

CITY OF PASADENA, CALIFORNIA

PASADENA CITY COUNCIL

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District 2

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District 4

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District 5

Steve Madison, Vice Mayor
District 6

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District 7

Cynthia J. Kurtz
City Manager

Stephen Stark
Director of Finance

Prepared by the Budget Division
Department of Finance

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Departmental Budgets

**DEPARTMENT
SUMMARY**
City Attorney/City Prosecutor

Mission Statement

The mission of the City Attorney/City Prosecutor's Department is to represent the City of Pasadena with the utmost professionalism and provide the highest quality legal service. The offices work to arrive at creative solutions, which effectively address issues affecting residents and businesses in the City and assure that the public interest is well served in the areas of civil and criminal representation.

Program Description

Provide legal support to the City Council and City departments and represent and advise the City in all civil matters. Prosecute misdemeanor offenses that arise out of violation of State or City laws. Coordinate with City departments, other governmental agencies and community organizations on programs and activities that inform the public, enhance crime prevention and neighborhood improvement. Manage the City's risks with respect to liability and insurance to assure appropriate risk management techniques and adequate insurance coverage.

Departmental Relationship to City Council Goals See description in Division discussion.

Major Accomplishments

The City's lawyers have successfully handled large caseloads in both civil and criminal courts and effectively worked with and advised other City departments, providing extensive citywide training. They have also been very active in enhancing the City by effectively pursuing code enforcement violations and eliminating nuisances. The Department has stayed within budget while handling a very heavy and challenging workload internally. The amount of exposure for claims filed was smaller than the preceding year.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	32.250	31.250	34.000	34.000	34.000
Appropriations	4,585,436	5,061,246	6,082,243	6,094,243	6,386,141
Sources By Fund:					
General Fund	4,257,760	4,723,740	5,509,196	5,521,196	5,796,125
Light and Power Fund	88,608	91,266	94,918	94,918	97,765
Services to PCDC	136,321	140,410	146,027	146,027	150,408
Water Fund	47,714	49,146	51,110	51,110	52,643
Services to RBOC	55,033	56,684	58,951	58,951	60,720
Liability Insurance	0	0	222,041	222,041	228,480
Total Sources	4,585,436	5,061,246	6,082,243	6,094,243	6,386,141

Departmental Results Statements

Result 1: Provide high quality, responsive and timely legal advice.

		FY 2006			FY 2007	FY 2008
		Actual	Target	% Target	Target	Target
Measure 1.1 Provision of responsive and timely legal advice.						
	A. Meet or exceed all statutory and other legal deadlines	100%	100%	100%	100%	N/A
	B. Respond within the agreed upon time to requests from City Council, departments, boards and commissions	100%	100%	100%	100%	N/A

Result 2: Ensure that the City complies with all laws.

Measure 2.1 Effective training to City officials, employees, commissions, and boards						
	A. Provide training or educational sessions to City officials, etc. 6 times per year	22	6	100%	6	N/A
	B. Provide in-house training seminars for the City's lawyers 6 times per year	7	6	100%	6	N/A

Result 3: A Safe community for those who live, work and play in Pasadena.

Measure 3.1 Disposition of all non-code enforcement misdemeanor offenses						
	A. Reach disposition of 85% of all non-code enforcement misdemeanor offenses within 120 days of court filing	78%	85%	92%	85%	N/A
Measure 3.2 File or abate 100% of Code Enforcement cases referred						
	A. File or abate 100% of Code Enforcement cases referred	100%	100%	100%	100%	N/A

New Departmental Results Statements for fiscal year 2008

Result 1: Protect and enhance neighborhood vitality and livability.

		FY 2006			FY 2007	FY 2008
		Actual	Target	% Target	Target	Target
Measure 1.1 Engage the community to improve neighborhoods and combat crime						
	A. The Safe Neighborhoods coordinator or prosecution staff will attend at least four community meetings per quarter	New measure beginning in fiscal year 2008				16

Result 2: A safe community for those who live, work and play in Pasadena.

Measure 2.1 Respond timely and effectively to Code Enforcement cases referred						
	A. City Attorney staff will review and file, refer to the Safe Neighborhoods program, or reject Code Enforcement matters within 30 days of receipt	New measure beginning in fiscal year 2008				100%

Result 3: Ensure that the City complies with all laws.

Measure 3.1 Effective training to City officials, employees, commissions, and boards						
	A. Train other City departments or outside law enforcement agencies at least six times per year	New measure beginning in fiscal year 2008				6

Result 4: Meaningful and timely information is provided to support crime prevention.

Measure 4.1 Prepare timely reports of crime indicators						
	A. Report quarterly statistics on: domestic violence, theft, driving under the influence and code enforcement matters as an indicator of crime in the City	New measure beginning in fiscal year 2008				100%

Changes From Prior Year

- **Cost Changes:** The personnel category increased by \$284,328. This includes funding for approved salary, benefit and burden increases. Services and supplies decrease of \$135,291 is related to a reduction in lease payments for the Walnut Street offices. Investigation services were added to assist in the preparation of criminal matters, \$34,560. Internal Services increase of \$108,301 is primarily related to the department's move back to City Hall and annual rate adjustments.

Future Outlook

The Department will be very aggressive in providing appropriate representation, both civilly and criminally, to achieve desired results in the best interests of City departments, residents and businesses.

**DIVISION
SUMMARY**

City Attorney – Civil Division

Mission Statement

To provide the City, including the City Council and City departments with excellent legal representation in all transactional and civil matters and proceedings in a cost-effective manner. The Division strives to arrive at creative solutions to appropriately address issues affecting residents and businesses in the City.

Program Description

The City Attorney's Office provides legal support to the City Council and all City departments; prepares all legal documents, contracts, opinions, ordinances, resolutions; conducts legal research and represents the City in court in civil litigation matters.

Departmental Relationship to City Council Goals

- **Operate an Effective and Cost Efficient Government**
The City Attorney's Office provides necessary legal advice to assist departments in achieving goals established by the City Council. In doing so most matters are handled by in-house lawyers and efforts are made to keep costs down.

Major Accomplishments

The City Attorney's Office has maintained control of outside legal expenditures handling and managing an average of approximately 100 pending lawsuits at any time, by using outside legal counsel more efficiently. The Office has been very successful, with in-house lawyers, representing the City in the large number of lawsuits. As part of its mission, the Office provided legal advice to City departments, commissions and committees on business and litigation matters. The Office significantly increased the training provided to City staff and City boards and commissions to assist in reducing City liability in a number of areas. The Office also provided legal support for major additional projects such as those related to energy, telecommunications and land use issues. The Office has been very involved in major land use projects and critical code enforcement actions, and has drafted major ordinances adopted by the City Council. The Office continued to advise other City agencies, such as the Rose Bowl Operating Company and the Pasadena Center Operating Company, on major issues affecting those entities.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	19.0	18.0	18.0	18.0	18.0
Appropriations	3,007,231	3,285,686	3,884,406	3,896,406	4,065,315
Sources By Fund:					
General Fund	2,679,555	2,948,180	3,533,400	3,545,400	3,703,779
Light and Power Fund	88,608	91,266	94,918	94,918	97,765
Services to PCDC	136,321	140,410	146,027	146,027	150,408
Water Fund	47,714	49,146	51,110	51,110	52,643
Services to RBOC	55,033	56,684	58,951	58,951	60,720
Total Sources	3,007,231	3,285,686	3,884,406	3,896,406	4,065,315

Changes From Prior Year

- *Cost Changes:* The change from the fiscal year 2007 revised budget is primarily due to higher personnel costs related to approved and anticipated salary and benefit increases.

Future Outlook

The City Attorney's Office – Civil Division will continue to provide the City of Pasadena with excellent legal representation in the most cost effective manner. Lawyers will continue to provide training to those within the City to inform them of applicable laws and to encourage compliance with those laws. Also, outside legal expenditures and services will continue to be closely monitored and evaluated in an effort to control costs and ensure continued provision of the highest quality legal services. The organizational structure of the office will be analyzed and modified as appropriate to ensure maximum effectiveness in operations. The City Attorney's Office will enhance involvement in community activities.

**DIVISION
SUMMARY**

City Attorney – Prosecution Division

Mission Statement

To carry out the charter-imposed mandate to enforce the laws of the State of California and the Pasadena Municipal Code through the prosecution of misdemeanor criminal offenses and to promote safety, crime prevention and education in the city.

Program Description

The City Prosecutor's Office prosecutes adult misdemeanants who commit violations of State or City law within the City. The recently created community prosecution program, "Safe Communities Pasadena", also engages in crime evaluation and prevention through its partnerships with local agencies and City departments, inspection of substandard properties and quality of life violations in the City.

Departmental Relationship to City Council Goals:

• **Assure A Safe and Secure Community**

The Office works with local law enforcement agencies, the City's code enforcement division, and health, fire, and other departments to address criminal and nuisance activity, substandard properties and quality of life crimes.

• **Protect and Enhance Neighborhood Vitality and Livability**

Prosecutors engage the community in activism to improve their neighborhoods, identify nascent criminal activity and learn ways to combat crime and avoid victimization.

Major Accomplishments

The occurrence of misdemeanor crime resulted in 6,644 referrals for prosecution in calendar year 2006. This amount is a 6% reduction from the previous period. All but 11% of these were filed in Superior Court. More than 5,200 matters reached disposition during the same period with a 92% success rate of conviction or program completion. The Office worked with local law enforcement to enforce orders to stay away from local parks, liquor stores and libraries for those whose crimes took place in those locations further reducing recidivist behavior and bettering neighborhoods.

The "Safe Neighborhoods Program" reviewed and monitored more than sixty locations throughout the city, twenty in the Community Action Program (CAP) addressing nuisance locations and the remainder in the Neighborhood Enhancement Program dealing with problem property owners. Many of these areas are now ameliorated but the teams keep a watchful eye for the recurrence of problems. The CAP consortium of city and outside agencies closed down two illegal massage parlors while the Neighborhood Enhancement Network (NEN) team oversaw the complete renovation of a large unit previously used by the tenants to house more than ten residents who were engaged in criminal and nuisance activity. It can now be safely occupied by a needy family. At another location, a single family home with recurrent problems including the theft of electrical power, the problem tenant was evicted making room for yet another needy family in the city.

Future Outlook

The criminal division looks forward to new challenges in fiscal year 2008 including additional closures of problem massage establishments.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	13.250	13.250	14.000	14.000	14.000
Appropriations	1,578,205	1,775,560	1,975,796	1,975,796	2,092,346
Source					
General Fund	1,578,205	1,775,560	1,975,796	1,975,796	2,092,346

Changes From Prior Year

- *Cost Changes:* The change from the fiscal year 2007 revised budget is primarily due to higher personnel costs related to approved salary and benefit increases. The Personnel budget increased \$148,922, with a decrease in lease payments of \$135,291 as a result of the move back to City Hall. Contract Services increased by \$34,560 to provide investigative services to assist in the preparation of criminal matters. Internal Services increased to \$68,359 due to the department's move back to City Hall.

Future Outlook

The prosecution division anticipates a vibrant year in fiscal year 2008. Our full-time Safe Communities Pasadena program, while continuing to address current needs will also focus on new areas of concern such as the motels at the east end of town, the special needs of the aging property owner and updating the City's website to include interactive complaint cards.

**DIVISION
SUMMARY**
Liability Claims and Insurance

Mission Statement

To protect the City's resources from risks of accidental loss, not including workers compensation losses or deliberately assumed costs of employee benefits.

Program Description

This program is responsible for: 1) identification and measurement of risks of accidental loss, and, 2) recommendation of appropriate Risk Management Techniques to mitigate, avoid, transfer or accept risk of damage caused by accidents. This Division coordinates the transfer of risk to others by: 1) the purchase of property insurance on corporate assets, 2) purchase of policies of insurance for specific, separately funded enterprise liabilities, 3) purchase of crime insurance, and 4) coordinating risk management/insurance requirements for persons dealing with the City, such as vendors, permittees, licensees, and contractors. This Division coordinates risk retention by administering the City's self-insured liability claims program, including pre-litigation claims processing.

Major Accomplishments

The Liability Claims and Insurance Division (formerly referred to as the General Liability Division) continued to maintain a database of claims settlements, expense payments, and outstanding reserves on claims by third parties against the City, the investigation of claims and incidents in the pre-litigation stage, assistance to the City Attorney in preparation of the City's defense on litigated cases, marketing of the City's insurance programs through municipal purchasing groups in order to obtain premium savings, and coordination of liability investigation and evaluation with the Departments, Workers' Compensation and Safety Division, Accounts Receivable Section, and the City Attorney.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	0	0	2.000	2.000	2.000
Appropriations	0	0	222,041	222,041	228,480
GL Payments (Memo)*	0	0	3,000,000	3,000,000	3,000,000
Sources by Fund					
General Liability Fund	0	0	222,041	222,041	228,480
General Liability (Memo)*	0	0	3,000,000	3,000,000	3,000,000
Total Sources	0	0	222,041	222,041	228,480

* For information only, the amount is not included in the total.

Changes From Prior Year

- *Cost Changes:* The change from the fiscal year 2007 Revised Budget is primarily due to the approved and anticipated salary and benefit increases and cost adjustments in various internal service charges.

Future Outlook

The insurance market conditions are deteriorating. Premiums remain high and coverage tends to be less than in past years. Property premiums are expected to increase because of: 1) an increase in costs of material and labor for building repair; 2) an increase in insured values; and 3) capacity impaired by catastrophes, especially on the Gulf Coast. The past three years, the City declined excess liability and excess workers' compensation insurance from Municipality Insurance Purchasing Groups because of huge increases in premiums with less coverage, choosing to go without and handle risk through self-insurance until market conditions improve. Although insurance company loss ratios are low, the savings are not being passed on to consumers and the City does not intend to re-enter the market this year. The Liability Claims and Insurance Division will continue to advise departments on risk transfer mechanisms by reviewing contract terms, providing assistance in the enforcement of insurance requirements, and recommending risk reduction techniques on the City's retained risk. Data will continue to be shared so departments can decide where the greatest efforts toward risk reduction should be made. The number of liability claims against cities seems to be increasing. The cost of vehicle repair has significantly increased, as has the cost of medical care, both of which will work to increase the value of damages claimed against the City. Liability claims will continue to be paid when liability for claimed damages is clearly adverse, and claims will continue to be resisted where liability for claimed damages does not clearly exist.

