	CAPITAL EQUIPMENT		-	-	-	-	-	0%	-
016-225-0000-4500	****CAPITAL EXPENSES****		-	-	-	65,000	56,411	87%	-
016-310-3661-4270	PROFESSIONAL SERVICES		-	-	-	-	-	0%	-
016-310-3661-4500	CAPITAL EQUIPMENT		-	-	-	-	-	0%	-
016-310-3661-4600	CAPITAL PROJECTS		-	-	-	-	-	0%	-
016-311-0000-4500	CAPITAL EQUIPMENT		-	-	-	-	-	0%	-
016-371-0000-4500	CAPITAL EQUIPMENT		-	-	-	-	-	0%	-
Capital Projects			-	-	-	65,000	56,411	87%	-
Fund Total Appropriations			-	-	-	65,000	-	0%	-
ANNUAL SURPLUS/EEFICIT			18,392	30,986	37,416	(35,000)	20,000		
Ending Balance:			141,855	172,842	210,258	175,258	195,258		



**SELF-SUSTAINING RECREATIONAL  
ACTIVITIES****FUND NO. 017****FUND OVERVIEW**

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

**MAJOR PROJECTS/PROGRAMS**

- Additional Youth and Adult Recreation Programs

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

		Beginning Fund Balance:						19,233
		27,755	(7,268)	(30,674)	5,045			
REVENUES		2022	2023	2024	2025	As of	2025	2026
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
017-3770-1321	SENIOR YOGA	-	1,636	3,172	5,200	1,907	37%	-
017-3770-1322	SENIOR AEROBICS	2,824	5,088	7,115	10,000	1,690	17%	-
017-3770-1323	SENIOR MUSIC	2,488	4,579	8,679	8,500	5,587	66%	-
017-3770-1326	KARATE	3,289	4,359	4,268	13,119	1,176	9%	-
017-3770-1327	TENNIS	7,845	9,471	1,857	8,000	53	1%	-
017-3770-1328	YOUTH BASKETBALL	20,104	16,047	19,927	23,000	8,382	36%	-
017-3770-1330	YOUTH BASEBALL	20,148	32,908	26,426	35,000	12,911	37%	-
017-3770-1332	YOUTH SOCCER	9,158	3,211	3,449	5,081	2,919	57%	-
017-3770-1334	ADULT SPORTS	1,971	1,801	7,528	10,000	3,674	37%	-
017-3770-1337	AEROBICS	9,361	15,116	14,085	15,000	8,212	55%	-
017-3770-1339	LINE DANCE CLASS	899	576	68	8,632	223	3%	-
017-3770-1342	TINY TOTS RECREATION CLASSES	-	4	-	-	1,220	0%	-
017-3770-1343	ART RECREATION CLASSES	-	-	654	3,268	2,091	64%	-
017-3770-1354	ADMINISTRATIVE FEES	3,398	7,557	7,867	-	3,214	0%	-
017-3770-1355	VETERANS PROGRAM	350	6,550	5,650	-	85	0%	-
017-3770-1362	FOLK DANCE	6,359	9,646	8,396	10,500	4,288	41%	-
017-3770-1364	AZTEC DANCE	-	-	-	3,000	-	0%	-
017-3770-1380	L P SR CHECKBOOK	45	-	-	-	-	0%	-
017-3770-1395	5K RUNNING RACE	-	-	3,948	4,500	-	0%	-
017-3770-1396	FOUNDATION-PARK & REC PROGRAM	100	75	-	-	-	0%	-
017-3770-1399	PARK REC PROG-DAY CAMP PROGRAM	40,378	58,313	71,693	90,000	30,966	34%	-
017-3770-XXXX	FACILITY RENTALS	-	-	-	-	-	0%	100,000
017-3970-0000	TRANSFER FROM GENERAL FUND	25,000	-	51,360	-	-	0%	-
<b>Total Revenues</b>		<b>153,724</b>	<b>176,937</b>	<b>246,143</b>	<b>252,800</b>	<b>88,598</b>	<b>35%</b>	<b>100,000</b>
APPROPRIATIONS		2022	2023	2024	2025	As of	2025	2026
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
017-420-0000-4101	SALARIES-PERMANENT EMPLOYEES	30,407	399	645	-	-	0%	23,890
017-420-0000-4103	WAGES-TEMPORARY & PART-TIME	-	135	-	-	-	0%	31,772
017-420-0000-4105	OVERTIME	924	17	-	-	-	0%	-
017-420-0000-4120	O.A.S.D.I.	2,397	42	49	-	-	0%	4,100
017-420-0000-4124	RETIREMENT	5,791	16	-	-	-	0%	4,384
017-420-0000-4126	HEALTH INSURANCE	7,184	-	-	-	-	0%	8,924
017-420-0000-4128	DENTAL INSURANCE	632	-	-	-	-	0%	377
017-420-0000-4130	WORKER'S COMPENSATION INS.	2,278	46	49	-	-	0%	2,157
017-420-0000-4136	OPTICAL INSURANCE	107	-	-	-	-	0%	107
017-420-0000-4138	LIFE INSURANCE	275	156	85	-	42	0%	66
017-420-1378-4101	SALARIES-PERMANENT EMPLOYEES	-	-	613	-	-	0%	-
017-420-1378-4103	WAGES-TEMPORARY & PART-TIME	-	-	240	-	-	0%	-
017-420-1378-4120	O.A.S.D.I.	-	-	65	-	-	0%	-
017-420-1378-4130	WORKER'S COMPENSATION INS.	-	-	13	-	-	0%	-
017-420-1399-4101	DAY CAMP-SALARIES PERM. EMP.	568	2,179	1,713	-	927	0%	-
017-420-1399-4103	DAY CAMP WAGES-TEMP & P/T	38,688	54,357	69,417	65,809	44,153	67%	-
017-420-1399-4105	DAY CAMP OVERTIME	-	-	108	-	-	0%	-
017-420-1399-4120	DAY CAMP-O.A.S.D.I.	3,003	4,325	5,450	5,035	3,449	68%	-
017-420-1399-4124	DAY CAMP-RETIREMENT	636	301	594	-	697	0%	-
017-420-1399-4130	DAY CAMP-WRKRS. COMP. INS.	2,828	4,223	5,440	3,949	2,790	71%	-
<i>Personnel Costs</i>		<i>95,717</i>	<i>66,195</i>	<i>84,481</i>	<i>74,793</i>	<i>52,058</i>	<i>89%</i>	<i>75,777</i>
017-420-0000-4435	BANK CHARGES	3,245	6,527	7,633	-	2,665	0%	-
017-420-1321-4260	CONTRACTUAL SERVICES	-	1,181	3,961	3,800	806	21%	-
017-420-1321-4300	DEPARTMENT SUPPLIES	-	115	-	500	-	0%	-
017-420-1322-4260	CONTRACTUAL SERVICES	2,300	5,600	4,106	8,350	2,061	25%	-
017-420-1322-4300	DEPARTMENT SUPPLIES	-	16	-	500	-	0%	-
017-420-1323-4260	CONTRACTUAL SERVICES	2,359	3,740	7,565	13,400	4,155	31%	-
017-420-1326-4260	CONTRACTUAL SERVICES	2,016	5,000	3,368	8,000	4,088	51%	-
017-420-1326-4300	DEPARTMENT SUPPLIES	-	-	-	1,500	220	15%	-
017-420-1327-4260	CONTRACTUAL SERVICES	5,430	7,437	1,014	3,600	-	0%	-
017-420-1327-4300	DEPARTMENT SUPPLIES	-	580	-	400	-	0%	-

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

APPROPRIATIONS		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
017-420-1328-4260	CONTRACTUAL SERVICES	11,115	14,290	11,904	14,500	3,627	25%	-
017-420-1328-4300	DEPARTMENT SUPPLIES	5,780	5,893	9,418	10,000	2,616	26%	-
017-420-1330-4260	YOUTH BASEBALL	21,656	28,185	25,231	26,800	10,978	41%	-
017-420-1330-4300	DEPARTMENT SUPPLIES	12,700	21,677	13,701	10,000	4,462	45%	-
017-420-1332-4260	CONTRACTUAL SERVICES	7,755	1,859	2,199	1,000	-	0%	-
017-420-1332-4300	DEPARTMENT SUPPLIES	499	-	-	1,000	-	0%	-
017-420-1334-4260	CONTRACTUAL SERVICES	-	-	-	500	-	0%	-
017-420-1334-4300	DEPARTMENT SUPPLIES	960	334	2,066	2,000	646	32%	-
017-420-1336-4260	CONTRACTUAL SERVICES	-	-	-	-	19	0%	-
017-420-1337-4260	CONTRACTUAL SERVICES	7,661	10,221	11,634	14,000	6,162	44%	-
017-420-1337-4300	AEROBICS-DEPARTMENT SUPPLIES	-	886	430	1,000	550	55%	-
017-420-1339-4260	CONTRACTUAL SERVICES	434	333	70	880	187	21%	-
017-420-1343-4260	CONTRACTUAL SERVICES	500	-	821	2,800	1,664	59%	-
017-420-1343-4300	ART RECREATION CLASSES	33	-	-	1,000	-	0%	-
017-420-1355-4300	VETERANS PROGRAM	-	5,846	4,704	2,000	-	0%	-
017-420-1362-4260	CONTRACTUAL SERVICES	4,316	7,100	6,247	7,900	3,334	42%	-
017-420-1362-4300	DEPARTMENT SUPPLIES	-	-	1,951	-	-	0%	-
017-420-1364-4300	DEPARTMENT SUPPLIES	-	-	-	6,429	-	0%	-
017-420-1395-4260	CONTRACTUAL SERVICES	(280)	-	875	2,250	-	0%	-
017-420-1395-4300	DEPARTMENT SUPPLIES	-	-	303	1,500	-	0%	-
017-420-1399-4260	DAY CAMP-CONTRACTUAL SRVCS.	193	-	-	1,200	-	0%	-
017-420-1399-4300	DAY CAMP-DEPT. SUPPLIES	5,562	12,543	6,274	5,000	7,715	154%	-
017-190-0000-4480	COST ALLOCATION	-	-	-	-	-	0%	18,097
<i>Operations &amp; Maintenance Costs</i>		<u>94,234</u>	<u>139,361</u>	<u>125,476</u>	<u>151,809</u>	<u>55,953</u>	<u>37%</u>	<u>18,097</u>
017-420-0000-4500	CAPITAL EXPENSES	-	-	469	12,010	-	-	6,000
<i>Capital Costs</i>		<u>-</u>	<u>-</u>	<u>469</u>	<u>12,010</u>	<u>-</u>	<u>-</u>	<u>6,000</u>
<b>Total Appropriations</b>		<b>189,951</b>	<b>205,556</b>	<b>210,425</b>	<b>238,612</b>	<b>108,011</b>	<b>113%</b>	<b>99,874</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>(36,226)</b>	<b>(28,619)</b>	<b>35,717</b>	<b>19,233</b>			<b>126</b>
<b>Ending Balance:</b>		<b>(7,268)</b>	<b>(30,674)</b>	<b>5,045</b>				<b>19,359</b>

*FY 2025-26 includes former Fund 017 - Recreational Activities instructor salaries, equipment and supplies for recreation programs and activities. Facility rentals are excluded and will instead be assumed by Fund 017 (Self-Sustaining Fund).*



**RETIREMENT FUND**

**FUND NO. 018**

**FUND OVERVIEW**

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

## Fund: Retirement Fund

### Resp. Dept: Finance

		Beginning Fund Balance:	11,743,822	9,435,543	10,370,214	10,916,247			11,033,318
REVENUES		2022	2023	2024	2025	As of	2025	2026	
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed	
018-3110-0000	SECURED PROPERTY TAXES-CURR YR	2,639,954	4,716,287	4,727,027	4,715,000	1,790,344	38%	4,865,880	
018-3120-0000	UNSECURED PROPERTY TAXES C/Y	71,387	443,634	70,493	300,000	393,289	131%	400,000	
018-3130-0000	PRIOR YEARS PROPERTY TAXES	3,531	(12,637)	41,086	-	(43,771)	0%	-	
018-3150-0000	PROPERTY TAX PENALTIES & INT	72,804	55,225	106,688	55,000	50,919	93%	110,000	
018-3181-0000	PROJECT 1 TAX LEVY	110,317	2,718	-	-	-	0%	-	
018-3183-0000	PROJECT 1A TAX LEVY	159,943	3,787	-	-	-	0%	-	
018-3185-0000	PROJECT 2 TAX LEVY	111,380	3,352	-	-	-	0%	-	
018-3188-0000	PROJECT 3 TAX LEVY	256,045	5,622	-	-	-	0%	-	
018-3191-0000	PROJECT 3A TAX LEVY	699,844	30,915	-	-	-	0%	-	
018-3500-0000	INTEREST INCOME	86,410	120,140	131,014	-	723	0%	100,000	
018-3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	(215,434)	(144,795)	96,362	-	229,118	0%	58,267	
018-3625-0000	HOMEOWNERS PROPERTY TAX RELIEF	21,771	23,732	23,070	25,000	3,107	12%	25,000	
018-3903-0000	EMPLOYEES PENSION CONTRIBUTION	147,774	195,680	208,923	150,000	88,437	59%	200,000	
018-3945-0000	BOND PROCEEDS	31,780,000	-	-	-	-	0%	-	
018-3970-0000	TRANSFER FROM GENERAL FUND	-	-	-	176,333	-	0%	-	
018-3992-0000	TRANSFER FROM SEWER	-	-	-	12,434	-	0%	-	
018-3995-0000	TRANSFER FROM THE WATER FUND	-	-	-	12,434	-	0%	60,000	
<b>Total Revenue</b>		<b>35,945,724</b>	<b>5,443,660</b>	<b>5,404,663</b>	<b>5,446,201</b>	<b>2,512,164</b>	<b>101%</b>	<b>5,819,147</b>	

APPROPRIATIONS		2022	2023	2024	2025	As of	2025	2026	
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed	
018-101-0000-4124	RETIREMENT	2,885	3,365	3,043	4,420	1,441	33%	5,319	
018-105-0000-4124	RETIREMENT	63,366	75,653	84,120	84,417	39,086	46%	88,343	
018-105-3689-4124	RETIREMENT	2,218	-	-	-	-	0%	-	
018-106-0000-4124	RETIREMENT	60,560	68,413	64,919	-	-	0%	-	
018-107-0000-4124	RETIREMENT	-	2,053	13,286	17,937	4,562	25%	31,031	
018-115-0000-4124	RETIREMENT	29,556	31,850	35,242	36,137	18,672	52%	39,282	
018-116-0000-4124	RETIREMENT	64	-	38	-	-	0%	-	
018-130-0000-4124	RETIREMENT	84,986	89,435	94,320	94,973	46,954	49%	93,932	
018-130-3689-4124	RETIREMENT	137	-	-	-	-	0%	-	
018-131-0000-4124	RETIREMENT	28	-	-	-	-	0%	93,932	
018-133-0000-4124	RETIREMENT	-	-	-	56,365	32,598	58%	62,903	
018-135-0000-4124	RETIREMENT	-	2,138	10,016	10,650	5,609	53%	16,813	
018-140-0000-4124	RETIREMENT	4,527	8,599	8,989	15,593	7,195	46%	21,984	
018-150-0000-4124	RETIREMENT	22,126	17,181	21,483	18,394	8,285	45%	27,775	
018-152-0000-4124	RETIREMENT	33,239	41,204	49,316	53,530	29,859	56%	62,768	
018-152-3689-4124	RETIREMENT	1,422	-	-	-	-	0%	-	
018-155-0000-4124	RETIREMENT	-	5,571	9,073	11,192	3,756	34%	-	
018-190-0000-4124	RETIREMENT	34,121,051	593,802	677,677	1,078,021	1,448,804	134%	1,450,000	
018-222-0000-4124	RETIREMENT	162,957	174,132	216,677	153,765	85,893	56%	156,234	
018-224-0000-4124	RETIREMENT	171,520	161,080	175,783	191,055	79,575	42%	184,750	
018-225-0000-4124	RETIREMENT	728,234	788,199	930,062	955,023	422,013	44%	907,196	
018-225-3689-4124	RETIREMENT	258	-	-	-	-	0%	-	
018-226-0000-4124	RETIREMENT	-	1,173	714	-	12	0%	-	
018-230-0000-4124	RETIREMENT	30,849	40,227	30,175	38,431	10,567	27%	24,013	
018-310-0000-4124	RETIREMENT	43,922	63,975	75,466	78,257	41,121	53%	72,619	
018-311-0000-4124	RETIREMENT	4,308	41,259	48,343	52,682	29,706	56%	59,859	
018-312-0000-4124	RETIREMENT	-	-	5,238	5,154	2,685	52%	5,789	
018-346-0000-4124	RETIREMENT	6,612	5,921	24,687	6,678	3,178	48%	7,504	
018-370-0000-4124	RETIREMENT	3,528	4,485	17,103	16,031	8,321	52%	14,062	
018-420-0000-4124	RETIREMENT	50,424	47,757	34,535	36,683	19,691	54%	34,217	
018-420-3689-4124	RETIREMENT	880	-	-	-	-	0%	-	
018-422-0000-4124	RETIREMENT	4,838	10,015	23,818	28,878	14,552	50%	23,533	
018-423-0000-4124	RETIREMENT	11,652	17,153	26,666	25,951	16,148	62%	26,116	
018-424-0000-4124	RETIREMENT	15,340	12,803	20,642	16,815	8,756	81%	16,291	
<b>Personnel Costs</b>		<b>35,661,488</b>	<b>2,307,442</b>	<b>2,701,430</b>	<b>3,087,032</b>	<b>2,389,039</b>	<b>77%</b>	<b>3,526,265</b>	

