

Table of Contents

Fund Balance.....	3
Fund Balance Summary.....	6
Capital Reserves.....	7
Revenue.....	10
Revenue Summaries.....	11
Revenue Detail.....	12
Expenditures.....	17
Expenditure Summaries.....	17
Expenditure Detail.....	24
City Council.....	25
Administration.....	26
SMTV.....	31
Planning and Building.....	32
General Operations.....	36
Police.....	39
Fire.....	44
Emergency Services.....	49
Parks & Public Works.....	52
Public Works Administration Division.....	54
Garage Division.....	56
Sewer & Storm Drain Division.....	58
Street Division.....	60
Parks Division.....	64
Grounds Division.....	67
Recreation.....	70
Recreation Administration Division.....	73
Aquatics Division.....	76
Contract Classes Division.....	78
Special Events Division.....	80
Senior Activities Division.....	82
Day Care Division.....	83
Day Camp Division.....	85
Preschool Division.....	87
Teen Center Division.....	89
Gym Scheduling Division.....	90
Kindercare Division.....	91

San Marino Center Division.....	93
Thurnher House Division.....	95
Housing Rehabilitation Division.....	97
Senior Outreach Division.....	98
Crowell Public Library.....	99
Library Administration Division.....	102
Library Adult Services Division.....	106
Library Children’s Services Division.....	107
Library Processing Division.....	108
Library Circulation Division.....	109
El Molino Viejo.....	110
General Information.....	112

Fund Balance

This section presents information on the overall financial condition of the City of San Marino. A Fund Balance table for the 2010-11 Fiscal Year with *estimated* beginning fund balances, and *budgeted* revenues and expenditures is presented for each of the City's funds. The table also includes operating transfers, the estimated ending fund balance and the estimated increase/(decrease) in fund balance for each fund.

Unrestricted Fund Descriptions

General Fund (101) - The General Fund is the primary cost center for many of the City's basic services, such as Administration, Planning & Building, Parks & Public Works, Recreation and the Public Library. The primary revenue sources for this fund are various taxes and fees for service. The Planning & Building Department has a goal of 100% cost recovery, and the Recreation Department has a goal of 70% cost recovery from fees.

Public Safety Fund (103) – This fund is the primary cost center for Police and Fire Services. The primary revenue source for this fund is the Public Safety parcel tax. This fund is included with the “unrestricted” funds because the City Council views public safety as a top priority (unrestricted funds being those that the City Council must spend on something other than it may desire).

Fourth of July and San Marino Center Funds (104 & 105) – These funds are separated for the purpose of tracking their rate of cost recovery from fees. They are not officially “enterprise funds”, as the City Council has not designated them as such.

Restricted Donations Fund (281) – This fund is where donations to the City intended by the donor to be used for a particular program are deposited and expended. Because the majority of the donations (except for the Library capital donations) are for the Police and Fire Departments, this is included with the “unrestricted” funds for the same reason mentioned above in the Public Safety Fund description.

Capital Projects and Capitalized Equipment Funds (394 & 591) – These funds are used to track the investment of city funds for capital projects and equipment that have a cost greater than \$5,000 per unit and a useful life of two or more years.

Debt Service Fund (401) – This fund is used to track the debt service activity of the City's bond and loan liabilities.

Workers' Compensation and General Liability Insurance Funds (595 & 596) – These funds are used to track costs associated with risk management activities. They are not officially “internal service funds”, as the City Council has not designated them as such and costs are not allocated to departments. Program allocations are provided for informational purposes only.

Restricted Fund Descriptions

Gas Tax Fund (202) – This fund is used to record the receipt and disbursement of gas tax subventions from the State of California. Cities are allocated a share of the revenues derived by the State from taxes on gasoline, which may only be spent on construction, improvement and maintenance of public streets and street engineering services.

Community Development Block Grant (CDBG) Fund (204) – This fund is used to record the receipt and disbursement of CDBG funds from the federal Department of Housing and Urban Development. These funds are allocated to cities on a formula basis and must be used for programs and projects that primarily benefit low and moderate income people. The City has used these funds to install handicapped access at various public facilities, to provide housing rehabilitation grants to low and moderate income households, and for senior programs.

County Park Prop. A Fund (206) – This fund is used to record the receipt and disbursement of funds from the County of Los Angeles which were created by voter approved bond issues under the Safe Neighborhood Parks Proposition in 1992 and 1996 for the development and refurbishment of parks. They are allocated to cities on a formula basis.

Prop. A Transit Fund (207) – This fund is used to record the receipt and disbursement of the ½ cent sales tax approved by the voters in 1982 and 1990. Approximately 25% of the monies generated by the tax are returned to local agencies to be used for public transportation services. This money funds the Dial-a-ride, recreation, athletic trip and merchant transportation services.

LSTA Staff Education Grant Fund (208) - Library Services and Technology Act (LSTA)/Public Library Staff Education Program – This fund is used to record the receipt and disbursement of federal funds distributed by the California State Library. These funds are to be used exclusively to reimburse tuition costs for full or part time library staff pursuing their master's degree in library and information science at an ALA-accredited university.

Granada Avenue Assessment I Fund (211) – This fund is used to record the receipt and disbursement of funds received from the 1998 voter approved special assessment for street improvements. The City paid for the improvements and the homeowners in the special district are repaying the cost over a ten year period.

Air Quality Fund (212) - This fund is used to record the receipt and disbursement of funds received from the motor vehicle registration fee collected by the State of California and must be used for programs that reduce motor vehicle emissions. The City has used these funds for the purchase of alternative fuel vehicles, and for enhancements to the City's website.

Surface Transportation Program, Local (STPL) Fund (213) - This fund is used to record the receipt and disbursement of funds received from the State of California through the Metropolitan Transportation Authority (MTA), and must be used for street improvements on certain major streets within the City.

Transportation Development Act (TDA) Fund (214) - This fund is used to record the receipt and disbursement of funds received from the State of California through the Metropolitan Transportation Authority (MTA), and must be used for projects that promote pedestrian uses and bikeways.

Prop. C Transit Fund (215) – This fund is used to record the receipt and disbursement of a portion of the ½ cent sales tax approved by the voters in 1982 and 1990. Approximately 20% of the monies generated by the tax are returned to local agencies to be used for public transportation purposes and maintenance of streets "heavily used by public transit".

Asset Seizure Fund (217) - This fund is used to record the receipt and disbursement of funds received from assets seized by state and federal courts and awarded to the local law enforcement agencies that lead to the seizure. San Marino has not received funds in the past several years.

Restricted Fund Descriptions (Continued)

Local Law Enforcement Block Grant (LLEBG) Fund (219) – This fund is used to record the receipt and disbursement of funds received from the Federal government for specific law enforcement projects.

Granada Avenue Assessment II Fund (220) – This fund is used to record the receipt and disbursement of funds received from the 2004 voter approved special assessment for street improvements. The City will pay for the improvements and the homeowners in the special district will repay the cost over a ten year period.

Assistance to Fire Fighters Grant Fund - (224) - This fund is used to record the receipt and disbursement of funds received from FEMA to obtain critically needed equipment, protective gear, emergency vehicles, training, and other resources needed to protect the public and emergency personnel from fire and related hazards.

California Law Enforcement Equipment Program (CLEEP) Fund (225) - This fund is used to record the receipt and disbursement of funds received from the State of California for police equipment purchases.

California Recycling Grant Fund (226) - This fund is used to record the receipt and disbursement of funds received from the State of California for programs that promote the recycling of Waste Materials.

Energy Efficiency Block Grant Fund (227) - This fund is used to record the receipt and disbursement of funds received from the Department of Energy through the State of California to develop, promote, implement, and manage energy efficiency and conservation projects and programs designed to reduce fossil fuel emissions, reduce energy use, improve energy efficiency and create and retain jobs.

Traffic Congestion Relief Act Fund (229) - This fund is used to record the receipt and disbursement of funds received from the State of California for projects that address traffic congestion.

Citizens' Option for Public Safety (COPS) Fund or Supplemental Law Enforcement Services Fund (SLESF) (233) - This fund is used to record the receipt and disbursement of funds allocated by the State of California, and must be used for front line law enforcement expenditures.

Homeland Security Grant Fund (240) – This fund is used to record the receipt and disbursement of funds from the State of California and the County of Los Angeles to purchase public safety and disaster preparedness equipment.

Safe Routes to School Fund (241) - This fund is used to record the receipt and disbursement of funds received from the Department of Transportation through the State of California to make walking and bicycling to school a safe and appealing form of transportation.

Los Angeles County Measure R Transit Fund (242) – This fund is used to record the receipt and disbursement of funds from the County of Los Angeles which were created by a voter approved sales tax in 2008. These funds are allocated based on the point of sale.

Prop. 1B Transit Fund (244) - This fund is used to record the receipt and disbursement of funds from the State of California which were created by voter approved bond issues in 2006 under Proposition 1B. These funds are allocated on a formula basis.

American Recover and Reinvestment Act Fund (245) - This fund is used to record the receipt and disbursement of funds received from the Department of Transportation through the State of California to fund projects that will spur economic recovery and create jobs.

MWD Grant Fund (246) - This fund is used to record the receipt and disbursement of funds received from the Metropolitan Water District for projects that result in water conservation.

Fund Balance Summary

		07/01/10		Projected	Projected		Approved 6/30/2011		Estimated
		Estimated	Approved	Transfers	Transfers	Approved	Fund Balance		Increase/(Decrease)
Fund		Balance	Revenues	In	Out	Expenditures	Reserved	Unreserved	in Fund Balance
Unrestricted Funds:									
101	General Fund	17,842,247	16,794,006	749,676	11,263,176	9,032,028	230,000	14,860,726	(2,751,521)
102	Payroll Fund	-	-	-	-	-	-	-	-
103	Public Safety Fund	0	3,652,110	5,217,996	-	8,870,106	-	0	-
104	Fourth of July Event Fund	(0)	40,000	33,642	-	73,641	-	0	1
105	San Marino Center Fund	-	16,750	69,226	-	85,976	-	-	-
281	Restricted Donations to City Fund	68,447	810,676	-	749,676	71,050	-	58,397	(10,050)
394	Capital Projects Fund	(0)	-	4,799,391	-	1,316,327	3,483,064	(0)	3,483,064
400	Debt Service Fund	-	-	1,020	-	1,020	-	-	-
591	Capitalized Equipment Fund	(1)	-	303,701	-	303,700	-	1	1
595	Workers' Compensation Fund	(0)	-	338,200	-	338,200	-	(0)	-
596	General Liability Fund	0	-	500,000	-	500,000	-	0	-
All Unrestricted Funds		17,910,694	21,313,542	12,012,852	12,012,852	20,592,048	3,713,064	14,919,124	721,494
Restricted Funds:									
202	Gas Tax Fund	12,248	356,661	-	-	365,909	-	3,000	(9,248)
204	CDBG Fund	0	65,983	-	-	65,983	-	0	-
206	County Park Prop. A Fund	10,800	60,401	-	-	60,401	-	10,800	-
207	Prop. A Transit Fund	379,509	173,000	-	-	220,800	-	331,709	(47,800)
208	LSTA Staff Education Grant	-	10,000	-	-	10,000	-	-	-
211	Granada Ave. Assessment I Fund	491	-	-	-	-	-	491	-
212	Air Quality Fund	14,542	15,460	-	-	30,000	-	2	(14,540)
213	STPL Street Fund	375	390	-	-	-	-	765	390
214	TDA Fund	9,958	5,414	-	-	-	-	15,372	5,414
215	Prop. C Transit Fund	(57,288)	142,400	-	-	-	-	85,112	142,400
217	Asset Seizure Fund	10,204	14,550	-	-	-	-	24,754	14,550
219	LLEBG Fund	35	-	-	-	-	-	35	-
220	Granada Ave. Assessment II Fund	13,177	2,200	-	-	-	-	15,377	2,200
224	Assistance to Firefighters Grant Fund	-	101,262	-	-	101,204	-	58	58
225	CLEEP Fund	875	-	-	-	-	-	875	-
226	CA Recycling Grant Fund	7,041	50	-	-	5,000	-	2,091	(4,950)
227	Energy Efficiency Block Grant Fund	-	71,904	-	-	71,904	-	-	-
229	Traffic Congestion Relief Act Fund	(200)	300	-	-	-	-	100	300
233	COPS Fund	135,367	100,700	-	-	87,550	-	148,517	13,150
240	Homeland Security Grant Fund	-	6,750	-	-	6,750	-	-	-
241	Safe Routes to School Fund	-	214,000	-	-	214,000	-	-	-
243	LA County Measure R Fund	2,205	77,805	-	-	-	-	80,010	77,805
244	Prop. 1B Street Funds	11,531	1,500	-	-	-	-	13,031	1,500
245	American Recovery Act Funds	-	-	-	-	-	-	-	-
All Restricted Funds		550,869	1,420,730	-	-	1,239,501	-	732,098	181,229
All Funds		18,461,563	22,734,272	12,012,852	12,012,852	21,831,549	3,713,064	15,651,222	902,723

Capital Reserves

This section shows reserve designations made by the City Council for major projects and capital purchases that are planned in the future.

Description	7/1/2010	Fund	Designated Reserve @ 7/1/10	2010-2011		Designated Reserve @ 6/30/11	Remaining Amount Unfunded	Estimated Year of Completion
	Remaining Estimated Cost			Reservations	Expense			
Public Works:								
Street Light Upgrade	7,200,000	394	4,140,000	-	(1,000,000)	3,140,000	3,060,000	Unknown
Lacy Park Irrigation	455,000	394	343,064	-	-	343,064	111,936	Unknown
Kewen Storm Drain Reconstruction	3,000,000	394	-			-	3,000,000	Unknown
Bridge Replacement (City Pays 20% of \$2 Million)	400,000	394	-			-	400,000	2014
Totals:								
Capital Project Fund		394	4,483,064	-	(1,000,000)	3,483,064	6,571,936	

Revenue

This Section presents detailed information about the City of San Marino's revenue structure and projections for the 2010-11 fiscal year. The following *assumptions* have been made for the purpose of projecting revenues:

Assumptions

Property Values and Change of Ownership – Despite the decreasing housing market, the City's property valuation continues to increase, but at a much slower rate. This effects property taxes, which are the City's largest revenue source. Under Proposition 13 adopted in 1978, property taxes for general purposes may not exceed 1% of market value. The Los Angeles County assessed value is only allowed to increase to market value upon transfer of title. Increases in assessed value are also made when improvements are made. Otherwise the maximum increase is 2% annually. We expect changes of ownership to decrease through the 2010-11 fiscal year.

Economic Climate – It is assumed that the present economic condition will continue through the 2010-11 fiscal year with modest to no growth in most revenue categories. This effects revenue sources such as sales and use taxes and user fees.

Development Activity – It is assumed that private development activity will remain slow through the 2010-11 fiscal year. This effects Planning & Building and public works permit fees.

The City of San Marino collects several *types of revenue* from various sources as summarized below.

Types of Revenue

Property Tax – This is the largest source of revenue for the City and represents 67% of unrestricted revenue. A portion of this (\$2,577,719) is the Public Safety Parcel Tax, which is a flat tax. The remainder is based on the assessed value as described above, and is expected to grow by 1%. The Public Safety Tax was increased by 5% this year, as approved by the voters in 2006.

Utility User's Tax – In response to the State's taking of revenue in FY 1992-03, the City Council adopted a utility user's tax of 5% on natural gas, water, electricity, telephone and cable television charges. The voter approved maximum rate is 6%, however the City Council has chosen not to raise the rate.

Other Taxes – Other important taxes include Motor Vehicle License, Franchise, Business License and Sales taxes.

Licenses & Permits – These are revenues charged for the purpose of recovering the cost of certain regulatory processes. Examples are building permits, animal licenses and film permits.

Charges for Service – These are revenues that are charged for the purpose of recovering the cost of certain services that people choose to participate in. The largest source in San Marino is recreation program fees.

Intergovernmental Revenues – These are revenues from various departments of the Federal government, the State of California, the County of Los Angeles and certain special districts. These revenues are usually allocated based on a formula, but are sometimes competitive grants. Some of these revenues are restricted for specific uses and others are not.

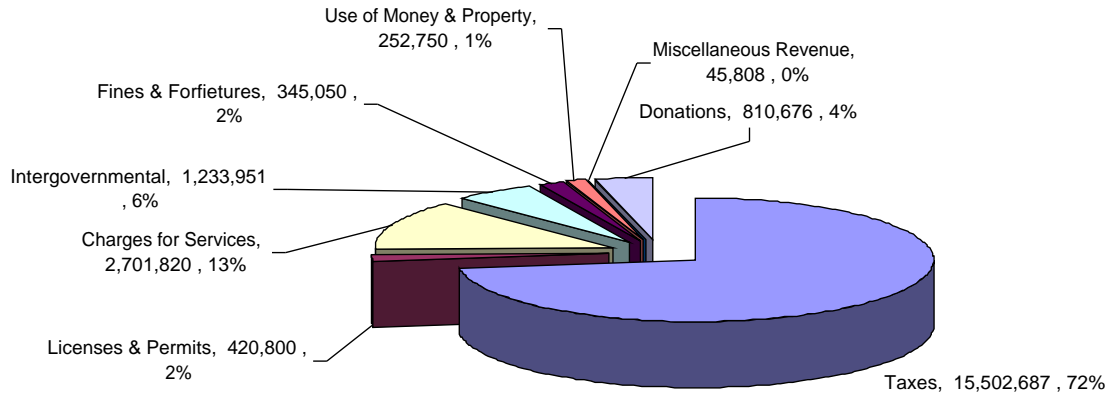
Fines & Forfeitures – These are revenues that are meant as a penalty for the violation of certain city ordinances.

Use of Money & Property – This includes interest income and rentals of city facilities. Interest income is allocated to each fund based on the cash balances at the end of each period of allocation.

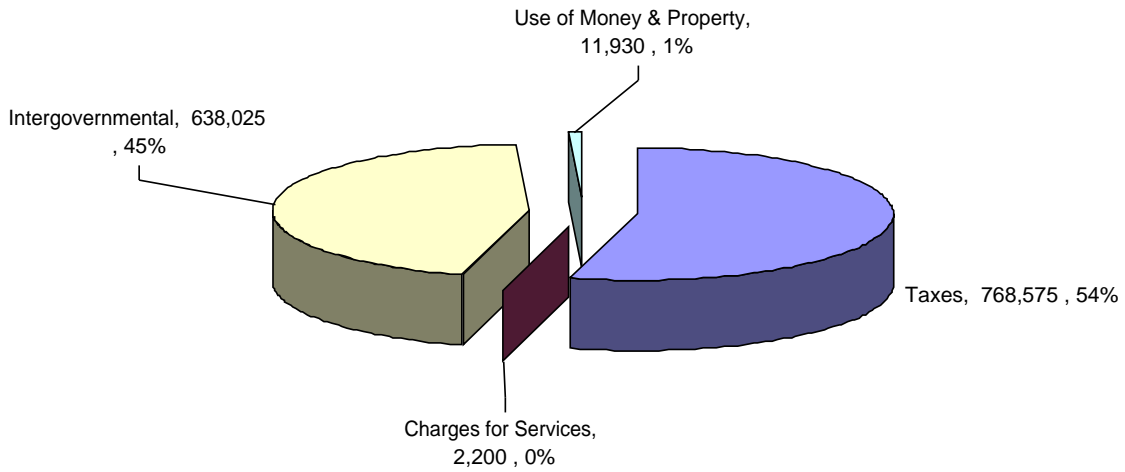
Donations – From time to time the City receives donations. The donor may or may not specify the use to which their donation is to be put.

Revenue Summaries

2010-2011 Unrestricted Revenues



2010-2011 Restricted Revenues



Revenue Detail

Account Number	Description	2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Unrestricted Funds:					
General Fund					
Taxes:					
101-00-3001-0000	Secured & Unsecured Property T	9,517,664	9,733,500	9,612,840	9,708,968
101-00-3030-0000	Sales & Use Taxes	323,879	330,000	324,000	324,000
101-00-3032-0000	In-Lieu Sales Tax	172,695	90,000	96,827	97,000
101-00-3040-0000	Franchise Taxes	586,761	525,000	492,000	490,000
101-00-3042-0000	Real Property Transfer Taxes	130,198	100,000	170,000	170,000
101-00-3044-0777	Utility Users Taxes - Cingular	-	-	156,500	156,500
101-00-3044-1650	Utility Users Taxes - Edison	594,708	560,500	613,300	613,300
101-00-3044-4510	Utility Users Taxes - Metro Wa	208,899	209,000	217,000	217,000
101-00-3044-4620	Utility Users Taxes - Miscella	300,254	291,000	60,000	60,000
101-00-3044-7260	Utility Users Taxes - AT&T	170,632	160,400	164,700	164,700
101-00-3044-8470	Utility Users Taxes - So. Cal.	199,228	208,000	178,800	178,800
101-00-3044-9022	Utility Users Taxes - T-Moblie	-	-	52,000	52,000
101-00-3044-9240	Utility Users Taxes - Time War	109,022	110,000	107,700	107,700
101-00-3044-9355	Utility Users Taxes - Verizon	-	-	89,000	89,000
101-00-3046-0000	Business License Tax	453,855	410,000	410,000	410,000
		12,767,796	12,727,400	12,744,667	12,838,968
Licenses & Permits:					
101-00-3102-0000	Dog Licenses	5,835	-	5,000	-
101-00-3103-0000	Bicycle Licenses	816	800	800	800
101-00-3153-0000	Film Permits	64,404	65,000	80,000	70,000
101-14-3106-0000	Tree Permits	-	-	-	12,000
101-52-3160-0000	Tree Permits	-	-	12,000	-
101-14-3151-0000	Building Permits	418,059	378,270	290,000	300,000
101-48-3152-0000	Street & Curb Permit Fees	28,170	80,000	40,000	38,000
		517,283	524,070	427,800	420,800
Charges for Services:					
101-00-3304-0000	Environmental Fees	132,920	133,000	133,000	133,000
101-07-3346-0000	Sales of Maps & Pub.s - Admin	380	300	560	500
101-14-3308-0000	Plan Check Fees	183,645	169,000	160,000	170,000
101-14-3312-0000	Zoning Fees	157,124	130,000	146,000	146,250
101-14-3346-0000	Sales of Maps & Pub.s-P&B	843	750	1,300	1,000
101-40-3346-0000	Sales of Maps & Pub.s-PW	740	800	800	800
101-44-3310-5170	Inspection Fees-NPDES	-	5,540	-	-
101-60-3340-0000	Nonresident Fees-Recreation	23,895	20,000	10,000	10,000
101-62-3336-0000	Aquatics Program Fees	127,360	114,900	114,900	118,740
101-64-3336-0000	Contract Class Program Fees	522,036	548,507	460,000	460,000
101-66-3336-0000	Special Events Program Fees	11,772	17,000	13,207	-
101-68-3336-0000	Senior Program Fees	20,911	15,000	12,000	12,870
101-70-3336-0000	Daycare Program Fees	103,252	100,000	125,000	125,000
101-72-3336-0000	Daycamp Program Fees	122,055	110,000	100,000	100,000
101-74-3336-0000	Preschool Program Fees	653,285	805,777	660,000	660,000
101-76-3336-0000	Teen Center Program Fees	7,009	7,500	3,700	-
101-78-3336-0000	Gym Scheduling Program Fees	6,500	40,000	47,000	47,319
101-80-3336-0000	Kindercare Program Fees	72,733	81,900	73,000	73,000
101-90-3344-0000	Library Fees	31,067	-	2,031	-
101-90-3344-6055	Passport Fees	-	15,000	10,000	16,000
101-90-3346-0000	Copies	3,602	4,000	6,500	6,500
101-91-3344-3963	Lost Materials Fees	-	2,000	2,100	2,100
101-93-3344-1200	Damaged Materials Fees	-	150	130	150
101-94-3344-0000	Overdue Materials Fees	-	20,000	20,000	20,000
101-94-3344-3000	Hold Fees	-	450	1,200	1,200
101-94-3344-7037	Replacement Library Card Fees	-	700	700	700
		2,181,128	2,342,274	2,103,128	2,105,129

Revenue Detail (Continued)

Account Number	Description	2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Intergovernmental:					
101-00-3202-4075	Mandated Cost Reimbursements	59	-	11	-
101-00-3202-9350	State Vehicle License Fees	52,120	40,000	30,000	32,000
101-00-3204-0000	VLF Swap	1,011,554	1,000,000	1,124,232	1,074,607
101-90-3202-1435	State Library Direct Loan	27,249	-	-	-
101-90-3202-3305	State Interlibrary Loan	79	-	-	-
101-90-3202-6820	State Public Library Fund	4,581	4,500	4,744	4,744
101-94-3202-1435	State Library Direct Loan	-	16,000	21,559	20,000
101-94-3202-3305	State Interlibrary Loan	-	100	150	150
		1,095,642.15	1,060,600.00	1,180,696.32	1,131,501.00
Fines & Forfeitures:					
101-00-3348-0000	Damage to City Property Fees	50	50	400	400
101-00-3410-0000	Fines & Fees	500	600	400	400
101-00-3410-0440	Business License NOVs	40,603	-	-	-
101-14-3410-9245	Tree Fines	12,800	20,000	15,000	15,000
		53,953	20,650	15,800	15,800
Use of Money & Property:					
101-00-3501-0000	Interest	279,531	230,000	102,000	150,000
101-00-3550-0000	Sale of Property	12,531	5,000	-	5,000
101-50-3502-0000	Rents & Concessions-Park	70,076	70,220	48,000	48,000
101-60-3502-0000	Rents & Concessions-Rec	21,645	18,000	18,000	18,000
101-90-3502-0000	Rental Fees	31,246	30,000	15,000	15,000
		415,029	353,220	183,000	236,000
Miscellaneous Revenue:					
101-00-3701-0000	Miscellaneous Revenue	11,478	2,500	45,000	10,000
101-00-3702-0000	Reimbursements	128,158	-	61,300	-
101-40-3348-0000	Damage to City Property Reimbs	38,098	18,000	25,000	25,000
101-48-3333-0000	Sales of Street Signs	-	5,525	3,800	3,800
101-60-3701-0000	Miscellaneous Revenue-Rec	54,649	40,000	1,612	-
101-90-3701-0000	Miscellaneous Revenue-Library	619	3,000	3,000	3,000
101-95-3701-0000	Reimbursements	4,008	4,008	4,008	4,008
		237,011	73,033	143,720	45,808
	General Fund Totals	17,267,841.62	17,101,247.00	16,798,811.26	16,794,006.40
Public Safety Fund					
Taxes:					
103-00-3005-0000	Public Safety Property Taxes	2,369,451	2,338,626	2,454,970	2,577,719
103-00-3006-0000	Public Safety Augmentation Fd	119,260	86,000	86,000	86,000
		2,488,712	2,424,626	2,540,970	2,663,719
Charges for Service:					
103-30-3201-0000	Animal Control Services	-	-	-	5,000
103-30-3316-0000	Special Police Services	24,996	20,000	20,000	20,000
103-30-3317-0000	Citation Sign off Fee	2,022	2,000	1,459	1,500
103-30-3318-0000	Clearance Letter Fees	396	400	400	400
103-30-3319-0000	Report Copies	391	400	300	250
103-30-3321-0000	Burglary Alarm Permits	-	-	-	26,000
103-30-3324-0000	Housewatch Fees	7,474	8,500	12,000	12,000
103-30-3325-0000	Vehicle Impound Release Fees	22,111	20,000	36,000	36,000
103-30-3331-3550	Live Scan Fees	-	18,000	5,500	10,000
103-30-3331-9241	Tow Fees	-	15,000	15,500	16,000
103-30-3701-0000	Misc. Reimbursements	4,686	-	-	-
103-34-3330-0000	Fire Fees	11,427	7,500	20,000	41,000
103-34-3332-0000	Paramedic Service Fees	318,792	340,000	300,000	313,541
103-34-3328-0000	Strike Team Reimbursements	62,275	75,000	120,000	75,000
		454,569	506,800	531,159	556,691