GRAIL ANALYSIS

MSI:

DEPARTMENT: City Attorney

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	32.250	31.250	34.000	34.000	34.000	0.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	32.250	31.250	34.000	34.000	34.000	0.000	
PERSONNEL							
8005 Regular Pay - PERS	2,173,930	2,510,813	3,366,224	3,366,224	3,569,898	203,674	6.0
8011 Overtime Pay	1,093	484	4,537	4,537	4,643	106	2.3
8018 PST-Part Time Employees - PARS	409	7,525	0	0	0	0	0.0
8023 Auto Allowance	26,130	27,402	33,024	33,024	33,024	0	0.0
8024 Personal Dvlpmt Allowance	14,688	15,250	16,000	16,000	16,000	0	0.0
8027 Workers' Compensation	16,381	21,025	58,730	58,730	56,022	-2,708	-4.6
8031 General Liability	0	0	433	433	442	9	2.0
8037 Miscellaneous Pay	0	1,921	0	0	0	0	0.0
8038 PERS-Employee Portion	166,842	192,241	235,636	235,636	249,893	14,257	6.0
8040 PERS-City Portion	57,185	210,591	247,081	247,081	275,239	28,158	11.3
8041 PARS-City Portion	16	301	0	0	0	0	0.0
8044 Life Insurance	2,414	2,765	3,366	3,366	3,569	203	6.0
8045 Dental Insurance	12,521	14,226	15,503	15,503	16,455	952	6.1
8046 Medicare-City Contributn	30,660	35,493	48,876	48,876	51,832	2,956	6.0
8047 Long Term Disability	36,037	41,337	5,049	5,049	6,070	1,021	20.2
8049 Emp Opt Ben Fd (EOBF)	211,434	258,448	275,400	275,400	311,100	35,700	12.9
8050 Benefits (VHS)	410,208	404,241	0	0	0	0	0.0
8054 Vision Care	11	229	0	0	0	0	0.0
8056 Accrued payroll	16,669	18,940	0	0	0	0	0.0
8058 Benefits Administration	58,281	136,839	0	0	0	0	0.0
*** TOTAL PERSONNEL	3,234,909	3,900,071	4,309,859	4,309,859	4,594,187	284,328	6.5
SERVICES AND SUPPLIES							
8101 Materials & Supplies	24,556	20,788	27,877	27,877	27,877	0	0.0
8105 Lease Payments	123,034	138,758	142,056	142,056	6,765	-135,291	-95.2
8107 Equipment Lease Payments	0	331	14,679	14,679	14,679	0	0.0
8108 Computer Related Supplies	470	3,370	9,855	9,855	9,855	0	0.0
8109 Equipt Purchases Under \$10,000	9,418	8,528	0	0	0	0	0.0
8110 Outside Printing and Duplicating	212	354	200	200	200	0	0.0
8112 Legal Advertising	0	413	0	0	0	0	0.0
8113 Photo Copy Machine Maint	420	1,266	2,500	2,500	2,500	0	0.0
8114 Other Contract Services	85,939	85,585	86,805	98,805	133,365	34,560	34.9
8117 Data Processing Operations	12,487	13,111	13,611	13,611	13,611	0	0.0
8118 Outside Legal Services	747,110	555,769	1,046,071	1,046,071	1,046,071	0	0.0
8121 Computer(PC) Maint/Repair	0	0	800	800	800	0	0.0
8124 Dues and Memberships	8,945	12,418	12,415	12,415	12,415	0	0.0
8125 Special Civic Events	68	-435	0	0	0	0	0.0
8127 Conferences & Meetings	6,976	15,097	14,623	14,623	14,623	0	0.0
8128 Mileage	469	384	1,195	1,195	1,195	0	0.0
8129 Education	4,721	7,159	10,275	10,275	10,275	0	0.0

MSI:

DEPARTMENT: City Attorney

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8135 Reference Matls Subscriptions	37,602	41,852	46,065	46,065	46,065	0	0.0
8136 Library Books	505	0	0	0	0	0	0.0
8140 Telephone	266	207	3,000	3,000	3,000	0	0.0
8144 Postage	2,588	4,008	4,497	4,497	4,497	0	0.0
8217 Litigation Expenses	90,646	71,280	100,000	100,000	100,000	0	0.0
8218 Vehicle Rental	127	22	105	105	105	0	0.0
8290 Cell Phone Reimbmnt	-168	0	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	1,156,391	980,265	1,536,629	1,548,629	1,447,898	-100,731	-6.5
EQUIPMENT							
8506 Computer Equipment	0	0	16,000	16,000	16,000	0	0.0
*** TOTAL EQUIPMENT	0	0	16,000	16,000	16,000	0	0.0
*** SUBTOTAL	4,391,300	4,880,336	5,862,488	5,874,488	6,058,085	183,597	3.1
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	17,025	17,617	21,713	21,713	52,768	31,055	143.0
8602 IS-Tenant Improvements	259	360	0	0	0	0	0.0
8603 IS-Lockshop	138	0	174	174	174	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	10,092	10,140	11,477	11,477	26,755	15,278	133.1
8605 IS-Housekeeping Serv	14,688	13,816	16,195	16,195	34,784	18,589	114.7
8606 IS-Floors and Windows	0	0	147	147	147	0	0.0
8607 IS-Printing	19,391	26,902	21,938	21,938	21,938	0	0.0
8608 IS-Mail Services	3,957	4,373	5,520	5,520	5,520	0	0.0
8609 IS-Telephones	27,879	22,421	26,664	26,664	34,153	7,489	28.0
8610 IS-System Management HP3000-HP957	1,188	0	0	0	0	0	0.0
8611 IS-Application Devel & Support	2,700	672	1,884	1,884	1,884	0	0.0
8612 IS-PC&Net Service Center	38,598	24,695	29,086	29,086	37,319	8,233	28.3
8613 IS-Radio and Data Communicatn	785	0	0	0	0	0	0.0
8620 Bldg Preventive Maintenance	6,123	6,150	6,916	6,916	15,786	8,870	128.2
8622 IS-Telephone - Usage	6,545	6,534	14,153	14,153	14,153	0	0.0
8623 IS-PC Training	800	0	4,659	4,659	4,659	0	0.0
8624 IS-Enterprise Network	30,914	35,887	39,654	39,654	45,871	6,217	15.6
8625 IS-Telephone Additions	0	0	4,066	4,066	4,066	0	0.0
8626 IS-Mail - Direct Request	0	30	0	0	0	0	0.0
8632 IS-GIS (Geographic Info)	6,683	0	2,531	2,531	2,256	-275	-10.8
8634 IS-Security Srvcs City Hall	6,371	7,865	9,232	9,232	22,051	12,819	138.8
8641 IS-MS Licensing	0	3,448	3,746	3,746	3,772	26	0.6
*** TOTAL INTERNAL SERVICE CHARGES	194,136	180,910	219,755	219,755	328,056	108,301	49.2
*** TOTAL BUDGET	4,585,436	5,061,246	6,082,243	6,094,243	6,386,141	291,898	4.7
REVENUE							
6132 Services to RBOC	55,033	56,684	58,951	58,951	60,720	1,769	3.0

GRAIL ANALYSIS

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MSI:

DEPARTMENT: City Attorney

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
6753 Services to PCDC	136,321	140,410	146,027	146,027	150,408	4,381	3.0
7166 Liability Insurance City Contribution	0	0	222,041	222,041	228,480	6,439	2.8
9165 General Fund-Unspecified	4,257,760	4,723,740	5,509,196	5,521,196	5,796,125	274,929	4.9
9219 Light and Power Fund	88,608	91,266	94,918	94,918	97,765	2,847	2.9
9565 Water Fund	47,714	49,146	51,110	51,110	52,643	1,533	2.9
*** TOTAL FUNDING	4,585,436	5,061,246	6,082,243	6,094,243	6,386,141	291,898	4.7

GRAIL ANALYSIS

MSI:
FUND: General Fund

VACANCY FACTOR: 0.000

RETIREMENT BENEFIT					LTD			LIAB:	0.0000	0.0000
8040	8043	8042	8038	8039	PERS	FPRS	SPERS	WCMP:	0.0171	0.0163
0.0771	0.0000	0.0700	0.0700	0.0900	0.0017	0.0017	0.0017			

PROGRAM: City Attorney
SECTION: City Attorney

DEPARTMENT: City Attorney
SUB-DEPARTMENT: City Attorney

ACCOUNT: 181000

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	19.000	18.000	18.000	18.000	18.000	0.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	19.000	18.000	18.000	18.000	18.000	0.000	
PERSONNEL							
8005 Regular Pay - PERS	1,293,996	1,553,156	1,919,709	1,919,709	2,010,313	90,604	4.7
8011 Overtime Pay	0	56	0	0	0	0	0.0
8018 PST-Part Time Employees - PARS	178	0	0	0	0	0	0.0
8023 Auto Allowance	21,630	22,902	27,696	27,696	27,696	0	0.0
8024 Personal Dvlpmt Allowance	8,688	8,250	8,750	8,750	8,750	0	0.0
8027 Workers' Compensation	3,883	4,038	32,827	32,827	32,768	-59	-0.1
8038 PERS-Employee Portion	103,718	121,590	134,380	134,380	140,722	6,342	4.7
8040 PERS-City Portion	35,759	132,035	140,907	140,907	154,995	14,088	9.9
8041 PARS-City Portion	7	0	0	0	0	0	0.0
8044 Life Insurance	1,319	1,628	1,920	1,920	2,010	90	4.6
8045 Dental Insurance	7,151	8,491	8,207	8,207	8,711	504	6.1
8046 Medicare-City Contributn	19,208	22,789	27,836	27,836	29,150	1,314	4.7
8047 Long Term Disability	21,525	25,521	2,880	2,880	3,418	538	18.6
8049 Emp Opt Ben Fd (EOBF)	127,078	155,263	145,800	145,800	164,700	18,900	12.9
8050 Benefits (VHS)	244,533	250,058	0	0	0	0	0.0
8054 Vision Care	11	87	0	0	0	0	0.0
8056 Accrued payroll	8,910	9,638	0	0	0	0	0.0
8058 Benefits Administration	34,323	84,647	0	0	0	0	0.0
*** TOTAL PERSONNEL	1,931,917	2,400,149	2,450,912	2,450,912	2,583,233	132,321	5.3
SERVICES AND SUPPLIES							
8101 Materials & Supplies	16,271	14,095	13,606	13,606	13,606	0	0.0
8105 Lease Payments	8,892	8,710	6,765	6,765	6,765	0	0.0
8107 Equipment Lease Payments	0	0	10,479	10,479	10,479	0	0.0
8108 Computer Related Supplies	470	1,936	6,000	6,000	6,000	0	0.0
8109 Equipt Purchases Under \$10,000	60	1,906	0	0	0	0	0.0
8110 Outside Printing and Duplicating	70	144	0	0	0	0	0.0
8112 Legal Advertising	0	413	0	0	0	0	0.0
8113 Photo Copy Machine Maint	420	1,266	2,500	2,500	2,500	0	0.0
8114 Other Contract Services	48,284	58,190	50,000	62,000	62,000	0	0.0
8118 Outside Legal Services	747,110	555,769	1,046,071	1,046,071	1,046,071	0	0.0
8121 Computer(PC) Maint/Repair	0	0	800	800	800	0	0.0
8124 Dues and Memberships	4,785	5,258	6,500	6,500	6,500	0	0.0

GRAIL ANALYSIS

MSI:
FUND: General Fund

ACCOUNT: 181000

PROGRAM: City Attorney
SECTION: City Attorney

DEPARTMENT: City Attorney
SUB-DEPARTMENT: City Attorney

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8125 Special Civic Events	68	-435	0	0	0	0	0.0
8127 Conferences & Meetings	6,047	15,087	10,000	10,000	10,000	0	0.0
8128 Mileage	469	384	1,000	1,000	1,000	0	0.0
8129 Education	425	3,291	2,500	2,500	2,500	0	0.0
8135 Reference Mats	21,859	19,229	22,000	22,000	22,000	0	0.0
Subscriptions							
8136 Library Books	175	0	0	0	0	0	0.0
8140 Telephone	266	207	2,000	2,000	2,000	0	0.0
8144 Postage	1,522	2,747	2,000	2,000	2,000	0	0.0
8217 Litigation Expenses	90,646	71,258	100,000	100,000	100,000	0	0.0
8218 Vehicle Rental	72	0	0	0	0	0	0.0
8290 Cell Phone Reimbsmnt	-168	0	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	947,743	759,455	1,282,221	1,294,221	1,294,221	0	0.0
EQUIPMENT							
8506 Computer Equipment	0	0	8,000	8,000	8,000	0	0.0
*** TOTAL EQUIPMENT	0	0	8,000	8,000	8,000	0	0.0
*** SUBTOTAL	2,879,660	3,159,604	3,741,133	3,753,133	3,885,454	132,321	3.5
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	17,025	17,617	19,309	19,309	27,935	8,626	44.6
8602 IS-Tenant Improvements	224	120	0	0	0	0	0.0
8603 IS-Lockshop	138	0	50	50	50	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	10,092	10,140	10,206	10,206	14,164	3,958	38.7
8605 IS-Housekeeping Serv	14,688	13,816	14,402	14,402	18,415	4,013	27.8
8607 IS-Printing	5,500	8,642	6,034	6,034	6,034	0	0.0
8608 IS-Mail Services	2,261	2,499	2,988	2,988	2,988	0	0.0
8609 IS-Telephones	13,673	12,891	12,274	12,274	15,763	3,489	28.4
8610 IS-System Management HP3000-HP957	1,188	0	0	0	0	0	0.0
8611 IS-Application Devel & Support	1,980	672	452	452	452	0	0.0
8612 IS-PC&Net Service Center	23,953	20,427	29,086	29,086	37,319	8,233	28.3
8620 Bldg Preventive Maintenance	6,123	6,150	6,150	6,150	8,357	2,207	35.8
8622 IS-Telephone - Usage	3,025	2,766	6,197	6,197	6,197	0	0.0
8623 IS-PC Training	0	0	3,078	3,078	3,078	0	0.0
8624 IS-Enterprise Network	17,665	20,507	21,467	21,467	24,285	2,818	13.1
8632 IS-GIS (Geographic Info)	3,665	0	1,342	1,342	1,153	-189	-14.0
8634 IS-Security Srvcs City Hall	6,371	7,865	8,210	8,210	11,674	3,464	42.1
8641 IS-MS Licensing	0	1,970	2,028	2,028	1,997	-31	-1.5
*** TOTAL INTERNAL SERVICE CHARGES	127,571	126,082	143,273	143,273	179,861	36,588	25.5
*** TOTAL BUDGET	3,007,231	3,285,686	3,884,406	3,896,406	4,065,315	168,909	4.3

GRAIL ANALYSIS

MSI:
FUND: General Fund

PROGRAM: City Attorney
SECTION: City Attorney

DEPARTMENT: City Attorney
SUB-DEPARTMENT: City Attorney

ACCOUNT: 181000

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
REVENUE							
6132 Services to RBOC	55,033	56,684	58,951	58,951	60,720	1,769	3.0
6753 Services to PCDC	136,321	140,410	146,027	146,027	150,408	4,381	3.0
9165 General Fund-Unspecified	2,679,555	2,948,180	3,533,400	3,545,400	3,703,779	158,379	4.4
9219 Light and Power Fund	88,608	91,266	94,918	94,918	97,765	2,847	2.9
9565 Water Fund	47,714	49,146	51,110	51,110	52,643	1,533	2.9
*** TOTAL FUNDING	3,007,231	3,285,686	3,884,406	3,896,406	4,065,315	168,909	4.3

GRAIL ANALYSIS

MSI:
FUND: General Fund

ACCOUNT: 182000

PROGRAM: CITY PROSECUTOR
SECTION: City Prosecutor

DEPARTMENT: City Attorney
SUB-DEPARTMENT: City Attorney

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	13.250	13.250	14.000	14.000	14.000	0.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	13.250	13.250	14.000	14.000	14.000	0.000	
PERSONNEL							
8005 Regular Pay - PERS	879,934	957,657	1,302,309	1,302,309	1,412,154	109,845	8.4
8011 Overtime Pay	1,093	428	4,537	4,537	4,643	106	2.3
8018 PST-Part Time Employees - PARS	231	7,525	0	0	0	0	0.0
8023 Auto Allowance	4,500	4,500	3,072	3,072	3,072	0	0.0
8024 Personal Dvlpmt Allowance	6,000	7,000	6,750	6,750	6,750	0	0.0
8027 Workers' Compensation	12,498	16,987	22,269	22,269	23,018	749	3.3
8037 Miscellaneous Pay	0	1,921	0	0	0	0	0.0
8038 PERS-Employee Portion	63,124	70,651	91,162	91,162	98,851	7,689	8.4
8040 PERS-City Portion	21,426	78,556	95,589	95,589	108,877	13,288	13.9
8041 PARS-City Portion	9	301	0	0	0	0	0.0
8044 Life Insurance	1,095	1,137	1,302	1,302	1,412	110	8.4
8045 Dental Insurance	5,370	5,735	6,384	6,384	6,776	392	6.1
8046 Medicare-City Contributn	11,452	12,704	18,949	18,949	20,544	1,595	8.4
8047 Long Term Disability	14,512	15,816	1,953	1,953	2,401	448	22.9
8049 Emp Opt Ben Fd (EOBF)	84,356	103,185	113,400	113,400	128,100	14,700	12.9
8050 Benefits (VHS)	165,675	154,183	0	0	0	0	0.0
8054 Vision Care	0	142	0	0	0	0	0.0
8056 Accrued payroll	7,759	9,302	0	0	0	0	0.0
8058 Benefits Administration	23,958	52,192	0	0	0	0	0.0
*** TOTAL PERSONNEL	1,302,992	1,499,922	1,667,676	1,667,676	1,816,598	148,922	8.9
SERVICES AND SUPPLIES							
8101 Materials & Supplies	8,285	6,693	13,071	13,071	13,071	0	0.0
8105 Lease Payments	114,142	130,048	135,291	135,291	0	-135,291	-100.0
8107 Equipment Lease Payments	0	331	4,200	4,200	4,200	0	0.0
8108 Computer Related Supplies	0	1,434	3,855	3,855	3,855	0	0.0
8109 Equipt Purchases Under \$10,000	9,358	6,622	0	0	0	0	0.0
8110 Outside Printing and Duplicating	142	210	200	200	200	0	0.0
8114 Other Contract Services	37,655	27,395	28,955	28,955	63,515	34,560	119.3
8117 Data Processing Operations	12,487	13,111	13,111	13,111	13,111	0	0.0
8124 Dues and Memberships	4,160	7,160	5,415	5,415	5,415	0	0.0
8127 Conferences & Meetings	929	10	4,623	4,623	4,623	0	0.0
8128 Mileage	0	0	195	195	195	0	0.0
8129 Education	4,296	3,868	6,775	6,775	6,775	0	0.0
8135 Reference Matls Subscriptions	15,743	22,623	23,015	23,015	23,015	0	0.0
8136 Library Books	330	0	0	0	0	0	0.0