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

APPROPRIATIONS (Cont.)		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
018-101-0000-4450	OTHER EXPENSE	3,203	1,934	1,667	5,000	-	0%	5,000
018-190-0000-4265	ADMINISTRATIVE EXPENSE	565,568	4,750	3,750	-	1,225	0%	2,450
018-190-0000-4450	OTHER EXPENSE	2,950	2,450	2,450	5,000	2,450	49%	4,900
018-190-0000-4480	COST ALLOCATION	518,580	450,288	405,832	489,580	244,790	121%	477,052
<i>Operations &amp; Maintenance Costs</i>		<u>1,090,301</u>	<u>459,422</u>	<u>413,699</u>	<u>499,580</u>	<u>248,465</u>	<u>50%</u>	<u>489,402</u>
018-190-0872-4405	PENSION OBLIGATION BONDS-INTEREST	262,213	712,126	708,500	702,518	702,518	100%	693,480
018-190-0872-4429	PENSION OBLIGATION BONDS-PRINC	<u>1,240,000</u>	<u>1,030,000</u>	<u>1,035,000</u>	<u>1,040,000</u>	<u>1,040,000</u>	<u>100%</u>	<u>1,050,000</u>
<i>Pension Obligation Bonds</i>		<u>1,502,213</u>	<u>1,742,126</u>	<u>1,743,500</u>	<u>1,742,518</u>	<u>1,742,518</u>	<u>100%</u>	<u>1,743,480</u>
<b>Total Appropriations</b>		<b>38,254,003</b>	<b>4,508,989</b>	<b>4,858,630</b>	<b>5,329,130</b>	<b>4,380,022</b>	<b>82%</b>	<b>5,759,147</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>(2,308,279)</b>	<b>934,671</b>	<b>546,033</b>	<b>117,071</b>			<b>60,000</b>
<b>Ending Balance:</b>		<b>9,435,543</b>	<b>10,370,214</b>	<b>10,916,247</b>	<b>11,033,318</b>			<b>11,093,318</b>



**QUIMBY ACT FEES**

**FUND NO. 019**

**FUND OVERVIEW**

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



**Fund: Quimby Act Fees**  
**Resp. Dept: Public Works**

Beginning Fund Balance:		8	2	33,844	35,079			
REVENUES		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
019-3500-0000	INTEREST INCOME	1	502	575	-	-	0%	-
019-3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	(7)	(1,790)	659	-	1,137	0%	-
019-3880-0000	QUIMBY PARK FEES	-	35,130	-	-	-	0%	-
Total Revenue		(6)	33,842	1,234	-	1,137	0%	-
APPROPRIATIONS		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
019-423-0118-4101	HRP PROGRAM	-	-	-	-	-	0%	-
019-423-0118-4102	HRP PROGRAM	-	-	-	-	-	0%	-
019-423-0118-4103	HRP PROGRAM	-	-	-	-	-	0%	-
019-423-0201-4105	OVERTIME	-	-	-	-	-	0%	-
Personnel Costs		-	-	-	-	-	-	-
019-422-0630-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	-
019-430-0000-4330	BLDG MAINT & REPAIRS	-	-	-	-	-	0%	-
Operations & Maintenance Costs		-	-	-	-	-	-	-
019-422-0630-4500	PIONEER PARK IMPROVEMENTS	-	-	-	-	-	0%	-
019-423-0201-4500	RECREATION PARK	-	-	-	-	-	0%	-
019-390-0602-4600	PARKS SNACK SHOP	-	-	-	-	-	0%	-
019-422-0864-4600	LAS PALMAS PARK	-	-	-	-	-	0%	-
019-423-0201-4600	CAPITAL PROJECTS	-	-	-	-	-	0%	-
019-423-3708-4600	LAYNE PARK PLAYGROUND	-	-	-	-	-	0%	-
Capital Projects		-	-	-	-	-	-	-
Total Appropriations		-	-	-	-	-	-	-
ANNUAL SURPLUS/EEFICIT		(6)	33,842	1,234	-			-
Ending Balance:		2	33,844	35,079	35,079			35,079



**ASSET SEIZURE – STATE**

**FUND NO. 020**

**FUND OVERVIEW**

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

**MAJOR PROJECTS/PROGRAMS**

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

**Fund: State Asset Seizure**

**Resp. Dept: Police**

Beginning Fund Balance:		10,008	9,859	308	319			319
<b>REVENUES</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>As of</b>	<b>2025</b>	<b>2026</b>
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
020-3500-0000	INTEREST INCOME	84	19	5	-	-	0%	-
020-3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	(446)	391	6	-	10	0%	-
020-3875-0000	ASSET FORFEITURE FUND	213	-	-	-	-	0%	-
<b>Total Revenue</b>		<b>(149)</b>	<b>410</b>	<b>11</b>	<b>-</b>	<b>10</b>	<b>0%</b>	<b>-</b>
<b>APPROPRIATIONS</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>As of</b>	<b>2025</b>	<b>2026</b>
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
020-222-0000-4450	OTHER EXPENSE	-	-	-	-	-	0%	-
020-222-0000-4500	CAPITAL EQUIPMENT	-	-	-	-	-	0%	-
020-225-0000-4500	CAPITAL EXPENSES	-	9,961	-	-	-	0%	-
<i>Capital Costs</i>		-	9,961	-	-	-	0%	-
<b>Total Appropriations</b>		<b>-</b>	<b>9,961</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>(149)</b>	<b>(9,551)</b>	<b>11</b>	<b>-</b>			
Ending Balance:		9,859	308	319	319			319



**ASSET SEIZURE – FEDERAL**

**FUND NO. 021**

**FUND OVERVIEW**

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

**MAJOR PROJECTS/PROGRAMS**

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

**Fund: Federal Asset Seizure**

**Resp. Dept: Police**

		Beginning Fund Balance:		8,904	8,573	174	180			180
<b>REVENUES</b>			<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>As of</b>	<b>2025</b>	<b>2026</b>	
	<b>Account Number &amp; Title</b>		<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>12/31/2024</b>	<b>% Used</b>	<b>Proposed</b>	
021-3500-0000	INTEREST AND RENTS		74	15	3	-	-	0%	-	
021-3508-0000	NET INCR/DECR FAIR VAL INVESTMENT		(405)	350	3	-	6	0%	-	
<b>Total Revenue</b>			<b>(331)</b>	<b>364</b>	<b>6</b>	<b>-</b>	<b>6</b>	<b>0%</b>	<b>-</b>	
<b>APPROPRIATIONS</b>			<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>As of</b>	<b>2025</b>	<b>2026</b>	
	<b>Account Number &amp; Title</b>		<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>12/31/2024</b>	<b>% Used</b>	<b>Proposed</b>	
021-222-0000-4500	CAPITAL EXPENSES		-	-	-	-	-	0%	-	
021-225-0000-4500	CAPITAL EXPENSES		-	8,763	-	-	-	0%	-	
<i>Capital Costs</i>			-	8,763	-	-	-	0%	-	
<b>Total Appropriations</b>			<b>-</b>	<b>8,763</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>	
<b>ANNUAL SURPLUS/DEFICIT</b>			<b>(331)</b>	<b>(8,399)</b>	<b>6</b>	<b>-</b>		<b>0%</b>	<b>-</b>	
		Ending Balance:	8,573	174	180	180			180	



**SURFACE TRANSPORTATION  
PROGRAM – LOCAL (STPL)**

**FUND NO. 022**

**FUND OVERVIEW**

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

**MAJOR PROJECTS/PROGRAMS**

- Sidewalk Repair Project
- Curb & Gutter

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

<b>Beginning Fund Balance:</b>		<b>5,556</b>	<b>5,350</b>	<b>246,806</b>	<b>255,766</b>	<b>87,520</b>		
<b>REVENUES</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>As of</b>	<b>2025</b>	<b>2026</b>
<b>Account Number &amp; Title</b>		<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>12/31/2024</b>	<b>% Used</b>	<b>Proposed</b>
022-3500-0000	INTEREST INCOME	46	3,388	4,173	-	-	0%	-
022-3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	(253)	(12,818)	4,787	-	8,255	0%	-
022-3664-0000	SURFACE TRANSP. PROG.-LOCAL FUND (STP-L)	-	137,330	-	-	-	0%	-
022-3932-0000	HIGHWAY INFRASTRUCTURE PROGRAM (HIP)	-	113,557	-	-	-	0%	-
<b>Total Revenue</b>		<b>(206)</b>	<b>241,457</b>	<b>8,960</b>	<b>-</b>	<b>8,255</b>	<b>0%</b>	<b>-</b>
<b>APPROPRIATIONS</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>As of</b>	<b>2025</b>	<b>2026</b>
<b>Account Number &amp; Title</b>		<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>12/31/2024</b>	<b>% Used</b>	<b>Proposed</b>
022-311--0000-4101	SALARIES-PERMANENT EMPLOYEES	-	-	-	-	-	0%	-
022-311-0525-4600	ENHANCED MOBILITY SENIORS & ADA	-	-	-	8,333	-	0%	-
022-311-0560-4270	STREET RESURFACING PROGRAM	-	-	-	159,913	-	0%	-
022-311-0000-4600	CAPITAL PROJECTS	-	-	-	-	-	0%	-
<i>Capital Projects</i>		-	-	-	168,246	-	100%	-
<b>Total Appropriations</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>168,246</b>	<b>-</b>	<b>100%</b>	<b>-</b>
<b>ANNUAL SURPLUS/EEFICIT</b>		<b>(206)</b>	<b>241,457</b>	<b>8,960</b>	<b>(168,246)</b>	<b>-</b>		
<b>Ending Balance:</b>		<b>5,350</b>	<b>246,806</b>	<b>255,766</b>	<b>87,520</b>	<b>87,520</b>		



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

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

**MAJOR PROJECTS/PROGRAMS**

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

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

Beginning Fund Balance:		217,551	350,273	464,124	588,398		270,351
<b>REVENUES</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>As of</b>	<b>2025</b>
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used
023-3110-0000	TAX INCREMENT	277,266	275,319	273,453	275,000	277,559	101%
023-3500-0000	INTEREST INCOME	3,065	8,156	10,043	-	-	0%
023-3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	(17,479)	(10,193)	4,573	-	21,799	0%
<b>Total Revenue</b>		<b>262,851</b>	<b>273,282</b>	<b>288,069</b>	<b>275,000</b>	<b>299,358</b>	<b>100%</b>
							<b>275,000</b>
<b>APPROPRIATIONS</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>As of</b>	<b>2025</b>
Account Number & Title		Actual	Actual	Actual	Adjusted	45657	% Used
023-190-0000-4480	COST ALLOCATION	-	6,480	10,290	11,047	5,523	50%
<i>Operations &amp; Maintenance Costs</i>		-	6,480	10,290	11,047	5,523	100%
023-311-0000-4260	CONTRACTUAL SERVICES	46,302	55,068	54,737	75,000	46,417	62%
023-311-0000-4270	PROFESSIONAL SERVICES	83,828	89,805	74,999	95,000	28,856	30%
023-311-0000-4600	CAPITAL PROJECTS	-	-	23,769	-	-	0%
023-341-6556-4600	SF MALL TRASH MANAGEMENT SYST.	-	3,000	-	412,000	-	0%
023-384-0000-4270	PROFESSIONAL SERVICES	-	5,079	-	-	-	0%
<i>Capital Projects</i>		130,129	152,952	153,505	582,000	75,272	100%
<b>Total Appropriations</b>		<b>130,129</b>	<b>159,432</b>	<b>163,795</b>	<b>593,047</b>	<b>80,796</b>	<b>100%</b>
							<b>15,505</b>
<b>ANNUAL SURPLUS/EEFICIT</b>		<b>132,722</b>	<b>113,851</b>	<b>124,274</b>	<b>(318,047)</b>		<b>259,495</b>
Ending Balance:		<b>350,273</b>	<b>464,124</b>	<b>588,398</b>	<b>270,351</b>		<b>529,846</b>

**MEASURE “M” FUND****FUND NO. 024****FUND OVERVIEW**

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

**MAJOR PROJECTS/PROGRAMS**

- Annual Street Resurfacing Project
- Pacoima Wash Bikeway Project
- Citywide Traffic Signal Synchronization Project
- HSIP Cycle 8 Traffic Sign Improvements Project

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

		Beginning Fund Balance:		1,076,179	1,409,850	388,535	733,344		208,810
<b>REVENUES</b>			<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>As of</b>	<b>2025</b>	<b>2026</b>
<b>Account Number &amp; Title</b>			<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>12/31/2024</b>	<b>% Used</b>	<b>Proposed</b>
024-3210-0000	SALES AND USE TAXES		448,054	457,752	437,964	465,765	213,015	46%	431,200
024-3500-0000	INTEREST INCOME		11,267	28,419	11,215	-	-	0%	-
024-3508-0000	NET INCR/DECR FAIR VAL INVESTMENT		(63,369)	(30,473)	65,108	-	23,347	0%	-
<b>Total Revenue</b>			<b>395,951</b>	<b>455,699</b>	<b>514,287</b>	<b>465,765</b>	<b>236,362</b>	<b>51%</b>	<b>431,200</b>
<b>APPROPRIATIONS</b>			<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>As of</b>	<b>2025</b>	<b>2026</b>
<b>Account Number &amp; Title</b>			<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adjusted</b>	<b>12/31/2024</b>	<b>% Used</b>	<b>Proposed</b>
024-311-0000-4600	CAPITAL PROJECTS		-	-	13,858	53,643	-	0%	-
024-311-0551-4600	PACOIMA WASH BIKEWAY MSRC		16,271	196,678	5,899	9,152	-	0%	-
024-311-0560-4600	STREET RESURFACING PROGRAM		16,828	1,267,050	-	345,000	345,000	100%	-
024-335-0335-4600	PARKING LOT MAINTENANCE		-	-	-	450,000	-	0%	-
024-371-0510-4600	SIGNAL IMPROVEMENTS		-	780	92,083	101,021	3,742	4%	-
024-371-0562-4600	HSIP CYCLE 8 TRAFFIC SIGNAL IMPR H807046		29,182	10,950	41,913	16,265	1,084	7%	-
024-371-0569-4600	GLENOAKS/ARROYO CURB MODIFICATION PROJ		-	1,556	15,725	15,220	-	0%	-
<i>Capital Projects</i>			<i>62,280</i>	<i>1,477,014</i>	<i>169,478</i>	<i>990,300</i>	<i>349,825</i>	<i>35%</i>	<i>-</i>
<b>Total Appropriations</b>			<b>62,280</b>	<b>1,477,014</b>	<b>169,478</b>	<b>990,300</b>	<b>349,825</b>	<b>100%</b>	<b>-</b>
<b>ANNUAL SURPLUS/EEFICIT</b>			<b>333,671</b>	<b>(1,021,315)</b>	<b>344,810</b>	<b>(524,535)</b>			<b>431,200</b>
<b>Ending Balance:</b>			<b>1,409,850</b>	<b>388,535</b>	<b>733,344</b>	<b>208,810</b>			<b>640,010</b>



### ROAD MAINTENANCE AND REHABILITATION FUND (SB1)

FUND NO. 025

#### FUND OVERVIEW

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

#### MAJOR PROJECTS/PROGRAMS

- Annual Street Resurfacing Project

**Fund: Road Maintenance and Rehab Act Fund (SB1)**  
**Resp. Dept: Public Works**

Beginning Fund Balance:		1,165,635	1,537,259	203,332	786,528	96,266		
REVENUES		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
025-3500-0000	INTEREST INCOME	11,818	22,271	9,096	-	-	0%	-
025-3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	(66,232)	(375)	40,799	-	20,370	0%	-
025-3623-0000	RMRA TAX ALLOCATION SECT 2032	492,819	527,765	610,262	605,208	215,644	36%	620,657
Total Revenue		438,405	549,661	660,156	605,208	236,014	39%	620,657
APPROPRIATIONS		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
025-311-0182-4600	PICO ST & SF RD IMPRV NO. 602080-19	49,954	-	-	-	-	0%	-
025-311-0560-4600	STREET RESURFACING PROGRAM	16,828	1,717,752	73,948	1,141,818	715,765	63%	600,000
025-311-0565-4600	GLENOAKS BRIDGE FENCING	-	165,836	3,012	153,652	-	0%	-
Capital Projects		66,782	1,883,588	76,960	1,295,469	715,765	55%	600,000
Total Appropriations		66,782	1,883,588	76,960	1,295,469	715,765	55%	600,000
ANNUAL SURPLUS/EEFICIT		371,624	(1,333,927)	583,196	(690,261)	20,657		
Ending Balance:		1,537,259	203,332	786,528	96,266	116,923		



**COMMUNITY DEVELOPMENT BLOCK  
GRANT (CDBG)**

**FUND NO. 026**

**FUND OVERVIEW**

The Community Development Block Grant (CDBG) program is a flexible federal program that provides communities with resources to address a wide range of unique community development needs. The City's CDBG funds have been committed to pay debt service on a Section 108 Loan that was taken out by the City to pay for construction of the San Fernando Regional Pool. Since the City leased pool operations to LA County in FY 2014-2015, the City's annual allocation of CDBG funds are available for other projects that meet CDBG guidelines. In FY 2019-2020 and FY 2020-2021, the City received approval for a street overlay and improvement project in qualifying census tracts. In FY 2021-2022, the City use funds for a business assistance grant program.