Revenue Detail (Continued)

Account Number	Description	2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Intergovernmental:					
103-30-3202-6600	POST Reimbursement	14,811	20,000	20,000	20,000
103-30-3335-0000	Asset Seizure-City's Share 85%	-	-	48,924	82,450
		14,811	20,000	68,924	102,450
Fines & Forfeitures:					
103-30-3320-0000	Burglar Alarm Fines	6,025	41,250	11,000	13,250
103-30-3400-0000	Parking Citations	137,799	111,750	160,000	160,000
103-30-3401-0000	Vehicle Code Fines	119,409	125,000	117,000	120,000
103-30-3410-0440	Business License NOVs	-	35,000	35,000	36,000
		263,233	313,000	323,000	329,250
	Public Safety Fund Totals	3,221,325	3,264,426	3,464,053	3,652,110
Fourth of July Fund					
104-00-3336-0000	Admission Fees	22,304	40,000	40,000	40,000
San Marino Center Fund					
105-82-3502-0000	Rents & Concessions	12,641	37,150	21,000	16,750
Restricted Donations Fund					
281-00-3601-0000	General Donations Received	2,740	-	-	-
281-00-3601-3418	Donations Received-War Memoria	600	-	300	-
281-30-3601-0000	Police Donations Received	100	1,000	2,200	-
281-34-3601-0000	Fire Donations Received	50	11,000	3,700	1,000
281-50-3601-0000	Donations for Lacy Park			200	-
281-60-3601-0000	Recreation Donations Received	625	-	-	-
281-90-3601-0777	Donations-Adult Mats (Friends)	1,150	8,495	8,495	-
281-90-3601-0000	Library Donations Received	1,400,000	1,400,000	1,000,000	749,676
281-90-3601-0775	Donation for Children's Materials	5,600	34,505	34,505	-
281-90-3601-0776	Dntn for Chinese Mats (other)	4,100	5,000	5,000	-
281-90-3601-0777	Dntn for Adult Mats (other)				-
281-90-3601-1120	Donations-Crain Art Gallery	12,195	800	1,500	-
281-91-3601-0000	Adult Materials Donations-Other				5,000
281-91-3601-2575	Adult Materials Donations-Friends				12,000
281-91-3601-0776	Adult Chinese Language Materials Donations				2,000
281-92-3601-0000	Children's Materials Donations-Other				5,000
281-92-3601-2575	Children's Materials Donations-Friends				36,000
		1,427,160	1,460,800	1,055,900	810,676

Revenue Detail (Continued)

Account Number	Description	2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Capital Projects Fund					
394-00-3501-0000	Interest	16,367	-	-	-
394-00-3702-0000	Reimbursements	-	-	-	-
394-48-3702-2635	Garfield Ave. Reimbursements	-	312,622	312,622	-
		16,367	312,622	312,622	-
Debt Service Fund					
401-00-3501-0000	Interest Income	3,467	-	-	-
	Unrestricted Fund Totals	21,971,107	22,216,245	21,692,387	21,313,542
Restricted Funds					
202-00-3501-0000	Interest Income	7,797	5,970	3,000	3,500
202-48-3038-7590	Gas Taxes Section 2105	73,383	68,000	71,913	72,000
202-48-3038-7700	Gas Taxes Section 2106	47,311	43,700	46,880	47,000
202-48-3038-7810	Gas Taxes Section 2107	97,591	91,000	94,556	95,000
202-48-3038-7920	Gas Taxes Section 2107.5	3,000	3,000	3,000	3,000
202-48-3038-7930	RTAC 7360 Funds	-	-	-	136,161
		229,083	211,670	219,349	356,661
204-00-3201-0650	Federal CDBG	151,798	161,976	163,026	65,983
206-00-3203-3420	Local - LA Co. Pk. Bond	26,685	43,739	55,569	60,401
207-00-3032-0000	Prop. A Transit Funds	194,828	194,500	167,433	170,000
207-00-3501-0000	Interest Income	10,710	6,600	2,700	3,000
		205,538	201,100	170,133	173,000
208-90-3202-3965	LSTA Staff Education Grant	-	-	-	10,000
211-00-3050-0000	Granada Avenue Assessment #1	951	-	491	-
212-00-3203-0080	AQMD Grant	15,582	15,000	15,000	15,370
212-00-3501-0000	Interest	1,239	1,005	80	90
		16,821	16,005	15,080	15,460
213-00-3202-8950	MTA-STPL	115,760	-	-	-
213-00-3501-0000	Interest			375	390
		115,760	-	375	390
214-00-3036-0000	TDA Article 3 Taxes	1,649	30,669	30,669	5,414
215-00-3034-0000	Prop. C Transit Funds	162,989	192,700	139,498	140,000
215-00-3501-0000	Interest Income	20,282	15,000	2,300	2,400
		183,271	207,700	141,798	142,400

Revenue Detail (Continued)

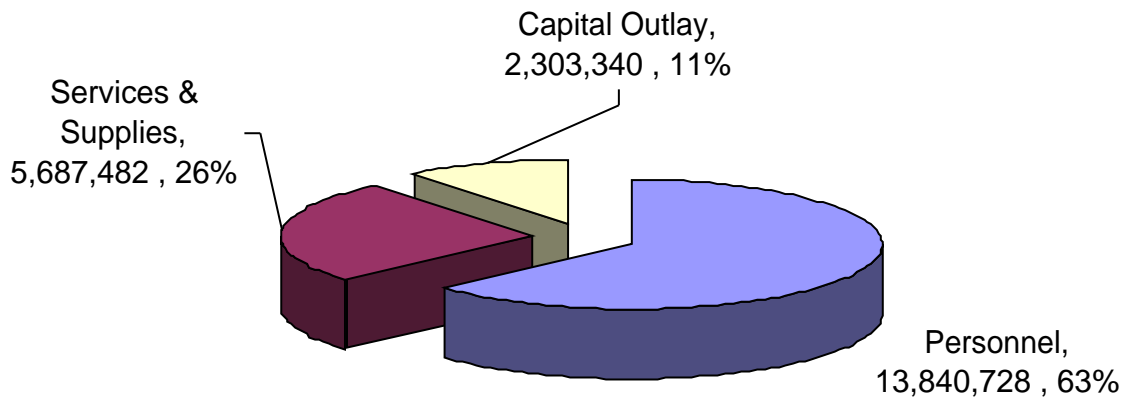
Account Number	Description	2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
217-30-3335-0000	Asset Seizure 15%	-	-	8,634	14,550
220-00-3050-0000	Granada Avenue Assessment #2	1,468	2,200	2,200	2,200
224-34-3202-0000	Assistance to Fire Fighters Grant	-	-	-	101,262
226-00-3202-2860	State Recycling Grant	5,000	5,000	5,000	-
226-00-3501-0000	Interest	150	101	50	50
		5,150	5,101	5,050	50
227-00-3202-2885	Energy Efficiency Block Grant	-	-	-	71,904
229-00-3501-0000	Interest Income	867	500	300	300
229-48-3202-2860	State Traffic Congestion Grant	113,721	127,268	127,268	-
		114,588	127,768	127,568	300
233-00-3501-0000	Interest	3,142	2,205	700	700
233-30-3202-0000	COPS Allocation	75,725	100,000	125,000	100,000
		78,867	102,205	125,700	100,700
240-00-3202-0000	Homeland Security Grant	-	92,750	86,000	6,750
241-00-3202-3542	Safe Routes to Schools Grant	-	-	-	214,000
243-48-3203-4200	LA County Measure R	-	69,294	69,294	77,805
244-00-3501-0000	Interest Income	8,962	6,000	2,500	1,500
244-48-3202-0000	Prop. 1B Street Fd. Allocation	22,237	-	-	-
		31,200	6,000	2,500	1,500
245-00-3201-0000	American Recovery Act Funds	-	500,000	500,000	-
246-00-3203-0000	MWD Grant	60,234	-	-	-
	Restricted Fund Totals	1,223,060	1,778,177	1,723,436	1,420,730
	All Funds	23,194,167	23,994,422	23,415,822	22,734,272

Expenditures

Expenditure Summaries

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Expenditures by Type:					
	Personnel	13,066,472	13,810,507	13,673,624	13,840,728
	Services & Supplies	5,613,842	5,821,396	5,650,164	5,687,482
	Capital Outlay	2,444,194	4,802,059	4,689,595	2,303,340
	Debt Service	657,019	-	-	-
		21,781,527	24,433,963	24,013,383	21,831,549
		-	-	-	-

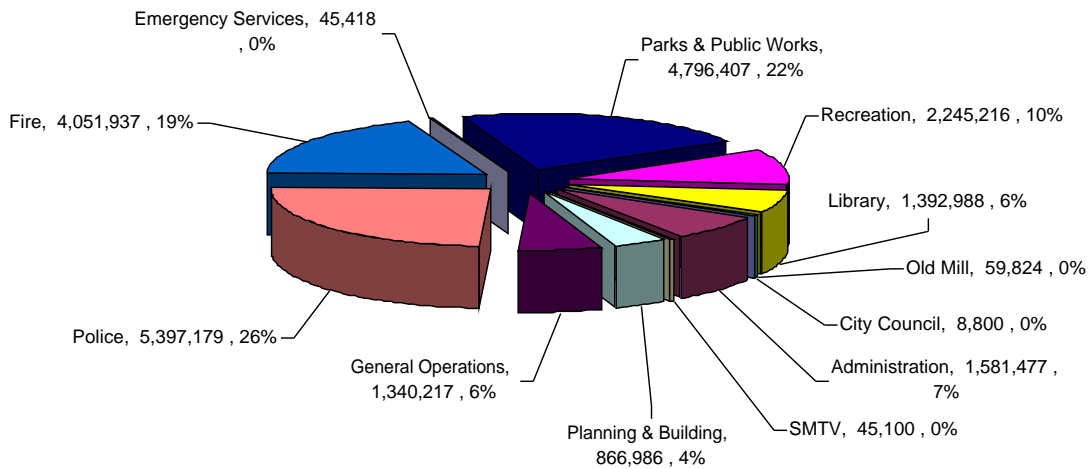
2010-2011 Expenditures by Type



Expenditure Summaries (Continued)

	2008-09	2009-10		2010-11
	Actual	Budget	Estimated	Approved
Expenditures by Department:				
City Council	16,148	7,350	9,000	8,800
Administration	1,745,473	1,572,525	1,544,770	1,581,477
SMTV	43,477	26,000	26,324	45,100
Planning & Building	736,442	746,990	739,219	866,986
General Operations	1,810,898	1,312,132	1,282,717	1,340,217
Police	4,810,879	5,072,422	5,105,716	5,397,179
Fire	4,253,335	4,017,937	4,084,113	4,051,937
Emergency Services	44,646	38,818	38,838	45,418
Parks & Public Works	4,370,742	7,637,820	7,290,660	4,796,407
Recreation	2,530,177	2,637,575	2,561,766	2,245,216
Library	1,365,490	1,309,020	1,276,521	1,392,988
Old Mill	53,819	55,374	53,739	59,824
	21,781,527	24,433,963	24,013,383	21,831,549
	-	-	-	-

2010-2011 Expenditures by Department



Expenditure Summaries (Continued)

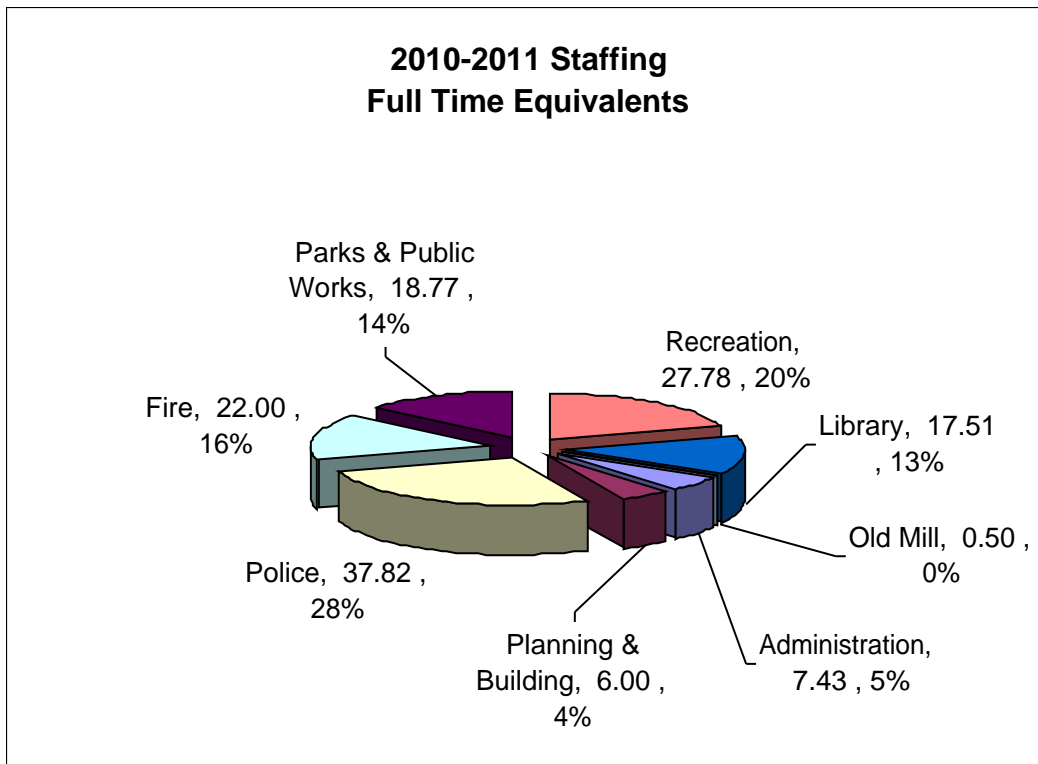
Expenditures by Fund

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
101	General Fund	9,171,352	9,318,072	8,920,505	9,032,028
103	Public Safety Fund	8,120,317	8,726,420	8,837,302	8,870,106
104	Fourth of July Fund	79,408	67,028	65,062	73,641
105	San Marino Center Fund	63,364	96,872	112,700	85,976
281	Restricted Donation Fund	9,845	68,189	57,019	71,050
394	Capital Projects Fund	471,525	1,745,110	1,637,671	1,316,327
401	Debt Service Fund	658,063	-	1,016	1,020
591	Capital Equipment Fund	806,331	342,530	338,769	303,700
595	Workers' Comp. Insurance Fund	253,972	358,200	330,184	338,200
596	General Liability Insurance Fund	449,907	490,306	520,643	500,000
	Unrestricted Fund Totals	20,084,084	21,212,727	20,820,871	20,592,048
202	Gas Tax Fund	92,555	744,247	741,247	365,909
204	CDBG Fund	151,798	161,976	163,026	65,983
206	County Park Bond Fund	26,680	43,739	44,769	60,401
207	Prop. A Transit Funds	215,247	226,300	220,800	220,800
208	LSTA Staff Education Grant	-	-	-	10,000
212	Air Quality Fund	84,853	-	1,734	30,000
213	STPL Fund	-	115,760	115,760	-
214	TDA Fund	1,649	20,711	20,711	-
215	Prop. C Transit Fund	920,592	496,571	479,371	-
224	Assistance to Firefighters Grant Fund	-	-	-	101,204
226	CA Recycling Grant Fund	4,860	5,000	5,000	5,000
227	Energy Efficiency Block Grant Fund	-	-	-	71,904
229	Traffic Congestion Fund	32,469	215,267	215,267	-
233	COPs Fund	99,586	116,510	116,510	87,550
240	State Homeland Security Grant Fund	-	92,750	86,000	6,750
241	Safe Routes to School Fund	-	-	-	214,000
243	County Measure R Fund	-	67,088	67,089	-
244	Prop. 1B Street Fund	6,921	415,316	415,228	-
245	Recover Act Fund	-	500,000	500,000	-
246	MWD Grant Fund	60,234	-	-	-
	Restricted Fund Totals	1,697,443	3,221,236	3,192,512	1,239,501
		21,781,527	24,433,963	24,013,383	21,831,549

Expenditure Summaries (Continued)

Staffing Summaries

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Staffing Full Time Equivalents:					
	Administration	8.45	7.72	7.63	7.43
	Planning & Building	5.46	5.46	5.46	6.00
	Police	36.79	36.88	37.07	37.82
	Fire	21.47	22.47	22.47	22.00
	Parks & Public Works	18.61	19.72	19.52	18.77
	Recreation	32.69	30.84	30.29	27.78
	Library	14.66	17.66	16.10	17.51
	Old Mill	0.50	0.50	0.50	0.50
		138.63	141.25	139.04	137.80

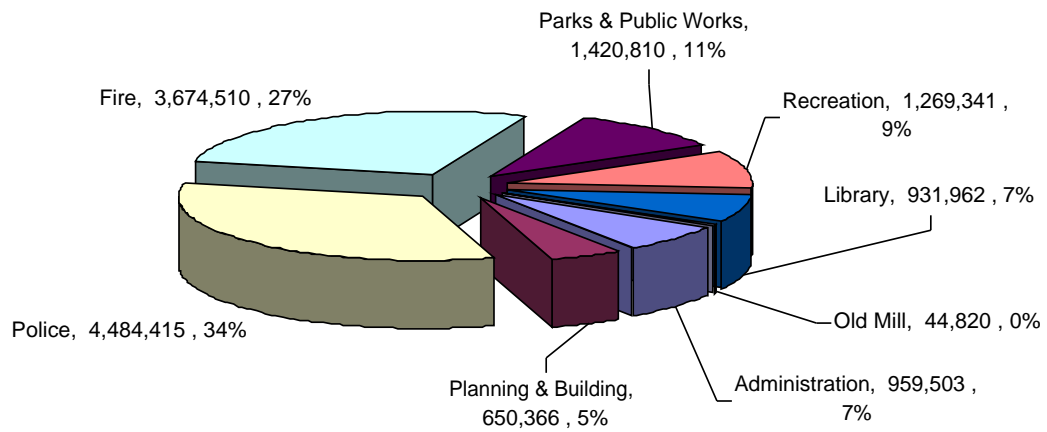


Expenditure Summaries (Continued)

Staffing Summaries (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Personnel Costs:					
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	Administration	1,196,880	1,016,768	1,019,810	959,503
	Planning & Building	516,339	532,765	532,633	650,366
	Police	4,058,194	4,348,151	4,337,948	4,484,415
	Fire	3,255,477	3,658,153	3,729,545	3,674,510
	Parks & Public Works	1,581,989	1,547,493	1,370,412	1,420,810
	Recreation	1,396,453	1,391,368	1,408,871	1,269,341
	Library	745,023	885,990	869,586	931,962
	Old Mill	44,079	44,820	44,820	44,820
		12,794,435	13,425,507	13,313,624	13,435,728

2010-2011 Personnel Costs



Expenditure Summaries (Continued)

Capital Expenditures

By Department		
Administration:		
591-07-4613-0000	Financial System Software Upgrade	42,000
SMTV:		
591-08-4613-0000	Broadcasting Server & Equipment	13,700
591-08-4613-0000	2 Video Cameras	6,000
		19,700
General Operations:		
227-20-4600-2885	Civic Center HVAC Systems Upgrades/Replacements	71,904
Police:		
212-30-4613-9300	1 Plain Car	30,000
241-30-4613-0000	Mobile Speed Awareness Signs (4)	90,000
591-30-4613-0000	7 Mobile Data Computers / Tough Books @ \$5,500 ea.	43,000
591-30-4613-9300	1 Tahoe W/Equipment	35,000
591-30-4613-9300	1 Plain Car	27,000
		225,000
Fire:		
224-34-4600-2420	Fire Station Sprinklers	85,500
394-34-4600-2420	Fire Station Sprinklers	5,327
591-34-4613-0000	Radios	10,000
		100,827
Public Works:		
204-48-4600-5540	ADA Sidewalk Improvements 2009-10	40,000
394-40-4600-0880	Construction-City Hall Renovation	70,000
394-44-4600-8020	Sewer/Storm Drain Replacement	200,000
202-48-4600-5540	2010-11 Street Rehab. - Four Streets	365,909
394-48-4600-9000	Street Light Conversion	1,000,000
591-42-4613-0000	Gas Pump Computer System	20,000
591-48-4613-0000	Striper	10,000
591-48-4613-0000	Dump Truck - Flatbed only (1 1/2 Ton)	55,000
591-52-4613-0000	Stumper	42,000
		1,802,909
Library:		
394-90-4600-2885	Library HVAC System	36,000
Old Mill:		
394-95-4600-6987	Railings	5,000
		2,303,340

Expenditure Summaries (Continued)

Capital Expenditures (Continued)

By Fund		
Gas Tax Fund:		
202-48-4600-5540	2010-11 Street Rehab. - Four Streets	365,909
CDBG Fund:		
204-48-4600-5540	ADA Sidewalk Improvements 2009-10	40,000
AQMD Fund:		
212-30-4613-9300	1 Plain Car	30,000
Aid to Firefighters Fund:		
224-34-4600-2420	Fire Station Sprinklers	85,500
Energy Efficiency Block Grant Fund:		
227-20-4600-2885	Civic Center HVAC Systems Upgrades/Replacements	71,904
Safe Routes to School Grant Fund:		
241-30-4613-0000	Mobile Speed Awareness Signs (4)	90,000
Capital Projects Fund:		
394-34-4600-2420	Fire Station Sprinklers	5,327
394-40-4600-0880	Construction-City Hall Renovation	70,000
394-44-4600-8020	Sewer/Storm Drain Replacement	200,000
394-48-4600-9000	Street Light Conversion	1,000,000
394-90-4600-2885	Library HVAC System	36,000
394-95-4600-6987	Railings	5,000
		1,316,327
Capital Equipment Fund:		
591-07-4613-0000	Financial System Software Upgrade	42,000
591-08-4613-0000	Broadcasting Server & Equipment	13,700
591-08-4613-0000	2 Video Cameras	6,000
591-30-4613-0000	7 Mobile Data Computers / Tough Books @ \$5,500 ea.	43,000
591-30-4613-9300	1 Tahoe W/Equipment	35,000
591-30-4613-9300	1 Plain Car	27,000
591-34-4613-0000	Radios	10,000
591-42-4613-0000	Gas Pump Computer System	20,000
591-48-4613-0000	Striper	10,000
591-48-4613-0000	Dump Truck - Flatbed only (1 1/2 Ton)	55,000
591-52-4613-0000	Stumper	42,000
		303,700
		2,303,340

Expenditure Detail

The following sections include a brief description of each operating department. They include summaries by fund and detail by line item. Two of the departments, Planning & Building and Recreation include information regarding revenues because they strive for 100% and 70% fee recovery respectively. The larger departments, Parks and Public Works, Recreation and Library also include departmental summaries.

City Council

This program provides funding for the City Council to attend local and statewide meeting and training programs. This funding also provides for travel expenses for members of the City Council to meet with the City's state and federal representatives regarding legislative matters.

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Expenditures by Type:					
	Personnel	-	-	-	-
	Services & Supplies	16,148	7,350	9,000	8,800
	Capital Outlay	-	-	-	-
		16,148	7,350	9,000	8,800
Expenditures By Fund:					
101	General Fund	16,148	7,350	9,000	8,800
		16,148	7,350	9,000	8,800
	Original Budget		7,350		
	Amendments		-		
	Amended Budget		7,350		
Budget Detail					
Expenditures:					
101-01-4376-0000	Materials & Supplies	711	700	1,500	1,000
101-01-4420-0000	Printing	195	150	1,000	1,000
101-01-4480-0000	Travel & Meetings	15,243	6,500	6,500	6,800
	League of CA Cities (San Diego for 3)		2,500		2,800
	Council Meetings		2,000		2,800
	League of CA Cities Executive Forum		2,000		1,200
	Total Services & Supplies	16,148	7,350	9,000	8,800
	Total Expenditures	16,148	7,350	9,000	8,800

Administration

The Administration Department provides organizational support to all the City departments under the direction of the City Manager. The City Manager is the Chief Executive Officer of the City and is responsible for administration of the day-to-day affairs of the City, subject to the policy direction of the City Council. The City Manager's primary responsibility is to assist the City Council in identifying policy priorities, and to ensure that priorities established by Council are addressed in an efficient, cost-effective manner. The City Manager is appointed by and serves at the pleasure of the City Council. The City Manager, in turn, is the appointing authority for all positions of employment in the City. The City Manager serves the role of coordinating the efforts of the various City departments, and of keeping the City Council apprised of matters dealing with general operations, finance, personnel, legislation, litigation, and other items of city business.

Among the major responsibilities of the City Manager is preparation and administration of the City budget. The Manager develops long and short-range plans for implementation in a manner consistent with the programs and appropriations established by the City Council.