GRAIL ANALYSIS

MSI:
FUND: General Fund

ACCOUNT: 182000

PROGRAM: CITY PROSECUTOR
SECTION: City Prosecutor

DEPARTMENT: City Attorney
SUB-DEPARTMENT: City Attorney

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8140 Telephone	0	0	1,000	1,000	1,000	0	0.0
8144 Postage	1,066	1,261	2,147	2,147	2,147	0	0.0
8217 Litigation Expenses	0	22	0	0	0	0	0.0
8218 Vehicle Rental	55	22	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	208,648	220,810	241,853	241,853	141,122	-100,731	-41.6
EQUIPMENT							
8506 Computer Equipment	0	0	8,000	8,000	8,000	0	0.0
*** TOTAL EQUIPMENT	0	0	8,000	8,000	8,000	0	0.0
*** SUBTOTAL	1,511,640	1,720,732	1,917,529	1,917,529	1,965,720	48,191	2.5
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	0	0	0	0	21,726	21,726	0.0
8602 IS-Tenant Improvements	35	240	0	0	0	0	0.0
8603 IS-Lockshop	0	0	124	124	124	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	0	0	0	0	11,016	11,016	0.0
8605 IS-Housekeeping Serv	0	0	0	0	14,321	14,321	0.0
8607 IS-Printing	13,891	18,260	13,965	13,965	13,965	0	0.0
8608 IS-Mail Services	1,696	1,874	2,200	2,200	2,200	0	0.0
8609 IS-Telephones	14,206	9,530	11,004	11,004	13,661	2,657	24.1
8611 IS-Application Devel & Support	720	0	1,432	1,432	1,432	0	0.0
8612 IS-PC&Net Service Center	14,645	4,268	0	0	0	0	0.0
8613 IS-Radio and Data Communicatn	785	0	0	0	0	0	0.0
8620 Bldg Preventive Maintenanc e	0	0	0	0	6,500	6,500	0.0
8622 IS-Telephone - Usage	3,520	3,768	5,483	5,483	5,483	0	0.0
8623 IS-PC Training	800	0	1,509	1,509	1,509	0	0.0
8624 IS-Enterprise Network	13,249	15,380	15,802	15,802	18,888	3,086	19.5
8625 IS-Telephone Additions	0	0	4,066	4,066	4,066	0	0.0
8626 IS-Mail - Direct Request	0	30	0	0	0	0	0.0
8632 IS-GIS (Geographic Info)	3,018	0	1,189	1,189	1,103	-86	-7.2
8634 IS-Security Srvcs City Ha ll	0	0	0	0	9,079	9,079	0.0
8641 IS-MS Licensing	0	1,478	1,493	1,493	1,553	60	4.0
*** TOTAL INTERNAL SERVICE CHARGES	66,565	54,828	58,267	58,267	126,626	68,359	117.3
*** TOTAL BUDGET	1,578,205	1,775,560	1,975,796	1,975,796	2,092,346	116,550	5.8
REVENUE							
9165 General Fund-Unspecified	1,578,205	1,775,560	1,975,796	1,975,796	2,092,346	116,550	5.8
*** TOTAL FUNDING	1,578,205	1,775,560	1,975,796	1,975,796	2,092,346	116,550	5.8

GRAIL ANALYSIS

MSI:
FUND: General Liability Fund

PROGRAM: City Attorney
SECTION: General Liability

DEPARTMENT: City Attorney
SUB-DEPARTMENT: City Attorney

ACCOUNT: 183000

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	0.000	0.000	2.000	2.000	2.000	0.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	0.000	0.000	2.000	2.000	2.000	0.000	
PERSONNEL							
8005 Regular Pay - PERS	0	0	144,206	144,206	147,431	3,225	2.2
8023 Auto Allowance	0	0	2,256	2,256	2,256	0	0.0
8024 Personal Dvlpmt Allowance	0	0	500	500	500	0	0.0
8027 Workers' Compensation	0	0	3,634	3,634	236	-3,398	-93.5
8031 General Liability	0	0	433	433	442	9	2.0
8038 PERS-Employee Portion	0	0	10,094	10,094	10,320	226	2.2
8040 PERS-City Portion	0	0	10,585	10,585	11,367	782	7.3
8044 Life Insurance	0	0	144	144	147	3	2.0
8045 Dental Insurance	0	0	912	912	968	56	6.1
8046 Medicare-City Contributn	0	0	2,091	2,091	2,138	47	2.2
8047 Long Term Disability	0	0	216	216	251	35	16.2
8049 Emp Opt Ben Fd (EOBF)	0	0	16,200	16,200	18,300	2,100	12.9
*** TOTAL PERSONNEL	0	0	191,271	191,271	194,356	3,085	1.6
SERVICES AND SUPPLIES							
8101 Materials & Supplies	0	0	1,200	1,200	1,200	0	0.0
8114 Other Contract Services	0	0	7,850	7,850	7,850	0	0.0
8117 Data Processing Operations	0	0	500	500	500	0	0.0
8124 Dues and Memberships	0	0	500	500	500	0	0.0
8129 Education	0	0	1,000	1,000	1,000	0	0.0
8135 Reference Matls Subscriptions	0	0	1,050	1,050	1,050	0	0.0
8144 Postage	0	0	350	350	350	0	0.0
8218 Vehicle Rental	0	0	105	105	105	0	0.0
*** TOTAL SERVICES AND SUPPLIES	0	0	12,555	12,555	12,555	0	0.0
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	0	0	203,826	203,826	206,911	3,085	1.5
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	0	0	2,404	2,404	3,107	703	29.2
8604 IS-Utilities & Insurance - HSEKPING	0	0	1,271	1,271	1,575	304	23.9
8605 IS-Housekeeping Serv	0	0	1,793	1,793	2,048	255	14.2
8606 IS-Floors and Windows	0	0	147	147	147	0	0.0
8607 IS-Printing	0	0	1,939	1,939	1,939	0	0.0
8608 IS-Mail Services	0	0	332	332	332	0	0.0
8609 IS-Telephones	0	0	3,386	3,386	4,729	1,343	39.6

GRAIL ANALYSIS

MSI:
FUND: General Liability Fund

PROGRAM: City Attorney
SECTION: General Liability

DEPARTMENT: City Attorney
SUB-DEPARTMENT: City Attorney

ACCOUNT: 183000

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8620 Bldg Preventive Maintenance	0	0	766	766	929	163	21.2
8622 IS-Telephone - Usage	0	0	2,473	2,473	2,473	0	0.0
8623 IS-PC Training	0	0	72	72	72	0	0.0
8624 IS-Enterprise Network	0	0	2,385	2,385	2,698	313	13.1
8634 IS-Security Svcs City Hall	0	0	1,022	1,022	1,298	276	27.0
8641 IS-MS Licensing	0	0	225	225	222	-3	-1.3
*** TOTAL INTERNAL SERVICE CHARGES	0	0	18,215	18,215	21,569	3,354	18.4
*** TOTAL BUDGET	0	0	222,041	222,041	228,480	6,439	2.8
REVENUE							
7166 Liability Insurance City Contribution	0	0	222,041	222,041	228,480	6,439	2.8
*** TOTAL FUNDING	0	0	222,041	222,041	228,480	6,439	2.8

**DEPARTMENT
SUMMARY**
City Clerk

Mission Statement

To ensure the City's elections and legislative processes are open and public by providing a link between citizens and government through the dissemination of information; and to ensure the preservation and integrity of official records that are stored and maintained for legal and business purposes.

Program Description

The City Clerk Department is responsible for the preparation and distribution of City Council agendas; maintains accurate records and legislative history of City Council actions; provides safe keeping and storage of the City's official records and archives; provides records retrieval and legislative research for City departments and the public; performs centralized processing of all legal notices; maintains filings of campaigns and statements of economic interests; administers local elections; oversees the City's centralized Records Management Program and the City's optical imaging system; and provides mail services to City departments.

Departmental Relationship to City Council Goals

• **Create a More Effective, Cost Efficient Government**

The City Clerk Department, in support of the Council's goal of "creating a more effective, cost-efficient government," will continue to convert documents/records into the Citywide optical imaging system. This provides for faster and more efficient ways to retrieve and research information in an electronic format. Weekly Council meeting agendas, accompanying agenda reports and recaps of Council meeting actions are provided on the Internet giving greater accessibility for the public, media, and City departments. The Department will continue to concentrate on streamlining the efficiency of the imaging system by providing support and maintenance services to its customer departments.

Major Accomplishments

During Fiscal Year 2007, the Official Records Division provided staff support for City Council meetings and four Council standing committees; coordinated a Special Municipal Election (administered by the County Clerk) with two local measures on the November 7, 2006 ballot; administered a consolidated City and Pasadena Unified School District (PUSD) Primary Nominating Election, with one City measure on the March 6, 2007 ballot, and a consolidated City and PUSD run-off election on April 17, 2007; tabulated the results of a city-wide Public Employee Retirement System election; assisted in the implementation of the revised voter amended Taxpayer Protection Act; prior to destruction, audited for quality control 22 boxes of City Clerk subject files converted to electronic format; and provided legislative research services to City departments and the public.

The Records Management Division completed a rebuild of the Planning and Development permits database which consists of over 1.6 million pages of records, and updated all Questys retrieval stations Citywide to the latest version of the software. The Records Center has converted 480 cartons of records to electronic format, destroyed 800 cartons, processed 600 incoming cartons, and reduced the overall size of the Records Center by 1000 cartons. The Division provided training and assistance to the Fire

City Clerk

Department, Health Department, and Water and Power Department in scanning and converting various records into electronic format.

The Mailroom replaced equipment to comply with U.S. Postal Service regulations for more efficient processing of mail, and provided assistance to the Water and Power Department in modifying return mail procedures in order to reduce costs for the Department.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	15.350	16.500	16.500	16.500	16.500
Appropriations	2,005,436	1,773,598	2,463,075	2,463,300	2,115,856
Sources by Fund					
General	1,683,509	1,406,418	2,023,329	2,023,554	1,618,320
Mail Service	321,927	367,180	439,746	439,746	497,536
Total Sources by Fund	2,005,436	1,773,598	2,463,075	2,463,300	2,115,856

Departmental Results Statements

Result 1: Provide access to information to ensure an informed citizenry, Council and staff.

	Actual	FY 2006 Target	% Target	FY 2007 Target	FY 2008 Target
Measure 1.1 Availability of Council/Commission minutes in electronic format					
A. Recap of Council/Commission meeting actions available on the Internet by 5:30 p.m. one day following each Council meeting	48	49	98%	100%	100%
B. Council minutes submitted for approval within 2 weeks of each meeting	49	54	91%	100%	100%
C. Council/Commission minutes posted on the Internet within 3 days of approval	71	73	94%	100%	100%

City Clerk

Result 2: Pasadena voters will be informed on ballot issues.

	Actual	FY 2006 Target	% Target	FY 2007 Target	FY 2008 Target
Measure 2.1 Availability of election information on Internet Web page					
A. Post municipal election information (seats up for election, nomination filing period, candidate qualification, etc.) one year in advance of future election	4/05/2006	3/01/2006	90%	N/A (post in FY 2008)	100%
B. Post list of qualified candidates and measures within 1 week of qualification	1 day	Within 1 week	100%	Within 1 week	N/A Non-election year
C. Post semi-official election results next day following election, and final results 1 day after conclusion of official canvass	N/A Non-election year	N/A Non-election year	N/A Non-election year	Within 1 day	N/A Non-election year
Measure 2.2 Availability of campaign information to media/public					
A. Campaign information available within 1 day of filing of campaign statements	70	70	100%	100%	100%
Measure 2.3 Timeline for mailing sample ballot to all registered voters					
A. Sample ballots mailed prior to 21 days before election	31 days	21 days	100%	N/A Non-election year	100%

Result 3: City business records will be stored in the Records Management Center for easy access, ensuring their preservation and integrity.

	Actual	FY 2006 Target	% Target	FY 2007 Target	FY 2008 Target
Measures 3.1 Timeliness of retrieval of research records requests					
A. Reduce average response time from 2+ to 1 day	571	574	99%	100%	100%
Measure 3.2 Annual survey of customers regarding satisfaction with turn-around time					
A. Customers satisfied with turnaround time on retrieval of documents 100% of the time (data available 3rd Qtr.)	92	100	100%	100%	100%

Changes from Prior Year

- *Cost Changes:* The net decrease of \$347,444 is attributable to: the elimination of \$637,486 in election year cost (includes personnel, services/supplies, and internal service charges); a net reduction of \$5,731 in services and supplies related to the Mail Services program; and excluding the election program, higher personnel costs for anticipated salary/benefit adjustments (\$68,274) and internal service adjustments (\$200,699). The increase in internal services is primarily the result of added square footage to the Department in the move back to City Hall. The higher cost in structural maintenance, housekeeping, utilities, security and preventative maintenance reflects the increased space.

Additionally, the following enhancements were added for fiscal year 2008: \$10,000 in outside printing & duplication for the printing of supplements to the Pasadena Municipal Code and \$16,800 in contract services for temporary leased space at the NATHA building for record storage during conversion of records to micro-film or electronic format.

- *FTE Changes:* None.

Future Outlook

The City Clerk's Department will continue to pursue opportunities which will enhance the ability to provide accurate and timely information to the City Council, City Manager, all City departments and the general public.