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

Beginning Fund Balance:		1,628	26,442	6	4			4
REVENUES		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
026-3693-0182	PICO ST & SF RD IMPRV NO. 602080-19	471,487	51,971	4,834	-	-	0%	-
026-3693-0185	BUSINESS ASSISTANCE PRG NO. 602654-24	19,110	-	21,503	210,110	-	0%	-
026-3693-0329	PPE BUSINESS ASSISTANCE CV1089-15	-	-	-	-	-	0%	-
026-3693-0336	RESIDENTIAL FOOD DISTRIBUTION CV1088-19	-	-	-	-	-	0%	-
026-3693-0561	NEIGHBORHOOD CLEAN UP PROG 602657-24	-	-	24,971	25,690	-	0%	-
026-3693-0887	RESIDENT RECREATION PROG SCHOLARSHIPS	-	5,476	19,586	-	-	0%	-
026-3693-7533	FINANCIAL LITERACY PROGRAM	-	-	20,000	-	-	0%	-
<b>Total Revenue</b>		<b>490,597</b>	<b>57,447</b>	<b>90,894</b>	<b>235,800</b>	<b>-</b>	<b>0%</b>	<b>-</b>
APPROPRIATIONS		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
026-107-0185-4270	BUSINESS ASSISTANCE PRG NO. 602498-21	-	-	3,153	21,011	-	0%	-
026-107-0185-4450	BUSINESS ASSISTANCE PRG NO. 602498-21	-	-	18,350	189,099	(2,850)	-2%	-
026-152-0561-4260	NEIGHBORHOOD CLEAN-UP	-	-	24,971	25,690	-	0%	-
026-311-0182-4260	CONTRACTUAL SERVICES	29,245	24,975	4,834	-	-	0%	-
026-420-0185-4270	BUSINESS ASSISTANCE PRG NO. 602498-21	19,110	-	-	-	-	0%	-
026-420-0329-4260	PPE BUSINESS ASSISTANCE CV1089-19	-	-	-	-	-	0%	-
026-420-0329-4300	PPE BUSINESS ASSISTANCE CV1089-19	-	-	-	-	-	0%	-
026-420-0887-4260	RESIDENT RECREATION PROG SCHOLARSHIPS	-	4,653	18,410	-	-	0%	-
026-420-0887-4300	RESIDENT RECREATION PROG SCHOLARSHIPS	-	1,383	1,175	-	-	0%	-
026-420-7533-4270	FINANCIAL LITERACY PROGRAM	-	-	20,000	-	-	0%	-
026-422-0336-4260	RESIDENTIAL FOOD DISTRIBUTION CV1088-19	-	-	-	-	-	0%	-
026-422-0336-4300	RESIDENTIAL FOOD DISTRIBUTION CV1088-19	-	-	-	-	-	0%	-
<i>Operations &amp; Maintenance Costs</i>		<i>48,355</i>	<i>31,011</i>	<i>90,893</i>	<i>235,800</i>	<i>(2,850)</i>	<i>-1%</i>	<i>-</i>
026-311-0182-4600	PICO ST. & SF RD IMPROVEMENTS	467,056	-	-	-	-	0%	-
<i>Capital Costs</i>		<i>467,056</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>0%</i>	<i>-</i>
<b>Total Appropriations</b>		<b>515,411</b>	<b>31,011</b>	<b>90,893</b>	<b>235,800</b>	<b>(2,850)</b>	<b>259%</b>	<b>-</b>
ANNUAL SURPLUS/DEFICIT		(24,814)	26,437	2	-			-
Ending Balance:		26,442	6	4	4			4



**STREET LIGHTING FUND**

**FUND NO. 027**

**FUND OVERVIEW**

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

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

**MAJOR PROJECTS/PROGRAMS**

- Annual Landscaping and Lighting Engineer's Report
- Mission City Bike Trail Solar Lighting

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

Beginning Fund Balance:		377,643	386,556	469,157	507,204		601,780
<b>REVENUES</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>As of</b>	<b>2025</b>
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used
027-3110-0000	SECURED PROPERTY TAXES-CURR YR	323,245	324,649	319,981	325,000	131,019	40%
027-3130-0000	PRIOR YEARS PROPERTY TAXES	742	(37)	(18)	-	-	0%
027-3150-0000	PROPERTY TAX PENALTIES & INT	8,867	8,809	7,135	-	4,189	0%
<b>Total Revenues</b>		<b>332,854</b>	<b>333,420</b>	<b>327,099</b>	<b>325,000</b>	<b>135,208</b>	<b>42%</b>
							<b>320,000</b>
<b>APPROPRIATIONS</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>As of</b>	<b>2025</b>
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used
027-180-0000-4127	RETIRED EMP. HEALTH INS.	18,950	5,070	4,120	-	1,949	0%
027-344-0000-4101	SALARIES-PERMANENT EMPLOYEES	68,092	43,081	49,240	50,193	24,633	49%
027-344-0000-4105	OVERTIME	729	953	863	-	72	0%
027-344-0000-4120	O.A.S.D.I.	5,148	3,369	3,833	3,840	1,890	49%
027-344-0000-4124	RETIREMENT	10,162	3,893	3,869	4,051	1,988	49%
027-344-0000-4126	HEALTH INSURANCE	15,165	14,951	16,427	18,203	8,775	48%
027-344-0000-4128	DENTAL INSURANCE	1,443	1,390	1,320	569	763	134%
027-344-0000-4129	RETIREE HEALTH SAVINGS	471	1,106	896	780	353	45%
027-344-0000-4130	WORKER'S COMPENSATION INS.	7,579	6,256	7,113	5,020	2,470	49%
027-344-0000-4134	LONG TERM DISABILITY INSURANCE	241	-	-	-	-	0%
027-344-0000-4136	OPTICAL INSURANCE	379	227	251	190	125	66%
027-344-0000-4138	LIFE INSURANCE	41	61	61	59	30	52%
<i>Personnel Costs</i>		<i>128,399</i>	<i>80,356</i>	<i>87,993</i>	<i>82,905</i>	<i>43,049</i>	<i>100%</i>
027-344-0000-4210	UTILITIES	130,353	145,728	160,273	100,000	51,709	52%
027-344-0000-4260	CONTRACTUAL SERVICES	5,000	5,192	5,578	5,773	-	0%
027-344-0000-4300	DEPARTMENT SUPPLIES	1,299	4,842	7,522	9,727	3,940	41%
027-344-0000-4320	DEPARTMENT EQUIPMENT MAINT	-	-	-	375	-	0%
027-344-0000-4340	SMALL TOOLS	87	379	-	375	-	0%
027-344-0000-4390	VEHICLE ALLOW & MILEAGE	179	0	-	-	-	0%
027-344-0000-4480	COST ALLOCATION	51,180	14,323	27,685	31,269	15,635	50%
027-344-0301-4300	PW MAINT. & REPAIR SUPPLIES	7,443	-	-	-	-	0%
<i>Operations &amp; Maintenance Costs</i>		<i>195,542</i>	<i>170,464</i>	<i>201,058</i>	<i>147,519</i>	<i>71,284</i>	<i>48%</i>
027-344-XXXX-4600	LED FIXTURE REPLACEMENTS	-	-	-	-	-	0%
027-344-XXXX-4600	MISSION CITY BIKE TRAIL SOLAR LIGHTING	-	-	-	-	-	0%
<i>Capital Projects</i>		<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>0%</i>
<b>Total Appropriations</b>		<b>323,941</b>	<b>250,820</b>	<b>289,051</b>	<b>230,424</b>	<b>114,333</b>	<b>50%</b>
							<b>790,948</b>
<b>ANNUAL SURPLUS/EEFICIT</b>		<b>8,913</b>	<b>82,601</b>	<b>38,048</b>	<b>94,576</b>		<b>(470,948)</b>
Ending Balance:		386,556	469,157	507,204	601,780		130,832

**MEASURE H FUND****FUND NO. 028****FUND OVERVIEW**

Measure H is Transaction and Use Tax to Prevent and Combat Homelessness, which became effective in March 2017 to provide revenue to combat the homeless crisis in Los Angeles County.

The purpose of Los Angeles County Measure H funds is to support programs that align with the County's New Framework to End Homelessness, focusing on all partners collaborating on these five actions – Coordinate, Prevent, Connect, House, and Stabilize. A key part of Measure H is the Local Solutions Fund, spanning five years (FY 2022-2027), which create multi-year agreements with regional and local jurisdictions responsible for administering homeless services and housing programs. These programs are expected to align with the strategies and guiding principles set forth in Los Angeles County's New Framework to End Homelessness. The guiding principles for cities receiving funding through this initiative are as follows:

1. Respond, at scale, to the persistently underserves
2. Expand the supply of permanent housing
3. Leverage the infrastructure and capacity of the mainstream and rehousing systems to advance local solutions
4. Advance racial equity, and work in partnership with people with lived expertise

**Fund: Measure H**  
**Resp. Dept: Community Development**

		Beginning Fund Balance:				(5,342)	(15,342)	
REVENUES		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
028-3210-0000	SALES AND USE TAXES	-	-	4,140	54,837	-	0%	-
Total Revenue		-	-	4,140	54,837	-	0%	-
APPROPRIATIONS		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
028-155-0000-4101	SALARIES-PERMANENT EMPLOYEES	-	-	-	24,396	11,966	49%	-
028-155-0000-4105	OVERTIME	-	-	-	828	-	0%	-
028-155-0000-4120	O.A.S.D.I.	-	-	-	1,867	916	49%	-
028-155-0000-4124	RETIREMENT	-	-	-	1,969	965	49%	-
028-155-0000-4126	HEALTH INSURANCE	-	-	-	3,022	1,178	39%	-
028-155-0000-4128	DENTAL INSURANCE	-	-	-	95	25	26%	-
028-155-0000-4129	RETIREE HEALTH SAVINGS	-	-	-	300	224	75%	-
028-155-0000-4130	WORKER'S COMPENSATION INS.	-	-	-	305	150	49%	-
028-155-0000-4136	OPTICAL INSURANCE	-	-	-	32	19	59%	-
028-155-0000-4138	LIFE INSURANCE	-	-	-	23	12	51%	-
Personnel Costs		-	-	-	32,837	15,454	47%	-
028-155-0000-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	-
028-155-0000-4270	PROFESSIONAL SERVICES	-	-	2,000	27,606	4,000	14%	-
028-155-0000-4300	DEPARTMENT SUPPLIES	-	-	7,482	4,394	885	20%	-
Operations & Maintenance Costs		-	-	9,482	32,000	4,885	15%	-
Total Appropriations		-	-	9,482	64,837	20,338	31%	-
ANNUAL SURPLUS/DEFICIT		-	-	(5,342)	(10,000)			-
Ending Balance:		-	-	(5,342)	(15,342)			(15,342)



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

**FUND NO. 029**

**FUND OVERVIEW**

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

**MAJOR PROJECTS/PROGRAMS**

- Parking Lots Re-pavement Project
- Analyze condition of parking lots and create re-pavement priority list
- Phase 2 of advanced parking metering in downtown mall area with ability to accept credit card payment.

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

		Beginning Fund Balance:	342,809	329,140	340,703	356,693		151,923
REVENUES		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
029-3500-0000	INTEREST INCOME	2,966	6,311	6,344	-	-	0%	-
029-3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	(16,587)	(5,152)	7,182	-	12,680	0%	-
029-3509-0000	INTEREST INCOME - LEASES	659	676	631	-	-	0%	-
029-3510-0000	FILMING REVENUE	-	15,898	12,658	-	-	0%	-
029-3520-0000	RENTAL INCOME	26,422	26,027	26,292	26,050	15,485	59%	26,050
029-3525-0000	LEASE REVENUE	(372)	(372)	(372)	-	-	0%	-
029-3737-0000	EV CHARGING STATIONS	5,457	7,547	8,843	6,500	3,779	58%	6,500
029-3850-0000	PARKING METER REVENUE-STREETS	130,254	115,618	116,432	120,000	55,999	47%	120,000
029-3870-0000	BUSINESS LICENSE TAX-AREA A	56,007	57,841	59,912	57,500	2,378	4%	58,000
029-3910-0000	SALE OF PROPERTY & EQUIPMENT	-	-	4,850	-	-	0%	-
Total Revenue		204,807	224,394	242,771	210,050	90,320	43%	210,550
APPROPRIATIONS		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
029-230-0000-4101	SALARIES-PERMANENT EMPLOYEES	-	-	-	-	-	0%	58,236
029-230-0000-4103	WAGES-TEMPORARY & PART-TIME	-	-	-	-	-	0%	8,045
029-230-0000-4105	OVERTIME	-	-	-	-	-	0%	-
029-230-0000-4120	O.A.S.D.I.	-	-	-	-	-	0%	4,563
029-230-0000-4124	RETIREMENT	-	-	-	-	-	0%	10,779
029-230-0000-4126	HEALTH INSURANCE	-	-	-	-	-	0%	15,624
029-230-0000-4128	DENTAL INSURANCE	-	-	-	-	-	0%	645
029-230-0000-4129	RETIREE HEALTH SAVINGS	-	-	-	-	-	0%	675
029-230-0000-4130	WORKER'S COMPENSATION INS.	-	-	-	-	-	0%	4,878
029-230-0000-4134	LONG TERM DISABILITY INSURANCE	-	-	-	-	-	0%	48
029-230-0000-4136	OPTICAL INSURANCE	-	-	-	-	-	0%	183
029-230-0000-4138	LIFE INSURANCE	-	-	-	-	-	0%	84
029-335-0000-4101	SALARIES-PERMANENT EMPLOYEES	73,312	48,231	44,818	74,168	35,786	48%	-
029-335-0000-4103	WAGES-TEMPORARY & PART-TIME	-	300	244	-	-	0%	-
029-335-0000-4105	OVERTIME	1,517	-	184	-	3,908	0%	5,000
029-335-0000-4120	O.A.S.D.I.	5,718	3,713	3,462	5,674	3,037	54%	-
029-335-0000-4124	RETIREMENT	12,659	6,079	5,995	13,212	6,755	51%	-
029-335-0000-4126	HEALTH INSURANCE	21,766	16,085	17,352	28,817	8,776	30%	-
029-335-0000-4128	DENTAL INSURANCE	1,303	1,325	1,158	901	712	79%	-
029-335-0000-4129	RETIREE HEALTH SAVINGS	773	772	675	396	-	0%	-
029-335-0000-4130	WORKER'S COMPENSATION INS.	10,539	4,848	4,687	7,417	3,969	54%	-
029-335-0000-4134	LONG TERM DISABILITY INSURANCE	141	-	-	-	-	0%	-
029-335-0000-4136	OPTICAL INSURANCE	283	231	204	301	175	58%	-
029-335-0000-4138	LIFE INSURANCE	94	76	70	82	43	52%	-
Personnel Costs		128,103	81,660	78,849	130,968	63,161	48%	108,760
029-230-0000-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	5,000
029-335-0000-4210	UTILITIES	26,705	32,190	40,423	25,000	14,440	58%	22,000
029-335-0000-4260	CONTRACTUAL SERVICES	4,445	52,512	59,246	53,000	-	0%	-
029-335-0000-4270	PROFESSIONAL SERVICES	1,978	-	-	-	-	0%	-
029-335-0000-4300	DEPARTMENT SUPPLIES	20,886	16,055	14,882	16,000	1,113	7%	20,232
029-335-0000-4320	DEPARTMENT EQUIPMENT MAINT	-	-	521	-	-	0%	-
029-335-0000-4330	BLDG MAINT & REPAIRS	-	1,562	-	-	-	0%	-
029-335-0000-4340	SMALL TOOLS	250	247	250	-	-	0%	-
029-335-0000-4400	VEHICLE OPERATION & MAINT	3,511	3,052	1,615	3,000	907	30%	-
029-335-0000-4402	FUEL	1,997	1,740	1,657	1,800	505	28%	2,700
029-335-0000-4480	COST ALLOCATION	30,600	23,813	29,552	35,052	17,526	50%	44,842
Operations & Maintenance Costs		90,372	131,171	148,148	133,852	34,490	26%	94,774
029-335-0000-4600	CAPITAL PROJECTS	-	-	-	150,000	8,712	6%	-
Capital Projects		-	-	-	150,000	8,712	6%	-
Total Appropriations		218,476	212,831	226,996	414,820	106,363	26%	203,534
ANNUAL SURPLUS/EEFICIT		(13,669)	11,563	15,775	(204,770)			7,016
Ending Balance:		329,140	340,703	356,693	151,923			158,939