The City Manager receives staff support from the employees in the Administration Department. This department is responsible for the City's finance and payroll system; personnel management; compliance with federal, state and regional mandates; Workers' Compensation and risk management; budget and Capital Improvement Program development; intergovernmental and legislative activities; contract administration; the Business License Program and administrative support to all other departments.

Among the most important functions of the department is the day-to-day administration of a comprehensive personnel system and maintenance of all employee records. The major activities of this program include the responsibility for recruitment and selection of new employees and administering employee benefits. An additional responsibility is overseeing the City's risk management program. This activity has continued to expand due mainly to the growing complexity of State and Federal laws regarding employment and the importance of employee safety, Workers' Compensation, and liability programs. A related responsibility is labor relations and negotiating employment contracts with the three organized City employee unions.

Another important function of this department is conducting municipal elections, compiling City Council agendas, and maintaining all City documents. This function includes recording Council minutes; processing, indexing and filing ordinances, resolutions and official hearing notices; maintaining City codes; and ensuring compliance with financial and campaign disclosure laws.

Additionally, the department is responsible for administering the City's business license program, taking park reservations, issuing bicycle licenses and answering the City's main telephone lines.

This department is also responsible for the general accounting needs for the City including payroll, accounts payable and receivables, general ledger and cashiering. The main function of this program is to keep and maintain books, accounts and a general accounting system for the City. The City utilizes an in-house computer system and City personnel are responsible for all data input as well as preparing reports for all departments on the status of their expenditures.

Administration (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Expenditures by Type:					
	Personnel	1,196,880	1,016,768	1,019,810	959,503
	Services & Supplies	531,706	555,758	524,961	579,974
	Capital Outlay	16,887.00	-	-	42,000
		1,745,473	1,572,525	1,544,770	1,581,477
Expenditures By Fund:					
101	General Fund	1,718,341	1,565,813	1,538,138	1,532,977
204	CDBG Fund	6,193	6,712	6,633	6,500
207	Prop. A Transit Funds	2,026	-	-	-
212	AQMD Fund	2,026	-	-	-
591	Capitalized Equipment Fund	16,887	-	-	42,000
		1,745,473	1,572,525	1,544,770	1,581,477
	Original Budget		1,552,030		
	Amendments		20,495		
	Amended Budget		1,572,525		
Staffing History:					
	City Manager	1.00	1.00	1.00	1.00
	Assistant City Manager	0.82	0.88	0.88	0.88
	Manager	-	-	-	-
	Finance Director	1.00	1.00	1.00	1.00
	Police Captain	-	0.34	0.34	-
	Administrative Assistant	1.00	1.00	1.00	1.00
	Administrative Analyst	1.00	0.25	-	-
	Executive Secretary	1.00	-	-	-
	Accountant I	1.00	1.00	1.00	1.00
	City Clerk	-	0.50	-	0.63
	Deputy City Clerk	-	-	0.75	0.17
	Clerk/Typist	1.00	1.00	1.00	1.00
	Receptionist	0.63	0.75	0.66	0.75
	Total FTEs	8.45	7.72	7.63	7.43
Budget Detail					
Expenditures:					
101-07-4001-0000	Full Time Salaries	737,876	591,731	591,731	491,508
101-07-4002-0000	Part Time Wages	134,068	150,773	152,065	209,863
101-07-4004-0000	Overtime	437	500	500	-
101-07-4006-0000	Medicare	12,323	10,397	10,667	10,467
101-07-4008-3080	Retirement - ICMA 401(a)	11,557	11,526	11,526	11,526
101-07-4008-6160	Retirement - PERS	193,913	177,553	179,508	166,863
101-07-4010-0000	Cafeteria Benefit	80,126	59,676	59,676	55,217
101-07-4011-0000	Cell Phone Allowance	2,389	1,800	1,800	1,800
101-07-4012-0000	Auto Allowance	7,221	7,200	7,200	7,200
204-07-4001-0000	Full Time Salaries	3,880	5,612	4,000	5,059
204-07-4006-0000	Medicare-CDBG Admin	58	-	58	-
204-07-4008-6160	PERS-CDBG Administration	898	-	929	-
204-07-4010-0000	Cafeteria Benefit-CDBG Admin	350	-	150	-
101-07-4015-0000	Worker's Comp Benefits	11,784	-	-	-
	Total Personnel	1,196,880	1,016,768	1,019,810	959,503

Administration (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
101-07-4106-2755	Contract Legal Svc.s-General	120,200	100,000	110,000	110,000
101-07-4106-3415	Contract Legal Svc.s-Labor	30,627	50,000	10,000	40,000
101-07-4150-0000	Other Contract Services	184,516	197,628	197,628	122,344
204-07-4150-0000	Other Contract Services*	1,008	1,100	1,496	1,441
	Audit		17,089		18,840
	Banking Services		9,000		9,600
	City Code Online		1,500		500
	Codification Services		3,200		3,000
	Credit Card Fees		7,000		8,000
	Community Center Plan (Carryover)		19,253		-
	Interim City Clerk		72,000		25,200
	Employee Assistance Program		3,000		-
	Financial Management System		12,332		12,950
	Hinderliter, De Llamas & Associates		5,900		3,700
	HdL Sales Tax Software		1,200		1,200
	Laserfiche		2,150		2,650
	Mandated Cost Filing		8,300		2,500
	Crime Insurance*		1,100		1,441
	Property Tax Auditing & Reporting Service		3,000		3,000
	Section 125 Administrator		2,584		2,584
	Computer Network/Technical Maintenance		30,000		28,500
	Vision Plan Administrative Fee		120		120
101-07-4202-0000	Advertising	14,847	19,000	29,000	20,000
	Legal Notices		13,800		14,800
	Quarterly Newsletter Advertising		5,200		5,200
101-07-4204-0000	Books & Periodicals	306	3,355	3,000	3,355
	City Code Updates		2,800		2,800
	Elections Code		115		115
	Governmental Accounting Standards Board		100		100
	ICMA		90		90
	Miscellaneous Periodicals		250		250
101-07-4206-0000	Building Repair & Maintenance	-	1,000	300	1,000
101-07-4290-0000	Election	98,476	-	-	100,000
101-07-4309-0000	Amin. Cash Over/Short	(63)	-	(99)	-
101-07-4316-0000	Equipment Repair & Maintenance	6,220	4,820	6,000	5,860
	Copier		1,500		2,540
	Heating and Air Conditioning		1,200		1,200
	Postage Meter		820		820
	Security System		1,300		1,300

Administration (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
101-07-4332-0000	Fees/Permits/Taxes to Outside A	-	532	645	650
	LAFCO Assessment		532		650
101-07-4376-0000	Materials & Supplies	8,737	7,500	8,000	8,000
101-07-4396-0000	Memberships & Dues	20,612	24,315	21,000	23,168
207-07-4396-0000	Memberships & Dues	2,026	-	-	-
212-07-4396-0000	Memberships & Dues	2,026	-	-	-
	CA City Management Foundation		375		400
	CA Municipal Revenue & Taxation Association		50		-
	California Municipal Treasurers Association		125		155
	California Society of Municipal Finance Officers		145		110
	CB Merchant Services (Collections)		265		100
	Chamber		250		250
	City Clerk Association of California		145		145
	City Club		380		315
	Community Meetings		1,100		900
	Government Finance Officers Association		170		190
	Independent Cities Association		600		-
	International Institute of Municipal Clerks		140		140
	League - County Division Dues		1,100		1,095
	League Of California Cities		5,400		5,550
	Liebert Cassidy Employee Relations Consortium		2,400		2,400
	Municipal Management Association of So. Cal.		65		65
	National Notary Association		36		36
	Rotary		840		908
	San Gabriel Valley City Manager Association		60		55
	San Gabriel Valley COG		9,369		9,018
	SCAG and SCAG Access		1,250		1,286
	Springbrook User Group		50		50
101-07-4398-0000	Mileage	288	250	350	300
101-07-4399-0000	Non-capitalized Equipment	258	4,242	4,242	3,200
	Computers		3,000		3,000
	Digital Camera		-		200
	Printer/Fax (Carryover)		1,242		-
	Recording Device		0		2,000
101-07-4420-0000	Printing	7,490	9,000	4,000	9,000
	Forms		6,000		6,000
	Letterhead		1,000		1,000
	Miscellaneous		2,000		2,000

Administration (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
101-07-4436-0000	Recruitment	17,040	17,000	14,000	16,000
101-07-4468-0000	Staff Development	625	700	-	400
101-07-4476-0000	Surety Bonds	654	1,700	1,784	1,800
101-07-4480-0000	Travel & Meetings	7,984	4,270	4,270	4,270
	California Society of Municipal Finance Officers Meetings, Local		120		120
	City Clerk's New Law & Election Seminar		900		900
	City Treasurer's Conference		1,050		1,050
	Labor Consortium Training		100		100
	League of California Cities		1,300		1,300
	Misc. Council and Staff		600		600
	San Gabriel Valley City Managers Annual Conference, Cal Poly Pomona		100		100
	San Gabriel Valley City Managers Association		100		100
101-07-4500-4950	Utilities-Natural Gas	1,542	2,000	2,000	2,000
101-07-4508-0000	Vehicle Repair & Maintenance	289	-	-	-
101-07-4999-0000	Debt Service	6,000	107,345	107,344	107,186
	Total Services & Supplies	531,706	555,758	524,961	579,974
591-07-4613-0000	Capitalized Equipment	16,887	-	-	42,000
	Financial System Software Upgrade				42,000
	Total Capitalized Expenditures	16,887	-	-	42,000
	Total Expenditures	1,745,473	1,572,525	1,544,770	1,581,477

SMTV

The City's Education/Government Channel provides for the education of the public via cable television. The primary function of the program is to provide an information bridge between the residents, City government and the schools.

The City's Cable Television program will strive to keep residents informed and educated via the airwaves by cable casting community events, the community calendar, and other community related information. The program will also serve as a resource in the event of a natural disaster or local emergency.

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Expenditures by Type:					
	Personnel	-	-	-	-
	Services & Supplies	43,477	26,000	26,324	25,400
	Capital Outlay	-	-	-	19,700
		43,477	26,000	26,324	45,100
Expenditures By Fund:					
101	General Fund	43,477	26,000	26,324	25,400
591	Capitalized Equipment Fund	-	-	-	19,700
		43,477	26,000	26,324	45,100
	Original Budget		26,000		
	Amendments		-		
	Amended Budget		26,000		
Budget Detail					
Expenditures:					
101-08-4150-0000	Other Contract Services	43,200	26,000	26,000	25,400
	Cable Production		20,000		20,000
	Production Support		6,000		5,400
101-08-4376-0000	Materials & Supplies	(65)	-	-	-
101-08-4500-9025	Utilities-Telephone	341	-	324	-
	Total Services & Supplies	43,477	26,000	26,324	25,400
591-08-4613-0000	Capital Equipment	-	-	-	19,700
	Broadcasting Server & Equipment				13,700
	2 Video Cameras				6,000
	Total Capitalized Expenditures	-	-	-	19,700
	Total Expenditures	43,477	26,000	26,324	45,100

Planning and Building

Maintaining the high-quality residential character of San Marino is the top priority of the Planning and Building Department. This department consists of the Planning and Building Director, Senior Planner, Building Inspector II, Environmental Services Manager, Planning & Building Assistant, Permit Technician II, and part-time City Engineer. A contract engineering firm provides plan check engineering and building inspection on an “as needed” basis. Together these employees are primarily responsible for current and long-range planning, environmental review, building inspection, plan checking, code enforcement, urban forestry, “green” programs, and engineering services.

Current planning activities include providing zoning information to the public, reviewing development plans for compliance with City zoning regulations, and processing plans through the Design Review Committee, Planning Commission and City Council. Long-range planning guides the future growth and physical development of the City by updating the General Plan and its various elements. Through its code enforcement program, the Department aims to preserve the City’s beautiful appearance. Environmental preservation is handled by the Department’s “green building” efforts. The Department also monitors commercial vacancies, provides zoning information for prospective businesses seeking to relocate in San Marino, and works closely with the business community through the San Marino Chamber of Commerce.

This department is responsible for administering and enforcing local and State regulations applicable to construction on private property within the City. Included in this responsibility is the review of construction plans, issuance of permits and field inspection.

Planning & Building (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Revenues by Type:					
	Charges for Services	758,828	677,270	596,000	628,250
	Fines & Forfeitures	12,800	20,000	15,000	15,000
	Miscellaneous Revenues	843	750	1,300	1,000
		<u>772,471</u>	<u>698,020</u>	<u>612,300</u>	<u>644,250</u>
Expenditures by Type:					
	Personnel	516,339	532,765	532,633	650,366
	Services & Supplies	220,103	214,225	206,586	216,620
	Capital Outlay	-	-	-	-
		<u>736,442</u>	<u>746,990</u>	<u>739,219</u>	<u>866,986</u>
Expenditures By Fund:					
101	General Fund	736,442	731,990	731,719	859,486
207	Prop. A Transit Funds	0	15,000	7,500	7,500
		<u>736,442</u>	<u>746,990</u>	<u>739,219</u>	<u>866,986</u>
	Original Budget		739,490		
	Amendments		7,500		
	Amended Budget		<u>746,992</u>		
Staffing History:					
	Planning & Building Director	1.00	1.00	1.00	1.00
	Environmental Services	-	-	-	1.00
	Senior Planner	-	1.00	1.00	1.00
	Associate Planner	1.00	-	-	-
	P & B Assistant	1.00	1.00	1.00	1.00
	Permit Technician II	1.00	1.00	1.00	1.00
	Building Inspector II	1.00	1.00	1.00	1.00
	Code Compliance Officer	0.46	0.46	0.46	-
	Total FTEs	5.46	5.46	5.46	6.00
Budget Detail					
Revenues:					
101-14-3151-0000	Building Permits	418,059	378,270	290,000	300,000
101-14-3308-0000	Plan Check Fees	183,645	169,000	160,000	170,000
101-14-3312-0000	Zoning Fees	157,124	130,000	146,000	146,250
101-14-3346-0000	Sales of Maps & Pub.s-P&B	843	750	1,300	1,000
101-14-3410-9245	Tree Fines	12,800	20,000	15,000	15,000
101-14-3106-0000	Tree Permits	-	-	-	12,000
		<u>772,471</u>	<u>698,020</u>	<u>612,300</u>	<u>644,250</u>

Planning & Building (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Expenditures:					
101-14-4001-0000	Full Time Salaries	369,398	379,601	379,601	483,656
101-14-4002-0000	Part Time Wages	21,832	22,917	22,917	-
101-14-4004-0000	Overtime	278	-	-	-
101-14-4006-0000	Medicare	5,374	5,854	5,722	5,607
101-14-4008-6050	Retirement PARS	-	-	-	-
101-14-4008-6160	Retirement - PERS	84,569	88,117	88,117	115,067
101-14-4010-0000	Cafeteria Benefit	33,719	35,076	35,076	44,136
101-14-4011-0000	Cell Phone Allowance	1,170	1,200	1,200	1,800
101-14-4013-0000	Uniform Allowance	-	-	-	100
Total Personnel		516,339	532,765	532,633	650,366
101-14-4104-0000	Contract Engineering Services	22,504	20,000	29,160	26,382
101-14-4104-6270	Contract Building & Safety Svc	136,312	120,000	116,000	116,000
101-14-4106-0950	Contract Legal Svc.s-Code Enf.	7,945	11,500	8,000	8,000
101-14-4106-2755	Contract Legal Svc.s-General	24,289	17,000	17,436	23,430
101-14-4150-0000	Other Contract Services	9,904	6,700	6,700	10,504
	HDL Permit Software Maintenance		3,700		3,754
	Hearing Officer		3,000		3,000
	Computer Network/Technical Maintenance		-		3,750
207-14-4150-3300	Other Contract Svcs.-Imaging P	-	15,000	7,500	7,500
101-14-4202-0000	Advertising	6,718	6,000	6,000	6,500
101-14-4204-0000	Books & Periodicals	302	200	200	1,225
101-14-4316-0000	Equipment Repair & Maintenance	398	450	450	450
101-14-4332-0000	Fees/Permits/Taxes to Outside	125	150	150	150
101-14-4376-0000	Materials & Supplies	2,313	3,000	2,800	3,000
101-14-4396-0000	Memberships & Dues	1,964	2,550	2,500	2,574
	American Planning Association/AICP		1,450		1,450
	California Building Officials-City		265		265
	Int'l Assn. of Electrical Inspectors-City		180		204
	Int'l Assn. Of Plumbing & Mechanical Officials-City		150		150
	International Code Council-Building Inspector		60		60
	International Code Council-City		445		445

Planning & Building (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
101-14-4398-0000	Mileage	280	215	280	280
101-14-4399-0000	Non-capitalized Equipment	223	210	210	-
	Mobile Roll File		210		-
101-14-4412-0000	Postage	1,421	1,500	1,500	1,650
101-14-4420-0000	Printing	2,123	2,800	2,000	1,800
101-14-4468-0000	Staff Development	1,285	4,850	3,600	5,375
	CTI Education Week		500		875
	Bldg. Inspector-2007 Codes Update ICC		300		300
	Bldg. Inspector -2007 Codes Update IAPMO		500		500
	Planning & Building Director Required Continuing Education		550		550
	Building Inspector-CASP Training (AB1608)		3,000		2,200
	Fire Inspector I Training and Exam		-		950
101-14-4480-0000	Travel & Meetings	1,560	1,800	1,800	1,500
	American Planning Association - State Conference		1,700		1,400
	Community Meetings		100		100
101-14-4508-0000	Vehicle Repair & Maintenance	436	300	300	300
	Total Services & Supplies	220,103	214,225	206,586	216,620
	Total Expenditures	736,442	746,990	739,219	866,986

General Operations

General Operations includes expenses that are non-departmental in nature, i.e., those functions and activities that have not be allocated to any particular department such as retiree medical benefits, liability insurance activities, workers' compensation activities, and compliance with state waste management requirements.

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Expenditures by Type:					
	Personnel	272,038	385,000	360,000	405,000
	Services & Supplies	850,079	883,894	879,439	863,313
	Capital Outlay	31,762	43,238	43,278	71,904
	Debt Service	657,019	-	-	-
		1,810,898	1,312,132	1,282,717	1,340,217
Expenditures By Fund:					
101	General Fund	299,990	304,088	271,297	312,793
207	Prop. A Transit Funds	117,203	116,300	116,300	116,300
227	Energy Efficiency Block Grant Fund	-	-	-	71,904
401	Debt Service Fund	658,063	-	1,016	1,020
591	Capital Equipment Fund	31,762	43,238	43,278	-
595	Workers' Comp. Insurance Fund	253,972	358,200	330,184	338,200
596	General Liability Insurance Fund	449,907	490,306	520,643	500,000
		1,810,898	1,312,132	1,282,717	1,340,217
	Original Budget		1,268,294		
	Amendments		43,838		
	Amended Budget		1,312,132		
Budget Detail					
Expenditures:					
101-20-4016-0000	Retiree Benefits	138,002	155,000	130,000	175,000
595-20-4006-0000	Medicare (SMART)	33	-	-	-
595-20-4015-0000	Workers' Compensation Benefits	134,002	230,000	230,000	230,000
	Total Personnel	272,038	385,000	360,000	405,000
596-20-4015-0000	Liability Insurance Claims	-	-	11,925	-
101-20-4150-0000	Other Contract Services	42,314	32,685	32,685	32,685
	710 Freeway Coalition		2,500		2,500
	AB939 compliance		6,000		6,000
	City GIS - Property ownership and geographic info services		5,885		5,885
	City Newsletter/City Brochures		9,200		9,200
	City Hall Janitorial Services		6,600		6,600
	Termite and insect control		1,000		1,000
	Website Maintenance		1,500		1,500
595-20-4150-0000	Other Contract Services	20,260	23,200	23,200	23,200
101-20-4206-0000	Building Repair & Maintenance	179	1,000	6,400	5,200
207-20-4208-0750	Bus Transportation-Chamber	2,300	2,300	2,300	2,300
207-20-4208-1330	Bus Transportation-Dial a Ride	4,903	4,000	4,000	4,000
207-20-4208-8140	Bus Transportation-SMUSD Youth	110,000	110,000	110,000	110,000
101-20-4215-0000	Community Group Support	5,000	5,000	5,000	5,000
401-20-4230-0000	Cost of Issuance	1,045	-	1,016	1,020

General Operations (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
101-20-4316-0000	Equipment Repair & Maintenance	4,556	4,600	3,500	4,600
101-20-4332-0000	Fees/Permits/Taxes	180	198	198	200
595-20-4356-0000	Workers' Comp. Insurance Premiums	99,676	105,000	76,984	85,000
596-20-4356-3412	Liability Ins. Premiums JPIA	449,907	490,306	508,718	500,000
101-20-4376-0000	Materials & Supplies	19,076	17,550	17,550	15,050
	City logo shirts		500		500
	City meeting supplies		1,000		1,000
	Copy Paper		5,000		5,000
	Employee recognition ceremony		7,000		7,000
	Employee service pins		850		850
	Fire extinguisher replacement and servicing		2,500		-
	Flag replacement		700		700
101-20-4399-0000	Non-capitalized Equipment	-	3,000	3,064	-
	Telephone System Redundancy		3,000		-
101-20-4412-0000	Postage	16,293	19,055	14,000	14,758
	Newsletter		5,055		5,308
	General		14,000		9,450
101-20-4420-0000	Printing	15,713	8,000	8,000	5,300
	Newsletter		8,000		5,300
101-20-4500-1980	Utilities-Electricity	42,695	44,300	40,000	43,000
101-20-4500-9025	Utilities-Telephone	15,104	12,000	10,000	11,000
101-20-4500-9460	Utilities-Water	879	1,700	900	1,000
	Total Services & Supplies	850,079	883,894	879,439	863,313
227-20-4600-2885	Construction-HVAC Systems	-	-	-	71,904
	City Hall, Police, Fire & Public Works Systems Upgrades/Replacements				
591-20-4613-0000	Capitalized Equipment	31,762	43,238	43,278	-
	Replace Server (Carryover)		43,238		
	Total Capitalized Expenditures	31,762	43,238	43,278	71,904
401-00-4360-0000	Interest Expense	416,676	-	-	-
401-00-4402-0000	Principal Repayment	240,343	-	-	-
	Debt Service Totals	657,019	-	-	-
	Total Expenditures	1,810,898	1,312,132	1,282,717	1,340,217

General Operations (Continued)

Cost Allocations					
		5-year Losses	Weighted	Weighted	
		FY 05-06	Losses	Exposure	Department
	Estimated Payroll/100	to FY 09-10	(W x i/L)	((1-W) x e/E)	Contribution
General Liability FY 10-11 Budget					
500,000					
Administration	7,340	18,505	1.5%	3.6%	\$ 25,285
Fire	24,176	-	0.0%	11.7%	\$ 58,720
Library	7,522	-	0.0%	3.7%	\$ 18,269
Parks and Public Works	10,583	603,887	48.7%	5.1%	\$ 269,061
Planning & Building	4,837	-	0.0%	2.3%	\$ 11,747
Police	30,923	43,736	3.5%	15.0%	\$ 92,731
Recreation	9,958	-	0.0%	4.8%	\$ 24,187
Total	95,339	666,128	53.7%	46.3%	\$ 500,000
Workers' Compensation FY 10-11 Budget					
338,200					
Administration	9,595	-	0.0%	9.9%	\$ 33,325
Fire	42,447	767,403	14.9%	43.6%	\$ 197,920
Library	1,649	446	0.0%	1.7%	\$ 5,757
Parks and Public Works	7,553	132,239	2.6%	7.8%	\$ 34,935
Planning & Building	264	172,885	3.4%	0.3%	\$ 12,292
Police	5,863	284,364	5.5%	6.0%	\$ 39,074
Recreation	2,359	101,880	2.0%	2.4%	\$ 14,897
Total	69,730	1,459,216	28.4%	71.6%	\$ 338,200
Cost Allocation Formula					
$C = T \times [(W \times I/L) + ((1-W) \times e/E)]$					
Weight Calculation					
$W = \text{Square Root of } (\text{Maximum Payroll} - \text{Minimum Payroll}) / (\text{Total Payroll} - \text{Minimum Payroll})$					
C = Contribution of department					
T = Total cost of reisk allocated					
W = Weight placed on department loss experience					
I = Losses of the department					
L = Total losses of all departments					
e = Exposure of the department (payroll)					
E = Total exposure of all departments					

Police

The San Marino Police Department consists of 28 full time sworn positions, 6 full time civilians, 2 Reserve Police Officer positions, 1 part-time Executive Secretary, 1 part-time Records Clerk, 2 part-time Community Service Officers, 3 part-time Cadets and one part-time Dispatcher position.

The sworn personnel consists of 1 Chief, 1 Captain, who commands Field Services, 1 Lieutenant who commands the Investigations Division, 4 Patrol Sergeants, 1 Detective Sergeant, 2 Detectives, 2 Motor Officers and 15 Patrol Officers. The 6 civilian employees consist of 1 Records/Communications Supervisor, 4 Dispatchers and 1 Code Compliance Officer. 1 Lieutenant is also currently assigned to a Drug Enforcement Agency narcotics task force.

Collectively, these personnel, working in partnership with the Community and other City Staff provide a full range of municipal law enforcement services 24 hours a day, 7 days a week. These services include responding to routine and emergency calls for service, traffic enforcement, follow up investigations, parking enforcement, Neighborhood Watch and House Watch.