GRAIL ANALYSIS

MSI:

DEPARTMENT: City Clerk

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	15.000	16.500	16.500	16.500	16.500	0.000	
NON-REGULAR	0.350	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	15.350	16.500	16.500	16.500	16.500	0.000	
PERSONNEL							
8005 Regular Pay - PERS	629,772	738,401	996,991	996,991	1,037,766	40,775	4.0
8011 Overtime Pay	19,879	4,599	16,853	16,853	1,899	-14,954	-88.7
8018 PST-Part Time Employees - PARS	58,532	6,665	37,845	37,845	0	-37,845	-100.0
8023 Auto Allowance	8,067	9,600	8,964	9,189	10,100	911	9.9
8024 Personal Dvlpmt Allowance	3,938	4,000	3,000	3,000	3,000	0	0.0
8027 Workers' Compensation	88,376	99,690	40,151	40,151	47,945	7,794	19.4
8031 General Liability	14,453	19,372	31,045	31,045	12,453	-18,592	-59.8
8037 Miscellaneous Pay	0	765	0	0	0	0	0.0
8038 PERS-Employee Portion	45,468	55,211	69,789	69,789	72,644	2,855	4.0
8040 PERS-City Portion	15,418	62,794	73,180	73,180	80,012	6,832	9.3
8041 PARS-City Portion	1,454	273	1,514	1,514	0	-1,514	-100.0
8044 Life Insurance	571	730	998	998	1,038	40	4.0
8045 Dental Insurance	6,396	7,004	7,524	7,524	7,986	462	6.1
8046 Medicare-City Contributn	8,968	9,510	14,701	14,701	15,075	374	2.5
8047 Long Term Disability	7,220	7,390	1,496	1,496	1,765	269	17.9
8048 Child Care Subsidies	0	0	135	135	135	0	0.0
8049 Emp Opt Ben Fd (EOBF)	104,194	127,051	133,650	133,650	150,975	17,325	12.9
8050 Benefits (VHS)	119,527	118,882	0	0	0	0	0.0
8054 Vision Care	0	56	0	0	0	0	0.0
8056 Accrued payroll	6,237	5,565	0	0	0	0	0.0
8058 Benefits Administration	17,129	40,242	0	0	0	0	0.0
*** TOTAL PERSONNEL	1,155,599	1,317,800	1,437,836	1,438,061	1,442,793	4,732	0.3
SERVICES AND SUPPLIES							
8101 Materials & Supplies	24,225	23,097	28,786	28,786	23,786	-5,000	-17.3
8106 Rent Expense	0	0	0	0	16,800	16,800	0.0
8108 Computer Related Supplies	4,074	280	2,000	2,000	2,000	0	0.0
8109 Equipt Purchases Under \$10,000	4,905	6,993	10,500	10,500	8,500	-2,000	-19.0
8110 Outside Printing and Duplicating	7,934	11,530	10,200	10,200	20,000	9,800	96.0
8112 Legal Advertising	5,351	2,878	12,000	12,000	7,000	-5,000	-41.6
8113 Photo Copy Machine Maint	7,369	6,946	9,777	9,777	8,980	-797	-8.1
8114 Other Contract Services	531,564	192,122	637,036	637,036	169,336	-467,700	-73.4
8115 Consultant Services	0	15,803	0	0	0	0	0.0
8118 Outside Legal Services	5,102	5,572	0	0	0	0	0.0
8124 Dues and Memberships	842	1,093	1,540	1,540	1,140	-400	-25.9
8125 Special Civic Events	3,158	0	0	0	0	0	0.0
8127 Conferences & Meetings	2,625	3,816	4,538	4,538	4,538	0	0.0
8128 Mileage	221	184	530	530	330	-200	-37.7
8129 Education	3,764	902	1,552	1,552	1,352	-200	-12.8
8130 Training Costs	0	0	1,400	1,400	1,400	0	0.0
8132 Video Productions	6,802	0	7,500	7,500	0	-7,500	-100.0

GRAIL ANALYSIS

MSI:

DEPARTMENT: City Clerk

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8135 Reference Matls	70	352	736	736	736	0	0.0
Subscriptions							
8144 Postage	30,481	6,708	67,622	67,622	5,050	-62,572	-92.5
8156 Insurance	206	0	0	0	0	0	0.0
8163 City Cost Abatement	0	0	8,952	8,952	9,221	269	3.0
8186 Discounts Lost	0	-42	0	0	0	0	0.0
8218 Vehicle Rental	371	765	0	0	0	0	0.0
8677 Interest	3,094	2,101	6,000	6,000	6,000	0	0.0
*** TOTAL SERVICES AND SUPPLIES	642,158	281,100	810,669	810,669	286,169	-524,500	-64.6
EQUIPMENT							
8504 Equipment	0	24,898	0	0	0	0	0.0
8505 Automotive Equipment	17,784	0	0	0	0	0	0.0
8506 Computer Equipment	0	0	6,500	6,500	6,500	0	0.0
8507 Contra Capital	-17,784	-24,898	0	0	0	0	0.0
8801 Depreciation	10,419	12,197	11,923	11,923	11,923	0	0.0
*** TOTAL EQUIPMENT	10,419	12,197	18,423	18,423	18,423	0	0.0
*** SUBTOTAL	1,808,176	1,611,097	2,266,928	2,267,153	1,747,385	-519,768	-22.9
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	22,678	23,467	25,720	25,720	93,316	67,596	262.8
8602 IS-Tenant Improvements	568	155	0	0	0	0	0.0
8603 IS-Lockshop	433	0	100	100	100	0	0.0
8604 IS-Utilities & Insurance	13,440	13,500	13,595	13,595	47,313	33,718	248.0
- HSEKPING							
8605 IS-Housekeeping Serv	13,062	12,745	12,715	12,715	61,512	48,797	383.7
8606 IS-Floors and Windows	1,292	0	500	500	500	0	0.0
8607 IS-Printing	26,428	24,609	27,985	27,985	22,085	-5,900	-21.0
8608 IS-Mail Services	1,909	2,256	8,656	8,656	2,739	-5,917	-68.3
8609 IS-Telephones	11,438	14,511	16,543	16,543	16,289	-254	-1.5
8610 IS-System Management	5,438	0	0	0	0	0	0.0
HP3000-HP957							
8611 IS-Application Devel & Support	10,357	7,312	14,130	14,130	1,130	-13,000	-92.0
8612 IS-PC&Net Service Center	45,472	14,683	17,889	17,889	14,635	-3,254	-18.1
8616 IS-Fleet Maint - Equip Maintenance	1,708	1,549	5,781	5,781	5,781	0	0.0
8617 IS-Fleet Maint - Equip Replacement	2,523	2,523	5,023	5,023	5,023	0	0.0
8618 IS-Fleet Fuel/Lubricant	1,643	2,562	2,247	2,247	2,247	0	0.0
8620 Bldg Preventive Maintenance	8,156	8,192	8,192	8,192	27,917	19,725	240.7
8622 IS-Telephone - Usage	3,158	2,267	1,713	1,713	1,713	0	0.0
8623 IS-PC Training	0	0	561	561	561	0	0.0
8624 IS-Enterprise Network	14,911	18,516	19,081	19,081	22,262	3,181	16.6
8625 IS-Telephone Additions	0	0	275	275	0	-275	-100.0
8626 IS-Mail - Direct Request	0	265	0	0	0	0	0.0
8632 IS-GIS (Geographic Info)	4,160	1,134	2,701	2,701	2,520	-181	-6.7
8634 IS-Security Srvcs City Hall	8,486	10,476	10,936	10,936	38,997	28,061	256.5

GRAIL ANALYSIS

MSI:

DEPARTMENT: City Clerk

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8641 IS-MS Licensing	0	1,779	1,804	1,804	1,831	27	1.4
*** TOTAL INTERNAL SERVICE CHARGES	197,260	162,501	196,147	196,147	368,471	172,324	87.8
*** TOTAL BUDGET	2,005,436	1,773,598	2,463,075	2,463,300	2,115,856	-347,444	-14.1
REVENUE							
6603 Elections Reimbursement	436,240	3,508	225,000	225,000	10,463	-214,537	-95.3
6675 Imaging charges	49,218	45,264	49,218	49,218	49,218	0	0.0
7154 Mail Services Fund	321,927	367,180	439,746	439,746	497,536	57,790	13.1
9165 General Fund-Unspecified	1,198,051	1,357,646	1,749,111	1,749,336	1,558,639	-190,697	-10.9
*** TOTAL FUNDING	2,005,436	1,773,598	2,463,075	2,463,300	2,115,856	-347,444	-14.1

**DEPARTMENT
SUMMARY
City Council**

Mission Statement

The mission of the Mayor and City Council is to provide leadership for the community through the establishment of policies, which will lead to (1) the enhancement of the quality of life for Pasadena residents, businesses, non-profit institutions and agencies, and other organizations, and (2) the maintenance of a strong and stable fiscal condition.

The seven goals of the City Council for fiscal year 2008 are:

- Assure a Safe and Secure Community
- Foster Economic Prosperity
- Protect and Enhance Neighborhood Vitality and Livability
- Focus on Planning, Programming and Reinvesting in our Pasadena Parks and Open Space
- Maintain and reinvest in the City's physical assets to assure their availability for future generations
- Operate an Effective and Cost Efficient Government
- Protect and Enhance Pasadena's Economic, Ethic and Cultural Diversity

Major Accomplishments

During fiscal year 2007, the City Council addressed various City policies and projects intended to assure that Pasadena will continue to meet the needs of its residents, businesses, and visitors. The more important included: substantial completion of the City Hall project; final approval of the Conference Center expansion project; the adoption of the U.S. Conference of Mayors Climate Protection Agreement and related actions to assure the City's compliance with the commitments contained therein; and the establishment of the Environmental Advisory Commission.

Summary of Appropriations and Revenues

	FY 2006 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	10.000	10.000	10.000	10.000	10.000
Appropriations	1,502,969	1,577,940	1,780,917	1,785,917	1,886,422
Source by Fund					
General Fund	1,502,969	1,577,940	1,780,917	1,785,917	1,886,422

Changes From Prior Year

- *Cost Changes:* The fiscal year 2008 budget represents a net increase of \$100,505 or 5.6% over the revised fiscal year 2007 budget. The increase is related to approved salary and benefit adjustments for Council staff and Field Representatives (\$53,215), increases in the consultant services (\$5,882), dues and memberships (\$2,400), as well as increases in various internal service charges (\$35,880).

Future Outlook

During the next fiscal year City Council will continue the good efforts that were begun at the City-sponsored Housing Summit and continue to pursue solutions to affordable housing issues. Council also continues to make children and youth a priority and will seek opportunities for partnering with the Pasadena Unified School District. The Council will address State and Federal legislative proposals relating to changes in the telecommunication industry to protect existing revenues and local control of public right-of-ways. It will also evaluate the long-term capital needs of the Rose Bowl and the Conference Center. Master planning efforts which are currently underway will be pursued regarding the Green Space General Plan Element and the Citywide Park Master Plan.

GRAIL ANALYSIS

MSI:
FUND: General Fund

VACANCY FACTOR: 0.025

RETIREMENT BENEFIT					LTD			LIAB:		
8040	8043	8042	8038	8039	PERS	FPRS	SPERS	0.0000	0.0000	
0.0771	0.0000	0.0600	0.0700	0.0900	0.0017	0.0017	0.0017	0.0000	0.0000	
								WCMP:	0.0000	0.0000

PROGRAM: City Council
SECTION: City Council

DEPARTMENT: City Council
SUB-DEPARTMENT: City Council

ACCOUNT: 101000

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	10.000	10.000	10.000	10.000	10.000	0.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	10.000	10.000	10.000	10.000	10.000	0.000	
PERSONNEL							
8005 Regular Pay - PERS	210,765	228,502	268,656	268,656	288,346	19,690	7.3
8018 PST-Part Time Employees - PARS	14,745	1,786	5,175	5,175	5,175	0	0.0
8024 Personal Dvlpmt Allowance	1,000	1,000	1,000	1,000	1,000	0	0.0
8031 General Liability	2,255	0	0	0	0	0	0.0
8038 PERS-Employee Portion	16,910	17,073	18,806	18,806	20,184	1,378	7.3
8040 PERS-City Portion	5,757	19,421	19,719	19,719	22,232	2,513	12.7
8041 PARS-City Portion	60	5	207	207	207	0	0.0
8044 Life Insurance	1,773	1,769	1,731	1,731	1,751	20	1.1
8045 Dental Insurance	3,519	3,719	4,560	4,560	4,840	280	6.1
8046 Medicare-City Contributn	2,598	2,591	3,896	3,896	4,181	285	7.3
8047 Long Term Disability	1,078	1,047	403	403	490	87	21.5
8049 Emp Opt Ben Fd (EOBF)	93,842	102,089	100,000	100,000	112,000	12,000	12.0
8050 Benefits (VHS)	40,577	36,788	0	0	0	0	0.0
8056 Accrued payroll	1,694	1,646	0	0	0	0	0.0
8058 Benefits Administration	5,588	12,454	0	0	0	0	0.0
*** TOTAL PERSONNEL	402,161	429,890	424,153	424,153	460,406	36,253	8.5
SERVICES AND SUPPLIES							
8101 Materials & Supplies	26,005	28,439	72,001	72,001	72,001	0	0.0
8107 Equipment Lease Payments	483	0	0	0	0	0	0.0
8108 Computer Related Supplies	0	24	0	0	0	0	0.0
8109 Eqipt Purchases Under \$10,000	7,541	3,948	26,500	26,500	26,500	0	0.0
8113 Photo Copy Machine Maint	3,739	4,704	3,955	3,955	7,083	3,128	79.0
8114 Other Contract Services	617,485	628,238	614,505	614,505	631,467	16,962	2.7
8115 Consultant Services	146,566	158,296	262,905	262,905	268,787	5,882	2.2
8124 Dues and Memberships	56,379	69,798	65,195	65,195	67,595	2,400	3.6
8125 Special Civic Events	2,633	3,764	10,000	10,000	10,000	0	0.0
8127 Conferences & Meetings	21,936	24,626	27,000	27,000	27,000	0	0.0
8128 Mileage	240	0	0	0	0	0	0.0
8129 Education	-261	0	500	500	500	0	0.0
8130 Training Costs	0	0	15,000	15,000	15,000	0	0.0
8132 Video Productions	0	2,000	20,000	20,000	20,000	0	0.0
8135 Reference Matls Subscriptions	838	557	300	300	300	0	0.0

GRAIL ANALYSIS

MSI:
FUND: General Fund

PROGRAM: City Council
SECTION: City Council

DEPARTMENT: City Council
SUB-DEPARTMENT: City Council

ACCOUNT: 101000

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8144 Postage	38,499	45,247	40,000	40,000	40,000	0	0.0
8152 Foreign Cities Affiliation	11,911	835	10,000	15,000	15,000	0	0.0
8212 Permits and Fees	0	62	0	0	0	0	0.0
8218 Vehicle Rental	0	22	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	933,994	970,560	1,167,861	1,172,861	1,201,233	28,372	2.4
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	1,336,155	1,400,450	1,592,014	1,597,014	1,661,639	64,625	4.0
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	25,679	26,573	29,125	29,125	42,904	13,779	47.3
8602 IS-Tenant Improvements	585	228	2,000	2,000	2,000	0	0.0
8603 IS-Lockshop	703	0	200	200	200	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	15,228	15,288	15,394	15,394	21,753	6,359	41.3
8605 IS-Housekeeping Serv	21,972	21,266	21,724	21,724	28,282	6,558	30.1
8606 IS-Floors and Windows	0	0	1,000	1,000	1,000	0	0.0
8607 IS-Printing	28,753	30,494	29,000	29,000	29,000	0	0.0
8608 IS-Mail Services	1,330	1,470	1,660	1,660	1,660	0	0.0
8609 IS-Telephones	9,158	11,571	8,465	8,465	11,034	2,569	30.3
8612 IS-PC&Net Service Center	20,008	25,149	36,976	36,976	32,517	-4,459	-12.0
8620 Bldg Preventive Maintenance	9,236	9,277	9,277	9,277	12,835	3,558	38.3
8621 IS-Radio - Direct Request	0	48	0	0	0	0	0.0
8622 IS-Telephone - Usage	3,325	2,034	5,273	5,273	5,273	0	0.0
8623 IS-PC Training	0	0	3,135	3,135	3,135	0	0.0
8624 IS-Enterprise Network	10,391	12,063	11,926	11,926	13,492	1,566	13.1
8626 IS-Mail - Direct Request	6,957	9,002	0	0	0	0	0.0
8632 IS-GIS (Geographic Info)	3,881	0	238	238	659	421	176.8
8634 IS-Security Srvcs City Hall	9,608	11,868	12,383	12,383	17,929	5,546	44.7
8641 IS-MS Licensing	0	1,159	1,127	1,127	1,110	-17	-1.5
*** TOTAL INTERNAL SERVICE CHARGES	166,814	177,490	188,903	188,903	224,783	35,880	18.9
*** TOTAL BUDGET	1,502,969	1,577,940	1,780,917	1,785,917	1,886,422	100,505	5.6
REVENUE							
9165 General Fund-Unspecified	1,502,969	1,577,940	1,780,917	1,785,917	1,886,422	100,505	5.6
*** TOTAL FUNDING	1,502,969	1,577,940	1,780,917	1,785,917	1,886,422	100,505	5.6

**DEPARTMENT
SUMMARY**
City Manager

Mission Statement

To implement City Council policy directives, provide leadership, manage City operations to deliver efficient and effective government service, and to strengthen communication and partnership with the community.

Program Description

The City Manager's Office provides oversight and direction to all City programs to ensure that they meet the needs of the community and respond to City Council goals. The City Manager also provides direct leadership on critical issues such as the seismic retrofit of City Hall; affordable housing and green building program. The Public Affairs Office is located in the City Manager's Office to support community relations.