**MALL MAINTENANCE OPERATIONS**

**FUND NO. 030**

**FUND OVERVIEW**

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

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

		Beginning Fund Balance:						(96,124)
REVENUES		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
030-3930-0000 MALL MAINTENANCE LEVY		50,113	44,090	47,200	60,000	2,469	4%	55,000
<b>Total Revenue</b>		<b>50,113</b>	<b>44,090</b>	<b>47,200</b>	<b>60,000</b>	<b>2,469</b>	<b>4%</b>	<b>55,000</b>
APPROPRIATIONS		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
030-341-0000-4101 SALARIES-PERMANENT EMPLOYEES		48,012	1,323	102	-	-	0%	-
030-341-0000-4103 WAGES-TEMPORARY & PART-TIME		21,269	30,780	3,216	-	-	0%	-
030-341-0000-4105 OVERTIME		11,586	27,284	30,337	-	15,306	0%	-
030-341-0000-4120 O.A.S.D.I.		6,186	4,544	2,574	-	1,170	0%	-
030-341-0000-4124 RETIREMENT		4,352	21	-	-	-	0%	-
030-341-0000-4126 HEALTH INSURANCE		14,216	-	-	-	4,455	0%	-
030-341-0000-4128 DENTAL INSURANCE		63	-	-	-	-	0%	-
030-341-0000-4129 RETIREE HEALTH SAVINGS		975	287	255	-	141	0%	-
030-341-0000-4130 WORKER'S COMPENSATION INS.		10,033	7,283	4,316	-	1,416	0%	-
030-341-0000-4136 OPTICAL INSURANCE		11	-	-	-	-	0%	-
030-341-0000-4138 LIFE INSURANCE		98	-	-	-	-	0%	-
<i>Personnel Costs</i>		<i>116,800</i>	<i>71,522</i>	<i>40,800</i>	<i>-</i>	<i>22,488</i>	<i>-</i>	<i>0%</i>
030-341-0000-4210 UTILITIES		838	874	802	-	352	0%	-
030-341-0000-4300 DEPARTMENT SUPPLIES		4,537	2,450	2,599	-	3,147	0%	-
030-341-0000-4310 EQUIPMENT AND SUPPLIES		-	150	-	-	-	0%	-
030-341-0000-4325 UNIFORM ALLOW-FULL TIME EMP		-	-	600	-	-	0%	-
030-341-0000-4340 SMALL TOOLS		200	-	-	-	-	0%	-
030-341-0301-4300 DEPARTMENT SUPPLIES		4,178	2,996	-	-	-	0%	-
<i>Operations &amp; Maintenance Costs</i>		<i>9,753</i>	<i>6,470</i>	<i>4,000</i>	<i>-</i>	<i>3,499</i>	<i>-</i>	<i>0%</i>
030-341-0000-4743 FACILITY MAINTENANCE CHARGE		-	17,352	-	-	-	0%	-
<i>Internal Service Charges</i>		<i>-</i>	<i>17,352</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>0%</i>
030-341-0000-4500 CAPITAL EXPENSES		-	-	-	-	-	0%	-
<i>Capital Costs</i>		<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>0%</i>
<b>Total Appropriations</b>		<b>126,553</b>	<b>95,344</b>	<b>44,800</b>	<b>-</b>	<b>25,987</b>	<b>-</b>	<b>0%</b>
<b>ANNUAL SURPLUS/EEFICIT</b>		<b>(76,440)</b>	<b>(51,254)</b>	<b>2,400</b>	<b>60,000</b>			<b>55,000</b>
<b>Ending Balance:</b>		<b>(107,270)</b>	<b>(158,524)</b>	<b>(156,124)</b>	<b>(96,124)</b>			<b>(41,124)</b>

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

**CAPITAL OUTLAY FUND****FUND NO. 032****FUND OVERVIEW**

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

**MAJOR PROJECTS/PROGRAMS**

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

**Fund: Capital Outlay (General Fund)**

**Resp. Dept: Public Works**

Beginning Fund Balance:		60,390	1,857,537	1,484,038	589,903			56,748
REVENUES		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
032-3970-0000	TRANSFER FROM GENERAL FUND	1,742,803	3,053,194	-	-	-	0%	-
032-3992-0000	TRANSFER FROM SEWER	28,321	-	-	-	-	0%	-
032-3995-0000	TRANSFER FROM THE WATER FUND	169,926	-	-	-	-	0%	-
<b>Total Revenues</b>		<b>1,941,050</b>	<b>3,053,194</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>
APPROPRIATIONS		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
032-150-0578-4270	ADAPTATION PLANNING GRT# OPR23125	-	-	-	37,861	-	0%	-
032-311-0000-4600	CAPITAL PROJECTS	-	10,125	8,366	117,204	-	0%	-
032-311-0182-4600	PICO ST & SF RD IMPRV NO. 602080-19	40,000	-	-	-	-	0%	-
032-311-0560-4600	STREET RESURFACING PROGRAM	-	690,286	-	101,909	-	0%	-
032-311-0628-4600	SF SAFE & ACTIVE ST IMPLEMENTATION PLAN	6,448	-	-	-	-	0%	-
032-311-0866-4600	SIDEWALK REPAIR PROJECT	-	22,160	2,840	-	-	0%	-
032-346-0665-4600	TREE REPLACEMENT PROGRAM	4,000	-	-	31,638	-	0%	-
032-370-3648-4270	COMMUNITY POWER RESILIENCY PROG.	12,750	2,250	-	-	-	0%	-
032-390-0765-4600	HVAC SYSTEM FOR PD FACILITY	80,705	2,707,872	882,929	244,544	-	0%	-
<i>Capital Projects</i>		<i>143,903</i>	<i>3,432,693</i>	<i>894,136</i>	<i>533,155</i>	<i>-</i>	<i>0%</i>	<i>-</i>
<b>Total Appropriations</b>		<b>143,903</b>	<b>3,432,693</b>	<b>894,136</b>	<b>533,155</b>	<b>-</b>	<b>0%</b>	<b>-</b>
ANNUAL SURPLUS/EEFICIT		1,797,147	(379,499)	(894,136)	(533,155)			-
Ending Balance:		1,857,537	1,484,038	589,903	56,348			56,348



**PAVEMENT MANAGEMENT FUND**

**FUND NO. 050**

**FUND OVERVIEW**

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

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

		Beginning Fund Balance:	14,178	13,651	13,734	14,232	14,232		
REVENUES			2022	2023	2024	2025	As of	2025	2026
Account Number & Title			Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
050-3500-0000	INTEREST INCOME		118	237	232	-	-	0%	-
050-3508-0000	NET INCR/DECR FAIR VAL INVESTMENT		(645)	(155)	266	-	459	0%	-
Total Revenue			(527)	83	499	-	459	-	-
APPROPRIATIONS			2022	2023	2024	2025	As of	2025	2026
Account Number & Title			Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
050-180-0000-4124	RETIREMENT		-	-	-	-	-	0%	-
050-311-0000-4101	SALARIES-PERMANENT EMPLOYEES		-	-	-	-	-	0%	-
050-311-0000-4103	WAGES-TEMPORARY & PART-TIME		-	-	-	-	-	0%	-
050-311-0000-4105	OVERTIME		-	-	-	-	-	0%	-
050-311-0000-4120	O.A.S.D.I.		-	-	-	-	-	0%	-
050-311-0000-4124	RETIREMENT		-	-	-	-	-	0%	-
050-311-0000-4126	HEALTH INSURANCE		-	-	-	-	-	0%	-
050-311-0000-4128	DENTAL INSURANCE		-	-	-	-	-	0%	-
050-311-0000-4130	WORKERS COMPENSATION INS.		-	-	-	-	-	0%	-
050-311-0000-4134	LONG TERM DISABILITY INSURANCE		-	-	-	-	-	0%	-
050-311-0000-4136	OPTICAL INSURANCE		-	-	-	-	-	0%	-
Personnel Costs			-	-	-	-	-	0%	-
050-310-0000-4300	DEPARTMENT SUPPLIES		-	-	-	-	-	0%	-
050-311-0000-4270	PROFESSIONAL SERVICES		-	-	-	-	-	0%	-
Operations & Maintenance Costs			-	-	-	-	-	0%	-
050-311-0000-4600	PARKING LOT IMPROVEMENTS		-	-	-	-	-	0%	-
050-311-0560-4600	ANNUAL STREET RESURFACING PROJECT		-	-	-	-	-	0%	14,232
Capital Projects			-	-	-	-	-	0%	14,232
050-310-0000-4901	TRANSFER TO GENERAL FUND		-	-	-	-	-	0%	-
050-370-0000-4910	TRANSFER TO GRANT FUND		-	-	-	-	-	0%	-
Transfers			-	-	-	-	-	0%	-
Total Appropriations			-	-	-	-	-	-	14,232
ANNUAL SURPLUS/EEFICIT			(527)	83	499	-	-	-	(14,232)
Ending Balance:			13,651	13,734	14,232	14,232			0



### **COMMUNITY INVESTMENT FUND**

**FUND NO. 053**

#### **FUND OVERVIEW**

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

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

#### **MAJOR PROJECTS/PROGRAMS**

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



# Fund: Community Investment Fund

Dept: City Manager's Office

Beginning Fund Balance:		40,761	38,249	28,507	60,857	60,857		
REVENUES		2022	2023	2024	2025	As of	2025	2026
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
053-3607-1307	WOMEN'S RIGHT TO VOTE MURAL PRG	1,553	7,500	-	-	-	0%	-
053-3901-0000	MISCELLANEOUS REVENUE	-	250	-	-	-	0%	-
053-3954-0000	RECYCLING REVENUE SHARE PROGRAM	10,000	10,000	12,000	10,000	-	0%	10,000
053-3970-0000	TRANSFER FROM GENERAL FUND	-	-	25,000	-	-	0%	-
<b>Total Revenues</b>		<b>11,553</b>	<b>17,750</b>	<b>37,000</b>	<b>10,000</b>	<b>-</b>	<b>0%</b>	<b>10,000</b>
APPROPRIATIONS		2022	2023	2024	2025	As of	2025	2026
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
053-101-0101-4430	ACTIVITIES AND PROGRAMS	1,822	2,428	-	-	-	0%	-
053-101-0102-4430	H. PACHECO	1,250	3,850	-	-	-	0%	-
053-101-0103-4430	ACTIVITIES AND PROGRAMS	-	-	550	2,000	500	25%	2,000
053-101-0104-4430	C. RODRIGUEZ	-	-	600	2,000	3,400	170%	-
053-101-0107-4430	ACTIVITIES AND PROGRAMS	1,747	1,230	1,750	2,000	1,500	75%	2,000
053-101-0108-4430	ACTIVITIES AND PROGRAMS	1,746	500	500	-	-	0%	-
053-101-0109-4430	ACTIVITIES AND PROGRAMS	-	-	-	-	-	0%	-
053-101-0112-4430	P. LOPEZ	-	-	-	-	-	0%	2,000
053-101-0113-4430	ACTIVITIES AND PROGRAMS	-	-	1,000	2,000	1,600	80%	2,000
053-101-0114-4430	ACTIVITIES AND PROGRAMS	-	-	250	2,000	250	13%	2,000
053-420-1355-4300	VETERANS PROGRAM	7,500	-	-	-	-	0%	-
<i>Operations &amp; Maintenance Costs</i>		<i>14,065</i>	<i>8,008</i>	<i>4,650</i>	<i>10,000</i>	<i>7,250</i>	<i>73%</i>	<i>10,000</i>
<b>Total Appropriations</b>		<b>14,065</b>	<b>8,008</b>	<b>4,650</b>	<b>10,000</b>	<b>7,250</b>	<b>73%</b>	<b>10,000</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>(2,513)</b>	<b>9,742</b>	<b>32,350</b>	<b>-</b>	<b>-</b>		
Ending Balance:		38,249	28,507	60,857	60,857	60,857		

**COMMUNITY DEVELOPMENT  
SURCHARGE FUND****FUND No. 055****FUND OVERVIEW**

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

**MAJOR PROJECTS/PROGRAMS**

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

**Fund: Comm. Development Surcharge Fund**

**Dept: Community Development**

Beginning Fund Balance:		93,312	120,263	166,049	221,530	253,178		
REVENUES		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
055-3315-0000	GENERAL PLAN UPDATE SURCHARGE	9,749	8,813	11,920	10,000	4,480	45%	-
055-3351-0000	SB1186 STATE FEE	12,542	12,098	13,828	12,000	1,846	15%	-
055-3500-0000	INTEREST INCOME	990	2,848	3,643	-	-	0%	-
055-3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	(5,662)	(4,079)	1,708	-	7,529	0%	-
055-3719-0154	AIMS MAINT & DEVELOP SURCHARGE EDGESOFT	34,292	52,469	55,041	50,000	22,841	46%	-
055-3900-0000	OTHER REVENUE	-	-	-	-	-	0%	-
<b>Total Revenue</b>		<b>51,911</b>	<b>72,148</b>	<b>86,140</b>	<b>72,000</b>	<b>36,696</b>	<b>51%</b>	<b>-</b>
APPROPRIATIONS		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
055-135-0000-4260	CONTRACTUAL SERVICES	24,960	24,960	29,220	32,000	-	0%	-
055-140-0000-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	-
055-140-0000-4270	PROFESSIONAL SERVICES	-	-	-	-	-	0%	-
055-140-0000-4360	PERSONNEL TRAINING	-	-	-	6,500	-	0%	-
055-140-0000-4480	COST ALLOCATION	-	1,402	1,440	1,852	926	50%	2,137
<i>Operations &amp; Maintenance Costs</i>		<i>24,960</i>	<i>26,362</i>	<i>30,660</i>	<i>40,352</i>	<i>926</i>	<i>2%</i>	<i>2,137</i>
<b>Total Appropriations</b>		<b>24,960</b>	<b>26,362</b>	<b>30,660</b>	<b>40,352</b>	<b>926</b>	<b>132%</b>	<b>2,137</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>26,951</b>	<b>45,786</b>	<b>55,480</b>	<b>31,648</b>	<b>(2,137)</b>		
Ending Balance:		120,263	166,049	221,530	253,178	251,041		



**LOW/MODERATE INCOME HOUSING  
FUND**

**FUND NO. 094**

**FUND OVERVIEW**

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

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

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

**Fund: Low Income Housing**  
**Dept: Community Development**

		Beginning Fund Balance:		3,439,544	3,436,179	3,416,646	3,357,042	3,250,032	
REVENUES		2022	2023	2024	2025	As of	2025	2026	
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed	
094-3500-0000	INTEREST AND RENTS	-	-	31,985	-	-	0%	-	
094-3502-0000	INTEREST RECEIVED/RDA LOANS	471	380	30	-	-	0%	-	
094-3505-0000	EQUITY SHARE	-	-	-	-	-	0%	-	
094-3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	-	-	(67,717)	-	67,717	0%	-	
Total Revenues		471	380	(35,702)	-	67,717	0%	-	
APPROPRIATIONS		2022	2023	2024	As of	2023	2024	2025	
Account Number & Title		Actual	Actual	Adjusted	12/31/2023	Estimated	% Used	Adopted	
094-155-0000-4101	SALARIES-PERMANENT EMPLOYEES	3,439	14,332	17,739	24,396	11,966	49%	26,138	
094-155-0000-4120	O.A.S.D.I.	263	1,158	1,730	1,867	916	49%	2,000	
094-155-0000-4124	RETIREMENT	-	1,858	1,774	1,969	965	49%	2,133	
094-155-0000-4126	HEALTH INSURANCE	-	1,407	1,178	3,022	1,178	39%	3,371	
094-155-0000-4128	DENTAL INSURANCE	-	70	320	95	-	0%	135	
094-155-0000-4129	RETIREE HEALTH SAVINGS	-	434	691	300	224	75%	300	
094-155-0000-4130	WORKER'S COMPENSATION INS.	54	624	357	305	150	49%	327	
094-155-0000-4136	OPTICAL INSURANCE	-	16	75	32	19	59%	39	
094-155-0000-4138	LIFE INSURANCE	-	16	19	23	12	51%	23	
Personnel Costs		3,756	19,913	23,882	32,009	15,429	48%	34,466	
094-110-0000-4270	PROFESSIONAL SERVICES	-	-	-	-	-	0%	-	
094-155-0000-4230	ADVERTISING	80	-	20	-	-	0%	-	
094-155-0000-4270	PROFESSIONAL SERVICES	-	-	-	-	-	0%	-	
Operations & Maintenance Costs		80	-	20	-	-	0%	-	
094-155-0000-4405	INTEREST EXPENSE	-	-	-	-	-	0%	-	
094-155-0000-4450	OTHER EXPENSE	-	-	-	-	-	0%	-	
Capital Costs		-	-	-	-	-	0%	-	
Total Appropriations		3,836	19,913	23,902	32,009	15,429	48%	34,466	
ANNUAL SURPLUS/DEFICIT		(3,365)	(19,533)	(59,604)	(32,009)		-	(34,466)	
Ending Balance:		3,436,179	3,416,646	3,357,042	3,250,032			3,215,566	



**SAFETY REALIGNMENT FUND (AB 109)**

**FUND NO. 101**

**FUND OVERVIEW**

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

**Fund: AB109 Task Force Fund**  
**Resp. Dept: Police**

Beginning Fund Balance:		14,107	14,127	14,127	14,127			14,127
REVENUES	Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/2024	2025 % Used	2026 Proposed
101-3500-0000	INTEREST INCOME	-	-	-	-	-	0%	-
101-3696-0101	AB109 TASK FORCE (STATE)	20	-	-	-	-	0%	-
Total Revenues		20	-	-	-	-	0%	-
APPROPRIATIONS	Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/2024	2025 % Used	2026 Proposed
101-225-0000-4105	OVERTIME	-	-	-	-	-	0%	-
101-225-0000-4120	O.A.S.D.I.	-	-	-	-	-	0%	-
101-225-0000-4130	WORKER'S COMPENSATION INS.	-	-	-	-	-	0%	-
Personnel Costs		-	-	-	-	-	0%	-
101-225-0000-4360	PERSONNEL TRAINING	-	-	-	-	-	0%	-
Operations & Maintenance Costs		-	-	-	-	-	0%	-
Total Appropriations		-	-	-	-	-	0%	-
ANNUAL SURPLUS/DEFICIT		-	-	-	-			-
Ending Balance:		14,127	14,127	14,127	14,127			14,127