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Expenditures by Type:					
	Personnel	4,058,194	4,348,151	4,337,948	4,484,415
	Services & Supplies	682,995	623,599	667,489	687,764
	Capital Outlay	60,927	100,672	100,279	225,000
		<u>4,802,116</u>	<u>5,072,422</u>	<u>5,105,716</u>	<u>5,397,179</u>
Expenditures By Fund:					
103	Public Safety Fund	4,625,363	4,855,370	4,884,041	4,947,465
104	Fourth of July Fund	6,045	4,870	9,886	10,164
212	Air Quality Fund	64,079	-	-	30,000
233	COPs Fund	99,586	116,510	116,510	87,550
241	Safe Routes to School Fund	-	-	-	214,000
281	Restricted Donation Fund	1,116	-	-	3,000
394	Capital Projects Fund	-	12,000	12,000	-
591	Capital Equipment Fund	5,927	83,672	83,279	105,000
		<u>4,802,116</u>	<u>5,072,422</u>	<u>5,105,716</u>	<u>5,397,179</u>
	Original Budget		5,047,107		
	Amendments		25,314		
	Amended Budget		<u>5,072,422</u>		
Staffing History:					
	Chief of Police	1.00	1.00	1.00	1.00
	Captain	1.00	1.00	0.66	1.00
	Lieutenant	2.00	2.00	2.00	2.00
	Sergeant	5.00	5.00	5.00	5.00
	Police Officer	18.28	19.00	18.75	19.00
	Dispatcher/Clerk	4.09	4.48	4.00	4.48
	Police Records Supervising Clerk	1.00	1.00	1.00	1.00
	Executive Secretary	1.00	1.00	1.00	0.46
	Code Compliance Coordinator	1.00	-	1.00	1.00
	Police Cadets	0.95	0.96	1.25	1.44
	Records Clerk	0.52	0.48	0.45	0.48
	Community Services Officers	0.95	0.96	0.96	0.96
	Total FTEs	<u>36.79</u>	<u>36.88</u>	<u>37.07</u>	<u>37.82</u>

Police (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Detail					
Expenditures:					
103-30-4001-0000	Full Time Salaries	2,663,669	2,710,618	2,710,618	2,594,193
103-30-4002-0000	Part Time Wages	71,955	102,068	82,000	211,316
103-30-4004-0000	Overtime	1,479	-	1,666	-
103-30-4004-0001	Overtime - Patrol	219,338	153,000	153,000	153,000
103-30-4004-0002	Overtime - Support	28,918	22,000	30,000	26,000
104-30-4004-0000	Police Overtime	4,671	4,800	7,528	7,750
241-30-4004-0000	Police Overtime	-	-	-	100,000
103-30-4006-0000	Medicare	40,521	41,107	43,147	37,417
104-30-4006-0000	Medicare	66	70	104	112
103-30-4008-6050	PARS Retirement	2,631	3,050	3,075	3,204
104-30-4008-6050	Retirement-PARS	-	-	20	-
103-30-4008-6160	Retirement - PERS	755,065	780,026	780,026	765,128
104-30-4008-6160	Retirement-PERS	1,257	-	1,973	2,032
103-30-4010-0000	Cafeteria Benefit	266,317	298,104	291,104	299,052
104-30-4010-0000	Cafeteria Benefits	51	-	262	270
103-30-4011-0000	Cell Phone Allowance	620	1,800	1,500	6,300
103-30-4013-0000	Uniform Allowance	1,057	18,900	17,675	18,900
103-30-4015-0000	Workers' Compensation Benefits	581	-	1,643	-
103-30-4999-0000	Debt Service	-	212,608	212,608	259,741
Total Personnel		4,058,194	4,348,151	4,337,948	4,484,415
103-30-4150-0000	Other Contract Services	280,731	277,130	267,000	320,689
233-30-4150-9470	Other Contract Services-W. Covina	74,812	95,510	95,510	87,550
241-30-4150-0000	Contract Services-Safe School Rt.	-	-	-	14,000
	City of West Covina (Partial Carryover)		95,510		87,550
	Evaluation Program-Safe Routes to School		-		14,000
	All Cities Management		102,435		102,435
	Animal control		48,000		48,000
	Arcadia-City Range Fees		5,000		7,000
	Blood Withdrawal at Hospital		2,400		2,400
	California I.D. State Fingerprint Network		1,000		1,000
	County Tax on Parking Citations				40,000
	Parking Citation Processing		5,000		7,000
	Computer Network/Technical Maintenance		44,000		40,000
	Emergency Exams, Treatment of Suspects & Victims		2,500		2,500
	CSI/DNA Services		6,000		6,000
	Jail Facilities Booking Fees		19,550		20,000
	Janitorial Services		8,800		8,800
	L.A. County Justice Data Interface Controller		7,750		7,750
	Pasadena Police Department Helicopter		9,505		10,414
	Photograph Processing		250		250
	Reserve Stipends		12,000		12,000
	Surveillance Security		1,200		4,000
	Verizon Aircard		600		-
	Proximity Card Security Maintenance		1,140		1,140

Police (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
103-30-4204-0000	Books & Periodicals	1,308	850	800	800
	California Peace Officers Association Training Manual		200		
	California Vehicle Code Books		350		
	Misc. Publications and Texts		300		
103-30-4206-0000	Building Repair & Maintenance	6,241	3,000	6,366	6,500
103-30-4316-0000	Equipment Repair & Maintenance	5,557	8,038	6,000	7,000
	Copier		2,000		1,000
	Magnasync / Genesis		2,175		2,150
	Misc. Maintenance on TV, VCR and refrigerator		500		-
	Unitrols		750		750
	Caller ID (Carryover)		613		600
	In Car Video		2,000		2,500
103-30-4316-6985	Radio Repair & Maintenance	3,595	4,000	4,000	2,000
103-30-4376-0000	Materials & Supplies	29,600	28,000	27,000	27,000
	Duty Ammo		13,500		15,000
	Other		14,500		12,000
233-30-4376-0000	Materials & Supplies	-	11,000	11,000	-
	FSET Supplies		11,000		-
241-30-4376-0000	Materials & Supplies	-	-	-	10,000
	Walk & Bike to School Day				10,000
281-30-4376-0000	Materials & Supplies	1,116	-	-	3,000
103-30-4396-0000	Memberships & Dues	3,293	4,426	3,500	3,600
	Cal. Peace Officers Association		500		-
	SGV Police Chiefs' Assoc.		180		180
	Chief Association - LA County		350		350
	Chief's Association-California		280		280
	CLEARs (California Law Enforcement Area Records Supervisors)		300		300
	Clerts Users Group		50		50
	Community Meetings		300		-
	CA Robbery Invest. Assoc.		120		120
	Rotary		1,696		1,670
	National Tactical Officers Assoc.		160		160
	CA Tac Officers Assoc.		120		120
	CA Hostage Neg. Assoc.		140		140
	CA Range Masters Assoc		150		150
	CA Code Enf. Officers Assoc.		80		80
103-30-4398-0000	Mileage	49	100	-	100

Police (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
103-30-4399-0000	Non-capitalized Equipment	7,116	13,350	13,350	2,850
212-30-4399-0000	Non-Capitalized Equipment	9,079	-	-	-
233-30-4399-0000	Non-capitalized Equipment	24,774	-	-	-
	Chairs (2 @ \$500)		1,000		1,000
	Computer Hardware		750		750
	Gunsafe		1,500		-
	One Desk Top Computer		1,100		1,100
	One Lap Top Computer		1,500		-
	Two Handheld Citation Writers		7,500		-
103-30-4401-0000	Outside Services	30,993	19,000	26,000	26,000
	Huntington Library		4,000		4,000
	School District		3,000		4,000
	Other		12,000		18,000
103-30-4415-0000	POST Training	24,559	20,000	20,545	20,000
103-30-4420-0000	Printing	1,679	2,000	2,000	2,500
103-30-4436-0000	Recruitment	21,557	20,000	15,000	15,000
103-30-4468-0000	Staff Development	16,815	8,500	8,500	8,500
103-30-4480-0000	Travel & Meetings	3,671	3,075	3,000	3,075
	CA Police Chief's Conference		425		425
	Command Officers Association		250		250
	Judicial Council Breakfast		500		500
	Liebert, Cassidy, Whitmore Employment Law Conference		400		400
	Local Meetings		500		500
	Police Open House		1,000		1,000
103-30-4492-0000	Uniforms	69	-	-	-
103-30-4492-0003	Uniforms-PERSable	6,997	5,000	4,570	5,000
103-30-4492-0004	Uniforms Non-PERSable	7,174	8,000	9,000	8,000
103-30-4500-4950	Utilities-Natural Gas	571	400	600	600
103-30-4500-9025	Utilities-Telephone	26,529	22,220	27,748	18,000
103-30-4508-0000	Vehicle Repair & Maintenance	95,109	65,000	111,000	96,000
233-30-4508-0000	Vehicle Repair & Maintenance	-	5,000	5,000	-
	FSET Vehicle		5,000		-
	Fluids		2,150		-
	Fuel		38,000		55,000
	Lubricants		1,500		-
	Maintenance		6,300		30,000
	Motorcycle Maintenance		6,750		6,000
	Parts		10,000		5,000
	Police Vehicle Decals		300		-
	Total Services & Supplies	682,995	623,599	667,489	687,764

Police (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
241-30-4613-0000	Capitalized Equipment	-	-	-	90,000
	Mobile Speed Awareness Signs (4)				90,000
394-30-4600-3414	Construction	-	12,000	12,000	-
	Jail/Report Room Remodel (Reduced by Amendment)		12,000		
591-30-4613-0000	Capitalized Equipment	5,927	53,672	51,000	43,000
233-30-4613-0000	Capitalized Equipment	-	5,000	5,000	-
	Night Vision Goggles		5,000		-
	Replacement Server (Carryover)		32,171		-
	Canon 5050N Copier		11,800		-
	Live Scan Terminal		9,720		-
	7 Mobile Data Computers / Tough Books @ \$5,500 ea.				43,000
591-30-4613-9300	Cap Equip-Vehicles	-	30,000	32,279	62,000
212-30-4613-9300	Capitalized Equipment-Vehicles	55,000	-	-	30,000
	1 Tahoe W/Equipment				32,000
	2 Plain Cars				60,000
	1 Patrol Car		30,000		-
	Total Capitalized Expenditures	60,927	100,672	100,279	225,000
	Total Expenditures	4,802,116	5,072,422	5,105,716	5,397,179

Fire

The Fire Department is best known for its traditional roles in fire suppression and emergency medical services. Equally important, however, are its responsibilities in the areas of fire prevention, life safety inspections, community education and emergency preparedness. Fire Department personnel also provide light and medium maintenance for their vehicles, equipment, buildings and computers.

The delivery of paramedic services is an integral part of the Fire Department mission. While all San Marino firefighters are certified Emergency Medical Technicians, most are also licensed Paramedics, which requires significant additional skill and education. The paramedics provide ambulance service and Advanced Life Support using Standing Field Treatment Protocols (SFTP's). Only about ten percent of the cities in Los Angeles County employ paramedics with the extensive training and experience required to use SFTP's.

In keeping with the Fire Department's values of "Safety, Quality and Integrity," all personnel are committed to an aggressive in-service training program. Every day they train for at least two hours (5,840 man-hours annually) on topics and tasks essential to the safe and effective delivery of emergency services in our community. Some of the topics include special firefighting situations, fire investigations, fire code enforcement, basic and advanced life support, hazardous materials incidents, urban search and rescue, pre-fire planning and scene management.

As an integral part of its training program, the Fire Department conducts multi-agency exercises related to high-risk or high-value areas of the City, such as the Enhanced Fire Protection Zone and the Huntington Library, Art Collections and Botanical Gardens. These exercises enhance their ability to respond swiftly to infrequent but critical incidents by emphasizing pre-fire planning, terrain, routes, water systems, evacuation procedures and medical care.

Another effective measure for reducing the risk of loss of life and property to fires is an aggressive fire code enforcement program. Firefighters inspect every commercial occupancy and school at least once each year. In addition, they review all commercial and large residential building plans for adequacy of fire detection and suppression systems. Special attention is focused on the homes located in the Enhanced Fire Protection Zone northwest of Lacy Park. Firefighters inspect each property twice per year to counsel homeowners on proper vegetation control and fire safety practices. Firefighters also provide home safety surveys to help residents identify fire and life safety hazards in their homes.

Public education efforts in the schools, neighborhoods, community groups and service clubs stress fire safety, first aid, cardiopulmonary resuscitation and emergency preparedness. Firefighters conduct Stop-Drop-Roll programs for first and second grade students. The Fire Department has developed an extensive emergency preparedness campaign for Neighborhood Watch groups. The N.E.A.T. (Neighborhood Emergency Action Team) program teaches neighbors to be prepared, organized and self-reliant when a major emergency strikes. A similar program (B.E.A.T.) teaches skills relevant to the local business community.

The Fire Department exists to prepare the community to prevent or manage the most likely emergencies, to mitigate those that cannot be prevented, and to protect those they serve from the adverse effects of all hazards.

Fire (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Expenditures by Type:					
	Personnel	3,255,477	3,658,153	3,729,545	3,674,510
	Services & Supplies	259,778	236,169	229,219	276,600
	Capital Outlay	738,080	123,615	125,349	100,827
		4,253,335	4,017,937	4,084,113	4,051,937
Expenditures By Fund:					
103	Public Safety Fund	3,494,954	3,871,050	3,953,261	3,922,641
104	Fourth of July Fund	1,281	1,522	503	1,015
212	Air Quality Fund	18,748	-	1,734	-
224	Assistance to Firefighters Grant Fund	-	-	-	101,204
240	State Homeland Security Grant Fund	-	92,750	86,000	6,750
281	Restricted Donation Fund	272	15,000	5,000	5,000
394	Capital Projects Fund	6,875	-	-	5,327
591	Capital Equipment Fund	731,205	37,615	37,615	10,000
		4,253,335	4,017,937	4,084,113	4,051,937
			-		
	Original Budget		3,962,465		
	Amendments		55,472		
	Amended Budget		4,017,937		
Staffing History:					
	Fire Chief	1.00	1.00	1.00	1.00
	Fire Marshal	0.47	0.47	0.47	-
	Fire Division Chief	2.00	2.00	2.00	2.00
	Captain	3.00	3.00	3.00	3.00
	Engineer	4.00	4.00	4.00	4.00
	Firefighter/Paramedics	10.00	11.00	11.00	11.00
	Executive Secretary	1.00	1.00	1.00	1.00
	Total FTEs	21.47	22.47	22.47	22.00
Budget Detail					
Expenditures:					
103-34-4001-0000	Full Time Salaries	2,037,984	2,113,302	2,113,302	2,001,529
103-34-4002-0000	Part Time Wages	87,166	63,562	63,562	81,600
103-34-4004-0000	Overtime	362,835	203,366	250,000	260,000
103-34-4004-0003	Overtime-Strike Teams	23,326	65,000	65,000	65,000
104-34-4004-0000	4th of July Overtime	1,265	1,500	499	1,000
224-34-4004-0000	Assistance to Fire Fighters Grant OT	-	-	-	4,500
240-34-4004-0000	Homeland Security Grant OT	-	4,000	-	4,000
103-34-4006-0000	Medicare	28,667	30,474	31,220	25,944
104-34-4006-0000	4th of July Medicare	17	22	3	15
224-34-4006-0000	ATF Grant Medicare	-	-	-	65
103-34-4008-6160	Retirement - PERS	574,541	598,129	620,437	583,179
103-34-4010-0000	Cafeteria Benefit	110,149	194,028	194,028	180,216
103-34-4011-0000	Cell Phone Allowance	3,373	5,400	5,400	4,500
103-34-4013-0000	Uniform Allowance	400	1,400	1,400	1,200
103-34-4015-0000	Worker's Comp.	25,754	-	6,723	-
103-34-4999-0000	Debt Service	-	377,970	377,970	461,762
	Total Personnel	3,255,477	3,658,153	3,729,545	3,674,510

Fire (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
103-34-4150-0000	Other Contract Services	72,552	87,062	87,062	102,696
	Ambulance Billing		26,000		23,000
	OSHA & DMV Required Physical Examinations		5,000		5,000
	Policy Manual		1,000		3,500
	Computer Network/Technical Maintenance		6,000		12,000
	Verdugo Fire Communications Center		49,062		50,196
	Nurse Educator		-		9,000
103-34-4204-0000	Books & Periodicals	696	400	400	400
103-34-4206-0000	Building Repair & Maintenance	14,368	15,000	15,000	22,500
103-34-4308-0000	Equipment Rental	-	500	500	500
103-34-4316-0000	Equipment Repair & Maintenance	10,526	8,000	8,000	8,000
	Defibrillators		2,500		2,850
	Ground Ladder Testing		1,500		1,500
	Miscellaneous Equipment		4,000		3,650
103-34-4376-0000	Materials & Supplies	25,189	24,750	24,750	26,000
281-34-4376-0000	Materials & Supplies	272	5,000	5,000	5,000
	Housewares		5,000		5,000
	Absorbal		500		500
	Audio/Video/Photo Supplies		250		250
	Auxiliary Program Supplies		1,500		1,500
	Class A Foam		2,000		2,000
	Emergency Response Medical Supplies for Ambulance		12,000		13,250
	Office Supplies		3,000		3,000
	Oxygen		2,000		2,000
	Public Education Supplies		1,000		1,000
	Technical Support & Upgrade Records Software		1,000		1,000
	Medications (Amendment)		1,000		1,000
	Vaccines		500		500
103-34-4396-0000	Memberships & Dues	780	800	800	1,915
	California Fire Chiefs' Association (CFCA)		250		250
	CFCA Fire Prevention Officers' Association		75		125
	Community Meetings		150		1,215
	LA Area Fire Chiefs' Association		325		325

Fire (Continued)

		2008-09 Actual	2009-10 Budget	2009-10 Estimated	2010-11 Approved
103-34-4398-0000	Mileage	43	400	400	400
103-34-4399-0000	Non-capitalized Equipment	24,484	6,000	6,000	10,000
	Fire Hose		6,000		6,000
	Computers (2)		-		4,000
212-34-4399-0000	Non-capitalized Equipment	18,748	-	-	-
224-34-4399-0000	Non-capitalized Equipment	-	-	-	6,189
	Wellness Program Equipment				6,189
281-34-4399-0000	Non-capitalized Equipment	-	10,000	-	-
	AEDs (4) (Amendment)		10,000		
103-34-4401-0000	Outside Services	1,080	1,200	4,800	5,000
103-34-4420-0000	Printing	863	500	500	500
103-34-4436-0000	Recruitment	9,952	5,000	5,000	10,000
103-34-4452-0000	Small Tools	479	500	500	500
103-34-4468-0000	Staff Development	9,014	5,200	5,200	8,000
	CFSTES - Leadership Training		1,000		3,800
	Continuing Education		2,000		2,000
	Paramedic License Fees		2,200		2,200
224-34-4468-0000	Staff Development	-	-	-	1,950
	Wellness Training				1,950
240-34-4468-0000	Staff Development	-	2,750	-	2,750
	TLO Training (Amendment)		2,750		2,750
103-34-4480-0000	Travel & Meetings	1,221	800	821	800
	LA County Chiefs' Conference		800		800
224-34-4480-0000	Travel & Meetings	-	-	-	3,000
	Wellness Training				3,000
103-34-4492-0000	Uniforms	(38)	-	-	-
103-34-4492-0003	Uniforms-PERSable	6,354	7,200	7,200	7,200
103-34-4492-0004	Uniforms-Non-PERSable	11,256	19,107	19,107	17,500
	Wildland Boots (Carryover)		5,107		-
	Other		14,000		17,500
103-34-4500-4950	Utilities-Natural Gas	2,679	4,000	3,800	3,800
103-34-4500-9025	Utilities-Telephone	1,939	2,000	2,000	2,000
103-34-4508-0000	Vehicle Repair & Maintenance	47,319	30,000	32,379	30,000
	Total Services & Supplies	259,778	236,169	229,219	276,600

Fire (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
212-34-4613-9300	Capitalized Equipment-Vehicles	-	-	1,734	-
	Fire Station Sprinklers	-	-	-	90,827
224-34-4600-2420	Fire Station Sprinklers	-	-	-	85,500
394-34-4600-2420	Fire Station Sprinklers				5,327
394-34-4600-0250	Apparatus Bay Structure Repair	6,875	-	-	-
240-34-4613-0000	Capitalized Equipment	-	86,000	86,000	-
591-34-4613-0000	Capitalized Equipment	37,977	36,000	36,000	10,000
	SCBAs (Carryover)		31,000		-
	Radios		5,000		10,000
591-34-4613-9300	Capitalized Equip-Vehicles	693,228	1,615	1,615	-
	Ambulance Equipment (Carryover)		1,615		-
	Total Capitlized Expenditures	738,080	123,615	125,349	100,827
	Total Expenditures	4,253,335	4,017,937	4,084,113	4,051,937

Emergency Services

The Office of Emergency Services develops and maintains an emergency management system and disaster plan to coordinate the resources necessary to cope with local emergencies affecting San Marino. City leaders consider emergency preparedness by City staff, residents and businesses to be a key component of the community's readiness for a major emergency. Consequently, Fire Department personnel spend considerable time training City staff and the entire community to cope with large-scale incidents.

Training provided by the Fire Department includes the popular Neighborhood Emergency Action Team (NEAT) program and its business counterpart BEAT. The focus of these programs is self-sufficiency through preparedness. It may take five to seven days to receive outside assistance after a major disaster, so it is essential that every person in the community is self-sufficient during that period. NEAT/BEAT training teaches residents and businesspeople the skills necessary to provide for their own safety, rescue and medical care until emergency personnel arrive.

In addition to the popular NEAT/BEAT program, the Fire Department has initiated the next level of community-based disaster preparedness. It is the nationally recognized Community Emergency Response Team (CERT) program. CERT members receive special training in disaster first aid, urban search and rescue, and the incident command system. Regular disaster preparedness training and exercise opportunities are offered to CERT members who become an important part of the City's Emergency Operations Plan.

City employees are trained in the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS) as required by state and federal law. Additional training includes first aid and cardiopulmonary resuscitation. Selected Public Works staff are also trained in light search and rescue techniques. Managers attend the State's earthquake response course, where they learn to appreciate the scope of their significant responsibilities in the recovery from such a disaster.

City Council members and key staff participate in at least one county-wide disaster exercise each year, in order to test the City's and County's ability to manage and respond to a large-scale event. The City's Emergency Operations Center (EOC) also participates in periodic communications exercises intended to test the capabilities of the County's emergency management information systems.

The City of San Marino uses its Community Alert Message System (CAMS) to notify residents and businesses about urgent information related to the safety of our community. By visiting the City web page at www.SanMarinoCA.gov and clicking on "Community Alert Message System-Sign Up Now," you can have vital information sent to your telephones and to your email account.

Comprehensive training, state-of-the-art equipment, frequent exercises and prompt notification are the backbone of this community's preparedness for any emergency. San Marino is among the best-prepared cities in America.

Emergency Services (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Expenditures by Type:					
	Personnel	-	-	-	-
	Services & Supplies	44,646	38,818	38,838	45,418
	Capital Outlay	-	-	-	-
		<u>44,646</u>	<u>38,818</u>	<u>38,838</u>	<u>45,418</u>
Expenditures By Fund:					
101	General Fund	44,646	38,818	38,838	45,418
		<u>44,646</u>	<u>38,818</u>	<u>38,838</u>	<u>45,418</u>
	Original Budget		37,818		
	Amendments		1,000		
	Amended Budget		<u>38,818</u>		

Emergency Services (Continued)

Budget Detail					
Expenditures:					
101-36-4150-0000	Other Contract Services	11,568	11,668	11,668	11,668
	Area "D" OES - Membership and training		1,000		1,000
	Emergency Notification Contract		10,668		10,668
101-36-4316-0000	Equipment Repair & Maintenance	9,584	11,000	11,000	13,500
	Priority Communications Caller ID (Carryover)		1,000		-
	Emergency Generator		2,000		2,000
	Radio repair / Narrowbanding		6,500		10,000
	Fire Extinguisher Service		1,500		1,500
101-36-4376-0000	Materials & Supplies	3,996	7,000	7,000	7,500
	Replace emergency supply cache (food, water, batteries)		3,000		3,000
	Misc. Supplies		2,500		2,500
	CERT		-		2,000
	Employee Disaster Kits		1,500		-
101-36-4396-0000	Memberships & Dues	150	150	150	150
	CALNET SOUTH Radio Repeater Network		150		150
101-36-4399-0000	Non-capitalized Equipment	11,997	5,000	5,000	8,000
	Radios		5,000		5,000
	EOC Upgrades		-		3,000
101-36-4468-0000	Staff Development	1,300	-	-	500
101-36-4480-0000	Travel & Meetings	1,628	-	20	-
101-36-4500-9025	Utilities-Telephone	4,424	4,000	4,000	4,100
	Satellite Phone Service		400		500
	EOC Phone Service		2,600		2,600
	Cell Phone Service		500		500
	Repairs		500		500
	Total Services & Supplies	44,646	38,818	38,838	45,418
	Total Expenditures	44,646	38,818	38,838	45,418

Parks & Public Works

The Parks and Public Works Department is responsible for the maintenance, repair, design, and construction of the City's infrastructure with the exception of water. The Department has three divisions; Administration, a Parks Division and a Public Works Division. The Department's overall objective is to provide consistent, uninterrupted service and to respond to any malfunction or event immediately to restore service in the least amount of time possible.

The Administration Division provides administrative support for the Department and administers capital projects. The Division consists of an Administrative Analyst.

The Public Works Division consists of a Streets Section, Garage Section, Paint and Traffic Sign Section and Sewer Section. The Division staff includes ½ of the salary for a Public Works Manager, Street Foreman, Shop Foreman, a three-person cement crew, two-person paint crew, and a mechanic. The Division continues to develop systematic preventative maintenance programs for City streets, curb, gutter, sidewalk and driveways, sewer lines, street lights and traffic signals.

The Streets Section is responsible for the management of pavement, curbs, gutters, driveways, sidewalks, street lights, traffic signals, traffic signs and pavement marking. The section is responsible for ensuring that all City streets are well maintained and routinely repairs potholes and reconstructs curb, gutter, sidewalk and driveways. The section changes street light bulbs and ballasts, repairs street light circuits, repaints traffic markings, replaces damaged and worn traffic signs, responds to Inter Departmental service requests and inspects all private work performed within the public right-of-way. These activities facilitate the safe and efficient movement of traffic through the City. The City contracts for street sweeping and traffic signal maintenance and repair. Overall, this Division is responsible for 65 miles of street, 14 blocks of alleys, 100 miles of sidewalk, 7 City parking lots, all traffic markings such as lane lines, red curbs and crosswalks, more than 3,000 traffic signs, 14 signalized intersections, over 1,949 City-owned street lights, and the City's equipment and fleet.

The Sewer Section administers the contract for sewer cleaning and response to blockages.