Departmental Relationship to City Council Goals

Leadership and direction from the City Manager's Office ensures that all departments are responding to City Council goals, applying policy consistently, identifying key issues that need Council direction, keeping abreast of the changing needs of the community, and planning the services, programs and projects that will ensure Pasadena maintains its status and character as a great community in which to live, work and play.

Major Accomplishments

The City Manager's Office continued its goal of implementing City Council policy and focusing on those issues which are critical to the City of Pasadena. Some of the major topics addressed this year included a more concentrated focus on city-wide housing. Examples included: Housing Agenda For Action and the resultant City Council approval of the Affordable Housing Plan including immediate, short and long term housing initiatives. Staff continued to work jointly with the Pasadena Unified School District on various projects including security at the schools, and the opening of Madison School for joint use/ school park site. The City Hall seismic retrofit project was substantially completed and Staff began moving into the building in April. Staff was actively involved with both Federal and State legislation that impacted the City's ability to maintain local control and preserve funding.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	12.67	37.92	39.05	39.05	39.05
Appropriations	22,229,520	25,797,116	39,574,260	39,574,449	39,787,811

Summary of Appropriations and Revenues					
	FY 2005	FY 2006	FY 2007	FY 2007	FY 2008
	Actual	Actual	Adopted	Revised	Recommended
Sources by Fund					
General	1,997,068	2,433,523	2,379,858	2,380,047	2,628,531
Light and Power	15,937	15,937	16,574	16,574	17,071
Water	8,582	8,582	8,925	8,925	9,193
Rental Assistance Program	10,738,067	10,555,966	11,050,400	11,050,400	11,184,470
Supportive Housing Programs	2,775,815	2,104,115	2,770,342	2,770,342	2,669,392
Community Development					
Block Grant	2,797,998	2,832,245	2,468,527	2,468,527	2,530,199
Affordable Housing Production	3,896,053	7,846,748	10,932,267	10,932,267	8,892,949
Fund Balance (various funds)			9,947,367	9,947,367	11,856,006
Total Sources by Fund	22,229,520	25,797,116	39,574,260	39,574,449	39,787,811

Departmental Results Statements

Result 1: Maintain financial health of the City.

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 1.1 Bond rating					
A. AA	AA+	AA	100%	AA	AA
Measure 1.2 Annual management audit letter					
A. Unconditioned approval.	UA	UA	100%	UA	UA

Result 2: Create environment to maintain stable workforce.

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 2.1 Response to employee survey of "Pasadena is a great place to work" (biennial survey)					
A. 90%	90%	90%	100%	n/a	90%
Measure 2.2 Turnover rate (excluding regular service retirements)					
A. 6% annual turnover rate.	6.0%	6.0%	100%	6%	6%
Measure 2.3 Employees are evaluated annually.					
A. 85% of employee evaluations completed at least once annually.	97.0%	85.0%	100%	85.0%	85.0%

City Manager

Result 3: Expanded access to affordable, decent, safe and sanitary housing by low and moderate income persons, including the elderly and those with special needs.

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 3.1 Number of affordable housing units under construction or under contract, with approved public financing awaiting construction.					
A. Affordable housing units under construction, completed, or in negotiation.	178	152	100%	327	327
Measure 3.2 Number of units provided with home ownership assistance.					
A. Units provided with ownership financing assistance.	7	24	29%	24	24
Measure 3.3 Occupancy rate maintained in Section 8 HCV Program.					
A. Percentage occupancy rate of the 1,315 households assisted in the Section 8 Program.	95%	98%	97%	98%	98%
Measure 3.4 Occupancy maintained in the Supportive Housing Program					
A. Occupancy rate for the 150 households assisted by the Supportive Housing Program.	95%	95%	100%	95%	95%
Measure 3.5 Distribution of Community Development Block Grant (CDBG) funds.					
A. Percentage of CDBG funds expended.	95%	95%	100%	95%	95%

Changes from Prior Year

- **Cost Changes:** The net increase of \$213,362 from fiscal year revised 2007 budget is primarily attributable to increases in salary and benefit rates totaling \$284,408, in Services and Supplies and Internal Service Charges totaling \$62,863, in Supportive Housing Program for Homeless Prevention \$475,000 and for the Home Emergency Rental Assistance Program (ERAD) \$100,000. There were reductions in CDBG funds of \$122,181, in Affordable Housing Production funds for Home Ownership Program \$206,000, in the Rental Rehabilitation & Development Program \$150,000, and in debt service requirements of \$230,539.

Future Outlook

The City Manager's Office will continue to provide the leadership necessary to implement the City Council's goals and policies. Through continued discussions with the City Executive Committee, long term planning and strategies will guide the City as we embark on changes regarding development, housing, land use, legislative impacts, new technologies, and environmental issues.

**DIVISION
SUMMARY**
City Manager

Mission Statement

To implement City Council policy directives, provide leadership, manage City operations to deliver efficient and effective government service, and to strengthen communication and partnership with the community.

Program Description

The City Manager's Office provides oversight and direction to all City programs to ensure that they meet the needs of the community and respond to City Council goals. The City Manager also provides direct leadership on critical issues such as the seismic retrofit of City Hall and affordable housing needs. The Public Affairs Office supports community relations. The City Manager's Office provides staff support to the Legislative Policy Committee.

Departmental Relationship to City Council Goals

Leadership and direction from the City Manager's Office ensures that all departments are responding to City Council goals, applying policy consistently, identifying key issues that need Council direction, keeping abreast of the changing needs of the community, and planning the services, programs and projects that will ensure Pasadena maintains its status and character as a great community in which to live, work and play.

Major Accomplishments

Please refer to the Major Accomplishments section under the Department Summary.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	12.67	12.87	13.00	13.00	13.00
Appropriations	2,021,587	2,458,042	2,405,357	2,405,546	2,654,795
Sources by Fund					
General	1,997,068	2,433,523	2,379,858	2,380,047	2,628,531
Light & Power	15,937	15,937	16,574	16,574	17,071
Water	8,582	8,582	8,925	8,925	9,193
Total Sources by Fund	2,021,587	2,458,042	2,405,357	2,405,546	2,654,795

Changes from Prior Year

- *Cost Changes:* The change from fiscal year revised 2007 budget is an increase of \$249,248. The change includes scheduled increases in salary and benefit rates totaling \$181,428, increases in Services and Supplies, \$23,933 and Internal Services charges of \$43,888.

Future Outlook

Future issues expected to impact the City Manager's Office continue to include protection of local revenues, strategic response to the State budget deficit and rising costs, strong pressure for development, traffic and environmental issues associated with development. Additional issues will include identification of funding for parks and open space, implementation of the Arroyo Seco master plans, the identification of new affordable housing initiatives, implementation of the Green Building Program; and the implementation of phase II of the Gold Line light rail.

**DIVISION
SUMMARY**

Housing and Community Development

Mission Statement

To build viable urban communities with decent housing, suitable living environments, and accessible economic opportunities, for persons of low, moderate and middle income, as well as reduce/prevent homelessness.

Program Description

Housing and Community Development, via the City's Inclusionary Housing, Section 8 Housing Choice Voucher, Low and Moderate Income Housing Trust Fund, Community Development Block Grant (CDBG), Supportive Housing, Emergency Shelter Grant (ESG), Workforce Housing, Density Bonus and Affordable Housing Fee Waiver programs as well as State of California loans and grants, supports a myriad of active affordable/workforce housing initiatives where financial assistance is made available directly or indirectly to very low, low, moderate, and middle-income households. Activities include the assessment of community housing and economic needs, provision of goods and services by local businesses and non-profits, provision of affordable/workforce housing opportunities and the monitoring of these activities to determine their success in meeting housing and community development needs. These efforts are being undertaken to create neighborhood vitality and livability while fostering economic prosperity for the City, its residents and businesses.

Major Accomplishments

During fiscal year 2007, the Division accomplished the following:

Housing Production

- Completed construction of Orange Grove Gardens (39 rental units)
- Initiated construction of Fair Oaks Court (44 low/moderate/workforce/market ownership units)
- Initiated New Revelation Permanent Supportive Housing (8 rental units)
- Implemented the Inclusionary Housing Program (355 units)
- Implemented Homeownership Opportunity Program (6 low/moderate income homebuyers)
- Implemented Heritage Square Development (130 rental/ownership units)

Community Development

- Implemented Human/Public Services (21 agencies/20,000 clients assisted)
- Implemented Neighborhood Housing Rehabilitation Programs (64 units/70 yards)
- Implemented Emergency and Bad Weather Shelters (1,500 households assisted)
- Implemented Economic Development Programs (6 programs/4,000 jobs created or retained)
- Implemented the Code Enforcement Inspections (4,000 inspections performed)
- Implemented Rebuilding Together Pasadena (12 homes)
- Implemented Tenant Protection Ordinance

Rental Assistance Program

- Implemented the Section 8 Housing Choice Voucher Program (1,500 low income households assisted)
- Implemented the Section 8 Project-based Rental Assistance Program (44 rental units)
- Implemented the Public Housing Authority (PHA) 2006-2007 Annual Plan
- Implemented the Section Eight Management Assessment Program (SEMAP - 100% rating)
- Implemented the Section 8 Housing Choice Voucher Program Elite Software Application
- Completed City of Pasadena Housing Market Rental & Sales Analysis

Supportive Housing Program

- Implemented Supportive Housing Program (152 low-income households assisted)
- Implemented the 10 Year Strategy to End Homelessness
- Initiated the Homeless Prevention Program

Summary of Appropriations and Revenues

	FY 2005	FY 2006	FY 2007	FY 2007	FY 2008
	Actual	Actual	Adopted	Revised	Recommended
FTEs	24.90	24.90	26.05	26.05	26.05
Appropriations	20,207,933	23,339,074	37,168,903	37,168,903	37,133,017
Sources by Fund					
Rental Assistance Program	10,738,067	10,555,966	11,050,400	11,050,400	11,184,470
Supportive Housing Programs	2,775,815	2,104,115	2,770,342	2,770,342	2,669,392
Community Development					
Block Grant	2,797,998	2,832,245	2,468,527	2,468,527	2,530,199
Affordable Housing Production	3,896,053	7,846,748	10,932,267	10,932,267	8,892,949
Fund Balance (various funds)			9,947,367	9,947,367	11,856,006
Total Sources by Fund	20,207,933	23,339,074	37,168,903	37,168,903	37,133,017

Changes from Prior Year

- *Cost Changes:* The net decrease of \$35,886 from fiscal year 2007 Revised Budget is primarily attributable to increases in salary and benefit rates totaling \$102,980, increases in Supportive Housing Program for Homeless Prevention \$475,000 and for the Home Emergency Rental Assistance Program (ERAD), \$100,000. There were also reductions in CDBG funds of \$122,181, in Affordable Housing Production funds for Home Ownership Program \$206,000, for the Rental Rehabilitation & Development Program \$150,000, and debt service requirements of \$230,539.

Future Outlook

The City's approach to the provision of affordable/workforce housing and community development opportunities shall be through the increased delivery of public and non-public services, preservation of the existing affordable housing stock, implementation of inclusionary requirements and the provision of incentives for the preservation, construction and financing of affordable housing opportunities with a focus on the housing and economic assistance needs of very low, low and moderate and middle-income tenants, owners, and prospective homebuyers.

In an effort to achieve these results, the City shall pursue its new affordable/workforce housing initiatives as well as leverage other funding sources. In the long term, prospects are good if the City continues to engage in the use of new tools to overcome the increasing cost of housing while also recognizing the need for greater subsidies per household. If new funding resources and leveraged financing can be accessed, it is quite probable that the number of households assisted will be increased.

GRAIL ANALYSIS

MSI:

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	37,570	37,920	39,050	39,050	39,050	0,000	
NON-REGULAR	0,000	0,000	0,000	0,000	0,000	0,000	
TOTAL EMPLOYEES	37,570	37,920	39,050	39,050	39,050	0,000	
PERSONNEL							
8005 Regular Pay - PERS	1,866,670	2,238,939	2,988,336	2,988,337	3,133,481	145,144	4.8
8010 Non Benefit Employees	22,096	21,197	9,146	9,146	9,146	0	0.0
8011 Overtime Pay	3,061	1,920	399	399	407	8	2.0
8018 PST-Part Time Employees - PARS	3,722	386	0	0	0	0	0.0
8020 Management Benefit	2,992	3,184	0	0	0	0	0.0
8023 Auto Allowance	16,531	22,984	23,367	23,556	25,356	1,800	7.6
8024 Personal Dvlpmt Allowance	8,400	13,150	11,750	11,750	11,750	0	0.0
8027 Workers' Compensation	75,918	74,983	12,004	12,002	33,958	21,956	182.9
8031 General Liability	8,131	12,199	1,682	1,682	1,682	0	0.0
8036 Vacation Pay	0	468	0	0	0	0	0.0
8037 Miscellaneous Pay	0	3,403	0	0	0	0	0.0
8038 PERS-Employee Portion	137,653	166,693	209,184	209,184	229,799	20,615	9.8
8040 PERS-City Portion	47,523	185,698	219,344	219,344	241,591	22,247	10.1
8041 PARS-City Portion	148	14	0	0	0	0	0.0
8044 Life Insurance	2,193	2,452	2,988	2,988	3,134	146	4.8
8045 Dental Insurance	15,059	16,597	17,809	17,809	18,903	1,094	6.1
8046 Medicare-City Contributn	23,650	27,580	43,337	43,337	45,443	2,106	4.8
8047 Long Term Disability	10,534	14,722	4,482	4,482	5,327	845	18.8
8048 Child Care Subsidies	252	237	462	462	462	0	0.0
8049 Emp Opt Ben Fd (EOBF)	248,783	303,570	316,305	316,305	383,958	67,653	21.3
8050 Benefits (VHS)	351,740	360,228	26,473	26,473	27,267	794	2.9
8054 Vision Care	48	97	0	0	0	0	0.0
8056 Accrued payroll	3,966	7,448	0	0	0	0	0.0
8058 Benefits Administration	51,110	121,739	0	0	0	0	0.0
*** TOTAL PERSONNEL	2,900,180	3,599,888	3,887,068	3,887,256	4,171,664	284,408	7.3
SERVICES AND SUPPLIES							
8101 Materials & Supplies	51,616	101,777	55,087	55,087	55,087	0	0.0
8105 Lease Payments	60,549	27,035	152,499	152,499	153,011	512	0.3
8106 Rent Expense	1,475	0	0	0	0	0	0.0
8107 Equipment Lease Payments	9,455	15,802	14,000	14,000	14,000	0	0.0
8108 Computer Related Supplies	914	1,383	26,200	26,200	17,700	-8,500	-32.4
8109 Equipt Purchases Under \$10,000	9,100	26,133	39,800	39,800	39,800	0	0.0
8110 Outside Printing and Duplicating	31,055	32,451	41,300	41,300	41,300	0	0.0
8112 Legal Advertising	4,753	3,488	5,900	5,900	5,900	0	0.0
8113 Photo Copy Machine Maint	16,722	6,712	8,500	8,500	8,500	0	0.0
8114 Other Contract Services	414,991	731,104	575,143	575,143	584,864	9,721	1.6
8115 Consultant Services	162,289	289,810	135,500	135,500	150,500	15,000	11.0
8116 Contract Maintenance	880	331	550	550	550	0	0.0
8117 Data Processing Operations	2,400	0	0	0	0	0	0.0
8118 Outside Legal Services	0	98	0	0	0	0	0.0
8122 Support to Advisory	224	0	0	0	0	0	0.0

GRAIL ANALYSIS

MSI:

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
Committees							
8123 Moving Expenses	0	1,229	0	0	0	0	0.0
8124 Dues and Memberships	7,085	12,270	9,750	9,750	9,750	0	0.0
8125 Special Civic Events	13,323	7,985	12,000	12,000	12,000	0	0.0
8126 Conf & Mtgs - Comm & Committees	0	49	0	0	0	0	0.0
8127 Conferences & Meetings	21,091	21,727	19,557	19,557	19,557	0	0.0
8128 Mileage	2,065	2,189	3,000	3,000	3,000	0	0.0
8129 Education	468	1,164	2,000	2,000	2,000	0	0.0
8130 Training Costs	0	3,070	1,560	1,560	1,560	0	0.0
8135 Reference Matls Subscriptions	2,291	2,644	6,800	6,800	6,800	0	0.0
8137 Gas and Lubricants	19	25	0	0	0	0	0.0
8139 Water	1,251	0	0	0	0	0	0.0
8140 Telephone	922	874	5,900	5,900	5,900	0	0.0
8142 Electric	6,270	7,212	0	0	0	0	0.0
8143 City Hall Space Rental	85,076	138,414	0	0	0	0	0.0
8144 Postage	58,155	64,578	61,150	61,150	68,350	7,200	11.7
8149 Fiscal Agent/Bank Fees & Charges	31,369	210,639	0	0	0	0	0.0
8150 Cash Over and Short	4	10	0	0	0	0	0.0
8160 Housing Assistance Fee	13,918	0	0	0	0	0	0.0
8164 Planning	31,912	0	0	0	0	0	0.0
8177 Program Expenditures	0	132,672	0	0	0	0	0.0
8178 Program Expenditure Recovery	0	-255	0	0	0	0	0.0
8184 Current Year - Indirect Costs	113,783	110,862	241,331	241,331	248,571	7,240	3.0
8187	0	-100	0	0	0	0	0.0
8212 Permits and Fees	0	62	0	0	0	0	0.0
8218 Vehicle Rental	227	116	0	0	0	0	0.0
8290 Cell Phone Reimbsmnt	-1,488	-981	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	1,154,164	1,952,579	1,417,527	1,417,527	1,448,700	31,173	2.1
EQUIPMENT							
8504 Equipment	28,745	0	3,000	3,000	3,000	0	0.0
8506 Computer Equipment	0	0	2,000	2,000	2,000	0	0.0
*** TOTAL EQUIPMENT	28,745	0	5,000	5,000	5,000	0	0.0
*** SUBTOTAL	4,083,089	5,552,467	5,309,595	5,309,783	5,625,364	315,581	5.9
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	27,078	22,690	24,870	24,870	37,247	12,377	49.7
8602 IS-Tenant Improvements	26,505	9,065	0	0	0	0	0.0
8603 IS-Lockshop	416	584	0	0	0	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	16,049	13,056	13,145	13,145	18,885	5,740	43.6
8605 IS-Housekeeping Serv	27,918	18,893	18,550	18,550	24,552	6,002	32.3
8606 IS-Floors and Windows	4,258	0	800	800	800	0	0.0
8607 IS-Printing	48,118	72,749	48,282	48,282	48,282	0	0.0
8608 IS-Mail Services	5,540	5,865	6,226	6,226	6,482	256	4.1
8609 IS-Telephones	37,108	44,324	41,053	41,053	49,391	8,338	20.3
8611 IS-Application Devel &	9,826	5,497	31,226	31,226	31,226	0	0.0

GRAIL ANALYSIS

MSI:

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
Support							
8612 IS-PC&Net Service Center	72,896	46,842	39,657	39,657	50,399	10,742	27.0
8616 IS-Fleet Maint - Equip	542	0	0	0	0	0	0.0
Maintenance							
8620 Bldg Preventive Maintenance	9,739	7,922	7,922	7,922	11,143	3,221	40.6
8621 IS-Radio - Direct Request	546	0	0	0	0	0	0.0
8622 IS-Telephone - Usage	16,338	11,728	16,833	16,833	16,833	0	0.0
8623 IS-PC Training	0	0	8,798	8,798	8,798	0	0.0
8624 IS-Enterprise Network	43,279	45,720	44,723	44,723	52,685	7,962	17.8
8626 IS-Mail - Direct Request	304	699	0	0	0	0	0.0
8632 IS-GIS (Geographic Info)	15,005	0	2,939	2,939	3,244	305	10.3
8634 IS-Security Srvcs City Hall	10,133	10,130	10,574	10,574	15,566	4,992	47.2
8641 IS-MS Licensing	0	7,880	4,226	4,226	4,334	108	2.5
*** TOTAL INTERNAL SERVICE CHARGES	371,598	323,644	319,824	319,824	379,867	60,043	18.7
*** TOTAL BUDGET	4,454,687	5,876,111	5,629,419	5,629,607	6,005,231	375,624	6.6
REVENUE							
6227 HUD- CDBG	473,678	438,722	460,732	460,733	477,175	16,442	3.5
6230 HUD - Section 8	1,256,377	1,309,302	1,316,328	1,316,326	1,374,126	57,800	4.3
6724 Inclusionary Hous Fund	137,905	250,000	575,000	575,000	595,755	20,755	3.6
9165 General Fund-Unspecified	1,997,068	2,433,523	2,379,858	2,380,047	2,628,531	248,484	10.4
9219 Light and Power Fund	15,937	15,937	16,574	16,574	17,071	497	2.9
9345 Pasadena Comm Dev Comm	565,140	1,420,045	872,002	872,002	903,380	31,378	3.5
9565 Water Fund	8,582	8,582	8,925	8,925	9,193	268	3.0
*** TOTAL FUNDING	4,454,687	5,876,111	5,629,419	5,629,607	6,005,231	375,624	6.6

GRAIL ANALYSIS

MSI:
FUND: General Fund

DEPARTMENT: City Manager

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	12,670	12,870	13,000	13,000	13,000	0,000	
NON-REGULAR	0,000	0,000	0,000	0,000	0,000	0,000	
TOTAL EMPLOYEES	12,670	12,870	13,000	13,000	13,000	0,000	
PERSONNEL							
8005 Regular Pay - PERS	739,095	880,105	1,204,494	1,204,494	1,303,114	98,620	8.1
8010 Non Benefit Employees	0	19,456	0	0	0	0	0.0
8011 Overtime Pay	1,948	1,827	0	0	0	0	0.0
8018 PST-Part Time Employees - PARS	275	236	0	0	0	0	0.0
8020 Management Benefit	2,992	3,184	0	0	0	0	0.0
8023 Auto Allowance	9,866	15,504	16,578	16,767	18,300	1,533	9.1
8024 Personal Dvlpmt Allowance	4,150	6,900	6,500	6,500	6,500	0	0.0
8027 Workers' Compensation	32,969	23,409	4,818	4,818	14,074	9,256	192.1
8031 General Liability	8,131	0	0	0	0	0	0.0
8037 Miscellaneous Pay	0	358	0	0	0	0	0.0
8038 PERS-Employee Portion	58,548	67,493	84,314	84,314	101,672	17,358	20.5
8040 PERS-City Portion	20,169	75,602	88,410	88,410	100,470	12,060	13.6
8041 PARS-City Portion	11	10	0	0	0	0	0.0
8044 Life Insurance	1,220	1,321	1,205	1,205	1,303	98	8.1
8045 Dental Insurance	5,149	5,477	5,928	5,928	6,292	364	6.1
8046 Medicare-City Contributn	10,355	11,890	17,465	17,465	18,896	1,431	8.1
8047 Long Term Disability	4,138	5,186	1,807	1,807	2,215	408	22.5
8049 Emp Opt Ben Fd (EOBF)	92,244	108,019	105,300	105,300	145,600	40,300	38.2
8050 Benefits (VHS)	140,030	141,608	0	0	0	0	0.0
8054 Vision Care	48	97	0	0	0	0	0.0
8056 Accrued payroll	3,966	7,448	0	0	0	0	0.0
8058 Benefits Administration	19,258	47,936	0	0	0	0	0.0
*** TOTAL PERSONNEL	1,154,562	1,423,066	1,536,819	1,537,008	1,718,436	181,428	11.8
SERVICES AND SUPPLIES							
8101 Materials & Supplies	30,883	60,758	31,119	31,119	31,119	0	0.0
8105 Lease Payments	0	27,035	17,076	17,076	17,588	512	2.9
8107 Equipment Lease Payments	0	3,506	4,500	4,500	4,500	0	0.0
8108 Computer Related Supplies	835	1,383	10,200	10,200	1,700	-8,500	-83.3
8109 Equipt Purchases Under \$10,000	5,041	11,873	10,000	10,000	10,000	0	0.0
8110 Outside Printing and Duplicating	31,055	32,451	31,300	31,300	31,300	0	0.0
8112 Legal Advertising	29	23	0	0	0	0	0.0
8113 Photo Copy Machine Maint	8,037	6,016	5,500	5,500	5,500	0	0.0
8114 Other Contract Services	336,857	424,562	431,706	431,706	441,427	9,721	2.2
8115 Consultant Services	109,399	159,594	53,000	53,000	68,000	15,000	28.3
8116 Contract Maintenance	880	331	550	550	550	0	0.0
8123 Moving Expenses	0	1,229	0	0	0	0	0.0
8124 Dues and Memberships	6,057	7,623	5,950	5,950	5,950	0	0.0
8125 Special Civic Events	12,953	7,770	12,000	12,000	12,000	0	0.0
8127 Conferences & Meetings	15,740	11,022	11,557	11,557	11,557	0	0.0

MSI:
FUND: General Fund

DEPARTMENT: City Manager

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8128 Mileage	543	505	0	0	0	0	0.0
8129 Education	289	755	0	0	0	0	0.0
8130 Training Costs	0	3,000	1,560	1,560	1,560	0	0.0
8135 Reference Matls Subscriptions	1,604	2,344	3,500	3,500	3,500	0	0.0
8137 Gas and Lubricants	19	0	0	0	0	0	0.0
8140 Telephone	922	874	5,900	5,900	5,900	0	0.0
8142 Electric	6,270	7,212	0	0	0	0	0.0
8144 Postage	48,157	58,160	45,050	45,050	52,250	7,200	15.9
8150 Cash Over and Short	4	10	0	0	0	0	0.0
8178 Program Expenditure Recovery	0	-255	0	0	0	0	0.0
8187	0	-100	0	0	0	0	0.0
8212 Permits and Fees	0	62	0	0	0	0	0.0
8218 Vehicle Rental	94	72	0	0	0	0	0.0
8290 Cell Phone Reimbsmnt	-1,206	-981	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	614,462	826,834	680,468	680,468	704,401	23,933	3.5
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	1,769,024	2,249,900	2,217,287	2,217,476	2,422,837	205,361	9.2
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	21,928	22,690	24,870	24,870	37,247	12,377	49.7
8602 IS-Tenant Improvements	26,150	4,730	0	0	0	0	0.0
8603 IS-Lockshop	271	584	0	0	0	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	12,996	13,056	13,145	13,145	18,885	5,740	43.6
8605 IS-Housekeeping Serv	23,611	18,893	18,550	18,550	24,552	6,002	32.3
8606 IS-Floors and Windows	0	0	800	800	800	0	0.0
8607 IS-Printing	21,321	37,224	25,400	25,400	25,400	0	0.0
8608 IS-Mail Services	2,095	1,764	2,067	2,067	2,158	91	4.4
8609 IS-Telephones	23,964	25,496	19,892	19,892	17,865	-2,027	-10.1
8611 IS-Application Devel & Support	4,651	4,249	0	0	0	0	0.0
8612 IS-PC&Net Service Center	72,896	37,342	39,657	39,657	50,399	10,742	27.0
8616 IS-Fleet Maint - Equip Maintenance	542	0	0	0	0	0	0.0
8620 Bldg Preventive Maintenanc e	7,886	7,922	7,922	7,922	11,143	3,221	40.6
8622 IS-Telephone - Usage	6,230	4,679	5,500	5,500	5,500	0	0.0
8623 IS-PC Training	0	0	3,000	3,000	3,000	0	0.0
8624 IS-Enterprise Network	16,366	14,476	14,848	14,848	17,539	2,691	18.1
8626 IS-Mail - Direct Request	0	30	0	0	0	0	0.0
8632 IS-GIS (Geographic Info)	3,450	0	442	442	461	19	4.2
8634 IS-Security Srvcs City Ha ll	8,206	10,130	10,574	10,574	15,566	4,992	47.2
8641 IS-MS Licensing	0	4,877	1,403	1,403	1,443	40	2.8
*** TOTAL INTERNAL SERVICE CHARGES	252,563	208,142	188,070	188,070	231,958	43,888	23.3

GRAIL ANALYSIS

MSI:
FUND: General Fund
DEPARTMENT: City Manager

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
*** TOTAL BUDGET	2,021,587	2,458,042	2,405,357	2,405,546	2,654,795	249,249	10.3
REVENUE							
9165 General Fund-Unspecified	1,997,068	2,433,523	2,379,858	2,380,047	2,628,531	248,484	10.4
9219 Light and Power Fund	15,937	15,937	16,574	16,574	17,071	497	2.9
9565 Water Fund	8,582	8,582	8,925	8,925	9,193	268	3.0
*** TOTAL FUNDING	2,021,587	2,458,042	2,405,357	2,405,546	2,654,795	249,249	10.3

MSI:

DEPARTMENT: City Manager-Housing

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	24.900	25.050	26.050	26.050	26.050	0.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	24.900	25.050	26.050	26.050	26.050	0.000	
PERSONNEL							
8005 Regular Pay - PERS	1,127,575	1,358,834	1,783,842	1,783,843	1,830,367	46,524	2.6
8010 Non Benefit Employees	22,096	1,741	9,146	9,146	9,146	0	0.0
8011 Overtime Pay	1,113	93	399	399	407	8	2.0
8018 PST-Part Time Employees - PARS	3,447	150	0	0	0	0	0.0
8023 Auto Allowance	6,665	7,480	6,789	6,789	7,056	267	3.9
8024 Personal Dvlpmt Allowance	4,250	6,250	5,250	5,250	5,250	0	0.0
8027 Workers' Compensation	42,949	51,574	7,186	7,184	19,884	12,700	176.7
8031 General Liability	0	12,199	1,682	1,682	1,682	0	0.0
8036 Vacation Pay	0	468	0	0	0	0	0.0
8037 Miscellaneous Pay	0	3,045	0	0	0	0	0.0
8038 PERS-Employee Portion	79,105	99,200	124,870	124,870	128,127	3,257	2.6
8040 PERS-City Portion	27,354	110,096	130,934	130,934	141,121	10,187	7.7
8041 PARS-City Portion	137	4	0	0	0	0	0.0
8044 Life Insurance	973	1,131	1,783	1,783	1,831	48	2.6
8045 Dental Insurance	9,910	11,120	11,881	11,881	12,611	730	6.1
8046 Medicare-City Contributn	13,295	15,690	25,872	25,872	26,547	675	2.6
8047 Long Term Disability	6,396	9,536	2,675	2,675	3,112	437	16.3
8048 Child Care Subsidies	252	237	462	462	462	0	0.0
8049 Emp Opt Ben Fd (EOBF)	156,539	195,551	211,005	211,005	238,358	27,353	12.9
8050 Benefits (VHS)	211,710	218,620	26,473	26,473	27,267	794	2.9
8058 Benefits Administration	31,852	73,803	0	0	0	0	0.0
*** TOTAL PERSONNEL	1,745,618	2,176,822	2,350,249	2,350,248	2,453,228	102,980	4.3
SERVICES AND SUPPLIES							
8101 Materials & Supplies	20,733	41,019	23,968	23,968	23,968	0	0.0
8105 Lease Payments	60,549	0	135,423	135,423	135,423	0	0.0
8106 Rent Expense	1,475	0	0	0	0	0	0.0
8107 Equipment Lease Payments	9,455	12,296	9,500	9,500	9,500	0	0.0
8108 Computer Related Supplies	79	0	16,000	16,000	16,000	0	0.0
8109 Equipt Purchases Under \$10,000	4,059	14,260	29,800	29,800	29,800	0	0.0
8110 Outside Printing and Duplicating	0	0	10,000	10,000	10,000	0	0.0
8112 Legal Advertising	4,724	3,465	5,900	5,900	5,900	0	0.0
8113 Photo Copy Machine Maint	8,685	696	3,000	3,000	3,000	0	0.0
8114 Other Contract Services	78,134	306,542	143,437	143,437	143,437	0	0.0
8115 Consultant Services	52,890	130,216	82,500	82,500	82,500	0	0.0
8117 Data Processing Operations	2,400	0	0	0	0	0	0.0
8118 Outside Legal Services	0	98	0	0	0	0	0.0
8122 Support to Advisory Committees	224	0	0	0	0	0	0.0
8124 Dues and Memberships	1,028	4,647	3,800	3,800	3,800	0	0.0

MSI:

DEPARTMENT: City Manager-Housing

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8125 Special Civic Events	370	215	0	0	0	0	0.0
8126 Conf & Mtgs - Comm & Committees	0	49	0	0	0	0	0.0
8127 Conferences & Meetings	5,351	10,705	8,000	8,000	8,000	0	0.0
8128 Mileage	1,522	1,684	3,000	3,000	3,000	0	0.0
8129 Education	179	409	2,000	2,000	2,000	0	0.0
8130 Training Costs	0	70	0	0	0	0	0.0
8135 Reference Matls Subscriptions	687	300	3,300	3,300	3,300	0	0.0
8137 Gas and Lubricants	0	25	0	0	0	0	0.0
8139 Water	1,251	0	0	0	0	0	0.0
8143 City Hall Space Rental	85,076	138,414	0	0	0	0	0.0
8144 Postage	9,998	6,418	16,100	16,100	16,100	0	0.0
8149 Fiscal Agent/Bank Fees & Charges	31,369	210,639	0	0	0	0	0.0
8160 Housing Assistance Fee	13,918	0	0	0	0	0	0.0
8164 Planning	31,912	0	0	0	0	0	0.0
8177 Program Expenditures	0	132,672	0	0	0	0	0.0
8184 Current Year - Indirect C osts	113,783	110,862	241,331	241,331	248,571	7,240	3.0
8218 Vehicle Rental	133	44	0	0	0	0	0.0
8290 Cell Phone Reimbsmnt	-282	0	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	539,702	1,125,745	737,059	737,059	744,299	7,240	0.9
EQUIPMENT							
8504 Equipment	28,745	0	3,000	3,000	3,000	0	0.0
8506 Computer Equipment	0	0	2,000	2,000	2,000	0	0.0
*** TOTAL EQUIPMENT	28,745	0	5,000	5,000	5,000	0	0.0
*** SUBTOTAL	2,314,065	3,302,567	3,092,308	3,092,307	3,202,527	110,220	3.5
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	5,150	0	0	0	0	0	0.0
8602 IS-Tenant Improvements	355	4,335	0	0	0	0	0.0
8603 IS-Lockshop	145	0	0	0	0	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	3,053	0	0	0	0	0	0.0
8605 IS-Housekeeping Serv	4,307	0	0	0	0	0	0.0
8606 IS-Floors and Windows	4,258	0	0	0	0	0	0.0
8607 IS-Printing	26,797	35,525	22,882	22,882	22,882	0	0.0
8608 IS-Mail Services	3,445	4,101	4,159	4,159	4,324	165	3.9
8609 IS-Telephones	13,144	18,828	21,161	21,161	31,526	10,365	48.9
8611 IS-Application Devel & Support	5,175	1,248	31,226	31,226	31,226	0	0.0
8612 IS-PC&Net Service Center	0	9,500	0	0	0	0	0.0
8620 Bldg Preventive Maintenanc e	1,853	0	0	0	0	0	0.0
8621 IS-Radio - Direct Request	546	0	0	0	0	0	0.0
8622 IS-Telephone - Usage	10,108	7,049	11,333	11,333	11,333	0	0.0
8623 IS-PC Training	0	0	5,798	5,798	5,798	0	0.0
8624 IS-Enterprise Network	26,913	31,244	29,875	29,875	35,146	5,271	17.6

GRAIL ANALYSIS

MSI:

DEPARTMENT: City Manager-Housing

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8626 IS-Mail - Direct Request	304	669	0	0	0	0	0.0
8632 IS-GIS (Geographic Info)	11,555	0	2,497	2,497	2,783	286	11.4
8634 IS-Security Srvcs City Ha ll	1,927	0	0	0	0	0	0.0
8641 IS-MS Licensing	0	3,003	2,823	2,823	2,891	68	2.4
*** TOTAL INTERNAL SERVICE CHARGES	119,035	115,502	131,754	131,754	147,909	16,155	12.2
*** TOTAL BUDGET	2,433,100	3,418,069	3,224,062	3,224,061	3,350,436	126,375	3.9
REVENUE							
6227 HUD- CDBG	473,678	438,722	460,732	460,733	477,175	16,442	3.5
6230 HUD - Section 8	1,256,377	1,309,302	1,316,328	1,316,326	1,374,126	57,800	4.3
6724 Inclusionary Hous Fund	137,905	250,000	575,000	575,000	595,755	20,755	3.6
9345 Pasadena Comm Dev Comm	565,140	1,420,045	872,002	872,002	903,380	31,378	3.5
*** TOTAL FUNDING	2,433,100	3,418,069	3,224,062	3,224,061	3,350,436	126,375	3.9

OFFICE OF THE CITY MANAGER
HOUSING AND COMMUNITY DEVELOPMENT
FISCAL YEAR 2007-2008 RECOMMENDED OPERATING BUDGET

FUND NAME	TOTALS	HOUSING ADMINISTRATION	AFFORDABLE HOUSING PRODUCTION	RENTAL ASSISTANCE	SUPPORTIVE HOUSING SERVICES	COMMUNITY DEVELOPMENT
FTE	26.05	2.36	3.7	13	3.61	3.38
EXPENDITURES						
Administration						
Personnel	2,453,228	245,222	435,922	1,070,187	314,780	387,117
Service and Supplies	525,565	138,437	111,300	146,015	85,008	44,805
Indirect Costs	248,571	-	117,515	88,436	12,301	30,319
Internal Service Charges	147,909	28,680	22,017	69,488	12,790	14,934
Abatement	-	-	-	-	-	-
Equipment	5,000	2,000	-	-	3,000	-
Total Administration	3,380,273	414,339	686,754	1,374,126	427,879	477,175
Debt Service						
Section 108	332,279	-	-	-	-	332,279
Tax Allocation Bonds	1,669,998	-	1,669,998	-	-	-
Total Debt Service	2,002,277	-	1,669,998	-	-	332,279
Project/Program						
Project/Program	31,750,467	-	17,762,405	9,940,804	2,326,513	1,720,745
TOTAL EXPENDITURES	37,133,017	414,339	20,119,157	11,314,930	2,754,392	2,530,199
REVENUES						
Projected Fund Balance (7/1/07)	14,722,366		13,362,650	1,274,716	85,000	-
Other Revenues						
HUD - Section 8	11,184,470	-	-	11,184,470	-	-
HUD - CDBG	2,280,199	-	-	-	-	2,280,199
HUD - HOME	1,217,277	-	942,277	-	275,000	-
HUD - Emergency Shelter	97,022	-	97,022	-	-	-
State Grant - Workforce Reward	29,000	-	29,000	-	-	-
HUD - Shelter Plus	749,574	-	-	-	749,574	-
HUD - Supportive Housing	844,818	-	-	-	844,818	-
HUD - HOPWA (Los Angeles)	55,000	-	-	-	55,000	-
State Loan - HELP	1,000,000	-	1,000,000	-	-	-
Tax Increment - LMIHTF	2,524,937	414,339	2,110,598	-	-	-
Program Income	250,000	-	-	-	-	250,000
Repayment of Housing Loans	2,050,000	-	1,475,000	-	575,000	-
Rental Income	50,400	-	50,400	-	-	-
Inclusionary Housing in Lieu Fee	1,392,315	-	1,392,315	-	-	-
Investment Income	265,000	-	265,000	-	-	-
Transfer from Projects/Programs	1,286,998	-	1,116,998	-	170,000	-
Other Sources	-	-	-	-	-	-
Total Other Revenues	25,277,010	414,339	8,478,610	11,184,470	2,669,392	2,530,199
Projected Fund Balance (6/30/08)	2,866,359	-	1,722,103	1,144,256	-	-

OFFICE OF THE CITY MANAGER
HOUSING AND COMMUNITY DEVELOPMENT
FISCAL YEAR 2007-2008 RECOMMENDED OPERATING BUDGET

RENTAL ASSISTANCE PROGRAM - SECTION 8						
	Acct	Totals	Admin	Housing Assistance	FSS	
PROJECT EXPENDITURES						
Administration						
Personnel	Various	1,070,187	1,070,187	-	-	
Supplies & Services	Various	146,015	146,015	-	-	
Indirect Costs	Various	69,488	69,488	-	-	
Internal Service Charges	8184	88,436	88,436	-	-	
Equipment	8506	-	-	-	-	
Total Admin Costs		1,374,126	1,374,126	-	-	
Program						
Housing Assistance Payments	8105	9,900,000	-	9,900,000	-	
Operating Costs		-				
Supportive Services	8177	40,804	-	-	40,804	
Total Program Costs		9,940,804	-	9,900,000	40,804	
Total Expenditures		11,314,930	1,374,126	9,900,000	40,804	
REVENUE						
Projected Fund Balance (7/1/07)		1,274,716	-	1,270,967	3,749	
Other Revenues						
HUD - Section 8	6230	11,184,470	1,029,703	10,113,963	40,804	
Transfer from Affordable Housing		350,000	350,000			
Investment Earnings	6926	-				
Total Other Revenues		11,534,470	1,379,703	10,113,963	40,804	
Projected Fund Balance (6/30/08)		1,494,256	5,577	1,484,930	3,749	

**OFFICE OF THE CITY MANAGER
HOUSING AND COMMUNITY DEVELOPMENT
FISCAL YEAR 2007-2008 RECOMMENDED OPERATING BUDGET**

SUPPORTIVE HOUSING PROGRAM										
	Acct	Totals	Project Management	Shelter Plus Care	Supportive Housing	Homeless Prevention	HOME TBRA	HOME ERAD	HOPWA	
PROJECT EXPENDITURES										
Administration										
Personnel	Various	314,780	59,814	54,966	120,000		75,000		5,000	
Supplies & Services	Various	85,008	13,578		71,430					
Indirect Costs	Various	12,301			12,301					
Internal Service Charges	8184	12,790	12,790							
Equipment	8506	3,000			3,000					
Total Admin Cost		427,879	86,182	54,966	206,731	-	75,000		5,000	
Program										
Housing Assistance Payments	8105	1,879,608	-	689,608	280,000	475,000	200,000	185,000	50,000	
Operating Cost	8188	313,928	-	-	313,928					
Supportive Service	8188	132,977	13,818	75,000	44,159					
Total Program Cost		2,326,513	13,818	764,608	638,087	475,000	200,000	185,000	50,000	
Total Expenditures		2,754,392	100,000	819,574	844,818	475,000	275,000	185,000	55,000	
REVENUE										
Projected Fund Balance (7/1/07)		85,000	-	-	-		-	85,000	-	
Other Revenues										
HUD - HOME (221)	6229	275,000					275,000			
HUD - Shelter Plus	6233	749,574		749,574						
HUD - Supportive Housing	6236	844,818			844,818					
HUD - HOPWA (Los Angeles)	6235	55,000							55,000	
Repayment of Housing Loans		575,000				475,000		100,000		
Transfer from Affordable Housing	6872	170,000	100,000	70,000						
Total Other Revenues		2,669,392	100,000	819,574	844,818	475,000	275,000	100,000	55,000	
Projected Fund Balance (6/30/08)		-	-	-	-		-	-	-	

**OFFICE OF THE CITY MANAGER
HOUSING AND COMMUNITY DEVELOPMENT
FISCAL YEAR 2007-2008 RECOMMENDED OPERATING BUDGET**

COMMUNITY DEVELOPMENT PROGRAM							
	Acct	Totals	Administration	Non-Public Services	Public Services	Debt Service	
PROJECT EXPENDITURES							
Administration							
Personnel	Various	387,117	387,117				-
Supplies & Services	Various	44,805	44,805				-
Indirect Costs	Various	14,934	14,934				-
Indirect Cost/Internal Service Charges	8184	30,319	30,319				-
Equipment	8506	-	-				-
Total Administration Cost		477,175	477,175				-
Program							
Non-public Services	8170	1,350,466		1,350,466			-
Public Services	8188	370,279			370,279		-
Debt Service	8677	332,279				332,279	-
Total Program Cost		2,053,024	-	1,350,466	370,279	332,279	-
Total Expenditures		2,530,199	477,175	1,350,466	370,279	332,279	-
REVENUE							
Projected Fund Balance (7/1/07)		-	-				-
Other Revenues							
HUD - CDBG	6227	2,280,199	477,175	1,100,466	370,279	332,279	-
Program Income	7060	250,000		250,000			-
Total Other Revenues		2,530,199	477,175	1,350,466	370,279	332,279	-
Projected Fund Balance (6/30/08)		-	-				-

**DEPARTMENT
SUMMARY**
Finance

Mission Statement

To develop fiscal policies that ensure a financially strong and effective city government. Implement financial policies and procedures that are consistently monitored and reviewed in order to maintain the financial integrity of the City and its related agencies. Being responsible for the overall financial and accounting management of the City, the Finance Department ensures that generally accepted accounting standards are followed and appropriate internal controls are in place to safeguard City assets. The Finance Department also provides and maintains a secure and reliable technological infrastructure.

Program Description

The Department of Finance plays a key role in every financial transaction of the City, ranging from cash handling to debt management; from financial forecasting to budgetary controls. Services provided by the Department include: fiscal oversight, accounting and analysis, debt management, investments, purchasing, budgeting, cash management, cashiering, collections, accounts receivable, accounts payable, payroll, workers' compensation, safety, printing, management analysis and internal auditing. In addition, the Department also manages the City's Information Technology Services. The Information Technology Services Division (ITSD) provides services to City departments covering a wide spectrum of technology and systems.

Departmental Relationship to City Council Goals

• **Foster Economic Prosperity**

The Department of Finance works closely with all departments to provide financial and economic data related to the City. The Department analyzes proposals and assists in the preparation of economic development agreements, works with the City's Business Improvement Districts to ensure the proper collection of their annual assessments, and serves as a resource to the general Pasadena business community on issues as needed. The Department participates in developing financing plans for other major City projects. Finance also works closely with the Pasadena Center Operating Company and the Rose Bowl Operating Company to develop financing plans for major improvements.

• **Operate an Effective and Cost Efficient Government**

Finance continually searches for ways to improve City services while reducing costs. The Department's financial system provides timely and complete financial information directly to departments. The business license system has streamlined the processing of business license accounts and enhanced customer service. The success of the Purchasing Card Program allows departments to make faster purchases without a lot of unnecessary paperwork and processes, and vendors receive payment more timely. An upgrade to the City's payroll system further simplifies the bi-weekly employee payment process. The Department has developed numerous financial plans for major City funds to provide the City Council with a long-range financial picture regarding the fiscal solvency of these funds. These documents are refined on a quarterly basis to serve as an important planning tool as monetary decisions are made. Additionally, purchasing policies are being implemented to achieve urban sustainability as promoted by the United Nations Green Cities Declaration and Urban Environmental Accords, beginning with the purchase of alternative fuel vehicles, paper with higher content recycled matter, green light bulbs and janitorial supplies that are free of toxins.

Finance

Major Accomplishments

During fiscal year 2007, the City was once again awarded the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association (GFOA) for the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2006. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting. The City received the Award for Excellence in Operational Budgeting from the California Society of Municipal Finance Officers (CSMFO) for the City's fiscal year 2007 Operating Budget and an award for Excellence in Public Communications for the fiscal year 2007 Budget in Brief. The Department completed the issuance of \$162.6 million in financing for the renovation of the Pasadena Conference Center. The Department continued the implementation of a web-based time entry system in order to further streamline the payroll process. In addition to maintaining the City's technology infrastructure to minimize down time on critical communication vehicles such as the network, telephones and radios, the Information Technology Services Division was also successful in completing all technology requirements related to the reoccupation of City Hall, contracted with Earthlink for installation and operation of a Citywide wireless network to provide broadband service to residents, businesses and City departments. The City's current General Obligation Bond rating remains at AA+. Water revenue bonds in the amount of \$21 million were also issued this year. These bonds were given an upgraded rating from AA- to AA.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs					
Finance	78.15	77.15	77.15	77.15	77.65
Workers' Comp & Safety	9.00	9.00	9.00	9.00	8.00
General Liability	2.00	2.00	0.00	0.00	0
Printing Services	7.00	7.00	7.00	7.00	7.00
Information Technology	42.00	44.00	45.00	45.00	48.00
Grants FTEs (memo only)	5.60	5.60	5.60	5.60	5.60
Total FTEs	143.75	144.75	143.75	143.75	146.25
Appropriations					
Finance	8,099,298	8,765,460	9,308,679	9,308,679	9,850,182
Workers' Comp & Safety	895,296	1,333,696	1,332,864	1,332,864	1,371,515
General Liability	205,959	205,527	0	0	0
Printing Services	969,699	1,058,740	1,202,112	1,202,112	1,700,103
Information Technology	7,296,466	7,762,652	8,870,564	8,903,564	9,694,159
Grants (memo only)*	0	0	587,284	587,284	629,327
Total Appropriations	17,466,718	19,126,075	20,714,219	20,747,219	22,615,959
Sources by Fund					
General Fund	8,099,298	8,765,460	9,308,679	9,308,679	9,850,182
Worker's Compensation Fund	895,296	1,333,696	1,332,864	1,332,864	1,371,515
General Liability	205,959	205,527	0	0	0
Printing Services Fund	969,699	1,058,740	1,202,112	1,202,112	1,700,103
Information Technology Funds	7,296,466	7,762,652	8,870,564	8,903,564	9,694,159
Total Sources	17,466,718	19,126,075	20,714,219	20,747,219	22,615,959

* For information only, amount not included in total.