**CALIFORNIA ARTS COUNCIL**

**FUND NO. 108**

**FUND OVERVIEW**

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

**Fund: California Arts Council**
**Resp. Dept: Recreation & Community Services**

Beginning Fund Balance:		(2,000)	-	4,330	8,530				-
REVENUES		2022	2023	2024	2025	As of	2025	2026	
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed	
108-3697-3657	CALIFORNIA ARTS COUNCIL #YAA-19-7014	2,000	-	-	-	-	0%	-	
108-3697-3658	CA ARTS COUNCIL #PRJ-21A-16530	-	19,000	-	-	-	0%	-	
108-3697-3659	CA ARTS COUNCIL NO. CYD-24-22891	-	-	-	16,203	-	0%	-	
108-3697-3694	CA ARTS COUNCIL NO. PRJ-23-20595	-	-	25,000	-	-	0%	-	
<b>Total Revenue</b>		<b>2,000</b>	<b>19,000</b>	<b>25,000</b>	<b>16,203</b>	<b>-</b>	<b>0%</b>	<b>-</b>	
APPROPRIATIONS		2022	2023	2024	2025	As of	2025	2026	
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed	
108-424-3639-4260	CA ARTS COUNCIL #AIS-16-00134	-	-	-	-	-	0%	-	
108-424-3647-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	-	
108-424-3657-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	-	
108-424-3658-4260	CONTRACTUAL SERVICES	-	14,670	4,330	-	-	0%	-	
108-424-3658-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	-	
108-424-3658-4370	MEETINGS, MEMBERSHIPS & TRAVEL	-	-	-	-	-	0%	-	
108-424-3659-4260	CONTRACTUAL SERVICES	-	-	-	16,203	-	0%	-	
108-424-3694-4260	CONTRACTUAL SERVICES	-	-	16,470	8,530	5,870	69%	-	
108-424-3659-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	-	
<i>Operations &amp; Maintenance Costs</i>		-	14,670	20,800	24,733	5,870	24%	-	
<b>Total Appropriations</b>		<b>-</b>	<b>14,670</b>	<b>20,800</b>	<b>24,733</b>	<b>5,870</b>	<b>24%</b>	<b>-</b>	
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>2,000</b>	<b>4,330</b>	<b>4,200</b>	<b>(8,530)</b>	<b>(5,870)</b>		<b>-</b>	
Ending Balance:		-	4,330	8,530	-			-	

**NATIONAL ENDOWMENT FOR THE  
ARTS (NEA)****FUND NO. 109****FUND OVERVIEW**

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

MMAP includes the following required elements:

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

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

Beginning Fund Balance:		(17,348)	11,480	12,613	37,265	(0)		
REVENUES		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
109-3697-3614	NATIONAL ENDWNMNT FOR ARTS 1904913-62-23	-	-	55,000	-	-	0%	-
109-3697-3638	NEA CORONAVIRUS CARES ACT NO.18817749520	50,000	-	-	-	-	0%	-
109-3697-3656	NATIONAL ENDOWMENT ARTS NO.18646955521	-	40,000	-	-	-	0%	-
109-3697-3692	NATIONAL ENDWNMNT FOR ARTS 1858258-55-20	40,000	-	-	-	-	0%	-
109-3697-3693	NEA ARTS EDUCATION #1847750-55-19	-	-	-	-	-	0%	-
109-3697-3618	NATIONAL ENDOWMENT ARTS NO.1921002-55-24	-	-	-	55,000	55,000	100%	-
Total Revenues		90,000	40,000	55,000	55,000	55,000	100%	-
APPROPRIATIONS		2022	2023	2024	As of	2023	2024	2025
Account Number & Title		Actual	Actual	Adjusted	12/31/2023	Estimated	% Used	Adopted
109-424-3614-4260	CONTRACTUAL SERVICES	-	-	12,735	42,265	34,492	82%	-
109-424-3618-4260	NAT. ENDOW. ARTS #16-5100-7054	-	-	-	50,000	-	0%	-
109-424-3637-4260	CONTRACTUAL SERVICES	-	37,386	17,614	-	-	0%	-
109-424-3638-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	-
109-424-3656-4260	CONTRACTUAL SERVICES	38,520	1,480	-	-	-	0%	-
109-424-3678-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	-
109-424-3692-4260	CONTRACTUAL SERVICES	22,652	-	-	-	-	0%	-
109-424-3693-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	-
Operations & Maintenance Costs		61,172	38,866	30,349	92,265	34,492	37%	-
Total Appropriations		61,172	38,866	30,349	92,265	34,492	37%	-
ANNUAL SURPLUS/DEFICIT		28,828	1,134	24,651	(37,265)			-
Ending Balance:		11,480	12,613	37,265	(0)			(0)



OPERATING GRANTS FUND

FUND NO. 110

FUND OVERVIEW

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

# Fund: Operating Grants

Resp. Dept: Various

Beginning Fund Balance:		(18,285)	(129,680)	(629,910)	(773,184)	(882,313)		
REVENUES	Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/2024	2025 % Used	2026 Proposed
110-3500-3649	YOUTH REINVESTMENT PROG BSCC 582-19	35	15	5	-	-	0%	-
110-3601-0184	COMMUNITY RESILIENCE PROGRAM	5,000	-	-	-	-	0%	-
110-3601-0522	INNOVATION PROGRAM NO. AO-22-617	-	-	26,483	-	-	0%	-
110-3640-3672	CENSUS 2020 EDU & OUTREACH ACTIVITIES	-	-	-	-	-	0%	-
110-3668-3608	HAZARD MITIGATION PROGRAM	-	16,855	(4,374)	-	-	0%	-
110-3668-3689	COVID-19 GLOBAL OUTBREAK	-	-	-	-	-	0%	-
110-3670-0536	CALAPP PROGRAM	-	-	13,000	-	6,000	0%	-
110-3670-3609	PLANNING GRANT PRG 19-PGP-14026	-	-	160,000	-	-	0%	-
110-3670-3687	LOCAL EARLY ACTION PLANNING GRT (LEAP)	-	-	150,000	-	-	0%	-
110-3686-0838	URBAN FOREST MGMT GRT NO. 8GA21429	-	454	39,406	-	-	0%	-
110-3686-0869	SB1383 LOCAL ASSISTANCE GRT PROG	35,916	-	34,330	-	-	0%	-
110-3686-3604	CANNABIS TAX FD GP LAW ENFORCEMENT	-	-	-	103,412	-	0%	-
110-3686-3671	CA WTR & WASTEWTR ARREARAGE PROG.	272,845	(12,554)	423,040	-	-	0%	-
110-3686-7527	SOCALGAS CLIMATE ADAPTATION & RESILIENCY	50,000	23,305	26,695	-	-	0%	-
110-3696-3622	BSCC OFFICER WELLNESS & MENTAL HEALTH	-	-	8,082	16,918	-	0%	-
110-3696-3625	2019 URBAN AREA SECURITY INITIATIVE UASI	6,986	-	-	-	-	0%	-
110-3696-3627	OTS-TRAFFIC RECORDS IMPR PROJ-TR25042	-	-	-	44,400	-	0%	-
110-3696-3628	OTS SELECTIVE TRAFFIC ENFOR STEP PT25223	13,164	-	-	74,000	-	0%	-
110-3696-3642	SCHOOL RESOURCE OFFICER	-	-	-	360,000	-	0%	-
110-3696-3644	LAW ENFORCEMENT MENTAL HEALTH&WELLNESS	-	-	2,250	-	-	0%	-
110-3696-3649	YOUTH REINVESTMENT PROG BSCC 582-19	193,602	261,558	-	-	-	0%	-
110-3696-3662	UASI URBAN AREA SEC. INITIATIVE #C1985	-	-	92,504	-	-	0%	-
110-3696-3663	HIGH FREQUENCY COMMUNICATIONS EQUIP PRG	-	-	59,208	-	-	0%	-
110-3696-3667	TOBACCO GRANT PROGRAM	-	3,307	-	108,513	1,914	2%	-
110-3696-3668	ALCOHOL POLICING PARTNERSHIP 22-APP24	-	25,454	24,410	-	-	0%	-
110-3696-3678	BSCC ORGANIZED RETAIL THEFT GRANT	-	-	-	376,914	118,050	31%	-
110-3696-3681	ABC-OTS GRANT PROG 21-OTS-14	7,997	-	-	-	-	0%	-
110-3696-3683	HOMELESS OUTREACH SERVS TEAM PROJ	3,401	-	-	-	-	0%	-
110-3696-3713	ALCOHOLIC BEVERAGE CONTROL-24-APP39	28,938	8,466	-	60,000	-	0%	-
110-3697-0517	NATURE ADV & DISCOVERY CAMP PRG	-	-	8,750	-	-	0%	-
110-3697-3682	HOMELESS SERVICES NO. AO-20-633	15,003	10,213	-	-	-	0%	-
110-3697-3747	LA EDUCATION PARTNERSHIP GRT-LAEP	-	50,000	20,000	-	-	0%	-
110-3697-3748	SAN FERNANDO VALLEY MILE	40,000	36,500	-	-	-	0%	-
110-3901-3938	OPIOIDS SETTLEMENT	-	-	-	-	62,034	0%	-
110-3670-0572	SCAG SUBREGIONAL PARTNERSHIP (SRP)	-	-	-	333,182	-	0%	-
110-3670-0574	SCAG - HIPP PILOT PROGRAM	-	-	-	791,818	-	0%	-
110-3670-0578	ADAPTATION PLANNING GRT# OPR23125	-	-	-	599,918	-	0%	-
110-3686-3631	SB1383 LOCAL ASSISTANCE PROG. (OWR-4)	-	-	-	75,000	-	0%	-
110-3696-0568	SUBSTANCE ABUSE & MENTAL HEALTH-SAMHSA	-	-	-	757,583	-	0%	-
110-3696-3684	UASI FY2022 CONTRACT NO. 2144	-	-	-	141,466	-	0%	-
Total Revenues		672,887	423,573	1,083,790	3,843,124	187,997	5%	-
APPROPRIATIONS	Account Number & Title	2022 Actual	2023 Actual	2024 Actual	2025 Adjusted	As of 12/31/2024	2025 % Used	2026 Proposed
City Manager's Office Grants		-	-	-	-	-	0%	-
110-105-0184-4300	COMMUNITY RESILIENCE PROGRAM	459	-	-	-	-	0%	-
110-106-3689-4120	COVID-19 GLOBAL OUTBREAK	-	-	-	-	-	0%	-
110-106-3689-4130	COVID-19 GLOBAL OUTBREAK	-	-	-	-	-	0%	-
Total City Manager's Office Grants		459	-	-	-	-	0%	-
Administrative Services Grants		-	-	-	-	-	-	-
110-130-3649-4101	YOUTH REINVESTMENT PROG BSCC 582-19	1,554	1,027	-	-	-	0%	-
110-130-3649-4120	YOUTH REINVESTMENT PROG BSCC 582-19	119	79	-	-	-	0%	-
110-130-3649-4124	YOUTH REINVESTMENT PROG BSCC 582-19	389	258	-	-	-	0%	-
110-130-3649-4130	YOUTH REINVESTMENT PROG BSCC 582-19	25	16	-	-	-	0%	-
Total Administrative Services Grants		2,087	1,380	-	-	-	0%	-
Community Development Grants		-	-	-	-	-	-	-
110-150-0536-4270	CALAPP PROGRAM	-	-	19,000	-	-	0%	-
110-150-0536-4300	CALAPP PROGRAM	-	-	-	21,000	-	0%	-
110-150-0578-4270	ADAPTATION PLANNING GRT# OPR23125	-	-	23,510	576,408	15,252	3%	-
110-150-3609-4270	PLANNING GRANT PRG 19-PGP-14026	94,220	11,291	-	-	-	0%	-

## Fund: Operating Grants

### Resp. Dept: Various

APPROPRIATIONS		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
110-150-3687-4270	LOCAL EARLY ACTION PLANNING GRT (LEAP)	66,237	83,763	-	-	-	0%	-
110-150-7527-4270	SOCALGAS CLIMATE ADAPTATION & RESILIENCY	-	23,305	26,645	-	-	0%	-
110-150-0572-4270	SCAG SUBREGIONAL PARTNERSHIP (SRP)	-	-	-	333,182	-	0%	-
110-150-0574-4270	SCAG - HIPP PILOT PROGRAM	-	-	-	791,818	-	0%	-
110-155-0522-4101	INNOVATION PROGRAM NO. AO-22-617	-	-	22,678	-	-	0%	-
110-155-0522-4120	INNOVATION PROGRAM NO. AO-22-617	-	-	1,363	-	-	0%	-
110-155-0522-4124	INNOVATION PROGRAM NO. AO-22-617	-	-	1,385	-	-	0%	-
110-155-0522-4129	INNOVATION PROGRAM NO. AO-22-617	-	-	776	-	-	0%	-
110-155-0522-4130	INNOVATION PROGRAM NO. AO-22-617	-	-	281	-	-	0%	-
Total Community Development Grants		160,457	118,359	95,638	1,722,408	15,252	1%	-
<b>Police Grants</b>								
110-220-3604-4105	OVERTIME	-	-	-	66,562	14,218	21%	-
110-220-3604-4120	CANNABIS TAX FD GP LAW ENFORCEMENT	-	-	-	-	427	0%	-
110-220-3604-4129	CANNABIS TAX FD GP LAW ENFORCEMENT	-	-	-	-	160	0%	-
110-220-3604-4130	CANNABIS TAX FD GP LAW ENFORCEMENT	-	-	-	-	1,944	0%	-
110-220-3604-4300	DEPARTMENT SUPPLIES	-	-	-	26,850	24,993	93%	-
110-220-3604-4360	PERSONNEL TRAINING	-	-	-	10,000	-	0%	-
110-220-3622-4270	BSCC-OFFICER WELLNESS & MENTAL HEALTH	-	-	8,082	7,918	5,349	68%	-
110-220-3622-4300	BSCC-OFFICER WELLNESS & MENTAL HEALTH	-	-	-	2,000	1,152	58%	-
110-220-3642-4101	SCHOOL RESOURCE OFFICER	-	-	-	194,820	69,171	36%	-
110-220-3642-4120	SCHOOL RESOURCE OFFICER	-	-	-	5,220	1,003	19%	-
110-220-3642-4124	RETIREMENT	-	-	-	96,024	18,459	19%	-
110-220-3642-4126	SCHOOL RESOURCE OFFICER	-	-	-	-	9,551	0%	-
110-220-3642-4128	SCHOOL RESOURCE OFFICER	-	-	-	-	784	0%	-
110-220-3642-4129	RETIREE HEALTH SAVINGS	-	-	-	3,168	608	19%	-
110-220-3642-4130	SCHOOL RESOURCE OFFICER	-	-	-	60,768	11,678	19%	-
110-220-3642-4134	SCHOOL RESOURCE OFFICER	-	-	-	-	480	0%	-
110-220-3642-4136	SCHOOL RESOURCE OFFICER	-	-	-	-	153	0%	-
110-220-3642-4138	LIFE INSURANCE	-	-	-	-	47	0%	-
110-220-XXXX-4101	TASK FORCE	-	-	-	-	-	0%	91,689
110-220-XXXX-4124	TASK FORCE	-	-	-	-	-	0%	10,756
110-220-3644-4270	LAW ENFORCEMENT MENTAL HEALTH&WELLNESS	-	2,250	1,196	18,154	-	0%	-
110-220-3644-4370	LAW ENFORCEMENT MENTAL HEALTH&WELLNESS	-	-	459	804	45	6%	-
110-220-3662-4500	UASI URBAN AREA SEC. INITIATIVE #C1985	-	92,505	-	-	-	0%	-
110-220-3663-4500	HIGH FREQUENCY COMMUNICATIONS EQUIP PRG	-	-	59,208	-	-	0%	-
110-220-3675-4300	BULLETPROOF VESTS PARTNERSHIP 2022	-	-	20,053	-	-	0%	-
110-220-3678-4300	BSCC ORGANIZED RETAIL THEFT GRANT	-	-	-	5,575	-	0%	-
110-220-3678-4500	BSCC ORGANIZED RETAIL THEFT GRANT	-	-	118,050	228,565	-	0%	-
110-220-3684-4500	UASI FY2022 CONTRACT NO. 2144	-	-	962	141,466	-	0%	-
110-220-3713-4105	ALCOHOLIC BEVERAGE CONTROL-24-APP39	-	-	-	57,440	9,062	16%	-
110-220-3713-4120	ALCOHOLIC BEVERAGE CONTROL-24-APP39	-	-	-	-	131	0%	-
110-220-3713-4129	ALCOHOLIC BEVERAGE CONTROL-24-APP39	-	-	-	-	101	0%	-
110-220-3713-4130	ALCOHOLIC BEVERAGE CONTROL-24-APP39	-	-	-	-	1,541	0%	-
110-220-3713-4360	ALCOHOLIC BEVERAGE CONTROL-24-APP39	-	-	-	2,360	2,360	100%	-
110-220-3938-4300	DEPARTMENT SUPPLIES	-	-	-	16,937	6,010	35%	-
110-220-3622-4260	BSCC-OFFICER WELLNESS & MENTAL HEALTH	-	-	-	7,000	-	0%	-
110-220-3678-4105	BSCC ORGANIZED RETAIL THEFT GRANT	-	-	-	39,204	-	0%	-
110-220-3678-4260	BSCC ORGANIZED RETAIL THEFT GRANT	-	-	-	100,000	-	0%	-
110-220-3678-4370	MEETINGS, MEMBERSHIPS & TRAVEL	-	-	-	3,570	-	0%	-
110-220-3713-4300	ALCOHOLIC BEVERAGE CONTROL-24-APP39	-	-	-	200	-	0%	-
110-222-3627-4260	OTS-TRAFFIC RECORDS IMPR PROJ-TR25042	-	-	-	44,400	-	0%	-
110-225-0568-4260	SUBSTANCE ABUSE & MENTAL HEALTH-SAMHSA	-	-	-	687,165	-	0%	-
110-225-0568-4101	SUBSTANCE ABUSE & MENTAL HEALTH-SAMHSA	-	-	-	69,000	-	0%	-
110-225-0568-4130	SUBSTANCE ABUSE & MENTAL HEALTH-SAMHSA	-	-	-	1,418	-	0%	-
110-225-3667-4270	TOBACCO GRANT PROGRAM	-	-	-	5,416	-	0%	-
110-225-3667-4370	TOBACCO GRANT PROGRAM	-	-	-	1,530	-	0%	-
110-225-3628-4105	OTS SELECTIVE TRAFFIC ENFOR STEP PT25223	10,845	-	-	51,616	18,265	35%	-
110-225-3628-4120	O.A.S.D.I.	-	-	-	-	572	0%	-
110-225-3628-4129	OTS SELECTIVE TRAFFIC ENFOR STEP PT25223	-	-	-	-	178	0%	-
110-225-3628-4130	WORKER'S COMPENSATION INS.	-	-	-	-	2,456	0%	-
110-225-3628-4300	DEPARTMENT SUPPLIES	-	-	-	17,694	344	2%	-
110-225-3628-4360	OTS SELECTIVE TRAFFIC ENFOR STEP PT25223	-	-	-	4,690	-	0%	-
110-225-3667-4105	TOBACCO GRANT PROGRAM	2,749	3,993	42,666	21,433	370	2%	-
110-225-3667-4120	TOBACCO GRANT PROGRAM	48	58	619	2,518	5	0%	-
110-225-3667-4129	TOBACCO GRANT PROGRAM	13	64	483	250	-	0%	-