The Garage Section maintains the City's fleet, other city equipment, and performs building maintenance. This Section is responsible for the general maintenance, mechanical repair, and sound operating condition of forty-eight (48) vehicles and four (4) motorcycles used by City departments as well as numerous pieces of small equipment. These vehicles range in complexity from heavy construction equipment to passenger cars and light trucks. Routine preventative maintenance is performed on a scheduled basis based on the mileage of the vehicle that is recorded as vehicles are fueled.

The Park Division has a Park Section and a Public Grounds Section. The Park Division staff includes a ½ of the salary for a Public Works Manager, a Park Foreman and seven (7) Maintenance Workers. The Park Maintenance Division is responsible for maintaining 25 acres of median strip, trimming or replacing more than 7,300 street trees, and maintaining the beauty of the 35-acres of Lacy Park. This department is also responsible for all public landscape areas including the Rose Arbor, the Library grounds, and the landscaping at City Hall.

The Park Section maintains the beauty of Lacy Park, park and recreation buildings, administers park permits, collects entry fees and manages events in the Park.

The Public Grounds Section administers the tree preservation ordinance, and maintains the urban forest (trees on public property including street trees) and grounds around public buildings. This includes 25 acres of median strip, pruning or replacing street trees, and the landscaping at City Hall and the Library. In addition, this division oversees the contract for the median maintenance and tree trimming service.

Public Works Summary

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Expenditures by Type:					
	Personnel Totals	1,581,989	1,547,493	1,370,412	1,420,810
	Services & Supplies Totals	1,476,746	1,619,817	1,563,585	1,572,688
	Operating Expenditures	3,058,735	3,167,310	2,933,997	2,993,498
	Capital Outlay Totals	1,312,008	4,470,510	4,356,663	1,802,909
	Total Expenditures	4,370,742	7,637,820	7,290,660	4,796,407
Expenditures by Fund:					
101	General Fund	2,956,422	3,125,919	2,912,188	2,987,898
104	Fourth of July Fund	4,661	4,550	2,256	4,550
202	Gas Tax Fund	92,555	744,247	741,247	365,909
204	CDBG Fund	92,695	85,000	85,000	40,000
213	STPL Fund	-	115,760	115,760	-
214	TDA Transit Fund	1,649	20,711	20,711	-
215	Prop. C Transit Fund	920,592	496,571	479,371	-
229	Traffic Congestion Relief Act Fund	32,469	215,267	215,267	-
243	LA County Measure R Fund	-	67,088	67,089	-
244	Prop. 1B Street Funds	6,921	415,316	415,228	-
245	Recover Act Fund	-	500,000	500,000	-
246	MWD Grant Fund	60,234	-	-	-
281	Restricted Donations Fund	1,876	300	300	1,050
394	Capital Projects Fund	181,164	1,724,641	1,617,202	1,270,000
591	Capitalized Equipment Fund	19,505	122,449	119,041	127,000
		4,370,742	7,637,820	7,290,660	4,796,407
		-	-	-	-
Staffing History:					
	Supervisor	-	-	0.04	1.00
	Administrative Analyst	-	1.00	0.38	-
	Division Manager	2.00	2.00	2.00	1.00
	Street Foreman	1.00	1.00	1.00	1.00
	Park Foreman	1.00	1.00	1.00	1.00
	Shop Foreman	1.00	1.00	1.00	1.00
	Maintenance Worker III	3.00	3.00	3.00	3.00
	Maintenance Worker II	9.00	9.00	9.00	9.00
	Maintenance Assistant	1.10	0.83	0.99	1.06
	Weekend Maintenance Aide	0.02	-	0.58	-
	Park Attendants	0.49	0.89	0.53	0.71
	Total FTEs	18.61	19.72	19.52	18.77

Public Works Administration Division

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Expenditures by Type:					
	Personnel	96,458	92,842	84,806	92,211
	Services & Supplies	87,887	174,630	174,284	133,930
	Capital Outlay	-	-	-	70,000
		184,345	267,472	259,090	296,141
Expenditures By Fund:					
101	General Fund	179,684	262,922	256,834	221,591
104	Fourth of July Fund	4,661	4,550	2,256	4,550
394	Capital Projects Fund	-	-	-	70,000
		184,345	267,472	259,090	296,141
	Original Budget		262,472		
	Amendments		5,000		
	Amended Budget		267,472		
Staffing History:					
	Supervisor	-	-	0.04	1.00
	Administrative Analyst	-	1.00	0.38	-
	Total FTEs	-	1.00	0.42	1.00
Budget Detail					
Expenditures:					
101-40-4001-0000	Full Time Salaries	66,525	64,395	57,551	63,000
101-40-4002-0000	Part Time Wages	-	-	1,855	-
104-40-4004-0000	Public Works Overtime	4,528	4,500	2,163	4,500
101-40-4006-0000	Medicare	944	934	811	914
104-40-4006-0000	Medicare	50	50	27	50
101-40-4008-6160	Retirement - PERS	15,119	14,948	16,439	15,131
101-40-4010-0000	Cafeteria Benefit	7,857	8,016	5,894	8,016
104-40-4010-0000	Cafeteria Benefits	83	-	66	-
101-40-4011-0000	Cell Phone Allowance	-	-	-	600
101-40-4014-0000	Unemployment Payments	1,352	-	-	-
	Total Personnel	96,458	92,842	84,806	92,211
101-40-4104-0000	Contract Engineering Services	47,773	121,840	121,840	86,840
	Traffic Engineering		35,360		35,360
	Traffic Survey		35,000		-
	Supplemental Engineering		9,360		9,360
	General Engineering		42,120		42,120

Public Works Administration Division (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
101-40-4150-0000	Other Contract Services	8,535	10,490	10,490	10,490
	Christmas Light Installation		3,000		3,000
	Janitorial services		1,890		1,890
	Computer Network/Technical Maintenance		3,000		3,000
	Laundry (Towels & Mats)		2,600		2,600
101-40-4206-0000	Building Repair & Maintenance	5,099	5,000	5,000	5,000
101-40-4260-0000	Damage to City Property Repair	11,273	20,000	20,000	20,000
101-40-4309-0000	Cash Over/Short-Public Works	-	-	54	-
101-40-4316-0000	Equipment Repair & Maintenance	1,411	400	800	1,200
101-40-4376-0000	Materials & Supplies	3,469	3,500	4,500	3,600
101-40-4396-0000	Memberships & Dues	105	-	-	-
101-40-4399-0000	Non-capitalized Equipment	-	5,000	5,000	-
	Christmas Lights (Carryover)		5,000		
101-40-4480-0000	Travel & Meetings	1,832	-	-	200
101-40-4492-0000	Uniforms	20	-	-	-
101-40-4492-0003	Uniforms-PERSable	3,388	3,400	1,600	1,600
101-40-4492-0004	Uniforms-Non-PERSable	4,983	5,000	5,000	5,000
	Total Services & Supplies	87,887	174,630	174,284	133,930
394-40-4600-0880	Construction-City Hall Renovation	-	-	-	70,000
	City Hall Renovation/Painting		-		70,000
	Total Capitlized Expenditures	-	-	-	70,000
	Total Expenditures	184,345	267,472	259,090	296,141

Garage Division

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Expenditures by Type:					
	Personnel	166,290	166,588	170,348	170,219
	Services & Supplies	32,925	46,390	45,890	24,000
	Capital Outlay	19,505	-	-	20,000
		<u>218,720</u>	<u>212,978</u>	<u>216,238</u>	<u>214,219</u>
Expenditures By Fund:					
101	General Fund	199,215	212,978	216,238	194,219
591	Capitalized Equipment Fund	19,505	-	-	20,000
		<u>218,720</u>	<u>212,978</u>	<u>216,238</u>	<u>214,219</u>
	Original Budget		212,978		
	Amendments		0		
	Amended Budget		<u>212,978</u>		
Staffing History:					
	Shop Foreman	1.00	1.00	1.00	1.00
	Maintenance Worker III	1.00	1.00	1.00	1.00
	Total FTEs	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Budget Detail					
Expenditures:					
101-42-4001-0000	Full Time Salaries	125,446	125,264	128,172	128,172
101-42-4004-0000	Overtime	279	-	129	-
101-42-4008-6160	Retirement - PERS	28,693	29,124	29,847	29,847
101-42-4010-0000	Cafeteria Benefit	11,873	12,000	12,000	12,000
101-42-4013-0000	Uniform Allowance	-	200	200	200
	Total Personnel	<u>166,290</u>	<u>166,588</u>	<u>170,348</u>	<u>170,219</u>
101-42-4150-0000	Other Contract Services	4,774	8,500	8,000	8,500
	Clarifier Cleaning		2,000		2,000
	Disposal of Oil Filters		1,500		1,500
	Gas Tank Monitoring & Testing		5,000		5,000
101-42-4204-0000	Books & Periodicals	-	1,995	1,995	2,000
101-42-4316-0000	Equipment Repair & Maintenance	11,644	29,395	29,395	7,000
	AQMD Required Fuel Station Repairs		15,000		-
	Vapor Recover Unit		5,395		-
	Misc. Repairs & Maintenance		9,000		3,000
	461 Test		-		2,000
	Annual Monitor Cert.		-		2,000
101-42-4376-0000	Materials & Supplies	11,587	4,200	4,200	4,200
	Misc. Items (soaps, paints, hoses, fittings, etc.)		2,000		2,000
	Oil and Grease Absorbent		700		700
	Welding Supplies		1,500		1,500

Garage Division (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
101-42-4396-0000	Memberships & Dues	75	-	-	-
101-42-4399-0000	Non-capitalized Equipment	2,982	-	-	-
101-42-4452-0000	Small Tools	1,810	2,000	2,000	2,000
101-42-4468-0000	Staff Development	54	-	-	-
101-42-4508-0000	Vehicle Repair & Maintenance	-	300	300	300
	Total Services & Supplies	32,925	46,390	45,890	24,000
591-42-4613-0000	Capitalized Equipment	19,505	-	-	20,000
	Gas Pump Computer System				20,000
	Total Capitlized Expenditures	19,505	-	-	20,000
	Total Expenditures	218,720	212,978	216,238	214,219

Sewer & Storm Drain Division

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Expenditures by Type:					
	Personnel	-	-	-	-
	Services & Supplies	319,757	326,333	308,817	428,490
	Capital Outlay	90,259	352,818	245,379	200,000
		410,015	679,151	554,196	628,490
Expenditures By Fund:					
101	General Fund	319,757	326,333	308,817	428,490
394	Capital Projects Fund	90,259	352,818	245,379	200,000
591	Capital Equipment Fund	-	-	-	-
		410,015	679,151	554,196	628,490
	Original Budget		516,037		
	Amendments		163,114		
	Amended Budget		679,151		

Sewer & Storm Drain Division (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Detail					
Expenditures:					
101-44-4104-0000	Contracted Engineering NPDES	8,091	7,500	7,500	18,000
101-44-4106-5170	Contract Legal Svc.s-NPDES	1,907	3,500	2,000	2,000
101-44-4150-0000	Other Contract Services	119,753	148,976	143,000	143,080
	Debris Basin Cleaning		6,000		6,000
	Pest Control		4,000		4,000
	Pump station repair & maintenance		6,000		6,000
	Mission Wash Debris Removal & Inspection (Amendment)		10,296		4,400
	Sewer Cleaning and Maintenance/Trouble Spot Cleaning		122,680		122,680
101-44-4150-5170	Other Contract Services-NPDES	50,809	23,040	13,000	25,500
	Public Education		1,500		1,500
	Restaurant/Gas Station Inspections		5,540		-
	Sanitary Sewer Overflow Plan		4,000		-
	TMDL Study (Trash)		6,000		12,000
	TMDL Study (Minerals)		6,000		12,000
101-44-4150-9020	Contracted Street Sweeping	132,254	136,300	136,300	212,810
101-44-4399-0000	Non-capitalized Equipment	-	-	-	20,000
	Catch Basin Grates (8)				20,000
101-44-4460-5170	Special Expenses-NPDES	6,943	7,017	7,017	7,100
	County Storm Water Fees		5,717		5,800
	Annual Waste Discharge Fee		1,300		1,300
	Total Services & Supplies	319,757	326,333	308,817	428,490
394-44-4600-8020	Sewer/Storm Drain Replacement	90,259	352,818	245,379	200,000
	Total Capitlized Expenditures	90,259	352,818	245,379	200,000
	Total Expenditures	410,015	679,151	554,196	628,490

Street Division

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Expenditures by Type:					
	Personnel	572,049	606,914	606,826	472,280
	Services & Supplies	553,430	482,395	481,965	487,265
	Capital Outlay	1,141,720	4,095,692	4,092,693	1,470,909
		<u>2,267,199</u>	<u>5,185,001</u>	<u>5,181,484</u>	<u>2,430,454</u>
Expenditures By Fund:					
101	General Fund	1,029,704	1,052,768	1,069,538	959,545
202	Gas Tax Fund	92,555	744,247	741,247	365,909
204	CDBG Fund	92,695	85,000	85,000	40,000
213	STPL Fund	-	115,760	115,760	-
214	TDA Fund	1,649	20,711	20,711	-
215	Prop. C Transit Fund	920,592	496,571	479,371	-
229	Traffic Congestion Fund	32,469	215,267	215,267	-
243	County Measure R Fund	-	67,088	67,089	-
244	Prop. 1B Street Fund	6,921	415,316	415,228	-
245	Recover Act Fund	-	500,000	500,000	-
394	Capital Projects Fund	90,615	1,371,823	1,371,823	1,000,000
591	Capital Equipment Fund	-	100,449	100,449	65,000
		<u>2,267,199</u>	<u>5,185,001</u>	<u>5,181,484</u>	<u>2,430,454</u>
	Original Budget		3,157,882		
	Amendments		2,027,119		
	Amended Budget		<u>5,185,001</u>		
Staffing History:					
	Division Manager	1.00	1.00	1.00	0.50
	Street Foreman	1.00	1.00	1.00	1.00
	Maintenance Worker III	1.00	1.00	1.00	1.00
	Maintenance Worker II	3.00	4.00	3.00	3.00
	Weekend Maintenance Aide	0.02	-	0.58	-
	Maintenance Assistant	0.49	0.50	0.58	0.50
	Total FTEs	<u>6.51</u>	<u>7.50</u>	<u>7.16</u>	<u>6.00</u>

Street Division (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Detail					
Expenditures:					
101-48-4001-0000	Full Time Salaries	402,266	413,152	413,152	327,048
101-48-4002-0000	Part Time Wages	14,069	16,044	16,044	16,702
244-48-4002-0000	Part Time Wages	2,324	19,341	17,403	-
101-48-4004-0000	Overtime	6,517	9,000	9,000	9,000
101-48-4006-0000	Medicare	6,225	6,373	6,373	4,997
244-48-4006-0000	Medicare	34	-	250	-
101-48-4008-6050	Retirement-PARS	207	-	-	626
244-48-4008-6050	Retirement-PARS	538	-	400	-
101-48-4008-6160	Retirement - PERS	94,689	96,044	96,044	77,927
244-48-4008-6160	Retirement - PERS	-	-	1,200	-
101-48-4010-0000	Cafeteria Benefit	43,979	45,060	45,060	34,530
101-48-4011-0000	Cell Phone Allowance	1,204	1,200	1,200	900
101-48-4013-0000	Uniform Allowance	-	700	700	550
	Total Personnel	572,049	606,914	606,826	472,280
101-48-4150-0000	Other Contract Services	41,830	65,000	55,000	65,000
215-48-4150-0000	Other Contract Services	92,880	17,200		-
	Signal Maintenance with City of Alhambra & LA County		5,000		5,000
	Traffic Signal Maintenance (Partial Carryover)		77,200		60,000
101-48-4204-0000	Books & Periodicals	-	200	200	200
101-48-4316-0000	Equipment Repair & Maintenance	2,669	2,000	2,000	2,000
101-48-4376-0000	Materials & Supplies	132,333	146,300	146,300	146,300
	Asphalt Materials (Hot and Cold Mix)		10,000		10,000
	Cement Materials, Forms and Miscellaneous Items		60,000		60,000
	L.A. County Sanitation District		1,000		1,000
	Street and Traffic Signs, Posts and Hardware		21,000		21,000
	Street Light Switches, Poles, Bulbs, Ballasts and Misc. Items		44,800		44,800
	Street Paints, Glass Beads and Pavement Markers		9,500		9,500

Street Division (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
101-48-4396-0000	Memberships & Dues	270	195	265	265
			145		215
	Maintenance Supts. Assoc.		50		50
	Traffic Control Supervisors Association				
101-48-4399-0000	Non-Capitalized Equipment	13,972	6,000	6,000	-
	Mole		6,000		-
101-48-4452-0000	Small Tools	1,188	1,500	1,200	1,500
101-48-4468-0000	Staff Development	2,404	-	-	-
101-48-4480-0000	Travel & Meetings	928	-	-	-
101-48-4500-1980	Utilities-Electricity	240,710	225,000	252,000	252,000
101-48-4508-0000	Vehicle Repair & Maintenance	24,247	19,000	19,000	20,000
	Fluids		2,000		3,000
	Fuel		10,000		10,000
	Lubricants		2,000		2,000
	Maintenance		3,000		3,000
	Misc. Parts		2,000		2,000
	Total Services & Supplies	553,430	482,395	481,965	487,265
394-48-4600-9260	Utility Undergrounding	26,576	-	-	-
394-48-4600-9500	Purchase CDBG Funds	64,039	-	-	-
	Garfield Avenue Improvements Total	62,190	487,634	487,634	-
202-48-4600-2635	Garfield Avenue Improvements (CO)	52,050	98,677	98,677	
214-48-4600-2635	Garfield Avenue Improvements (CO)	1,630	3,846	3,846	
215-48-4600-2635	Garfield Avenue Improvements (CO)	8,510	111,065	111,065	
394-48-4600-2635	Garfield Avenue Improvements (CO)		274,046	274,046	

Street Division (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
215-48-4600-2876	Huntington Drive Street Improvements	298,428	-	-	-
	Huntington Drive Street Imp.s Total	-	900,002	900,002	
202-48-4600-2877	Huntington Drive Street Improvements		50,000	50,000	
213-48-4600-2877	Huntington Drive Street Improvements		115,760	115,760	
215-48-4600-2877	Huntington Drive Street Improvements		69,635	69,635	
229-48-4600-2877	Huntington Drive Street Improvements		111,830	111,830	
245-48-4600-2877	Huntington Drive Street Improvements		500,000	500,000	
394-48-4600-2877	Huntington Drive Street Improvements		52,777	52,777	
215-48-4600-2878	Huntington Drive Street Lighting	56,540	-	-	-
	2007-08 Street Overlay Total	43,255	604,645	604,645	
202-48-4600-5533	2007-08 Street Overlay (CO)	39,230	208,670	208,670	
244-48-4600-5533	2007-08 Street Overlay	4,025	395,975	395,975	
	2008-09 Overlay Total	496,703	48,651	48,651	
215-48-4600-5536	2008-09 Overlay	464,234	18,131	18,131	
229-48-4600-5536	2008-09 Overlay	32,469	30,520	30,520	
	2009-10 Slurry Seal Total	-	315,696	315,697	
202-48-4600-5537	2009-10 Slurry Seal		248,608	248,608	
243-48-4600-5537	2009-10 Slurry Seal		67,088	67,089	
	2009-10 Overlay & Median Irrigation Total	-	488,749	488,749	
202-48-4600-5538	2009-10 Overlay & Median Irrigation		135,292	135,292	
215-48-4600-5538	2009-10 Overlay & Median Irrigation		280,540	280,540	
229-48-4600-5538	2009-10 Overlay & Median Irrigation		72,917	72,917	
	07-08 Slurry Seal/Overlay-Area 6 Total	1,275	3,000	-	
202-48-4600-8063	07-08 Slurry Seal/Overlay-Area 6 (co)	1,275	3,000	-	
229-48-4600-8063	07-08 Slurry Seal/Overlay-Area 6				
204-48-4600-9500	ADA Sidewalk Improvements 2008-09	92,695			
204-48-4600-5540	ADA Sidewalk Improvements 2009-10		85,000	85,000	40,000
214-48-4600-6153	Huntington Drive Pedestrian Safety (CO)	19	16,865	16,865	
394-48-4600-5541	Mission Street Alley Repair		25,000	25,000	
394-48-4600-5542	Circle Drive Bridge Lights		20,000	20,000	
394-48-4600-9000	Street Light Conversion		1,000,000	1,000,000	1,000,000
202-48-4600-5540	2010-11 Street Rehab. - Four Streets	-	-	-	365,909
591-48-4613-0000	Capitalized Equipment	-	100,449	100,449	65,000
	Boom Truck		87,554		-
	Air Compressor		12,895		
	Striper		-		10,000
	Dump Truck - Flatbed only (1 1/2 Ton)		-		55,000
	Total Capitalized Expenditures	1,141,720	4,095,692	4,092,693	1,470,909
	Total Expenditures	2,267,199	5,185,001	5,181,484	2,430,454

Parks Division

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Expenditures by Type:					
	Personnel	328,120	268,186	379,792	402,664
	Services & Supplies	126,702	106,605	84,765	104,340
	Capital Outlay	290	-	-	-
		<u>455,112</u>	<u>374,791</u>	<u>464,557</u>	<u>507,004</u>
Expenditures By Fund:					
101	General Fund	452,946	374,491	464,257	505,954
281	Restricted Donations Fund	1,876	300	300	1,050
394	Capital Projects Fund	290	-	-	-
591	Capital Equipment Fund	-	-	-	-
		<u>455,112</u>	<u>374,791</u>	<u>464,557</u>	<u>507,004</u>
	Original Budget		374,791		
	Amendments		-		
	Amended Budget		<u>374,791</u>		
Staffing History:					
	Division Manager	-	-	-	0.50
	Park Foreman	1.00	1.00	1.00	1.00
	Maintenance Worker III	1.00	1.00	1.00	1.00
	Maintenance Worker II	2.00	1.00	2.00	2.00
	Maintenance Assistant	0.61	0.33	0.41	0.56
	Park Attendants	0.49	0.89	0.53	0.71
	Total FTEs	<u>5.10</u>	<u>4.22</u>	<u>4.94</u>	<u>5.77</u>
Budget Detail					
Expenditures:					
101-50-4001-0000	Full Time Salaries	217,045	176,550	257,514	270,806
101-50-4002-0000	Part Time Wages	26,868	26,540	26,540	30,720
101-50-4004-0000	Overtime	724	1,200	1,200	1,200
101-50-4006-0000	Medicare	3,536	2,949	4,169	4,191
101-50-4008-6050	Retirement PARS	322	995	600	1,152
101-50-4008-6160	Retirement - PERS	54,478	41,052	61,969	64,523
101-50-4010-0000	Cafeteria Benefit	24,545	18,000	26,800	28,722
101-50-4011-0000	Cell Phone Allowance	602	600	600	900
101-50-4013-0000	Uniform Allowance	-	300	400	450
	Total Personnel	<u>328,120</u>	<u>268,186</u>	<u>379,792</u>	<u>402,664</u>

Parks Division (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
101-50-4150-0000	Other Contract Services	3,679	22,500	22,500	21,700
	Backflow Testing		500		500
	Electrical Repairs		500		500
	Pest Control		1,000		700
	Soil Testing		500		-
	Tree Pruning		20,000		20,000
101-50-4206-0000	Building Repair & Maintenance	18,013	11,000	6,000	11,000
	Routine Building Repairs		1,000		1,000
	Public Restroom Supplies		10,000		10,000
281-50-4206-9400	Bldg Rep & Maint-War Memorial	1,876	300	300	1,050
	Misc.		300		-
	Flags				1,050
101-50-4316-0000	Equipment Repair & Maintenance	880	1,500	1,500	1,500
101-50-4348-0000	Horticulture Service	19,875	-	-	-
101-50-4376-0000	Materials & Supplies	17,083	16,850	8,000	18,250
	Irrigation Supplies		3,000		5,000
	Lumber, Fencing, concrete, asphalt & paint		5,000		5,000
	Misc. grounds maintenance supplies		5,750		5,750
	Landscape Committee		600		-
	Equipment Rental		500		500
	Pesticides		1,000		1,000
	Fertilizer		1,000		1,000
101-50-4396-0000	Memberships & Dues	285	140	140	80
	Professional Application Pesticide Assoc.		80		80
101-50-4399-0000	Non-Capitalized Equipment	4,666	915	915	800
	Leaf Blowers		915		-
	Chainsaw		-		800
101-50-4401-0000	Outside Services	982	-	-	-
101-50-4404-0000	Plants	6,677	7,350	6,000	7,350
	Floral Displays		1,350		1,350
	Shrubs & Groundcover		4,000		4,000
	Trees		2,000		2,000

Parks Division (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
101-50-4452-0000	Small Tools	1,370	1,000	1,000	1,000
101-50-4468-0000	Staff Development	1,525	-	-	-
101-50-4480-0000	Travel & Meetings	125	350	350	950
	PAPA Seminars		350		350
	Landscape Committee		-		600
101-50-4500-4950	Utilities-Natural Gas	579	1,000	860	960
101-50-4500-9025	Utilities-Telephone	1,074	1,200	1,200	1,200
101-50-4500-9460	Utilities-Water	41,341	36,000	32,000	32,000
101-50-4508-0000	Vehicle Repair & Maintenance	7,655	6,500	4,000	6,500
	Fuel		4,000		4,000
	Maintenance		1,000		1,000
	Repairs		1,500		1,500
	Total Services & Supplies	126,702	106,605	84,765	104,340
394-50-4600-9400	Construction-War Memorial	290	-	-	-
	Total Capitalized Expenditures	290	-	-	-
	Total Expenditures	455,112	374,791	464,557	507,004

Grounds Division

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Expenditures by Type:					
	Personnel	419,071	412,962	128,640	283,436
	Services & Supplies	356,044	483,464	467,864	394,663
	Capital Outlay	60,234	22,000	18,591	42,000
		835,350	918,426	615,095	720,099
Expenditures By Fund:					
101	General Fund	775,116	896,426	596,504	678,099
246	MWD Grant Fund	60,234	-	-	-
591	Capital Equipment Fund	-	22,000	18,591	42,000
		835,350	918,426	615,095	720,099
	Original Budget		918,426		
	Amendments		-		
	Amended Budget		918,426		
Staffing History:					
	Park Division Manager	1.00	1.00	1.00	-
	Maintenance Worker III	-	-	-	-
	Maintenance Worker II	4.00	4.00	4.00	4.00
	Park Attendant	-	-	-	-
	Maintenance Assistant	-	-	-	-
	Total FTEs	5.00	5.00	5.00	4.00
Budget Detail					
Expenditures:					
101-52-4001-0000	Full Time Salaries	308,906	303,319	29,440	205,152
101-52-4002-0000	Part Time Wages	-	-	-	-
101-52-4004-0000	Overtime	1,844	2,000	2,000	2,000
101-52-4006-0000	Medicare	3,219	2,980	2,432	2,981
101-52-4008-6050	Retirement-PARS	-	-	-	-
101-52-4008-6160	Retirement - PERS	71,236	70,502	68,518	48,903
101-52-4010-0000	Cafeteria Benefit	33,264	33,060	25,250	24,000
101-52-4011-0000	Cell Phone Allowance	602	600	600	-
101-52-4013-0000	Uniform Allowance	-	500	400	400
	Total Personnel	419,071	412,962	128,640	283,436

Grounds Division (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
101-52-4150-0000	Other Contract Services	236,683	344,704	344,704	269,613
	Backflow Testing/Repairs		1,600		1,600
	Median Maintenance		90,000		90,000
	Misc.		18,000		-
	Tree Pruning		235,104		178,013
101-52-4316-0000	Equipment Repair & Maintenance	3,167	3,000	4,000	3,000
101-52-4376-0000	Materials & Supplies	14,058	10,500	9,000	10,500
	Mulch, irrigation supplies & misc. grounds maintenance supplies		3,500		3,500
	Forestry Supplies		1,000		1,000
	Seed, Fertilizer, Pesticides & Misc. Supplies		2,800		2,800
	Mulch for Oak Tree Preservation		3,200		3,200
101-52-4396-0000	Memberships & Dues	370	460	460	400
	International Society of Arboriculture Membership		145		145
	Pesticide Applicators Professional Association		120		120
	QAC License Renewals (Greg)		120		60
	Society of Municipal Arborists		75		75
101-52-4399-0000	Non-capitalized Equipment	994	6,900	9,000	3,000
	Pressure Washer		6,900		-
	Trencher (Ditch Witch)		-		3,000
101-52-4401-0000	Outside Services	540	-	-	-
101-52-4404-0000	Plants	10,505	13,200	11,000	13,200
	Floral Displays		3,400		3,400
	Shrubs & Groundcover		4,000		4,000
	Trees		5,800		5,800
101-52-4452-0000	Small Tools	722	750	750	750
101-52-4468-0000	Staff Development	1,801	-	-	-
101-52-4480-0000	Travel & Meetings	290	950	950	1,200
	Professional Application Pesticide Association Seminars		350		350
	WCISA		600		600
	Misc. Meetings		-		250

Grounds Division (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
101-52-4500-9460	Utilities-Water	64,814	85,000	70,000	75,000
101-52-4508-0000	Vehicle Repair & Maintenance	22,100	18,000	18,000	18,000
	Fuel		9,000		9,000
	General Repairs/Inspections/Smog Checks		3,000		3,000
	General Maintenance/Tun-ups/Parts		4,000		4,000
	Misc. Parts		2,000		2,000
	Total Services & Supplies	356,044	483,464	467,864	394,663
246-52-4600-2411	Construction-Irrigation System	60,234	-	-	-
591-52-4613-0000	Capitalized Equipment	-	22,000	18,591	42,000
	1/2 Ton Pick Up Truck		22,000		-
	Stumper		-		42,000
	Total Capitlized Expenditures	60,234	22,000	18,591	42,000
	Total Expenditures	835,350	918,426	615,095	720,099

Recreation

The San Marino Recreation Department offers multiple services for youth and adults. Under the guidance and support of the Recreation Commission, the Department focuses on providing passive and active programs designed to meet the growing and specific leisure needs of the community. Some of the Department's activities include child care, preschool, senior services, sports, teen programming, and classes in a safe, caring and learning environment.

The Recreation Department oversees the operation of the San Marino Center and the Thurnher House. Both facilities offer valuable space for the City to conduct classes, community meetings, and rentals. Funding for the maintenance of these sites is provided by the San Marino Center Fund and the Los Angeles County Park Bond Fund.

Staff works in cooperation with the San Marino Unified School District for the availability of facilities to conduct sports recreation. Sports groups and similar youth organizations work with the City to discuss facility scheduling, use issues, fingerprinting, maintenance and facility planning.

Some of the Recreation Department's most popular programs include Aquatics, Day Camp and Special Events (Fourth of July, the Easter Egg Hunt, the Fishing Derby, Track Meet, and Memorial Day). These activities and others are advertised through the City's Recreation Guide, the City's Newsletter, and the City's website. Staff produces both the Recreation Guide and the quarterly newsletter. In addition, they produce an electronic newsletter to alert the community of upcoming events. The electronic newsletter is available to households registering for it through the San Marino Recreation Department.

The Recreation budget is designed to reflect the Department's mission of offering community services that enhance the quality of life and sense of neighborhood in San Marino. To this end, many of the Department's efforts are consistently dedicated to activities that identify the most urgent needs of the San Marino community.

The Recreation Department seeks sustainability and/or a 70% cost recovery for its fee-based programs. In addition, the Department seeks to improve efficiency and effectiveness. Over the next budget year, management tools that will allow the Department to enhance service include: new recreation software; staff training; and ongoing program evaluation.

Recreation Summary

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Revenues by Type:					
	Program Fees	1,693,111	1,900,584	1,638,807	1,626,929
	Rents & Concessions	34,286	55,150	39,000	34,750
	Donations	625	0	0	0
	Miscellaneous Revenue	54,649	40,000	1,612	0
		1,782,671	1,995,734	1,679,419	1,661,679
Revenues by Fund:					
101	General Fund	1,747,101	1,918,584	1,618,419	1,604,929
104	Fourth of July Fund	22,304	40,000	40,000	40,000
105	San Marino Center Fund	12,641	37,150	21,000	16,750
281	Restricted Donations Fund	625	-	-	-
		1,782,671	1,995,734	1,679,419	1,661,679
		-	-	-	-
Expenditures by Type:					
	Personnel	1,396,453	1,391,368	1,408,871	1,269,341
	Services & Supplies	1,132,681	1,186,851	1,093,538	975,875
	Capital Outlay	1,044	59,356	59,356	-
		2,530,177	2,637,575	2,561,766	2,245,216
Expenditures by Fund:					
101	General Fund	2,226,645	2,211,257	2,119,129	1,919,444
104	Fourth of July Fund	67,420	56,087	52,418	57,912
105	San Marino Center Fund	63,364	96,872	112,700	85,976
204	CDBG	52,909	70,264	71,393	19,483
206	County Park Prop. A Fund	26,680	43,739	44,769	60,401
207	Prop . A Transit Fund	96,018	95,000	97,000	97,000
226	CA Recycling Grant Fund	4,860	5,000	5,000	5,000
394	Capital Projects Fund	-	3,800	3,800	-
591	Capitalized Equipment Fund	1,044	55,556	55,556	-
		2,538,940	2,637,575	2,561,766	2,245,216
		8,763	-	-	-
Total Revenues Under Expenditures		756,269	641,841	882,347	583,537
Fund 101 Revenues Under Expenditures		479,544	292,673	500,710	314,515
Fund 101 Revenues as a % of Expenditures		78%	87%	76%	84%

Recreation Summary (Continued)

	2008-09	2009-10		2010-11
	Actual	Budget	Estimated	Approved
Staffing History:				
Administrative Analyst	0.04	0.50	0.30	0.50
Assistant Recreation Specialist	6.21	7.01	5.96	6.50
Assistant Supervisors	0.09	-	0.05	-
Cashiers	0.10	0.14	0.07	0.12
Child Development Specialist	3.13	3.06	3.22	2.98
Clerk Typist I	-	-	-	-
Clerk Typist II	1.00	1.00	1.00	1.00
Community Services Director	0.50	0.50	0.50	0.50
Counselors	0.34	0.13	0.63	0.39
Lifeguards	2.09	1.49	1.35	1.48
Pool Manager	-	-	-	-
Private Swim Instructors	0.08	0.09	0.03	0.11
Program Leaders	2.36	1.45	1.15	1.65
Recreation Coordinator	3.00	-	3.00	-
Recreation Manager	1.03	0.44	0.98	0.80
Recreation Specialist	12.03	11.70	11.81	9.42
Recreation Supervisor	-	3.00	-	2.00
Supervisors	-	-	-	-
Water Safety Instructors	0.69	0.32	0.24	0.33
Total FTEs	32.69	30.84	30.29	27.78

Recreation Administration Division

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Revenues by Type:					
	Charges for Services	23,895	20,000	10,000	10,000
	Rents & Concessions	21,645	18,000	18,000	18,000
	Miscellaneous Revenues	54,649	40,000	1,612	-
	Donations	625	-	-	-
		100,813	78,000	29,612	28,000
Expenditures by Type:					
	Personnel	274,499	333,257	335,269	234,820
	Services & Supplies	130,117	124,563	123,646	140,244
	Capital Outlay	1,044	48,956	48,956	-
		405,659	506,776	507,872	375,064
Expenditures By Fund:					
101	General Fund	399,756	452,820	453,915	370,064
226	Beverage Container Grant	4,860	5,000	5,000	5,000
591	Capital Equipment Fund	1,044	48,956	48,956	-
		405,659	506,776	507,872	375,064
	Original Budget		457,820.0		
	Amendments		48,956		
	Amended Budget		506,776		
Staffing History:					
	Administrative Analyst	-	0.50	0.30	0.50
	Assistant Supervisors	0.09	-	0.05	-
	Child Development Specialist	0.41	0.27	0.37	0.28
	Clerk Typist I	-	-	-	-
	Clerk Typist II	1.00	1.00	1.00	1.00
	Community Services Director	0.50	0.50	0.50	0.50
	Counselors	0.07	-	-	-
	Prgram Leaders	0.01	-	-	-
	Recreation Coordinator	1.50	-	1.50	-
	Recreation Manager	-	-	-	-
	Recreation Specialist	0.08	0.06	0.07	0.06
	Recreation Supervisor	-	1.50	-	0.50
	Supervisors	-	-	-	-
	Total FTEs	3.66	3.83	3.79	2.83

Recreation Administration Division (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Detail					
Revenues:					
101-60-3340-0000	Nonresident Fees-Recreation	23,895	20,000	10,000	10,000
101-60-3502-0000	Rents & Concessions-Rec	21,645	18,000	18,000	18,000
101-60-3701-0000	Miscellaneous Revenue-Rec	54,649	40,000	1,612	-
281-60-3601-0000	Recreation Donations Received	625	-	-	-
Revenue Totals		100,813	78,000	29,612	28,000
Expenditures:					
101-60-4001-0000	Full Time Salaries	179,211	230,397	231,416	159,026
101-60-4002-0000	Part Time Wages	21,868	12,884	17,000	13,121
101-60-4004-0000	Overtime	1,114	2,000	-	-
104-60-4004-0000	Recreation Overtime	-	-	152	-
101-60-4006-0000	Medicare	3,012	3,532	3,709	2,500
104-60-4006-0000	Medicare	-	-	2	-
101-60-4008-6050	Retirement PARS	147	-	2	-
101-60-4008-6160	Retirement - PERS	45,084	56,682	58,123	41,027
101-60-4010-0000	Cafeteria Benefit	22,280	26,562	23,665	18,546
101-60-4011-0000	Cell Phone Allowance	1,504	1,200	1,200	600
101-60-4014-0000	Unemployment Payments	279	-	-	-
Total Personnel		274,499	333,257	335,269	234,820
101-60-4150-0000	Other Contract Services	18,731	26,320	26,320	29,646
	Adobe Web Support		100		-
	Commission Clerical Support		1,110		1,110
	Copy machine maint.		1,780		1,780
	Credit Card Fees		13,000		13,000
	Customer E-Mail Support		168		294
	Filtered Water Service		360		360
	Vermont Annual Fee		3,102		3,102
	Computer Network/Technical Maintenance		6,700		10,000
101-60-4206-0000	Building Repair & Maintenance	27,939	22,208	22,208	22,808
	Janitorial Contract		17,808		17,808
	Miscellaneous		5,000		5,000
101-60-4209-0000	Cash Short/Over	-	-	3	
101-60-4316-0000	Equipment Repair & Maintenance	-	500	200	300
101-60-4324-0000	Facility Rental	221	300	300	19,375
101-60-4376-0000	Materials & Supplies	23,756	20,000	20,000	20,000
	Shirts		6,000		6,000
	Other		14,000		14,000

Recreation Administration Division (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
101-60-4396-0000	Memberships & Dues	985	1,335	1,000	1,000
	CPRS		915		510
	Southern Municipal Athletic Conference Federation		420		490
101-60-4398-0000	Mileage	603	300	500	500
101-60-4399-0000	Non-capitalized Equipment	-	-	-	1,500
	Computer				1,500
226-60-4399-0000	Non-capitalized Equipment	4,860	5,000	5,000	5,000
	Play Equipment				5,000
101-60-4412-0000	Postage	4,580	3,600	3,600	3,600
	Quarterly Recreation Brochure		3,600		3,600
101-60-4420-0000	Printing	37,349	36,500	36,500	28,500
	Quarterly Recreation Brochure		34,000		26,000
	Misc. Printing		2,500		2,500
101-60-4468-0000	Staff Development	100	-	100	100
101-60-4480-0000	Travel & Meetings	282	300	315	315
101-60-4500-9025	Utilities-Telephone	5,203	4,600	4,600	4,600
101-60-4508-0000	Vehicle Repair & Maintenance	5,507	3,600	3,000	3,000
	Total Services & Supplies	130,117	124,563	123,646	140,244
591-60-4613-0000	Capitalized Equipment	1,044	48,956	48,956	-
	Recware Upgrade		48,956		-
	Total Capitalized Expenditures	1,044	48,956	48,956	-
	Total Expenditures	405,659	506,776	507,872	375,064

Aquatics Division

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Revenues by Type:					
	Charges for Services	127,360	114,900	114,900	118,740
		127,360	114,900	114,900	118,740
Expenditures by Type:					
	Personnel	77,619	66,204	66,995	67,188
	Services & Supplies	110,647	104,690	104,490	88,068
	Capital Outlay	-	-	-	-
		188,266	170,894	171,485	155,256
Expenditures By Fund:					
101	General Fund	188,266	170,894	171,485	155,256
		188,266	170,894	171,485	155,256
	Original Budget		156,904		
	Amendments		13,990		
	Amended Budget		170,894		
Staffing History:					
	Cashiers	0.10	0.14	0.07	0.12
	Child Development Specialist	0.31	0.39	0.18	0.39
	Counselors	0.02	-	0.01	-
	Lifeguards	2.08	1.49	1.32	1.48
	Pool Manager	-	-	-	-
	Private Swim Instructors	0.08	0.09	0.03	0.11
	Supervisors	-	-	-	-
	Water Safety Instructors	0.68	0.32	0.24	0.33
	Total FTEs	3.27	2.44	1.85	2.43

Aquatics Division (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Detail					
Revenues:					
101-62-3336-0000	Aquatics Program Fees	127,360	114,900	114,900	118,740
Expenditures:					
101-62-4002-0000	Part Time Wages	70,002	61,365	61,365	60,068
101-62-4004-0000	Overtime	497	1,000	500	-
101-62-4006-0000	Medicare	1,022	890	890	871
101-62-4008-6050	Retirement PARS	1,954	2,176	1,800	1,505
101-62-4008-6160	Retirement - PERS	4,144	773	2,441	4,744
	Total Personnel	77,619	66,204	66,995	67,188
101-62-4102-0000	Contracted Teacher Services	63,852	60,000	60,000	60,000
101-62-4206-8360	SMUSD Swimming Pool	16,303	13,990	13,990	-
101-62-4324-0000	Facility Rental	23,555	23,100	23,100	22,248
	Mini Mobile		1,500		1,500
	SMUSD Pool		21,600		21,600
101-62-4376-0000	Materials & Supplies	3,536	3,400	3,400	3,020
101-62-4486-0000	Trips & Events	923	1,000	1,200	-
101-62-4492-0004	Uniforms-Safety	2,131	2,900	2,500	2,500
101-62-4500-9025	Utilities-Telephone	348	300	300	300
	Total Services & Supplies	110,647	104,690	104,490	88,068
	Total Expenditures	188,266	170,894	171,485	155,256

Contract Classes Division

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Revenues by Type:					
	Charges for Services	522,036	548,507	460,000	460,000
		522,036	548,507	460,000	460,000
Expenditures by Type:					
	Personnel	128,463	105,868	105,383	122,972
	Services & Supplies	368,972	376,883	291,133	324,710
	Capital Outlay	-	-	-	-
		497,435	482,751	396,516	447,682
Expenditures By Fund:					
101	General Fund	497,435	482,751	396,516	447,682
207	Prop . A Transit Fund	8,763	-	-	-
		497,435	482,751	396,516	447,682
	Original Budget		482,751		
	Amendments		-		
	Amended Budget		482,751		
Staffing History:					
	Assistant Recreation Specialist	0.53	0.03	0.18	0.09
	Assistant Supervisor	-	-	-	-
	Child Development Specialist	0.34	0.34	0.59	0.75
	Counselor	-	-	0.02	-
	Program Leader	0.29	-	0.06	-
	Recreation Coordinator	0.25	-	0.25	-
	Recreation Manager	0.45	0.36	0.45	0.36
	Recreation Specialist	0.58	0.61	0.22	0.10
	Recreation Supervisor	-	0.25	-	0.38
	Supervisors	-	-	-	-
	Total FTEs	2.44	1.59	1.77	1.68

Contract Classes Division (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Detail					
Revenues:					
101-64-3336-0000	Contract Class Program Fees	522,036	548,507	440,000	440,000
Expenditures:					
101-64-4001-0000	Full Time Salaries	14,615	48,781	15,861	23,940
101-64-4002-0000	Part Time Wages	82,676	32,031	64,465	69,749
207-64-4002-0000	Part Time Wages	5,169			
101-64-4004-0000	Overtime	306	1,000	1,000	-
207-64-4004-0000	Overtime	153			
101-64-4006-0000	Medicare	1,450	1,174	1,174	1,361
207-64-4006-0000	Medicare	77			
101-64-4008-6050	Retirement PARS	928	442	442	117
207-64-4008-6050	Retirement PARS	47			
101-64-4008-6160	Retirement - PERS	16,658	16,060	16,060	21,424
207-64-4008-6160	Retirement - PERS	1,050			
101-64-4010-0000	Cafeteria Benefits	4,883	6,081	6,081	6,081
101-64-4011-0000	Cell Phone Allowance	451	300	300	300
	Total Personnel	128,463	105,868	105,383	122,972
101-64-4102-0000	Contracted Teacher Services	314,185	333,200	250,000	269,280
101-64-4150-0000	Other Contract Services	64	8,680	8,680	8,680
	Insurance		1,440		
	Bridge Table Fees		600		600
	Bridge Manager		6,240		6,240
	Reimbursed Supplies		400		400
101-64-4206-0000	Building Repair & Maint.	41	-	-	-
207-64-4208-00000	Bus Transportation	2,267			
101-64-4324-0000	Facility Rental	45,202	25,003	25,003	38,500
	Stoneman		13,843		17,200
	Boy Scout House		4,860		-
	SMHS Pool		700		-
	Hill Harbison House		5,600		8,700
	District Facilities		-		12,000
101-64-4376-0000	Materials & Supplies	7,212	9,500	7,200	8,000
101-64-4420-0000	Printing	-	500	250	250
	Total Services & Supplies	368,972	376,883	291,133	324,710
	Total Expenditures	497,435	482,751	396,516	447,682

Special Events Division

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Revenues by Type:					
	Charges for Services	34,076	57,000	53,207	40,000
		34,076	57,000	53,207	40,000
Expenditures by Type:					
	Personnel	21,420	22,541	21,742	6,387
	Services & Supplies	116,083	95,590	89,845	52,875
	Capital Outlay	-	-	-	-
		137,502	118,131	111,587	59,262
Expenditures By Fund:					
101	General Fund	70,082	62,045	59,170	1,350
104	4th of July Fund	67,420	56,087	52,418	57,912
		137,502	118,131	111,587	59,262
	Original Budget		118,131		
	Amendments		0		
	Amended Budget		118,131		
Staffing History:					
	Assistant Recreation Specialists	0.22	-	0.16	0.20
	Child Development Specialist	0.02	-	0.03	-
	Counselors	0.08	-	0.05	-
	Lifeguard	0.01	-	0.03	-
	Program Leaders	0.08	-	0.06	-
	Recreation Specilaist	0.29	0.49	0.17	-
	Water Safety Instructors	0.01	-	-	-
	Total FTEs	0.71	0.49	0.50	0.20
Budget Detail					
Revenues:					
101-66-3336-0000	Special Events Program Fees	11,772	17,000	13,207	-
104-66-3336-0000	4th of July Program Fees	22,304	40,000	40,000	40,000
		34,076	57,000	53,207	40,000
Expenditures:					
101-66-4002-0000	Part Time Wages	12,079	11,034	11,034	-
104-66-4002-0000	Part Time Wages	4,656	4,000	4,012	5,100
101-66-4004-0000	Overtime	984	2,500	2,500	-
104-66-4004-0000	Recreation Overtime	730	1,300	835	-
101-66-4006-0000	Medicare	188	160	160	-
104-66-4006-0000	Medicare	78	58	70	74
101-66-4008-6050	Retirement PARS	178	-	25	-
104-66-4008-6050	Retirement-PARS	45	-	74	-
101-66-4008-6160	Retirement - PERS	1,682	2,561	2,561	-
104-66-4008-6160	Retirement-PERS	799	929	471	1,213
	Total Personnel	21,420	22,541	21,742	6,387

Special Events Division (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
101-66-4150-0000	Other Contract Services	31,844	23,240	23,240	500
104-66-4150-0000	Other Contract Services	37,282	25,800	21,000	25,800
	Fireworks		21,000		21,000
	First Aide		100		100
	Entertainment		3,700		3,700
	Game Booths		1,000		1,000
101-66-4202-0000	Advertising	108	300	300	
104-66-4308-0000	Equipment Rental	2,745	6,500	8,455	8,225
	Fencing		300		500
	Generators		1200		1,500
	Light Towers		1500		2,000
	Portable Restrooms		3500		4,225
104-66-4356-0000	Liability Insurance Premium	3,212	3,500	3,500	3,500
101-66-4376-0000	Materials & Supplies	22,561	21,000	18,300	350
104-66-4376-0000	Materials & Supplies	13,159	9,500	9,500	9,500
101-66-4412-0000	Postage	16	250	250	
101-66-4420-0000	Printing	441	1,000	800	500
104-66-4420-0000	Printing	4,714	4,500	4,500	4,500
	Programs		2,000		2,000
	Wristbands		2,500		2,500
	Total Services & Supplies	116,083	95,590	89,845	52,875
	Total Expenditures	137,502	118,131	111,587	59,262

Senior Activities Division

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Revenues by Type:					
	Charges for Services	20,911	15,000	12,000	12,870
		20,911	15,000	12,000	12,870
Expenditures by Type:					
	Personnel	1,603	2,823	2,558	1,843
	Services & Supplies	24,099	18,400	21,400	17,890
	Capital Outlay	-	-	-	-
		25,703	21,223	23,958	19,733
Expenditures By Fund:					
101	General Fund	19,119	16,223	16,958	12,733
207	Prop. A Transit Fund	6,584	5,000	7,000	7,000
		25,703	21,223	23,958	19,733
	Original Budget		21,223		
	Amendments		-		
	Amended Budget		21,223		
Staffing History:					
	Child Development Specialist	-	0.06	-	-
	Rec. Specialist	0.05	-	0.04	0.05
	Total FTEs	0.05	0.06	0.04	0.05
Budget Detail					
Revenues:					
101-68-3336-0000	Senior Program Fees	20,911	15,000	12,000	12,870
Expenditures:					
101-68-4002-0000	Part Time Wages	1,524	2,264	2,000	1,472
101-68-4006-0000	Medicare	22	-	-	21
101-68-4008-6050	Retirement PARS	57	33	33	-
101-68-4008-6160	Retirement - PERS	-	526	526	350
	Total Personnel	1,603	2,823	2,558	1,843
207-68-4208-0000	Bus Transportation	6,584	5,000	7,000	7,000
101-68-4376-0000	Materials & Supplies	447	400	400	-
101-68-4486-0000	Trips & Events	17,068	13,000	14,000	10,890
	Total Services & Supplies	24,099	18,400	21,400	17,890
	Total Expenditures	25,703	21,223	23,958	19,733

Day Care Division

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Revenues by Type:					
	Charges for Services	103,252	100,000	125,000	125,000
		103,252	100,000	125,000	125,000
Expenditures by Type:					
	Personnel	77,502	61,675	60,178	49,663
	Services & Supplies	62,338	64,356	62,656	62,500
	Capital Outlay	-	-	-	-
		139,840	126,031	122,834	112,163
Expenditures By Fund:					
101	General Fund	110,107	96,031	92,834	82,163
207	Prop. A Transit Fund	29,734	30,000	30,000	30,000
		139,840	126,031	122,834	112,163
	Original Budget		126,031		
	Amendments		-		
	Amended Budget		126,031		
Staffing History:					
	Assistant Recreation Specialist	0.30	0.39	0.22	0.39
	Child Development Specialist	0.22	0.23	0.14	-
	Counselors	0.07	-	0.04	-
	Program Leaders	0.51	0.30	-	0.58
	Recreation Specialist	1.23	0.76	1.29	0.58
	Total FTEs	2.33	1.68	1.69	1.55

Day Care Division (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Detail					
Revenues:					
101-70-3336-0000	Daycare Program Fees	103,252	100,000	125,000	125,000
Expenditures:					
101-70-4002-0000	Part Time Wages	63,623	49,313	49,313	39,654
101-70-4004-0000	Overtime	45	200	-	-
101-70-4006-0000	Medicare	923	715	715	575
101-70-4008-6050	Retirement PARS	351	-	150	-
101-70-4008-6160	Retirement - PERS	12,561	11,447	10,000	9,434
	Total Personnel	77,502	61,675	60,178	49,663
101-70-4206-0000	Building Repair & Maintenance	41	-	-	
207-70-4208-0000	Bus Transportation	29,734	30,000	30,000	30,000
101-70-4324-0000	Facility Rental	28,762	25,956	25,956	25,800
101-70-4376-0000	Materials & Supplies	3,751	8,200	6,500	6,500
101-70-4500-9025	Telephone	50	200	200	200
	Total Services & Supplies	62,338	64,356	62,656	62,500
	Total Expenditures	139,840	126,031	122,834	112,163