## Fund: Operating Grants

### Resp. Dept: Various

APPROPRIATIONS		2022	2023	2024	2025	As of	2025	2026
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed
110-225-3667-4130	TOBACCO GRANT PROGRAM	532	799	8,533	3,032	63	2%	-
110-225-3667-4300	TOBACCO GRANT PROGRAM	81	-	-	18,919	-	0%	-
110-225-3668-4105	ALCOHOL POLICING PARTNERSHIP 22-APP24	-	40,632	-	-	-	0%	-
110-225-3668-4120	ALCOHOL POLICING PARTNERSHIP 22-APP24	-	741	-	-	-	0%	-
110-225-3668-4129	ALCOHOL POLICING PARTNERSHIP 22-APP24	-	245	-	-	-	0%	-
110-225-3668-4130	ALCOHOL POLICING PARTNERSHIP 22-APP24	-	7,815	-	-	-	0%	-
110-225-3668-4300	ALCOHOL POLICING PARTNERSHIP 22-APP24	-	1,979	-	-	-	0%	-
110-225-3676-4450	OTHER EXPENSE	2,475	-	-	-	-	0%	-
110-225-3681-4105	ABC-OTS GRANT PROG 21-OTS-14	5,255	-	-	-	-	0%	-
110-225-3681-4120	ABC-OTS GRANT PROG 21-OTS-14	76	-	-	-	-	0%	-
110-225-3681-4129	ABC-OTS GRANT PROG 21-OTS-14	18	-	-	-	-	0%	-
110-225-3681-4130	ABC-OTS GRANT PROG 21-OTS-14	1,051	-	-	-	-	0%	-
110-225-3683-4105	OVERTIME	2,891	-	-	-	-	0%	-
110-225-3683-4120	O.A.S.D.I.	42	-	-	-	-	0%	-
110-225-3683-4129	RETIREE HEALTH SAVINGS	22	-	-	-	-	0%	-
110-225-3683-4130	WORKER'S COMPENSATION INS.	578	-	-	-	-	0%	-
110-225-3713-4105	OVERTIME	28,819	347	-	-	-	0%	-
110-225-3713-4120	O.A.S.D.I.	609	5	-	-	-	0%	-
110-225-3713-4129	ALCOHOLIC BEVERAGE CONTROL-24-APP39	139	10	-	-	-	0%	-
110-225-3713-4130	WORKER'S COMPENSATION INS.	5,369	69	-	-	-	0%	-
110-225-3713-4300	DEPARTMENT SUPPLIES	2,172	-	-	-	-	0%	-
<i>Total Police Grants</i>		<i>65,805</i>	<i>153,535</i>	<i>262,334</i>	<i>2,025,711</i>	<i>201,681</i>	<i>10%</i>	<i>104,471</i>
<b>Public Works Grants</b>							-	
110-346-0838-4270	URBAN FOREST MGMT GRT NO. 8GA21429	15,000	36,049	117,191	120,534	53,935	45%	-
110-350-0869-4260	SB1383 LOCAL ASSISTANCE GRT PROG	-	-	34,950	-	-	0%	-
110-350-3631-4270	SB1383 LOCAL ASSISTANCE PROG. (OWR-4)	-	-	-	75,000	-	0%	-
110-382-3671-4970	CA WTR & WASTEWTR ARREARAGE PROG.	163,673	-	250,549	-	-	0%	-
110-382-3671-4972	CA WTR & WASTEWTR ARREARAGE PROG.	93,559	-	172,491	-	-	0%	-
<i>Total Public Works Grants</i>		<i>272,231</i>	<i>36,049</i>	<i>575,181</i>	<i>195,534</i>	<i>53,935</i>	<i>28%</i>	<i>-</i>
<b>Recreation and Community Service Grants</b>								
110-420-0517-4260	NATURE ADV & DISCOVERY CAMP PRG	-	-	8,750	8,600	-	0%	-
110-420-3649-4101	YOUTH REINVESTMENT PROG BSCC 582-19	4,924	2,726	-	-	-	0%	-
110-420-3649-4120	YOUTH REINVESTMENT PROG BSCC 582-19	352	209	-	-	-	0%	-
110-420-3649-4124	YOUTH REINVESTMENT PROG BSCC 582-19	757	436	-	-	-	0%	-
110-420-3649-4129	YOUTH REINVESTMENT PROG BSCC 582-19	57	26	-	-	-	0%	-
110-420-3649-4130	YOUTH REINVESTMENT PROG BSCC 582-19	78	43	-	-	-	0%	-
110-420-3711-4260	CONTRACTUAL SERVICES	-	292,538	205,884	-	-	0%	-
110-420-3748-4260	SAN FERNANDO VALLEY MILE	3,500	39,530	-	-	-	0%	-
110-422-3649-4270	YOUTH REINVESTMENT PROG BSCC 582-19	245,455	195,405	-	-	-	0%	-
110-422-3649-4450	OTHER EXPENSE	-	1,720	-	-	-	0%	-
110-422-3682-4270	HOMELESS SERVICES NO. AO-20-633	21,247	-	-	-	-	0%	-
110-422-3682-4300	HOMELESS SERVICES NO. AO-20-633	-	3,969	-	-	-	0%	-
110-422-3691-4101	SALARIES-PERMANENT EMPLOYEES	4,665	4,612	3,879	-	-	0%	-
110-422-3691-4103	FAMILY HIKE & WILDLIFE ACTIVITIES	1,013	727	869	-	-	0%	-
110-422-3691-4120	O.A.S.D.I.	434	408	363	-	-	0%	-
110-422-3691-4124	RETIREMENT	359	353	307	-	-	0%	-
110-422-3691-4129	RETIREE HEALTH SAVINGS	91	65	16	-	-	0%	-
110-422-3691-4130	WORKER'S COMPENSATION INS.	254	377	348	-	-	0%	-
110-422-3691-4260	CONTRACTUAL SERVICES	-	200	5,605	-	-	0%	-
110-422-3691-4310	EQUIPMENT AND SUPPLIES	57	366	130	-	-	0%	-
110-422-3747-4260	LA EDUCATION PARTNERSHIP GRT-LAEP	-	962	4,619	-	-	0%	-
110-422-3747-4300	LA EDUCATION PARTNERSHIP GRT-LAEP	-	3,460	31,571	-	-	0%	-
110-422-3747-4500	LA EDUCATION PARTNERSHIP GRT-LAEP	-	31,444	-	-	-	0%	-
110-422-3747-4300	LA EDUCATION PARTNERSHIP GRT-LAEP	-	3,460	31,571	-	-	0%	-
110-422-3747-4500	LA EDUCATION PARTNERSHIP GRT-LAEP	-	31,444	-	-	-	0%	-
<i>Total Recreation and Community Service Grants</i>		<i>283,243</i>	<i>614,480</i>	<i>293,911</i>	<i>8,600</i>	<i>-</i>	<i>0%</i>	<i>-</i>
<b>Total Appropriations</b>		<b>784,282</b>	<b>923,803</b>	<b>1,227,064</b>	<b>3,952,253</b>	<b>270,869</b>	<b>7%</b>	<b>104,471</b>
<b>ANNUAL SURPLUS/DEFICIT</b>		<b>(111,395)</b>	<b>(500,230)</b>	<b>(143,274)</b>	<b>(109,129)</b>			<b>(104,471)</b>
<b>Ending Balance:</b>		<b>(129,680)</b>	<b>(629,910)</b>	<b>(773,184)</b>	<b>(882,313)</b>			<b>(986,784)</b>



**COMMUNITY ORIENTED POLICING  
SERVICES (COPS) GRANT****FUND NO. 119****FUND OVERVIEW**

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

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

**MAJOR PROJECTS/PROGRAMS**

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

**Fund: COPS Grant**  
**Resp. Dept: Police Department**

Beginning Fund Balance:		(12,053)	(12,053)	(12,053)	(12,053)				(12,053)
REVENUES		2022	2023	2024	2025	As of	2025	2026	
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed	
3696-3641	COPS SAFE SCHOOLS	-	-	-	-	-	0%	-	
Total Revenue		-	-	-	-	-	-	-	

APPROPRIATIONS		2022	2023	2024	As of	2023	2024	2025	
	Account Number & Title	Actual	Actual	Adjusted	12/31/2023	Estimated	% Used	Adopted	
119-225-3641-4101	SALARIES-PERMANENT EMPLOYEES	-	-	-	-	-	-	-	
119-225-3641-4105	OVERTIME	-	-	-	-	-	-	-	
119-225-3641-4120	O.A.S.D.I.	-	-	-	-	-	-	-	
119-225-3641-4126	HEALTH INSURANCE	-	-	-	-	-	-	-	
119-225-3641-4124	RETIREMENT	-	-	-	-	-	-	-	
119-225-3641-4128	DENTAL INSURANCE	-	-	-	-	-	-	-	
119-225-3641-4129	RETIREE HEALTH SAVINGS	-	-	-	-	-	-	-	
119-225-3641-4130	WORKERS COMPENSATION INS.	-	-	-	-	-	-	-	
119-225-3641-4134	LONG TERM DISABILITY INSURANCE	-	-	-	-	-	-	-	
119-225-3641-4136	OPTICAL INSURANCE	-	-	-	-	-	-	-	
119-225-3641-4138	LIFE INSURANCE	-	-	-	-	-	-	-	
Personnel Costs		-	-	-	-	-	-	-	
Total Appropriations		-	-	-	-	-	-	-	

ANNUAL SURPLUS/DEFICIT		-	-	-	-	-	-	-	
Ending Balance:		(12,053)	(12,053)	(12,053)					(12,053)

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

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

**MAJOR PROJECTS/PROGRAMS**

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

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

		Beginning Fund Balance:		-	7,527	4,311,740	3,559,486	0	
REVENUES		2022	2023	2024	2025	As of	2025	2026	
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed	
121-3668-3689	COVID-19 GLOBAL OUTBREAK	137,122	5,568,340	-	-	-	0%	-	
Total Revenues		137,122	5,568,340	-	-	-	0%	-	
APPROPRIATIONS		2022	2023	2024	2025	As of	2025	2026	
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2024	% Used	Proposed	
Administration									
121-105-3689-4270	PROFESSIONAL SERVICES	-	-	29,080	107,223	21,552	20%	-	
121-105-3689-4300	DEPARTMENT SUPPLIES	-	-	-	11,897	-	0%	-	
121-107-3689-4270	PROFESSIONAL SERVICES	-	-	127,785	122,215	7,420	6%	-	
121-110-3689-4270	PROFESSIONAL SERVICES	483	-	-	-	-	0%	-	
Total Administration Grants		483	-	156,865	241,335	28,972	12%	-	
Finance									
121-130-3689-4300	DEPARTMENT SUPPLIES	22	-	-	-	-	0%	-	
121-135-3689-4105	COVID-19 GLOBAL OUTBREAK	-	640	-	-	-	0%	-	
121-135-3689-4120	COVID-19 GLOBAL OUTBREAK	-	49	-	-	-	0%	-	
121-135-3689-4130	COVID-19 GLOBAL OUTBREAK	-	10	-	-	-	0%	-	
121-135-3689-4260	CONTRACTUAL SERVICES	300	9,063	1,570	202,060	18,111	9%	-	
121-190-0000-4300	DEPARTMENT SUPPLIES	4,285	-	-	-	-	0%	-	
121-190-3689-4270	PROFESSIONAL SERVICES	42,059	-	-	-	-	0%	-	
Total Finance Grants		46,666	9,762	1,570	202,060	18,111	9%	-	
Community Development									
121-155-3689-4260	CONTRACTUAL SERVICES	-	35,000	69,851	195,149	40,275	21%	-	
121-155-3689-4440	COVID-19 GLOBAL OUTBREAK	-	-	-	50,000	-	0%	-	
Total Community Development Grants		-	35,000	69,851	245,149	40,275	16%	-	
Police									
121-222-3689-4300	DEPARTMENT SUPPLIES	394	-	-	-	-	0%	-	
Total Police Grants		394	-	-	-	-	0%	-	
Public Works									
121-390-0000-4260	CONTRACTUAL SERVICES	43,500	649	-	-	-	0%	-	
121-390-3648-4260	COMMUNITY POWER RESILIENCY PROG.	-	-	338	149,663	68,224	46%	-	
121-390-3689-4260	CONTRACTUAL SERVICES	2,175	-	-	99,770	-	0%	-	
Total Public Works Grants		45,675	649	338	249,433	68,224	27%	-	
Recreation and Community Service									
121-420-3689-4270	COVID-19 GLOBAL OUTBREAK	-	-	15,692	33,900	33,900	100%	-	
121-422-3689-4300	DEPARTMENT SUPPLIES	-	-	-	2,142	2,142	100%	-	
Operations & Maintenance Costs		-	-	15,692	36,042	36,042	100%	-	
121-115-3689-4500	****CAPITAL EXPENSES****	36,377	-	-	-	-	0%	-	
121-135-3689-4500	****CAPITAL EXPENSES****	-	17,241	1,031	-	-	0%	-	
121-311-0560-4600	STREET RESURFACING PROGRAM	-	1,007,232	-	250,000	250,000	100%	-	
121-311-0866-4600	SIDEWALK REPAIR PROJECT	-	-	-	1,131,534	-	0%	-	
121-311-3689-4600	COVID-19 GLOBAL OUTBREAK	-	-	-	200,000	178,709	89%	-	
121-385-0000-4970	TRANSFER TO WATER FUND	-	-	501,150	-	-	0%	-	
121-385-0716-4600	UPPER RESERVOIR REPLACEMENT-DWR	-	-	-	348,850	230,827	66%	-	
121-420-0671-4600	PIONEER PARK PLYGRD 2018 PARKS BOND ACT	-	-	-	255,235	-	0%	-	
121-422-3689-4600	COVID-19 GLOBAL OUTBREAK	-	-	-	-	-	-	-	
121-423-3689-4600	COVID-19 GLOBAL OUTBREAK	-	194,244	5,756	399,848	-	0%	-	
Capital Costs		36,377	1,218,716	507,937	2,585,467	659,536	26%	-	
Total Appropriations		129,595	1,264,127	752,253	3,559,485	851,160	24%	-	
ANNUAL SURPLUS/DEFICIT		7,527	4,304,213	(752,253)	(3,559,485)	-			
Ending Balance:		7,527	4,311,740	3,559,486	0	0			

# **SECTION VI. CAPITAL IMPROVEMENT PROGRAMS**

**CAPITAL IMPROVEMENT  
PROGRAM  
FISCAL YEAR 2025-2026  
&  
FISCAL YEAR 2026-2027**

**Capital Improvement Program  
Project Status (FY2024-25 and FY2025-26)**

Project Number	Project Name	Road Infrastructure Projects			Strategic Goals
		Program Year			
		Carryover from FY2024-25	FY2025-26	FY2026-27	
0560	Phase 4: Annual Street Resurfacing Project	\$1,129,857	\$870,143	\$2,000,000	VI.2.a – Street Resurfacing
0175	Phase 2: Bus Shelter Project	\$459,520	-	-	V.5 – Beautify and Update Bus Stops
0550/0551	Pacoima Wash Bikeway Project	\$7,032,455	-		V.7 – Improve City’s Trail Network
0567	Phase 2: Pacoima Wash Connectivity Bikeway Project	\$5,773,530	-		V.7 – Improve City’s Trail Network
0510	Citywide Traffic Signal Synchronization Project	\$1,145,539	-	-	V – Reducing Traffic Congestion
0562	HSIP Cycle 8 Traffic Signal Improvements	\$1,810,277	-	-	V – Reducing Traffic Congestion
0847	Carlisle Green Alley Project	\$3,482,535	-	-	V – Reducing Traffic Congestion, V.3 – Pedestrian-focused Improvements, IV – Water Quality, V1.2.a – Street Resurfacing
0156	Las Palmas Park Revitalization Project	\$4,234,980	-	-	V – Reducing Traffic Congestion, V.3 – Pedestrian-focused Improvements, IV – Water Quality, V1.2.a – Street Resurfacing
0525	Fixed Route ADA Improvements Project	\$833,000	-	-	V – Reducing Traffic Congestion, V.3 – Pedestrian-focused Improvements, IV – Water Quality, V1.2.a – Street Resurfacing