Day Camp Division

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Revenues by Type:					
	Charges for Services	122,055	110,000	100,000	100,000
		122,055	110,000	100,000	100,000
Expenditures by Type:					
	Personnel	101,397	64,694	64,429	67,951
	Services & Supplies	38,529	61,970	56,970	60,570
	Capital Outlay	-	-	-	-
		139,926	126,664	121,399	128,521
Expenditures By Fund:					
101	General Fund	118,722	95,664	90,399	97,521
207	Prop. A Transit Fund	21,204	31,000	31,000	31,000
		139,926	126,664	121,399	128,521
	Original Budget		121,364		
	Amendments		5,300		
	Amended Budget		126,664		
Staffing History:					
	Assistant Recreation Specialist	0.19	0.54	0.24	0.57
	Child Development Specialist	0.22	0.20	0.10	-
	Counselors	0.07	0.13	0.45	0.39
	Program Leaders	0.51	0.45	-	0.43
	Recreation Specialist	0.94	0.59	0.53	0.76
	Supervisors	-	-	-	-
	Total FTEs	1.93	1.91	1.32	2.15

Day Camp Division (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Detail					
Revenues:					
101-72-3336-0000	Daycamp Program Fees	122,055	110,000	100,000	100,000
Expenditures:					
101-72-4002-0000	Part Time Wages	88,134	51,896	51,896	54,256
101-72-4004-0000	Overtime	592	-	179	-
101-72-4006-0000	Medicare	1,284	752	752	787
101-72-4008-6050	Retirement PARS	183	-	602	-
101-72-4008-6160	Retirement - PERS	11,204	12,047	11,000	12,908
	Total Personnel	101,397	64,694	64,429	67,951
207-72-4208-0000	Bus Transportation	21,204	31,000	31,000	31,000
101-72-4324-0000	Facility Rental	685	510	510	510
101-72-4376-0000	Materials & Supplies	10,291	16,000	16,000	14,600
101-72-4486-0000	Trips & Events	6,349	13,860	8,860	13,860
101-72-4500-9025	Utilities-Telephone	-	600	600	600
	Total Services & Supplies	38,529	61,970	56,970	60,570
	Total Expenditures	139,926	126,664	121,399	128,521

Preschool Division

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Revenues by Type:					
	Charges for Services	653,285	805,777	660,000	660,000
		653,285	805,777	660,000	660,000
Expenditures by Type:					
	Personnel	573,893	542,689	564,826	515,382
	Services & Supplies	122,413	142,398	134,898	114,115
	Capital Outlay	-	-	-	-
		696,306	685,087	699,724	629,497
Expenditures By Fund:					
101	General Fund	696,306	685,087	699,724	629,497
		696,306	685,087	699,724	629,497
	Original Budget		685,070		
	Amendments		-		
	Amended Budget		685,070		
Staffing History:					
	Assistant Recreation Specialist	3.84	4.94	4.16	4.52
	Assistant Supervisors	-	-	-	-
	Child Development Specialist	0.75	0.38	0.83	0.58
	Counselor	0.02	-	0.06	-
	Recreation Coordinator	1.25	-	1.25	-
	Recreation Manager	0.45	-	0.45	0.36
	Recreation Specialist	7.95	6.82	7.36	5.54
	Recreation Supervisor	-	1.25	-	1.00
	Total FTEs	14.26	13.38	14.11	12.00

Preschool Division (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Detail					
Revenues:					
101-74-3336-0000	Preschool Program Fees	653,285	805,777	660,000	660,000
Expenditures:					
101-74-4001-0000	Full Time Salaries	72,594	75,001	75,001	63,000
101-74-4002-0000	Part Time Wages	392,977	350,743	364,000	344,070
101-74-4004-0000	Overtime	337	1,000	20	-
101-74-4006-0000	Medicare	6,817	6,173	6,366	5,905
101-74-4008-6050	Retirement PARS	3,886	-	-	1,360
101-74-4008-6160	Retirement-PERS	83,420	99,002	104,442	88,204
101-74-4010-0000	Cafeteria Benefit	12,810	10,020	14,097	12,093
101-74-4011-0000	Cell Phone Allowance	1,053	750	900	750
	Total Personnel	573,893	542,689	564,826	515,382
101-74-4102-0000	Contracted Teaching Services	4,264	3,000	500	-
101-74-4206-0000	Building Repair & Maint.	1,715	-	-	-
101-74-4324-0000	Facility Rental	84,239	119,398	119,398	96,115
101-74-4376-0000	Materials & Supplies	22,199	20,000	15,000	18,000
101-74-4454-0000	SMUSD Property Improvements	9,996	-	-	-
	Total Services & Supplies	122,413	142,398	134,898	114,115
	Total Expenditures	696,306	685,087	699,724	629,497

Teen Center Division

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Revenues by Type:					
	Charges for Services	7,009	7,500	3,700	-
		7,009	7,500	3,700	-
Expenditures by Type:					
	Personnel	21,384	24,894	24,365	-
	Services & Supplies	18,288	18,628	15,682	-
	Capital Outlay	-	-	-	-
		39,672	43,522	40,047	-
Expenditures By Fund:					
101	General Fund	39,672	43,522	40,047	-
		39,672	43,522	40,047	-
	Original Budget		43,522		
	Amendments		-		
	Amended Budget		43,522		
Staffing History:					
	Assistant Recreation Specialist	0.25	0.30	0.29	-
	Program Leaders	0.31	-	0.23	-
	Recreation Specialist	0.20	0.39	0.36	-
	Total FTEs	0.76	0.69	0.88	-
Budget Detail					
Revenues:					
101-76-3336-0000	Teen Center Program Fees	7,009	7,500	3,700	-
Expenditures:					
101-76-4002-0000	Part Time Wages	17,969	19,729	19,729	-
101-76-4004-0000	Overtime	-	300	-	-
101-76-4006-0000	Medicare	260	286	286	-
101-76-4008-6050	Retirement PARS	194	-	150	-
101-76-4008-6160	Retirement - PERS	2,960	4,580	4,200	-
	Total Personnel	21,384	24,894	24,365	-
101-76-4102-0000	Contracted Teaching Services	24	-	-	-
101-76-4206-0000	Building Repair & Maintenance	1,432	1,800	500	-
101-76-4324-0000	Facility Rental	6,830	6,828	7,182	-
101-76-4376-0000	Materials & Supplies	9,008	9,000	7,000	-
101-76-4500-9025	Utilities-Telephone	994	1,000	1,000	-
	Total Services & Supplies	18,288	18,628	15,682	-
	Total Expenditures	39,672	43,522	40,047	-

Gym Scheduling Division

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Revenues by Type:					
	Charges for Services	6,500	40,000	47,000	47,319
		6,500	40,000	47,000	47,319
Expenditures by Type:					
	Personnel	5,477	19,058	20,852	45,385
	Services & Supplies	1,077	-	-	-
	Capital Outlay	-	-	-	-
		6,554	19,058	20,852	45,385
Expenditures By Fund:					
101	General Fund	6,554	19,058	20,852	45,385
		6,554	19,058	20,852	45,385
	Original Budget		19,058		
	Amendments		-		
	Amended Budget		19,058		
Staffing History:					
	Assistant Recreation Specialist	0.12	0.33	0.42	0.74
	Program Leader	0.08	0.33	0.29	0.26
	Recreation Specialist	-	0.46	-	0.12
	Recreation Supervisor	-	-	-	0.12
	Total FTEs	0.20	1.12	0.71	1.24
Budget Detail					
Revenues:					
101-78-3336-0000	Gym Scheduling Program Fees	6,500	40,000	47,000	47,319
Expenditures:					
101-78-4001-0000	Full Time Salaries	-	-	-	7,560
101-78-4002-0000	Part Time Wages	4,663	18,218	18,218	26,930
101-78-4006-0000	Medicare	68	264	264	500
101-78-4008-6050	Retirement PARS	64	576	370	-
101-78-4008-6160	Retirement-PERS	681	-	2,000	8,241
101-78-4010-0000	Cafeteria Benefit	-	-	-	2,004
101-78-4011-0000	Cell Phone Allowance				150
	Total Personnel	5,477	19,058	20,852	45,385
101-78-4150-0000	Other Contract Services	1,077	-	-	-
	Total Services & Supplies	1,077	-	-	-
	Total Expenditures	6,554	19,058	20,852	45,385

Kindercare Division

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Revenues by Type:					
	Charges for Services	72,733	81,900	73,000	73,000
		72,733	81,900	73,000	73,000
Expenditures by Type:					
	Personnel	63,244	67,719	59,887	60,533
	Services & Supplies	47,116	48,443	46,343	46,260
	Capital Outlay	-	-	-	-
		110,360	116,162	106,230	106,793
Expenditures By Fund:					
101	General Fund	80,627	87,162	77,230	77,793
207	Prop. A Transit Fund	29,734	29,000	29,000	29,000
		110,360	116,162	106,230	106,793
	Original Budget		116,162		
	Amendments		-		
	Amended Budget		116,162		
Staffing History:					
	Assistant Recreation Specialist	0.53	0.50	0.04	-
	Child Development Specialist	0.22	0.23	0.14	-
	Counselors	0.01	-	-	-
	Program Leaders	0.54	0.38	0.51	0.38
	Recreation Specialist	0.66	0.80	1.19	1.31
	Total FTEs	1.96	1.90	1.88	1.69

Kindercare Division (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Detail					
Revenues:					
101-80-3336-0000	Kindercare Program Fees	72,733	81,900	73,000	73,000
Expenditures:					
101-80-4002-0000	Part Time Wages	52,370	54,242	47,000	48,333
101-80-4004-0000	Overtime	11	100	-	-
101-80-4006-0000	Medicare	760	787	787	701
101-80-4008-6050	Retirement PARS	390	-	100	-
101-80-4008-6160	Retirement - PERS	9,713	12,591	12,000	11,499
	Total Personnel	63,244	67,719	59,887	60,533
101-80-4102-0000	Contracted Teaching Services	321	-	-	-
101-80-4206-0000	Building Repair & Maintenance	41	-	-	-
207-80-4208-0000	Bus Transportation	29,734	29,000	29,000	29,000
101-80-4324-0000	Facility Rental	13,642	13,843	13,843	13,760
101-80-4376-0000	Materials & Supplies	3,378	5,600	3,500	3,500
	Total Services & Supplies	47,116	48,443	46,343	46,260
	Total Expenditures	110,360	116,162	106,230	106,793

San Marino Center Division

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Revenues by Type:					
	Rents & Concessions	12,641	37,150	21,000	16,750
		12,641	37,150	21,000	16,750
Expenditures by Type:					
	Personnel	16,662	38,632	33,845	40,276
	Services & Supplies	46,703	58,240	78,855	45,700
	Capital Outlay	-	10,400	10,400	-
		63,364	107,272	123,100	85,976
Expenditures By Fund:					
105	San Marino Center Fund	63,364	96,872	112,700	85,976
394	Capital Projects Fund	-	3,800	3,800	-
591	Capital Equipment Fund	-	6,600	6,600	-
		63,364	107,272	123,100	85,976
	Original Budget		103,472		
	Amendments		3,800		
	Amended Budget		107,272		
Staffing History:					
	Assistant Recreation Specialist	0.08	-	0.17	-
	Child Development Specialist	0.31	0.48	0.42	0.48
	Program Leader	0.03	-	-	-
	Recreation Specialist	-	0.38	0.24	0.38
	Total FTEs	0.42	0.85	0.83	0.85

San Marino Center Division (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Detail					
Revenues:					
105-82-3502-0000	Rents & Concessions	12,641	37,150	21,000	16,750
Expenditures:					
105-82-4002-0000	Part Time Wages	14,992	30,989	27,083	32,159
105-82-4004-0000	Overtime	164	-	62	-
105-82-4006-0000	Medicare	220	449	395	466
105-82-4008-6050	Retirement-PARS	422	-	1	-
105-82-4008-6160	Retirement-PERS	863	7,193	6,304	7,651
	Total Personnel	16,662	38,632	33,845	40,276
105-82-4150-0000	Other Contract Services	2,981	20,130	8,000	7,530
	Building Attendant		2,880		2,160
	Security Guard		11,250		2,250
	Special Event Insurance		6,000		3,120
105-82-4206-0000	Building Repair & Maintenance	11,459	18,110	18,110	17,310
	Custodial		6,000		6,000
	Security System		1,010		1,010
	Other		11,100		10,300
105-82-4316-0000	Equipment Repair & Maintenance	108	200	200	200
105-82-4376-0000	Materials & Supplies	1,353	4,000	2,800	360
105-82-4399-0000	Non-capitalized Equipment	-	-	-	3,200
	Tables				2,500
	Projector				700
105-82-4500-1980	Utilities-Electricity	11,968	13,000	13,000	14,000
105-82-4500-4950	Utilities-Gas	1,516	2,000	1,700	1,700
105-82-4500-9460	Utilities-Water	656	800	1,200	1,400
	Total Services & Supplies	46,703	58,240	78,855	45,700
394-82-4600-5555	Paint (Carryover)	-	3,800	3,800	-
591-82-4613-8280	Cap Equip.-Tables & Chairs	-	6,600	6,600	-
	Total Capitlized Expenditures	-	10,400	10,400	-
	Total Expenditures	63,364	107,272	123,100	85,976

Thurnher House Division

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Expenditures by Type:					
	Personnel	19,626	31,049	37,149	47,441
	Services & Supplies	7,054	12,690	7,620	12,960
	Capital Outlay	-	-	-	-
		26,680	43,739	44,769	60,401
Expenditures By Fund:					
206	LA County Park Bond Fund	26,680	43,739	44,769	60,401
		26,680	43,739	44,769	60,401
	Original Budget		43,739		
	Amendments		-		
	Amended Budget		43,739		
Staffing History:					
	Assistant Recreation Specialist	0.15	-	0.08	-
	Child Development Specialist	0.33	0.48	0.42	0.50
	Recreation Specialist	0.05	0.35	0.34	0.53
	Total FTEs	0.53	0.83	0.84	1.03

Thurnher House Division (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Detail					
Expenditures:					
206-84-4002-0000	Part Time Wages	18,000	30,606	30,606	37,880
206-84-4004-0000	Overtime	-	-	-	-
206-84-4006-0000	Medicare	261	444	444	549
206-84-4008-6050	Retirement-PARS	542	-	100	-
206-84-4008-6160	Retirement-PERS	823	-	6,000	9,012
	Total Personnel	19,626	31,049	37,149	47,441
206-84-4150-0000	Other Contract Services	1,300	-	-	-
206-84-4206-0000	Building Repair & Maintenance	4,231	9,940	5,900	9,940
	Security System Svcs		540		540
	Janitorial		4200		4,200
	Landscape Maintenance		900		900
	Replace Counter Tops		3000		3,000
	Misc.		500		500
	Heater Maint.		800		800
206-84-4376-0000	Materials & Supplies	1,117	1,800	1,200	2,500
206-84-4500-4950	Utilities-Natural Gas	203	650	300	300
206-84-4500-9025	Utilities-Telephone	203	300	220	220
	Total Services & Supplies	7,054	12,690	7,620	12,960
	Total Expenditures	26,680	43,739	44,769	60,401

Housing Rehabilitation Division

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Expenditures by Type:					
	Personnel	3,664	-	194	-
	Services & Supplies	39,245	60,000	60,000	9,983
	Capital Outlay	-	-	-	-
		42,909	60,000	60,194	9,983
Expenditures By Fund:					
204	CDBG Fund	42,909	60,000	60,194	9,983
		42,909	60,000	60,194	9,983
	Original Budget		20,000		
	Amendments		40,000		
	Amended Budget		60,000		
Staffing History:					
	Administrative Analyst	0.04	-	-	-
	Total FTEs	0.04	-	-	-
Budget Detail					
Expenditures:					
204-86-4001-0000	Full Time Salaries	2,651	-	142	-
204-86-4002-0000	Part Time Wages	-	-	-	-
204-86-4006-0000	Medicare	40	-	-	-
204-86-4008-6160	Retirement-PERS	614	-	33	-
204-86-4010-0000	Cafeteria Benefits	360	-	19	-
	Total Personnel	3,664	-	194	-
204-86-4352-0000	Housing Rehabilitation Grants	39,245	60,000	60,000	9,983
	Total Services & Supplies	39,245	60,000	60,000	9,983
	Total Expenditures	42,909	60,000	60,194	9,983

Senior Outreach Division

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Expenditures by Type:					
	Personnel	10,000	10,264	11,199	9,500
	Services & Supplies	-	-	-	-
	Capital Outlay	-	-	-	-
		10,000	10,264	11,199	9,500
Expenditures By Fund:					
204	CDBG Fund	10,000	10,264	11,199	9,500
		10,000	10,264	11,199	9,500
	Original Budget		10,264		
	Amendments		-		
	Amended Budget		10,264		
Staffing History:					
	Recreation Manager	0.13	0.08	0.08	0.08
	Total FTEs	0.13	0.08	0.08	0.08
Budget Detail					
Expenditures:					
204-88-4002-0000	Part Time Wages	7,365	7,507	8,301	9,500
204-88-4006-0000	Medicare	123	109	131	-
204-88-4008-6160	Retirement-PERS	1,822	1,743	1,927	-
204-88-4010-0000	Cafeteria Benefits	690	906	840	-
	Total Personnel	10,000	10,264	11,199	9,500
	Total Expenditures	10,000	10,264	11,199	9,500

Crowell Public Library

The San Marino Crowell Public Library enriches and advances the intellectual, cultural, and creative vitality of San Marino by facilitating information that support the interests of the community. Pursuant to its mission, "The 21st Century Crowell Public Library provides: a gathering place, an information center, a technology hub and a book and media collection to serve the educational, cultural and recreational interests of people of all ages."

The Library Board of Trustees, appointed by the City Council for three year terms, provides guidance on the needs, policy, and budget considerations of the library. The Trustees meet monthly to review the goals established for the library; identify new opportunities; and give feedback on ongoing services and programs.

The Crowell Public Library receives funding primarily from the General Fund. Other sources of funding include donations, gifts, grants, fines and fees, library interexchange loans, and rentals. In FY 2010-11, the Friends of the Crowell Public Library, will continue to play a vital role in library services through a \$98,000 donation. In addition, the Friends will support the One City/One Book Program, which attracts hundreds of patrons to the various programs, discussions, and field trips.

Other sources of support for the Crowell Public Library include the San Marino Public Library Foundation. The San Marino Public Library Foundation, which was instrumental to the construction of the Crowell Public Library, is in the process of transitioning into an endowment program to assist the library with capital projects in the future. Key to the Foundation's success will be ongoing donations from the community as well as new fundraising activities and sponsorships.

The Library continues to work in concert with the Recreation Department to enhance services to the public. Specifically, the Library coordinates with Recreation to identify potential course offerings that stem from popular workshops held at the library. The Library and Recreation Departments work in unison to cross promote the rental spaces of the San Marino Center, Barth Community Room and the Thornton Room. The Library also offers additional programming support for youth and seniors.

The majority of the library's budget (70%) is allocated to personnel to facilitate the overall functions and activities of the library. One Director, one City Librarian, five Librarians, and approximately 25 part time staff help support the Library's operations. Staff time is carefully scheduled and monitored to ensure not only quality of service, but also efficient operations.

Other budget allocations include the purchase of new materials, books, and items. There are many factors determine the Library's collection priorities, including usage statistics (circulation, in-library use, database use, etc.), demand, demographics, grants, library trends, changes in technology, rising costs, and capacity. The 2010 Crowell Public Library Strategic Plan measures and summarizes how and what collection objectives will be met.

Crowell Public Library Summary

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Expenditures by Type:					
	Personnel	745,023	885,990	869,586	931,962
	Services & Supplies	336,981	418,361	402,266	425,026
	Capital Outlay	283,486	4,669	4,669	36,000
		1,365,490	1,309,020	1,276,521	1,392,988
		-	-	-	-
Expenditures By Fund:					
101	General Fund	1,075,422	1,251,463	1,220,133	1,284,988
208	LSTA Staff Education Grant	-	-	-	10,000
281	Restricted Donations Fund	6,581	52,889	51,719	62,000
394	Capital Projects Fund	283,486	4,669	4,669	36,000
		1,365,490	1,309,020	1,276,521	1,392,988
Staffing History:					
	Community Services Director	0.50	0.50	0.50	0.50
	City Librarian	1.00	1.00	1.00	1.00
	Clerk Typist II	1.00	1.00	1.00	1.00
	Librarian III	2.00	2.00	2.00	2.00
	Librarian I	2.64	2.60	2.56	2.68
	Library Assistant	1.86	2.94	2.84	3.61
	Library Monitor	0.21	0.29	0.23	0.58
	Administrative Analyst	-	0.50	0.30	0.50
	Library Clerk I	0.09	-	0.04	-
	Library Clerk II	3.66	5.10	3.92	3.91
	Page	1.70	1.73	1.71	1.73
	Total FTEs	14.66	17.66	16.10	17.51

Crowell Public Library Summary (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Detail		-	-	-	-
Expenditures:					
101-XX-4001-0000	Full Time Salaries	391,285	457,059	443,916	458,533
101-XX-4002-0000	Part Time Wages	203,617	253,477	253,477	293,644
101-XX-4004-0000	Overtime	226	-	-	-
101-XX-4006-0000	Medicare	8,646	10,316	10,316	10,367
101-XX-4008-6050	Retirement PARS	7,258	9,306	9,306	9,952
101-XX-4008-6160	Retirement - PERS	92,346	107,334	105,493	110,968
101-XX-4010-0000	Cafeteria Benefit	41,645	47,598	46,598	47,598
101-XX-4011-0000	Cell Phone Allowance	-	900	480	900
	Total Personnel Expenditures	745,023	885,990	869,586	931,962
101-XX-4150-0000	Other Contract Services	69,870	55,886	38,000	37,440
281-XX-4150-XXXX	Other Contract Services	-	7,025	7,025	5,200
101-XX-4206-0000	Building Repair & Maintenance	31,626	28,500	35,000	33,250
101-XX-4316-0000	Equipment Repair & Maintenance	55,962	83,199	83,199	85,467
101-XX-4370-0335	Library Materials/Books	23,368	46,100	46,100	46,180
281-XX-4370-0335	Library Materials/Books	-	29,508	29,508	32,000
101-XX-4370-1985	Library Mat.s-Electronic Resrc	30,314	33,600	33,600	31,568
101-XX-4370-4955	Library Mat.s-Non-book	9,692	-	-	-
281-XX-4370-XXXX	Library Mat.s-Non-book	-	2,950	2,950	9,000
101-XX-4370-6805	Library Mats-Print Subs	-	8,700	8,700	9,625
281-XX-4370-XXXX	Childrens' Books	1,492	-	-	5,000
281-XX-4370-XXXX	Chinese Language Materials	4,089	5,011	5,011	2,000
281-XX-4370-0777	Adults' Books	1,000	2,400	2,400	-
101-XX-4370-8585	Library Mat.s-Standing Orders	12,737	11,600	11,600	12,627
101-XX-4376-0000	Supplies	20,772	14,000	14,700	22,665
281-XX-4376-2575	Supplies	-	7,225	7,225	6,800
101-XX-4376-3483	Supplies-Board of Trustees	5,195	1,507	1,557	-
101-XX-4396-0000	Memberships & Dues	4,664	3,980	2,600	2,729
101-XX-4398-0000	Mileage	592	300	520	700
101-XX-4399-0000	Non-Capitlized Equipment	-	3,500	1,500	-
101-XX-4412-0000	Postage	130	100	1,200	2,400
101-XX-4420-0000	Printing	1,967	5,000	4,000	2,500
101-XX-4468-0000	Staff Development	1,787	-	75	400
101-XX-4468-3965	LSTA Staff Education Grant	-	-	-	10,000
101-XX-4480-0000	Travel & Meetings	413	600	796	475
101-XX-4500-1980	Utilities-Electricity	54,410	57,000	57,000	57,000
101-XX-4500-4950	Utilities-Natural Gas	3,467	6,000	4,500	4,500
101-XX-4500-9025	Utilities-Telephone	3,434	3,500	3,500	3,500
	Total Services & Supplies	336,981	417,191	402,266	423,026
394-90-4600-1120	Crain Art Gallery	6,126	4,669	4,669	-
	Total Capitlized Expenditures	6,126	4,669	4,669	-
	Total Expenditures	1,088,130	1,307,850	1,276,521	1,354,988

Library Administration Division

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Expenditures by Type:					
	Personnel	742,710	332,409	316,005	323,085
	Services & Supplies	336,981	245,002	228,407	244,041
	Capital Outlay	283,486	4,669	4,669	36,000
		<u>1,363,177</u>	<u>582,080</u>	<u>549,081</u>	<u>603,126</u>
Expenditures By Fund:					
101	General Fund	1,073,110	576,241	544,412	555,126
208	LSTA Staff Education Grant	-	-	-	10,000
281	Restricted Donations Fund	6,581	1,170	-	2,000
394	Capital Projects Fund	283,486	4,669	4,669	36,000
		<u>1,363,177</u>	<u>582,080</u>	<u>549,081</u>	<u>603,126</u>
	Original Budget		574,734		
	Amendments		7,346		
	Amended Budget		<u>582,080</u>		
Staffing History:					
	Community Services Director	0.50	0.50	0.50	0.50
	City Librarian	1.00	0.90	0.90	0.90
	Clerk Typist II	1.00	1.00	1.00	1.00
	Librarian III	2.00	0.30	0.30	0.25
	Librarian I	2.64	-	-	-
	Library Assistant	1.86	-	-	0.48
	Library Monitor	0.21	-	-	-
	Administrative Analyst	-	0.50	0.30	0.50
	Library Clerk I	0.09	-	-	-
	Library Clerk II	3.66	1.50	0.48	-
	Page	1.70	-	-	-
	Total FTEs	<u>14.66</u>	<u>4.70</u>	<u>3.48</u>	<u>3.63</u>