TBD	Parking Meter Upgrade Project	\$50,000		TBD	V – Reducing Traffic Congestion, V.3 – Pedestrian-focused Improvements, IV – Water Quality, V1.2.a – Street Resurfacing
TBD	Las Palmas Park HVAC Project	\$400,000	-	TBD	IV.3- Climate Resiliency, VI- Resilient and Reliable Infrastructure, VII- Emergency Preparedness
TBD	Calles Verdes	\$0	-	\$600,000	V – Reducing Traffic Congestion, V.3 – Pedestrian-focused Improvements
TBD	Sidewalk Conditions Assessment Project	\$1,016,433	-	TBD	V – Reducing Traffic Congestion, V.3 – Pedestrian-focused Improvements, IV – Water Quality, V1.2.a – Street Resurfacing
TBD	San Fernando Mission City Bike and Pedestrian Trail	-	\$342,125	TBD	V – Reducing Traffic Congestion, V.3 – Pedestrian-focused Improvements
TBD	Overhead Mast Arm Street Name Sign Replacement Project	\$12,500	-	\$50,000	V – Reducing Traffic Congestion, V.3 – Pedestrian-focused Improvements
TBD	Phase 2: Parking Lots Project	\$600,000	-	-	VI2.- Street Resurfacing



Water System Projects					
Project Number	Project Name	Program Year			Strategic Goals
		Carryover from FY2024-25	FY2025-26	FY2026-27	
0716	Reservoir 4 Replacement Project	\$7,702,901	-	-	IV.3 – Water Storage Improvements
0857	Nitrate Treatment System: Well 2A	\$6,777,984	TBD	TBD	IV.3.e – Continue to use 100% local groundwater supply
TBD	Water Master Plan	\$100,000	Every Five years	Every Five years	IV.3.e – Continue to use 100% local groundwater supply
TBD	Water and Sewer Rate Study	\$50,000	Every Five years	Every Five years	IV.3.e – Continue to use 100% local groundwater supply
TBD	Main Line/Lead Service Replacement Program	\$50,000	\$50,000	\$50,000	IV.3- Climate Resiliency, VI- Resilient and Reliable Infrastructure, VII- Emergency Preparedness
TBD	Meter Replacement Program	\$85,000	\$85,000	\$85,000	IV.3- Climate Resiliency, VI- Resilient and Reliable Infrastructure, VII- Emergency Preparedness
TBD	Fire Hydrant Upgrade Program	\$50,000	\$50,000	\$50,000	IV.3- Climate Resiliency, VI- Resilient and Reliable Infrastructure, VII- Emergency Preparedness
TBD	Water Main Line Replacement	-	\$1,000,000	Yearly On Going	IV.3- Climate Resiliency, VI- Resilient and Reliable Infrastructure, VII- Emergency Preparedness

Sewer System Projects					
Project Number	Project Name	Program Year			Strategic Goals
		Carryover from FY2024-25	FY2025-26	FY2026-27	
TBD	Sewer Cleaning and Inspection Project	-	TBD	TBD	IV.3- Climate Resiliency, VI- Resilient and Reliable Infrastructure, VII- Emergency Preparedness
TBD	Sanitary Sewer Master Plan Project and Audit	-	\$150,000	Every 2 - 5 years	IV.3- Climate Resiliency, VI- Resilient and Reliable Infrastructure, VII- Emergency Preparedness
TBD	Sewer Line Replacement Project	-	\$1,095,000	\$1,095,000	IV.3- Climate Resiliency, VI- Resilient and Reliable Infrastructure, VII- Emergency Preparedness

**Title: Phase 4: Annual Street Resurfacing Project**
**Program Years:** FY2025-26

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

**Project:** 0560

<b>SOURCES</b>			
<b>Fund</b>	<b>Account Number</b>	<b>Allocation</b>	
		<b>Carryover from FY 2024-25</b>	<b>FY2025-26 (estimated)</b>
SB1	025-3623-0560	\$315,224	\$600,000
Measure R	012-3210-0560	\$124,720	\$175,000
Surface Transp. Program (STP-L)	022-3210-0560	\$159,913	TBD
Prop C	008-3210-0000	\$530,000	\$80,911
Pavement Management Fund	050-3800-0000	\$0	\$14,232
<b>Total Sources:</b>		<b>\$2,000,000</b>	

<b>USES</b>		
<b>Activity</b>	<b>Account Number</b>	<b>Cost</b>
Pavement Design/Construction Management	012/008-311-0560-4600	\$ 265,208
Street Construction	024/025/008-311-0560-4600	\$ 900,000
Contingency	008-311-0560-4600	\$ 90,000
<b>Total Uses</b>		<b>\$ 2,000,000</b>

**Project Description:**

The project will consist of: 2-Step and 3-Step Slurry Seal treatment. It is expected that approximately two centerline miles of street will be addressed as part of the project.

**Schedule:** Design phase for the project is expected to begin in August 2025. Bid process expected begin in November 2025 with construction kicking off in January 2026.

**Title: Phase 2 Bus Shelter Project**
**Program Years:** FY2025- 26

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

**Project:** 0175

<b>SOURCES</b>			
<b>Fund</b>	<b>Account Number</b>	<b>Allocation</b>	
		<b>Carryover from FY2024-25</b>	<b>FY 2026-27 Funds</b>
FTA 5309 Grant	010-3686-0175	\$250,816	\$0
Proposition C (City Match)	008-3210-0000	\$62,704	\$0
ARPA	121-3668-3689	\$114,939	\$0
Measure M	024-3210-0000	\$31,061	\$0
Subtotals from previous and new Fiscal Years:		<b>\$459,520</b>	<b>\$0</b>
<b>Total Sources:</b>		<b>\$459,520</b>	

<b>USES</b>		
<b>Activity</b>	<b>Account Number</b>	<b>Cost</b>
Construction	010-311-0175-4600 008-313-0000-4600	\$ 382,541
Construction Contingency (10%)	121-311-0866-4600	\$ 38,254
Construction Management/ Inspection/ Labor Compliance	121-311-0866-4600 024-311-0000-4600	\$ 38,725
<b>Total Uses</b>		<b>\$ 459,520</b>

**Project Description:**

The City is using the remainder of FTA funds left over from the Phase 1 Bus Shelter project to upgrade eight (8) bus stops by adding shade structures and other bus stop modifications to improve the quality and comfort of passengers waiting for the bus.

**Schedule:** The Notice to Procure for the bus shelters and benches was issued on January 15, 2025. Procurement is expected to take approximately four (4) to six (6) months to complete. Construction is anticipated to begin in August 2025 and be completed in October 2025.

**Title:** Pacoima Wash Bikeway Project

**Program Years:** FY 2025- 26

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

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

<b>SOURCES</b>			
<b>Fund</b>	<b>Account Number</b>	<b>Allocation</b>	
		<b>Carryover from FY2024-25</b>	<b>FY 2026-27 Funds</b>
ATP Cycle 3	010-3686-0550	\$973,000	\$0
AQMD/MSRC AB2766	010-3686-0551	\$354,000	\$0
Measure R	012-3210-0551	\$398,000	\$0
Measure M	024-3210-0551	\$217,000	\$0
CMAQ Funds	010-3686-0549	\$1,513,000	\$0
Santa Monica Mountains Conservancy Funds	010-3686-0647	\$937,491	\$0
State Budget Allocation (Assemblywoman Luz Rivas)	010-3686-0567	\$7,500,000	
<b>Total Sources:</b>		<b>\$11,883,491</b>	

<b>USES</b>		
<b>Activity</b>	<b>Account Number</b>	<b>Cost</b>
Construction Management (Willdan Engineering)	010-311-0567-4600	\$ 777,940.12
Construction Engineering (Studio MLA/Tetrattech)	010/012/024-311-0567-4600	\$ 81,926.50
Construction (Toro Enterprises)	010/012/024-311-0567-4600	\$ 5,689,130.30
Contingency (10%) (Toro Enterprises)	010/012/024-311-0567-4600	\$ 483,258
<b>Total Uses</b>		<b>\$ 7,032,255</b>

**Project Description:**

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

**Schedule:** Construction is 85 percent complete. Scheduled to be 100 percent complete in August 2025.

**Title: Pacoima Wash Connectivity Bikeway Project (Phase 2)**
**Program Years:** FY2025- 26

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

**Project:** 0567

<b>SOURCES</b>			
<b>Fund</b>	<b>Account Number</b>	<b>Allocation</b>	
		<b>Carryover to FY 2023-24</b>	<b>FY2024-25 Funds</b>
State Budget Allocation (Assemblywoman Luz Rivas)	010-3656-0567	\$5,773,530	\$0
			\$0
			\$0
Subtotals from previous and new Fiscal Years:		<b>\$5,773,530</b>	<b>\$0</b>
<b>Total Sources:</b>		<b>\$5,773,530</b>	

<b>USES</b>		
<b>Activity</b>	<b>Account Number</b>	<b>Cost</b>
Design	010-311-0567-4600	\$ 250,000
Construction Management, Inspections	010-311-0567-4600	\$ 300,000
Construction	010-311-0567-4600	\$ 5,200,000
Contingency	010-311-0567-4600	\$ 780,000
On-Call Engineer Administration	010-311-0567-4600	\$ 23,530
<b>Total Uses</b>		<b>\$ 6,553,530</b>

**Project Description:**

A new bridge along west bank of the Pacoima Wash on Eighth Street was installed and completed as part of the Pacoima Wash Bikeway and Pedestrian project; New bikeway along the east bank of the Pacoima Wash from Eighth Street to Foothill Blvd; Solar lights along path; Decorative gate entrances; Landscaping.

**Schedule:** Procure consultant to design project by October 2025 and complete design by June 2026.

**Title: Citywide Traffic Signal Synchronization Project**

**Program Years:** FY2025-26

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

**Project:** 0510

SOURCES			
Fund	Account Number	Allocation	
		Carryover from FY2024-25	FY 2026-27 Funds
Proposition C (25% Grant)	010-3686-0510	\$775,376	\$0
Proposition 8 (Prop C Local Return)	008-3210-0510	\$350,000	\$0
Measure R	012-3210-0510	\$19,803	\$360
Subtotals from previous and new Fiscal Years:		<b>\$1,145,539</b>	<b>\$360</b>
<b>Total Sources:</b>		<b>\$1,145,179</b>	

USES		
Activity	Account Number	Cost
Construction	010/008-371-0510-4600	\$ 912,750
Construction Contingency (10%)	008-371-0510-4600	\$ 91,275
Construction Management/ Inspection/ Testing/Labor Compliance	008-371-0510-4600	\$ 95,877
Staff Oversight/ Administration (5%)	024-371-0510-4600	\$ 45,637
<b>Total Uses:</b>		<b>\$ 1,145,539</b>

**Project Description:**

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

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

**Schedule:** Procurement of traffic signal controllers and cabinets has been completed. Quality assurance testing of traffic signal equipment is underway at Los Angeles County Public Works Traffic Signal Lab. Construction is anticipated to begin in June 2025 and be completed in August 2025.

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

**Program Years:** FY2025- 26

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

**Project:** 0562

SOURCES			
Fund	Account Number	Allocation	
		Carryover from FY2024-25	FY 2026- 27 Funds
HSIP Grant	010-3686-0562	\$1,549,104	\$0
Measure M	024-3210-0562	\$16,123	\$0
Measure R	012-3210-0562	\$95,000	\$0
Proposition C	008-3210-0000	\$150,000	\$0
Subtotals from previous and new Fiscal Years:		\$1,810,277	\$0
<b>Total Sources:</b>		<b>\$1,810,227</b>	

USES		
Activity	Account Number	Cost
Construction	010-311-0562-4600	\$ 1,229,430
Construction Contingency (20%)	010/012/024/008-311-0562-4600	\$ 245,886
Construction Management/Inspection/Testing/Labor Compliance	010-311-0562-4600	\$ 245,984
Staff Oversight/ Administration	012-311-0562-4600	\$ 89,000
<b>Total Uses</b>		<b>\$ 1,810,300</b>

**Project Description:**

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

**Schedule:** Installation of all new traffic signal poles has been completed. Striping and signage installation is underway. The project is anticipated to be completed in June 2025.



**Title: Carlisle Green Alley Project**

**Program Years:** FY2025-26

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

**Project:** 0847

SOURCES			
Fund	Account Number	Allocation	
		Carryover from FY2024-25	FY 2026- 27 Funds
CNRA – Urban Greening Grant (State Natural Resources Agency Grant)	10-3683-0847-4600/ 010-3686-0847-4260	\$3,482,535	\$0
<b>Total Sources:</b>		<b>\$3,482,535</b>	

USES		
Activity	Account Number	Cost
Design/Construction Management/Inspection (Craftwater)	010-310-0847-4260	\$373,190
Project Management/ Project Reporting, Grant Coordination, Community Engagement and Workshops, Tree and Shrubs Planting and Establishment (Tree People)	010-310-0847-4260	\$270,020
Construction	010-310-0847-4600	\$2,555,393
Construction Contingency	010-310-0847-4600	\$283,932
<b>Total Uses</b>		<b>\$1,182,535</b>

**Project Description:**

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

**Schedule:** Design started in January 2025. Construction expected to begin by Fall 2025 and be completed by Summer 2026.

**Title: Las Palmas Park Revitalization Project**

**Program Years:** FY2025- 26

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

**Project:** 0156

<b>SOURCES</b>			
<b>Fund</b>	<b>Account Number</b>	<b>Allocation</b>	
		<b>Carryover to FY 2025- 26</b>	<b>FY2026- 27 Funds</b>
Statewide Park Program Grant	010-3692-0156	\$4,234,980	\$0
Subtotals from previous and new Fiscal Years:		<b>\$4,234,980</b>	<b>\$0</b>
<b>Total Sources:</b>		<b>\$4,234,980</b>	

<b>USES</b>		
<b>Activity</b>	<b>Account Number</b>	<b>Cost</b>
Design	010-422-0156-4600	\$630,121
Construction	010-422-0156-4600	\$2,710,420
Construction Contingency (10%)	010-422-0156-4600	\$271,042
Construction Management/ Inspection/ Testing/ Labor Compliance	010-422-0156-4600	\$487,876
Staff Oversight/ Administration	010-422-0156-4600	\$135,521
<b>Total Uses</b>		<b>\$4,234,980</b>

**Project Description:**

The Project involves the revitalization of Las Palmas Park, which includes improvements to the multipurpose athletic fields and other park amenities.

**Schedule:** Currently under design with rescoping of the project to meet budget which is to be completed in October 2025. Project bid and award will occur in January 2026. Construction is expected to begin in March 2026.

**Title: Fixed Route ADA Sidewalk Improvements Project**

**Program Years:** FY2025- 26

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

**Project:** 0525

SOURCES			
Fund	Account Number	Allocation	
		Carryover to FY 2023-24	FY2025-26 Funds
Enhanced Mobility for Seniors Grant (5310)	010-3686-0525	\$750,000	\$0
STP-L Funds	022-3662/3664/-0000	\$83,333	\$0
Subtotals from previous and new Fiscal Years:		\$833,333	\$0
<b>Total Sources:</b>		<b>\$833,333</b>	

USES		
Activity	Account Number	Cost
Design	010-311-0525-4600	\$30,864
Construction	010-311-0525-4600	\$617,284
Construction Contingency (10%)	010-311-0525-4600	\$61,728
Construction Management/ Inspection/ Labor Compliance/ Testing	022/010-311-0525-4600	\$92,593
Staff Oversight/ Administration	010-310-0525-4600	\$30,864
<b>Total Uses</b>		<b>\$833,333</b>

**Project Description:**

The Project is located at and immediately around three main intersections within the City. The three intersections are:

- Seventh Street and Harding Avenue
- Hubbard Avenue and Truman Street
- Truman Street between Brand Boulevard and Maclay Avenue

The Project consists of bringing the pedestrian walkways within the stated locations into ADA compliance by making improvements to or installing new curb cuts, sidewalks, accessible pedestrian ramps, wheelchair ramps, drive approaches, and tree parkway.

**Schedule:** Preparation of project specifications and engineer's estimate is underway. Between May 2025 and August 2025, Notice Inviting Bids will be released and construction contract

awarded. Construction is anticipated to begin in October 2025 and be completed in February 2026.

**Title: Parking Meter Upgrade Project**

**Program Years:** FY2025- 26

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

**Project:** TBD

SOURCES			
Fund	Account Number	Allocation	
		Carryover to FY 2025- 26	FY2026- 27 Funds
Parking and Maintenance Operations	029-335-0000-4600	\$50,000	\$0
Subtotals:		\$50,000	\$0
<b>Total Sources:</b>		<b>\$50,000</b>	

USES		
Activity	Account Number	Cost
Purchase and Installation of Meters	029-335-0000-4600	\$40,400
Renewal of DMS Software	029-335-0000-4600	\$9,600
<b>Total Uses</b>		<b>\$50,000</b>

**Project Description:**

Upgrade parking meters in Downtown Mall area, and the meters around courthouse that were not upgraded during phase one of the project, to smart meters. Additionally, meters that are non compliant with California Assembly Bill 213, “Day Lighting Law”, will be removed.

**Schedule:** In March 2025, 91 smart meters were deployed to the Downtown Mall area and the Civic Center to complete phase two of the project.

Additional money from the original contract will be used to populate the remaining Mall and Civic Center coin meter with smart meters.

Additionally, with the passage and enforcement of AB213, “Day Lighting” law, the city staff will be removing noncompliant meters citywide beginning April 2025.

**Title: Las Palmas Park HVAC Project**

**Program Years:** FY2025- 26

**Strategic Goals:** IV.3- Climate Resiliency, VI- Resilient and Reliable Infrastructure, VII- Emergency Preparedness

**Project:** TBD

SOURCES			
Fund	Account Number	Allocation	
		Carryover to FY 2025- 26	FY2026- 27 Funds
ARPA Fund- Las Palmas Park HVAC Project	121-390-0000	\$400,000	\$0
Subtotals from previous and new Fiscal Years:			
<b>Total Sources:</b>		<b>\$400,000</b>	

USES		
Activity	Account Number	Cost
Construction	121-390-0000-4600	\$385,225
Contingency	121-390-0000-4600	\$14,775
<b>Total Uses:</b>		<b>\$400,000</b>

**Project Description:**

Las Palmas Park is one (1) of the City's primary community centers that hosts many in-person programs and activities each week. It also serves as one of the City's two (2) cooling centers during the hot summer months. Consequently, a functioning heating, ventilation and air condition (HVAC) system is imperative at this community center. Using ARPA funding, City Council has approved funding for partial replacement of the HVAC system at Las Palmas Park. Due to funding, the project is limited to upgrading the unit that serves the gym as it is the most used part of the building for events. As part of the project, the roof above the gym and the mechanical room where the HVAC unit is housed will be upgraded.

**Schedule:**

Work began in May 2025 and is scheduled to be completed in July 2025.

**Title:** Calles Verdes

**Program Years:** FY2025-26

**Strategic Goals:** V – Reducing Traffic Congestion, V.3 – Pedestrian-focused Improvements

**Project:** TBD

SOURCES			
Fund	Account Number	Allocation	
		Carryover from FY2024-25	FY 2026- 27 Funds
State Coastal Conservancy Grant- TreePeople	TBD	\$0	\$600,000
<b>Total Sources:</b>		<b>\$600,000</b>	

USES		
Activity	Account Number	Cost
Construction	TBD	\$562,000
Resident Outreach	TBD	\$2,000
<b>Total Uses:</b>		<b>\$564,000</b>

**Project Description:**

The Calles Verdes Project marks a collaborative effort between the City and TreePeople aimed at enhancing the City’s infrastructure to effectively manage stormwater and nuisance water. Through the implementation of innovative techniques, the project endeavors to construct bioswales across strategic locations within City streets and parking lot. Specifically, the project entails the installation of bioswales along Maclay Avenue, stretching from San Fernando Road to Kewen Street, alongside the creation of bulbouts at key intersections including Maclay Avenue and Celis Street and Maclay Avenue and Pico Street. Furthermore, the initiative includes the integration of bioswales and cooling pavement within Parking Lot No. 4, as well as promoting sustainable water management practices. These bioswales and bulbouts will feature strategically placed curb cuts to redirect stormwater and nuisance water away from the street’s surface, while simultaneously fostering the growth of greenery within the landscaped parkways. Additionally, street trees will be planted to further enhance the aesthetic and environmental benefits of the project. In Parking Lot. No. 4, trees and bioswales will be incorporated within the existing concrete parking lot medians.

**Schedule:** Design Team is currently working on finalizing the design. Upon completion of design, the City will advertise the project for construction. The tentative date of completion is December 2026.

**Title: Sidewalk Conditions Assessment Project**

**Program Years:** FY2024-25

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

**Project:** 0866

SOURCES			
Fund	Account Number	Allocation	
		Carryover to FY 2023-24	FY2025-26 Funds
American Rescue Plan Act (ARPA)	121-3668-3689	\$1,016,433	TBD
TDA Article 3 Funds	015-3695-0866	\$37,935	TBD
<b>Total Sources:</b>		<b>\$537,935</b>	

USES		
Activity	Account Number	Cost
Condition Assessment and Maintenance Services	TBD	\$1,121,939
Contingency (10%)	TBD	\$114,939
<b>Total Uses</b>		<b>\$1,236,878</b>

**Project Description:**

This project aims to identify and mitigate sidewalk trip hazards, ensuring pedestrian safety, American with Disabilities Act (ADA) compliance, and long-term infrastructure sustainability.

**Schedule:** City awarded contract to contractor for a citywide sidewalk assessment and mitigation plan, which includes repairs, where appropriate. Contractor finished sidewalk assessment in Tree Trimming Grid F and is currently working on sidewalk cuts. Contractor will also provide a sidewalk assessment for Grid G. Work will be completed June 2026.





**Title:** San Fernando Mission City Bike Trail

**Program Years:** FY2025- 26

**Strategic Goals:** V – Reducing Traffic Congestion, V.3 – Pedestrian-focused Improvements

**Project:** TBD

SOURCES			
Fund	Account Number	Allocation	
		Carryover to FY 2025- 26	FY2026- 27 Funds
Landscaping and Lighting Assessment	027-344-XXXX-4600		\$342,125
Subtotal:			\$342,125
<b>Total Sources:</b>		<b>\$342,125</b>	

USES		
Activity	Account Number	Cost
Purchasing and Installation of Lights	027-344-XXXX-4600	\$342,125
<b>Total Uses:</b>		<b>\$342,125</b>

**Project Description:**

The Project will involve the design and installation of park light poles and solar lights along the Mission City Bike Trail from Wolfskill St. to Brand Blvd.

**Schedule:** Design is planned to be completed by September 2025. Bid and award is anticipated to be completed in October 2025. Construction is expected to begin in December 2025 and be completed in three months.



**Title:** Overhead Mast Arm Signage Replacement

**Program Years:** FY2025- 26

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

**Project:** TBD

SOURCES			
Fund	Account Number	Allocation	
		Carryover to FY 2025- 26	FY2026- 27 Funds
Traffic Safety Fund	013-370-0000-4310	\$12,500	\$50,000
Subtotal:		\$12,500	\$50,000
Total Sources:		\$62,500	

USES		
Activity	Account Number	Cost
Procurement of Signs	013-370-0000-4310	\$50,000
Total Uses:		\$50,000

**Project Description:**

This project aims to replace outdated or damaged overhead mass arm street name signs and regulatory signs throughout the City of San Fernando to improve visibility, compliance with current regulations, and overall traffic safety.

**Schedule:** To begin procurement process in July 2025. Tentative completion date is December 2025.

**Title: Phase Two: Parking Lots Project**

**Program Years:** FY2025- 26

**Strategic Goals:** VI2.- Street Resurfacing

**Project:** TBD

SOURCES			
Fund	Account Number	Allocation	
		Carryover to FY 2025- 26	FY2026- 27 Funds
Measure M	024-3210-0000	\$450,000	
Measure R	012-3210-0000	\$150,000	
Subtotal:		\$600,000	
<b>Total Sources:</b>		<b>\$600,000</b>	

USES		
Activity	Account Number	Cost
Construction	024-335-0335-4600 012-335-0335-4600	\$552,560
Contingency	012-335-0335-4600	\$47,440
<b>Total Uses:</b>		<b>\$600,000</b>

**Project Description:** Fog Seal Public Parking Lots 3 and 6N. This will complete some type of surface treatment to all parking lots, with the exception of Parking Lots 4 and 5, which will be part of Calles Verdes and Trash Enclosure Projects, respectively.

**Schedule:** Staff will prepare a Notice of Inviting Bids in the Fall, award the contract in Winter and begin construction in Spring 2026 when temperature are favorable for the type of pavement treatment being used.

# WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2024-2025  
&  
FISCAL YEAR 2025-2026

**Title: Reservoir 4 Replacement Project**

**Program Years:** FY2024-25

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

**Project:** 0716

SOURCES			
Fund	Account Number	Allocation	
		Carryover to Previous Years	FY2025-26 Funds
State of California Funding - DWR	010-3686-0716	\$5,000,000	\$0
Water Fund	070-3686-0716	\$2,702,901	\$0
Subtotals from previous and new Fiscal Years:		<b>\$7,702,901</b>	<b>\$0</b>
<b>Total Sources:</b>		<b>\$7,702,901</b>	

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

**Project Description:**

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

**Schedule:** Reservoir is scheduled to be in service the third quarter of 2025.

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

**Program Years:** FY2024-25 and FY2025-26

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

**Project:** 0857

SOURCES			
Fund	Account Number	Allocation	
		FY2025-26 Funds	FY2026-27 Funds
Budget Act 2023- DWR	010-384-0580	\$3,000,000	\$0
Nitrate Removal System Grant	010-384-0580	\$27,984.39	\$0
Needed Funding Amount	TBD	\$0	\$6,972,015.61
Subtotals from previous and new Fiscal Years:		\$0	\$10,000,000
<b>Total Sources:</b>		<b>\$10,000,000</b>	

USES		
Activity	Account Number	Cost
IX Treatment System – Engineering and Design IX Treatment System for Well 2A	070-385-0857-4270	\$ 500,000
IX Treatment System – construction for IX Treatment System for Well 2A	070-385-0857-4600	\$ 9,000,000
IX Treatment System – Construction Management for Well 2A	070-385-0857-4600	\$ 500,000
<b>Total Uses</b>		<b>\$ 10,000,000</b>

**Project Description:**

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

A new system is planned for Well 2A. This will require system modifications and additional pipe line extensions to allow the use of a blending plan along with the operational treatment system.

Currently, the City has \$3,027,984.39 for this project. An additional \$6,972,015.61 is needed to fund this project.

**Schedule:** Well 3 IX Treatment System was completed and fully operational on March 2024.

The timeline for installing and implementing a blending plan along with the IX Treatment System for Well 2A is: Design firm on board (by September 2025); Complete design (by January 2026);

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

**Title: Water Master Plan and Water Utility Rate Study**

**Program Years:** FY2024-25 & FY2025-26

**Strategic Goals:** Infrastructure Improvements Analysis and Assessment

**Project:** TBD

SOURCES			
Fund	Account Number	Allocation	
		FY2025- 26 Funds	FY2026- 27 Funds
Water Fund	070-3810-0000	\$150,000	\$0
<b>Total Sources:</b>		<b>\$150,000</b>	

USES		
Activity	Account Number	Cost
Develop Water Master Plan	070-385-0000-4260	\$ 100,000
Conduct Water Utility Rate Study	070-385-0000-4260	\$ 50,000
		\$
<b>Total Uses:</b>		<b>\$ 150,000</b>

**Project Description:** The Water Master Plan and Water & Sewer Rate Study will assess and provide a holistic and forward-thinking strategy that outlines the long term vision and actions necessary to manage a community's water resource. It serves as a roadmap for asset owners and utilities to ensure the sustainable use and protection of water sources. Through the use of computer modeling and field data, the master plan covers the entire distribution system, provides a comprehensive overview of the system functions, and includes where improvements are needed based on assessments of the system's capacity and reliability. It will evaluate hydraulic performance and capacity, evaluate the City's water storage and source of supply, and recommend a proactive and manageable utility capital improvement program for the next 10 years. Previous Water Master Plan was conducted in 1969. Water Utility Standards recommends a Water Master Plan be conducted every 10 years.

The Water and Sewer Rate Study will allow the opportunity to evaluate the current set rates to help set a baseline rate adjustments if needed to help sustain the water system and its future capital infrastructure needs.

**Schedule:** Starting April 2025 will be the RFP process and once awarded the completion of these studies and reports are anticipated to be completed by January 2026.





**Title: Lead Service Line Replacement Program**

**Program Years:** FY2024-25 and FY2025-26

**Strategic Goals: Public Health-** Replace lead service lines with copper lines to meet the State Drinking Water Requirements and EPA's 2021 LCRR Rule to help minimize health concerns related to lead.

SOURCES			
Fund	Account Number	Allocation	
		FY2025- 26 Funds	FY2026- 27 Funds
Water Fund	TBD	\$50,000	\$50,000
Total Sources:		\$50,000	

USES		
Activity	Account Number	Cost
New On Going Program to replace lead service lines	TBD	\$50,000
Total Uses		\$ 50,000

**Project Description:** Replace lead service lines with copper lines to meet the State Drinking Water Requirements and EPA's 2021 LCRR Rule to help minimize health concerns related to lead exposure.

**Schedule:** New EPA LCRR Rule effective date is Oct 16<sup>th</sup> 2024 requiring Water utilities to provide the State with an inventory list of all service line and houseline material inventory.

Staff has completed the distribution section Phase 1. Phase 2 included houseline customer side pipeline inventory list and was completed October 16, 2024.

Phase 3 includes the verification and replacement of the 133 locations provided to DDW.

**Title: Water Main Line Replacement Program**

**Program Years:** FY2025-26

**Strategic Goals:** Replace approximately 800 ‘ feet of ageing 6” steel water line and services lines with 8” Ductile Iron Pipe and copper service lines on N Workman Street from 2<sup>nd</sup> St to 4<sup>th</sup> St. to help maintained water system pressure/flows and improve water quality to meet the State Drinking Water Requirements.

SOURCES			
Fund	Account Number	Allocation	
		FY2025- 26 Funds	FY2026- 27 Funds
Water Fund	TBD	\$1,000,000	0
<b>Total Sources:</b>		<b>\$1,000,000</b>	

USES		
Activity	Account Number	Cost
N Workman St from 2 <sup>nd</sup> Street to 4 <sup>th</sup> Street Mainline Replacement from 6” Steel Line to 8” Ductile Iron Pipe with copper services	TBD	\$1,000,000
<b>Total Uses</b>		<b>\$ 1,000,000</b>

**Project Description:** Replace approximately 800 ‘ feet of ageing 6” steel water line and services lines with 8” Ductile Iron Pipe and copper service lines on N Workman Street from 2<sup>nd</sup> St to 4<sup>th</sup> St. to help maintained water system pressure/flows and improve water quality to meet the State Drinking Water Requirements.

North Workman Street between Second and Fourth Street have extensive water main breaks, approximately 20 within the past five years, impacting the ability to provide water. As a result, this mainline is being requested to help improve water reliability and quality.

**Schedule:** Plans are completed and ready to be released on an RFP. Starting July 2025 RFP will be released and construction will start once awarded. Scheduled to be completed by Jan 2026.

# SEWER SYSTEM CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2024-2025  
&  
FISCAL YEAR 2025-2026

**Title: Sewer Cleaning and Inspection Project**

**Program Years:** FY2024-25 & FY2025-26

**Project:** TBD

SOURCES			
Fund	Account Number	Allocation	
		FY2024-25 Funds	FY2025-26 Funds
Sewer Capital Fund	072-3745-0000	\$150,000	\$20,000
<b>Total Sources:</b>		<b>\$150,000</b>	

USES		
Activity	Account Number	Cost
Cleaning/Video/Data Analysis Report	072-365-0000-4600	\$ 150,000
<b>Total Uses:</b>		<b>\$ 150,000</b>

**Project Description:**

A Citywide cleaning, inspection, and digital recording of all sewer lines (40 miles) in the City. All digital recordings will be reviewed, and a report will be developed based on findings. This is a required prerequisite before conducting the sanitary sewer master plan.

**Schedule:** RFP for services will be sent out in May 2025. It is expected that services will begin in Summer 2025 and completed in the Fall.

**Title: Sanitary Sewer Master Plan Project and Audit**

**Program Years:** FY2024-25 & FY2025-26

**Strategic Goal:** IV.3- Climate Resiliency, VI- Resilient and Reliable Infrastructure, VII- Emergency Preparedness

**Project:** TBD

SOURCES			
Fund	Account Number	Allocation	
		FY2024-25 Funds	FY2025-26 Funds
Sewer Capital Fund	072-3745-0000	\$150,000	Every Five Years
<b>Total Sources:</b>		<b>\$150,000</b>	

USES		
Activity	Account Number	Cost
Develop Sanitary Sewer Master Plan and Audit	072-365-0000-4260	\$ 100,000
<b>Total Uses:</b>		<b>\$ 100,000</b>

**Project Description:**

State Requirement. Update the City's sanitary sewer master plan; last done in 2014. State requires a sewer master plan audit every two years, and a sewer master plan update every five years. Plan is also a requirement prior to conduct a utility user fee process.

**Schedule:**

RFP will be sent out in May 2025. A final report is expected in the second quarter of 2026.

**Title: Sewer Line Replacement Project**

**Program Years:** FY2024-25 & FY2025-26

**Strategic Goal:** IV.3- Climate Resiliency, VI- Resilient and Reliable Infrastructure, VII- Emergency Preparedness

**Project:** TBD

SOURCES			
Fund	Account Number	Allocation	
		FY2024-25 Funds	FY2025-26 Funds
Sewer Capital Fund	072-3745-0000	\$1,095,000	\$1,095,000
<b>Total Sources:</b>		<b>\$1,095,000</b>	

USES		
Activity	Account Number	Cost
Design and Specifications	072-365-0000-4260	\$ 250,000
Construction Management	072-365-0000-4600	\$ 65,000
Construction	072-365-0000-4600	\$ 650,000
Contingency (15%)	072-365-0000-4600	\$ 97,500
On-Call Engineer Review (5%)	072-365-0000-4600	\$ 32,500
<b>Total Uses:</b>		<b>\$ 1,095,000</b>

**Project Description:**

Replacement of sewer lines. To be determined based on completion of CCTV and Master Plan recommendations.

**Schedule:** TBD (If Necessary)