Library Administration Division (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Detail					
Expenditures:					
101-90-4001-0000	Full Time Salaries	391,285	236,928	223,785	226,759
101-90-4002-0000	Part Time Wages	201,869	11,125	11,125	13,457
101-90-4004-0000	Overtime	93	-	-	-
101-90-4006-0000	Medicare	8,618	3,609	3,609	3,464
101-90-4008-6050	Retirement PARS	7,258	417	417	425
101-90-4008-6160	Retirement - PERS	91,941	54,998	53,157	53,948
101-90-4010-0000	Cafeteria Benefit	41,645	24,492	23,492	24,192
101-90-4011-0000	Cell Phone Allowance	-	840	420	840
	Total Personnel	742,710	332,409	316,005	323,085
101-90-4150-0000	Other Contract Services	69,870	47,686	30,000	29,440
	Anti-Virus Software		1,061		1,300
	Computer Network/Technical Maintenance		45,000		25,000
	MH Software		775		700
	Grant Subscription		350		0
	Credit Card Fees		500		960
	Unpaid Sales Tax				1,100
	Veriphone				130
	Constant Contact				150
	Domain Names				100
101-90-4206-0000	Building Repair & Maintenance	31,626	28,500	35,000	33,250
	Custodial Services		25,000		27,750
	Miscellaneous		3,500		3,000
	Carpet Cleaning		-		2,500
101-90-4316-0000	Equipment Repair & Maintenance	55,962	83,199	83,199	85,467
	Cash Register		200		200
	Elevator		2,856		2,998
	Fire Extinguishers		350		-
	Horizon & 3rd Party Products		63,833		63,833
	HVAC		10,000		12,000
	Photocopy Machine		2,100		2,400
	Security System		2,300		2,530
	Microfilm		600		300
	Net Nanny		960		456
	Sprinkler System				750

Library Administration Division (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
101-90-4370-0000	Library Materials	-	-	-	-
101-90-4370-0335	Library Materials/Books	23,368	-	-	-
101-90-4370-1985	Library Mat.s-Electronic Resrc	30,314	-	-	-
101-90-4370-4955	Library Mat.s-Non-book	9,692	-	-	-
101-90-4370-8585	Library Mat.s-Standing Orders	12,737	-	-	-
101-90-4376-0000	Materials & Supplies	20,772	3,200	3,200	9,680
	Circulation Supplies				2,500
	Volunteer Recognition				500
	Joint meetings				200
	Presidents meetings (lunch)				240
	Passport supplies paper/ink				240
	Misc		3,200		6,000
101-90-4376-3483	Supplies-Library Board of Trus	5,195	1,507	1,557	-
101-90-4396-0000	Memberships & Dues	4,664	3,980	2,600	2,729
	SIRSI User Group				209
	CALTAC		360		400
	CALIFA		120		120
	SCLC		3,500		2,000
101-90-4398-0000	Mileage	592	60	280	700
101-90-4399-0000	Non-capitalized Equipment	-	3,500	1,500	-
	Passport Equipment		3,500		
281-90-4399-1120	Non-Cap Equipment	-	1,170	-	2,000
	Crain Art Gallery		-		2,000
	Laptop Computer (Amendment)		1,170		
101-90-4412-0000	Postage	130	100	1,200	2,400
101-90-4420-0000	Printing	1,967	5,000	4,000	2,500
101-90-4468-0000	Staff Development	1,787	-	75	400
	CPR				200
	Customer Service				200
208-90-4468-3965	LSTA Staff Education Grant	-	-	-	10,000
101-90-4480-0000	Travel & Meetings	413	600	796	475
101-90-4500-1980	Utilities-Electricity	54,410	57,000	57,000	57,000
101-90-4500-4950	Utilities-Natural Gas	3,467	6,000	4,500	4,500
101-90-4500-9025	Utilities-Telephone	3,434	3,500	3,500	3,500
281-90-4370-0775	Children's Books	1,492	-	-	
281-90-4370-0776	Chinese Language Mat.s	4,089	-	-	
281-90-4370-0777	Adult Materials	1,000	-	-	
	Total Services & Supplies	336,981	245,002	228,407	244,041

Library Administration Division (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
394-90-4600-1120	Crain Art Gallery	6,126	4,669	4,669	-
394-90-4600-XXXX	Library Consturction	277,360	-	-	-
394-90-4600-2885	Library HVAC System	-	-	-	36,000
	Capital Expenditure Total	283,486	4,669	4,669	36,000
	Total Expenditures	1,363,177	582,080	549,081	603,126

Library Adult Services Division

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Expenditures by Type:					
	Personnel	2,313	220,988	220,988	234,825
	Services & Supplies	-	116,266	116,966	119,000
	Capital Outlay	-	-	-	-
		2,313	337,254	337,954	353,825
Expenditures By Fund:					
101	General Fund	2,313	323,748	324,448	334,825
281	Restricted Donations Fund	-	13,506	13,506	19,000
		2,313	337,254	337,954	353,825
	Original Budget		334843		
	Amendments		2,411		
	Amended Budget		337,254		
Staffing History:					
	City Librarian	-	0.10	0.10	0.10
	Librarian III	-	1.50	1.50	1.40
	Librarian I	-	1.00	0.84	1.08
	Library Assistant	-	0.50	0.67	0.86
	Library Clerk I	-	-	0.04	-
	Total FTEs	-	3.10	3.15	3.44
Budget Detail					
Expenditure Detail:					
101-91-4001-0000	Full Time Salaries	-	127,652	127,652	123,002
101-91-4002-0000	Part Time Wages	1,747	46,054	46,054	64,371
101-91-4004-0000	Overtime	133	-	-	-
101-91-4006-0000	Medicare	27	2,520	2,520	2,452
101-91-4008-6050	Retirement-PARS	-	1,527	1,527	2,091
101-91-4008-6160	Retirement-PERS	405	30,869	30,869	31,143
101-91-4010-0000	Cafeteria Benefit	-	12,306	12,306	11,706
101-91-4011-0000	Cell Phone Allowance	-	60	60	60
	Total Personnel	2,313	220,988	220,988	234,825
101-91-4370-0335	Library Materials/Books	-	46,100	46,100	46,180
101-91-4370-1985	Library Mats-Electronic Rsrcs	-	33,600	33,600	31,568
101-91-4370-6805	Library Mats-Print Subs	-	8,700	8,700	9,625
101-91-4370-8585	Library Mats-Standing Orders	-	11,600	11,600	12,627
101-91-4376-0000	Materials & Supplies	-	300	1,000	-
101-91-4398-0000	Mileage	-	60	60	-
281-91-4150-2575	Other Contract Services (Friends)	-	3,225	3,225	1,200
281-91-4370-0776	Chinese Materials (others)	-	5,011	5,011	2,000
281-91-4370-0777	Adult Materials (Amendment)	-	2,400	2,400	-
281-91-4370-2575	Lib. Mat.s (Friends)	-	2,950	2,950	9,000
281-91-4376-2575	Supplies (Friends)	-	2,320	2,320	1,800
281-91-4370-0000	Library Mat. (others)				5,000
	Total Services & Supplies	-	116,266	116,966	119,000
	Total Expenditures	2,313	337,254	337,954	353,825

Library Children's Services Division

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Expenditures by Type:					
	Personnel	-	112,628	112,628	119,645
	Services & Supplies	-	38,273	38,273	41,000
	Capital Outlay	-	-	-	-
		-	150,901	150,901	160,645
Expenditures By Fund:					
101	General Fund	-	112,688	112,688	119,645
281	Restricted Donations Fund	-	38,213	38,213	41,000
		-	150,901	150,901	160,645
	Original Budget		147,193		
	Amendments		3,708		
	Amended Budget		150,901		
Staffing History:					
	Librarian I	-	1.00	1.12	0.90
	Library Assistant	-	1.14	1.06	1.07
	Library Monitor	-	0.29	0.23	0.58
	Total FTEs	-	2.43	2.41	2.55
Budget Detail					
Expenditure Detail:					
101-92-4001-0000	Full Time Wages	-	49,815	49,815	49,466
101-92-4002-0000	Part Time Wages	-	42,327	42,327	50,020
101-92-4006-0000	Medicare	-	1,336	1,336	1,351
101-92-4008-6050	Retirement-PARS	-	1,587	1,587	1,640
101-92-4008-6160	Retirement-PERS	-	11,563	11,563	11,768
101-92-4010-0000	Cafeteria Benefits	-	6,000	6,000	5,400
	Total Personnel	-	112,628	112,628	119,645
101-92-4398-0000	Mileage	-	60	60	-
281-92-4150-0000	Other Contract Services (Friends)	-	3,800	3,800	4,000
281-92-4370-2575	Lib. Mat.s/Books/Media (Friends)	-	29,508	29,508	27,000
281-92-4370-0000	Children's Material (others)	-	-	-	5,000
281-92-4376-2575	Supplies (Friends)	-	4,905	4,905	5,000
	Total Services & Supplies	-	38,273	38,273	41,000
	Total Expenditures	-	150,901	150,901	160,645

Library Processing Division

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Expenditures by Type:					
	Personnel	-	69,379	69,379	64,763
	Services & Supplies	-	13,200	13,000	18,000
	Capital Outlay	-	-	-	-
		-	82,579	82,379	82,763
Expenditures By Fund:					
101	General Fund	-	82,579	82,379	82,763
		-	82,579	82,379	82,763
	Original Budget		82,579		
	Amendments		0		
	Amended Budget		82,579		
Staffing History:					
	Librarian III	-	0.20	0.20	0.20
	Library Assistant	-	1.30	1.11	1.20
	Library Clerk II	-	0.50	0.25	0.40
	Total FTEs	-	2.00	1.56	1.80
Budget Detail					
Expenditure Detail:					
101-93-4001-0000	Full Time Salaries	-	13,278	13,278	13,279
101-93-4002-0000	Part Time Wages	-	49,075	49,075	44,613
101-93-4006-0000	Medicare	-	904	904	839
101-93-4008-6050	Retirement-PARS	-	1,840	1,840	1,673
101-93-4008-6160	Retirement-PERS	-	3,082	3,082	3,159
101-93-4010-0000	Cafeteria Benefits	-	1,200	1,200	1,200
	Total Personnel	-	69,379	69,379	64,763
101-93-4150-0000	Other Contract Services	-	8,200	8,000	8,000
	Chinese Cataloger		5,000		5,000
	OCLC Cataloging, ILL, Connect		3,200		3,000
101-93-4376-0000	Materials & Supplies	-	5,000	5,000	10,000
	Total Services & Supplies	-	13,200	13,000	18,000
	Total Expenditures	-	82,579	82,379	82,763

Library Circulation Division

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Expenditures by Type:					
	Personnel	-	150,586	150,586	189,644
	Services & Supplies	-	5,620	5,620	2,985
	Capital Outlay	-	-	-	-
		-	156,206	156,206	192,629
Expenditures By Fund:					
101	General Fund	-	156,206	156,206	192,629
		-	156,206	156,206	192,629
	Original Budget		156,206		
	Amendments		-		
	Amended Budget		156,206		
Staffing History:					
	Librarian III	-	-	-	0.15
	Librarian I	-	0.60	0.60	0.70
	Library Clerk II	-	3.10	3.19	3.51
	Page	-	1.73	1.71	1.73
	Total FTEs	-	5.43	5.50	6.09
Budget Detail					
Expenditures:					
101-94-4001-0000	Full Time Salaries	-	29,387	29,387	46,027
101-94-4002-0000	Part Time Wages	-	104,896	104,896	121,183
101-94-4006-0000	Medicare	-	1,947	1,947	2,261
101-94-4008-6050	Retirement-PARS	-	3,934	3,934	4,123
101-94-4008-6160	Retirement-PERS	-	6,822	6,822	10,950
101-94-4010-0000	Cafeteria Benefit	-	3,600	3,600	5,100
	Total Personnel	-	150,586	150,586	189,644
101-94-4376-0000	Materials & Supplies	-	5,500	5,500	2,985
101-94-4398-0000	Mileage	-	120	120	-
	Total Services & Supplies	-	5,620	5,620	2,985
	Total Expenditures	-	156,206	156,206	192,629

El Molino Viejo

El Molino Viejo (The Old Mill) is owned by the City and is a California State Historical Landmark. The City funds the utilities and provides building and grounds maintenance as needed. Beginning in 1995, the California State Historical Society withdrew its financial support of Old Mill operations. The Old Mill Foundation, a non-profit, charitable organization, was founded to raise funds and operate the Old Mill Facility.

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Summary					
Expenditures by Type:					
	Personnel	44,079	44,820	44,820	44,820
	Services & Supplies	9,740	10,554	8,919	10,004
	Capital Outlay	-	-	-	5,000
		53,819	55,374	53,739	59,824
Expenditures By Fund:					
101	General Fund	53,819	55,374	53,739	54,824
394	Capital Projects Fund	-	-	-	5,000
		53,819	55,374	53,739	59,824
	Original Budget		55,276		
	Amendments		-		
	Amended Budget		55,276		
Staffing History:					
	Executive Director	0.50	0.50	0.50	0.50
	Total FTEs	0.50	0.50	0.50	0.50

El Molino Viejo (Continued)

		2008-09	2009-10		2010-11
		Actual	Budget	Estimated	Approved
Budget Detail					
Expenditures:					
101-95-4002-0000	Part Time Wages	32,104	32,659	32,659	32,659
101-95-4006-0000	Medicare	524	572	572	572
101-95-4008-6160	Retirement-PERS	7,432	7,581	7,581	7,581
101-95-4010-0000	Cafeteria Benefit	4,019	4,008	4,008	4,008
	Total Personnel	44,079	44,820	44,820	44,820
101-95-4150-0000	Other Contract Services	2,544	3,204	2,904	3,204
	Caretaker Stipend		1,200		1,200
	Fire Alarm Service Maintenance		1,704		1,704
	Pest/Rodent Control		300		300
101-95-4206-0000	Building Repair & Maintenance	600	300	-	300
101-95-4500-1980	Utilities-Electricity	4,049	3,900	3,825	3,900
101-95-4500-4950	Utilities-Natural Gas	474	750	453	475
101-95-4500-9025	Utilities-Telephone	323	400	337	375
101-95-4500-9460	Utilities-Water	1,750	2,000	1,400	1,750
	Total Services & Supplies	9,740	10,554	8,919	10,004
394-95-4600-6987	Construction				5,000
	Railings				5,000
	Total Capitlized Expenditures	-	-	-	5,000
	Total Expenditures	53,819	55,374	53,739	59,824

General Information

Administrative Personnel

City Manager	Matthew Ballantyne
Assistant City Manager	Cindy Collins
Finance Director	Lisa Bailey, CPA
City Clerk	Veronica Ruiz
City Attorney	Steve Dorsey
City Treasurer	Marina Wang
Chief of Police	John Schaefer
Fire Chief	Jim Andersen
Planning & Building Director	David Saldaña, AICP
Community Services Director	Lucy Garcia

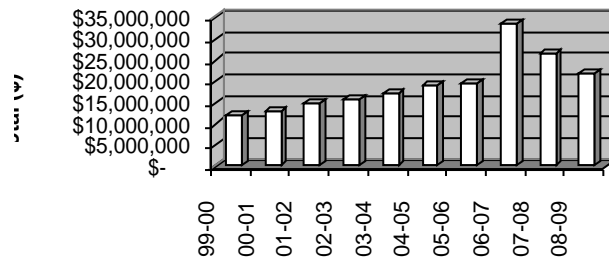
City of San Marino Organizational Chart

Statistics

General Governmental Expenditures by Function for the Last Ten Fiscal Years

<i>Fiscal Year</i>	<i>General Government</i>	<i>Public Safety</i>	<i>Public Works</i>	<i>Library & Recreation</i>	<i>Capital Outlay</i>	<i>Debt Service</i>	<i>Total</i>
99-00	\$ 1,646,931	\$ 5,199,097	\$ 2,349,239	\$ 1,035,661	\$ 1,458,145	\$ -	\$11,689,073
00-01	\$ 3,315,639	\$ 5,004,380	\$ 1,930,773	\$ 1,046,262	\$ 1,308,444	\$ -	\$12,605,498
01-02	\$ 2,912,866	\$ 5,541,650	\$ 3,104,091	\$ 2,256,848	\$ 674,382	\$ -	\$14,489,837
02-03	\$ 3,212,669	\$ 5,656,376	\$ 3,000,707	\$ 1,935,584	\$ 1,669,391	\$ -	\$15,474,727
03-04	\$ 3,149,626	\$ 6,438,199	\$ 2,626,641	\$ 2,491,289	\$ 2,177,838	\$ -	\$16,883,593
04-05	\$ 3,467,028	\$ 7,155,108	\$ 2,821,781	\$ 2,719,012	\$ 2,714,339	\$ -	\$18,877,268
05-06	\$ 3,206,677	\$ 7,415,755	\$ 2,739,305	\$ 3,269,883	\$ 2,740,271	\$ -	\$19,371,891
06-07	\$ 3,477,779	\$ 7,686,181	\$ 2,785,460	\$ 4,226,845	\$ 7,947,243	\$ 7,095,000	\$33,218,508
07-08	\$ 3,605,105	\$ 7,373,621	\$ 2,694,849	\$ 3,380,630	\$ 8,740,769	\$ 571,835	\$26,366,809
08-09	\$ 3,938,056	\$ 8,273,263	\$ 2,964,966	\$ 3,541,119	\$ 2,382,455	\$ 658,062	\$21,757,921

Total Expenditures by Fiscal Year



Note:

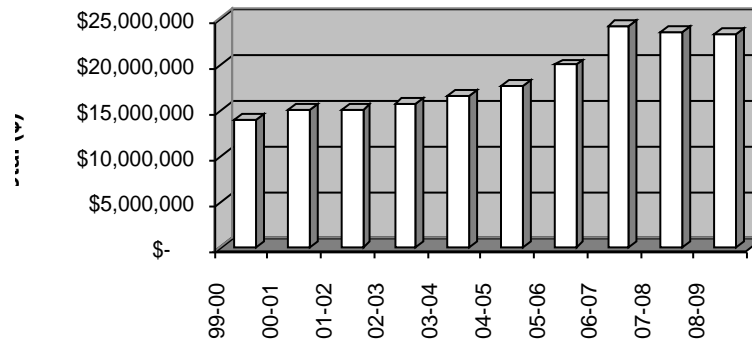
1. Planning and Building Department expenditures are included in the General Government column. Debt Service is the refinancing of the Public Safety PERS Side Funds to secure a lower interest rate.

Source: Audited Financial Statements

General Governmental Revenues by Source for the Last Ten Fiscal Years

<i>Fiscal Year</i>	<i>Taxes</i>	<i>Licenses/ Permits</i>	<i>Fines/ Forfeits</i>	<i>Use of Money & Property</i>	<i>Inter- Govern- mental</i>	<i>Charge for Services</i>	<i>Other</i>	<i>Total</i>
99-00	\$ 8,337,563	\$ 447,268	\$ 187,584	\$ 951,992	\$ 975,708	\$ 2,455,813	\$ 583,860	\$ 13,939,788
00-01	\$ 9,035,131	\$ 456,964	\$ 215,212	\$ 1,149,013	\$ 1,339,389	\$ 2,701,084	\$ 166,475	\$ 15,063,268
01-02	\$ 9,161,339	\$ 547,702	\$ 246,656	\$ 768,655	\$ 1,356,392	\$ 2,830,018	\$ 106,005	\$ 15,016,767
02-03	\$ 11,752,257	\$ 530,549	\$ 162,309	\$ 469,844	\$ 856,988	\$ 1,728,115	\$ 126,305	\$ 15,626,367
03-04	\$ 12,711,552	\$ 158,325	\$ 196,825	\$ 283,301	\$ 1,098,279	\$ 1,829,753	\$ 303,288	\$ 16,581,323
04-05	\$ 13,691,222	\$ 140,817	\$ 187,641	\$ 508,722	\$ 806,320	\$ 2,223,613	\$ 89,887	\$ 17,648,222
05-06	\$ 14,349,657	\$ 321,585	\$ 126,653	\$ 865,097	\$ 964,145	\$ 2,583,952	\$ 653,645	\$ 19,864,734
06-07	\$ 15,159,365	\$ 58,742	\$ 147,473	\$ 1,053,489	\$ 1,305,916	\$ 2,858,122	\$ 3,616,885	\$ 24,199,992
07-08	\$ 15,529,462	\$ 72,205	\$ 154,536	\$ 768,574	\$ 1,343,328	\$ 3,093,934	\$ 2,462,022	\$ 23,424,061
08-09	\$ 16,545,534	\$ 517,284	\$ 311,111	\$ 469,391	\$ 991,337	\$ 2,704,841	\$ 1,650,646	\$ 23,190,144

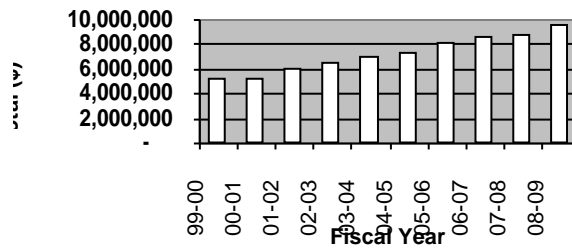
Total Revenue by Fiscal Year



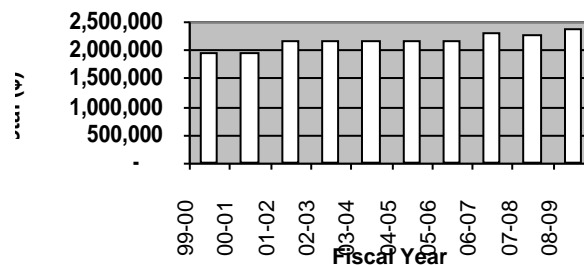
Property & Public Safety Special Tax Collections for the Last Ten Fiscal Years

<i>Fiscal Year</i>	<i>Property Collections</i>	<i>Public Safety Special Tax Collections</i>
99-00	5,232,905	1,940,983
00-01	5,217,074	1,934,114
01-02	5,970,519	2,152,360
02-03	6,398,914	2,152,559
03-04	6,934,554	2,154,739
04-05	7,256,382	2,144,146
05-06	8,078,618	2,150,771
06-07	8,527,146	2,279,976
07-08	8,666,640	2,252,073
08-09	9,517,664	2,369,451

Property Tax Collections



Public Safety Tax Collections



Demographic Information for the Last Ten Fiscal Years

<i>Year</i>	<i>Number of Housing Units</i>	<i>Population</i>	<i>Annual Population Change</i>	<i>Public School Enrollment</i>	<i>Annual Enrollment Change</i>
99-00	4,472	14,006	0.91%	3,112	0.51%
00-01	4,437	12,945	-7.58%	3,085	-0.87%
01-02	4,437	12,945	0.00%	3,100	0.48%
02-03	4,437	12,945	0.00%	3,266	5.00%
03-04	4,436	12,943	-0.02%	3,284	0.55%
04-05	4,436	12,943	0.00%	3,272	-0.37%
05-06	4,435	12,942	-0.01%	3,188	-2.92%
06-07	4,453	13,507	4.36%	3,270	-0.06%
07-08	4,453	13,507	4.36%	3,214	-1.77%
08-09	4,453	12,945	-4.16%	3,216	0.06%

Source: Planning and Building Department and San Marino School District.

Principal Employers

Principal Employers	No. of Employees	Products/Services
San Marino School District	438	Education
Huntington Library, Art Collections and Botanical	293	Museum/Gardens/Stationary & Book Store
City of San Marino	138	Government
Coldwell Banker	44	Real Estate Office
The Gates	31	Salon
Julienne	31	Restaurant
Noodle World	15	Restaurant

Geographic Location

Located in the West San Gabriel Valley, 10 miles northeast of Los Angeles and 25 miles north of the nearest seaport of Los Angeles-Long Beach. Adjacent to the cities of Pasadena, San Gabriel, Alhambra and South Pasadena in Los Angeles County. Elevation at City Hall is 557 above sea level.

Climate

The climate of San Marino is mild and dry, with the average temperatures ranging from 40 degrees to 65 degrees in the winter and 60 degrees to 90 degrees in the summer. The 10 year average rain fall for the area is 12 inches.

Miscellaneous Statistics

Type of City - General Law, Incorporated April 25, 1913

Form of Government – Council/City Manager

Population – 12,945

Land Area – 3.75 Square Miles

Average Age - 42.7

Number of Housing Units – 4,453

Owner Occupied Housing Units – 91.6%

Renter Occupied Housing Units – 8.4%

Average Household Size, Owner Occupied – 3.03

Average Household Size, Renter Occupied – 3.29

Parks – Lacy Park (30 Acres)

Commercial Properties – The City has four commercial districts. Three are along Huntington Drive on both north and south sides with residential areas in between. The Mission District is a small commercial area along both sides of Mission Street from El Molino on the east to the city limit on the west.

Gann Limit Calculation

Each year, the City Council must adopt a resolution establishing the appropriations subject to limitation. The appropriations subject to limitations according to the State guidelines are \$16,294,572; actual appropriations in the 2010-2011 budget that are subject to the limit total \$15,078,908 or 93% of the maximum allowed.

2009-10	Base Limit:					\$ 13,786,928
2010-11	Change in CPI:			-2.54%		
2010-11	Change in Population:			0.832%		
2010-11	Factor					0.9827070
2010-11	Limit Before Voter Approved Override					13,548,511
2010-11	Voter Approved Override					2,746,061
2010-11	Appropriations Limit					16,294,572
2010-11	Amount Subject to Appropriations Limit					15,078,908
2010-11	Percentage					93%

RESOLUTION NO. R-10-21

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN MARINO, CALIFORNIA ESTABLISHING THE APPROPRIATIONS SUBJECT TO LIMITATION FOR FISCAL YEAR 2010-2011

WHEREAS, Article XIII-B of the California State Constitution requires that each entity of government determine and adopt an Appropriations Subject to Limitation for each fiscal year; and

WHEREAS, the citizens of San Marino have approved an increase in the spending limitations by adoption of Ordinance No. O-06-1187.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of San Marino, California as follows:

SECTION 1. The Appropriations Subject to Limitation for the City of San Marino for the Fiscal Year 2010-2011 is hereby determined to be \$16,294,572 in accordance with calculations contained in Attachment No. 1 hereto.

SECTION 2. The actual appropriations designated in the 2010-2011 budget that are subject to the limit total \$15,078,908 or 93% of the limitation.

PASSED, APPROVED AND ADOPTED this 25th day of June, 2010.