Finance

Departmental Results Statements

Result 1: City leaders are well informed to make sound financial decisions.

		FY 2006			FY 2007	FY 2008
		Actual	Target	% Target	Target	Target
Measure 1.1 Provide revenue and expenditure information to all departments in a timely manner						
	A. With the exception of the 1 st and 4 th quarters, revenue and expenditure information will be available online (nVision) to all departments within 5 business days after month-end close	100%	100%	100%	100%	100%
Measure 1.2 Update and present the Five-Year Financial Plan						
	A. Five Year Financial Plan will be presented within 30 days after quarter-end for the 2 nd and 3 rd quarters and within 2 ½ months after 1 st and 4 th quarters	93%	100%	93%	100%	100%

Result 2: Employees will be accurately compensated with proper accounting for benefits.

		FY 2006			FY 2007	FY 2008
		Actual	Target	% Target	Target	Target
Measure 2.1 Prepare accurate payroll checks						
	A. 100% of all employees are accurately compensated the 1st time	99.9%	100%	99.9%	100%	100%

Result 3: Meaningful and timely financial information is provided to departmental and outside customers in order to assist in the managing of budgets.

		FY 2006			FY 2007	FY 2008
		Actual	Target	% Target	Target	Target
Measure 3.1 Timely capture and analyze agenda reports that approve budget amendments and prepare and input related budget journal vouchers						
	A. 95% of budget journal vouchers will be captured and prepared before closing of each respective month for which the budget amendment was approved	95%	95%	100%	95%	95%

Finance

		FY 2006			FY 2007	FY 2008
		Actual	Target	% Target	Target	Target
Measure 3.2 Timely summarize the Utility Users' Tax (UUT)						
	A. All utility tax payments will be summarized by the end of each month	100%	100%	100%	100%	100%
	B. Follow-up will be initiated by the 10 th of next month with those companies that have not paid	100%	100%	100%	100%	100%
Measure 3.3 Close the general ledger in a timely fashion each month in order to facilitate the access to financial information						
	A. The general ledger accounting cycle will be closed within 7 working days after month-end for months October through May	87%	100%	87%	100%	100%
	B. The general ledger accounting cycle will be closed by October 15 th for months July through September	New measure beginning in FY 2007			100%	100%
Measure 3.4 Close the year-end general ledger accounting cycle in a timely fashion in order to facilitate the access to year-end financial information						
	A. The year-end general ledger accounting cycle will be closed within 2 ½ months after year-end	2.5	2.5	100%	2.5	2.5
Measure 3.5 Prepare financial reports for Water and Power in a timely manner						
	A. Financial reports will prepared for the Water and Power Director of Finance & Admin within 4 working days after month-end close	2.25	4	100%	4	N/A
	A. Financial reports will prepared for the Water and Power Director of Finance & Admin within 3 working days after month-end close	New target beginning in FY 2008				3

Finance

Result 4: Qualify the City's Comprehensive Annual Financial Reports for the Government Finance Officer's Association (GFOA) of the United States and Canada award.

		FY 2006			FY 2007	FY 2008
		Actual	Target	% Target	Target	Target
Measure 4.1 Receive top recognition for the City's comprehensive Annual Financial Report from GFOA						
	A. The City will submit and receive the GFOA Certificate of Achievement for Excellence in Financial Reporting by the 12/31 deadline	12/16/2005	12/31/2005	100%	12/31/2006	12/31/2007
Measure 4.2 Receive top recognition for the City's comprehensive Annual Financial Report from CSMFO						
	A. The City will submit and receive the CSMFO Certificate of Achievement for Excellence in Financial Reporting by the 12/31 deadline	12/19/2005	12/31/2005	100%	N/A	N/A
	A. The City will submit and receive the CSMFO Certificate of Achievement for Excellence in Financial Reporting by the 12/31 deadline	Measure deleted beginning in FY 2008. The City is no longer a candidate for the CSMFO award because the criteria changed so that only those not qualified for GFOA can apply to the CSMFO				N/A

Result 5: Provide a reasonable level of assurance that proper internal control policies and procedures are in place and are followed for high risk cash handling cycles.

		FY 2006			FY 2007	FY 2008
		Actual	Target	% Target	Target	Target
Measure 5.1 Audit petty cash locations						
	A. All petty cash handling locations in the City will be audited by August 31 st of each year	100%	100%	100%	100%	100%
Measure 5.2 Perform operational audits of departmental activities						
	A. Two operational audits will be conducted each quarter	8	8	100%	8	8
Measure 5.3 Evaluate Finance/Accounting policies						
	A. One written policy will be evaluated each quarter	4	4	100%	4	4

Finance

Result 6: Customer service in Cashiering, Business Licenses and Parking Citations is efficiently and effectively provided.

		FY 2006			FY 2007	FY 2008
		Actual	Target	% Target	Target	Target
Measure 6.1 Customers are satisfied with services provided						
	A. A 95% overall customer satisfaction rating will be achieved based on random surveys conducted each quarter	97%	95%	100%	95%	95%
Measure 6.2 Customers are served in a timely fashion						
	A. A wait-in-line time of 3 minutes or less will be achieved 90% of the time based on physical observation and viewing of security camera tapes	97%	90%	100%	90%	90%
Measure 6.3 Customers experience an efficient transaction with City cashiers						
	A. Cashier transaction time will be reduced to less than one minute 90% of the time based on data from the cashier software system	97%	90%	100%	90%	90%

Result 7: Create a safe workforce.

		FY 2006			FY 2007	FY 2008
		Actual	Target	% Target	Target	Target
Measure 7.1 Employees will receive safety training						
	A. 100% of field employees in Police, Fire, Water & Power, and Public Works will attend training each year covering safe work practices	100%	100%	100%	100%	100%
Measure 7.2 Accident reduction baselines and goals will be reported to City departments						
	A. 100% of City departments will receive reported accident reduction goals and actuals on a semi-annual basis	100%	100%	100%	100%	100%

Finance

		FY 2006			FY 2007	FY 2008
		Actual	Target	% Target	Target	Target
Measure 7.3 City facilities will be inspected for safety						
	A. 100% of City facilities will be inspected for compliance with safety regulations on an annual basis	100%	100%	100%	100%	100%
Measure 7.4 Return to Work Program will be offered to employees						
	A. 90% of employees released to modified duty will be placed in modified duty assignments	88%	90%	97%	90%	N/A
	A. A return to work program will be developed and implemented	During fiscal FY2008 a return to work program will be developed and implemented				

Result 8: Provide, establish and maintain a secure and reliable technological infrastructure.

		FY 2006			FY 2007	FY 2008
		Actual	Target	% Target	Target	Target
Measure 8.1 The infrastructure will be available to all users						
	A. 98% of the time, the Network will be available	99.9%	98%	100%	98%	98%
	B. 98% of the time, the main telephone switch will be available	100%	98%	100%	98%	98%
	C. 98% of the time, voicemail will be available	100%	98%	100%	98%	98%

Changes From Prior Year

- **Cost Changes:** The change from the fiscal year 2007 revised budget is a net increase of \$1,868,740, which is primarily attributable to the following:
 1. The Personnel budget increased \$496,906 for anticipated salary and benefit rate changes and \$46,282 for reclassifications. Additions to the Personnel budget included \$94,151 for Staff Assistants for Municipal Services, \$100,893 for an Information Technology Analyst II for the Enterprise Network, \$94,950 for a Management Analyst II for a limited term of one year for ITSD Projects, and \$81,077 for an Information Technology Analyst I for the Geographic Information System (GIS) with an offsetting reduction in contract services. Decreases totaling (\$72,091) resulted from downgrading four positions in ITSD to support a restructure of the PC Desktop Services cost pool to the more comprehensive Service Center cost pool

Finance

- with an offsetting increase in internal service charges. In addition, (\$27,395) in savings from staffing changes in Workers Compensation was reallocated to contract services.
2. The Services and Supplies budget increased \$192,264 for increased rent expense at the Chamber Building for ITSD, \$135,573 for the fully amortized payments on the 2005 Equipment Lease Financing program, \$27,395 for increases in the contract for the third party administrator for the Police and Fire Department workers' compensation claims, \$15,776 for increased allocation of costs for services from the General Fund to the Printing Services and Computing and Communications Funds, and \$14,523 allocated from the Equipment budget. Additions included \$78,000 for the debt service on printing equipment to facilitate relocation of Printing Services to City Hall with enhanced environmental requirements. Reductions included reallocation of funds in the amount of (\$81,077) to the Personnel budget and (\$10,000) to internal service charges for printing costs.
 3. The Equipment budget increased \$460,000 for the purchase of printing equipment to be financed with the 2006 Equipment Lease Line of Credit, and decreased (\$16,124) for reallocation of anticipated depreciation charges to the Services and Supplies and Internal Service Charges budgets.
 4. The Internal Service Charges budget increased \$160,945 for various Citywide cost adjustments and \$83,692 for funds allocated from the other budget categories. A reduction of (\$7,000) resulted from the elimination of one-time funding for application development in the Workers' Compensation budget.
- *FTE Changes:* There was a net increase of 2.50 FTEs from the fiscal year 2007 revised budget. A Staff Assistant III position that was previously defunded was eliminated from the Treasury/Cash Management Division and two Staff Assistant positions in Workers Compensation were replaced with one Workers Compensation Claims Examiner to meet current business needs with no impact on the Department's overall budget. Two positions were added to Municipal Services in the Treasury/Cash Management Division: 1.00 Staff Assistant III to assist with business license processing and customer service, and .50 Staff Assistant III to increase a part-time position to full time to improve internal controls over cash receipts. Three positions were added to the ITSD Division: 1.00 Information Technology Analyst II was added to the Enterprise Network budget to provide system maintenance to support the increased demand from departments for new and upgraded technology and increased technology complexity, 1.00 Management Analyst II was added to the ITSD Projects budget for a limited term of one year to support several projects and the impact of recent telecommunications legislation, and 1.00 Information Technology Analyst I was added to the GIS budget to increase productivity, improve project completion and product delivery. Reclassifications approved during fiscal year 2007 are detailed under the applicable division descriptions.
 - *Organization/Program Changes:* A minor budgetary restructuring was made to separate the Audit section from Administration and the Budget Division from Purchasing and Payables. In addition, the ITSD PC Desktop cost pool was restructured to provide a single point of contact, the Service Center, for all customer calls including PC, network, telephone and radio requests. This will streamline service delivery to customers, improve response time and tracking. These are administrative changes that have no impact on the Department's overall budget.

Future Outlook

The Department of Finance is proactively working with departments as new projects emerge throughout the City, as well as working with the two Operating Companies with respect to major initiatives being undertaken by both. The Department is also actively involved in legislation as it impacts local government revenue and finances. As new reporting requirements are introduced by the Governmental Accounting Standards Board (GASB), State laws change, revenues become more unstable and expenses continue to grow, the need for constant monitoring of the City's financial affairs will only intensify. Strong fiscal leadership and excellent customer service are the two key areas of focus in the Department of Finance.

**DIVISION
SUMMARY**
Finance Administration

Mission Statement

To provide leadership within the Department, as well as fiscal and financial leadership to City officials and departmental operations. To ensure that the fiscal integrity of the City is maintained at the highest standards.

Program Description

The Administration Division is responsible for monitoring and reporting on the fiscal well-being of the City to executive management, the City Council and the public. This Division also provides staff support to the City Council Finance Committee. The Division is also responsible for the bi-weekly distribution of payroll, and technological support to the Department and users of the financial systems. The Division directs and implements all aspects of the City's financial policies. It also coordinates its long range financial planning, and debt administration. The Internal Audit section performs financial and other audits as necessary to maintain adequate systems of internal control, safeguard assets and ensure the preparation of accurate financial reports. In addition, the Division coordinates the activities of five other divisions within the Department: Budget, Purchasing and Payables, Treasury and Cash Management, Accounting and Financial Analysis, and the Information Technology Services Division. The Deferred Compensation Program, Workers' Compensation and Safety are also monitored through the Administration Division, along with the Fire and Police Retirement System and the staffing of the Deferred Compensation Oversight Committee. Together the sections of this division comprise a core informational resource within the Department and the City.

Major Accomplishments

During fiscal year 2007 the Division completed a \$162.6 million bond issue to support capital improvements at the Pasadena Conference Center, assisted in the development of a financing plan for a new city ice rink, provided support to the Library Future Funding task force, and continued to provide support to the City Council, City Manager and City departments on new issues.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	19.50	19.50	16.50	16.50	16.00
Appropriations	3,074,659	3,141,475	3,328,935	3,328,935	3,362,454
Sources by Fund					
General Fund	3,057,616	3,123,921	3,310,679	3,310,679	3,343,650
Workers' Compensation Fund	17,043	17,554	18,256	18,256	18,804
- Transfer					
General Liability	205,959	205,527	0	0	0
Total Sources	3,280,618	3,347,002	3,328,935	3,328,935	3,362,454

Changes From Prior Year

- *Cost Changes:* The Personnel budget increased \$80,274 for anticipated salary and benefit rate changes and \$13,684 for a reclassification. A decrease of (\$31,384) resulted from the transfer of a part-time Staff Assistant position to Municipal Services with no impact on the Department's overall budget. Internal Service Charges decreased (\$29,055) for various Citywide cost adjustments.
- *FTE Changes:* During fiscal year 2007, Human Resources approved the reclassification of a Principal Operations Specialist to a Management Analyst II in Payroll. In addition, a part-time Staff Assistant III position (.50 FTE) was transferred to Municipal Services to improve internal cash controls.

Future Outlook

Pursuing opportunities that place the City in a stronger fiscal position is the vision of the Administration Division. The Division continues to strive to recommend ways to improve services provided to both internal and external customers through effective, efficient service delivery. Future projects of the Division include implementation of an electronic invoice processing system and completion of the implementation of a web-based time and labor management software application which will allow and encourage employee self-service for the completion of time rolls, leave requests and approvals, and confirmation of available leave balances. The Division will also work closely with operating departments regarding the funding of several large capital projects.

**DIVISION
SUMMARY**

Workers' Compensation and Safety

Mission Statement

The mission of the Workers' Compensation and Safety Division is to manage all Workers' Compensation claims in an expeditious, cost-efficient manner and reduce employee injuries, public liability and property losses.

Program Description

The Workers' Compensation Program compensates employees or their dependents for injuries, disabilities, or death sustained in the course of employment. In accordance with Workers' Compensation Laws of California, the Workers' Compensation Section processes claims and coordinates benefit delivery to injured workers, ensuring that they receive all benefits to which they are entitled. In addition, the Workers' Compensation and Safety Division compiles data to comply with State reporting mandates, as well as provide City management with reports as a tool for accident prevention and cost containment.

Major Accomplishments

In fiscal year 2007, the Workers' Compensation Section continued to examine and modify internal workflow processes to achieve greater efficiency and effectiveness in claims administration. The workers' compensation manager provided oversight for the third party administrator (TPA) which handles the Police and Fire Safety claims and the City's workers' compensation staff who administer claims from non-safety employees. New procedures are in place to ensure consistent and defined goals are met by all claims staff. Examiners have been given written procedures that meet the requirements set forth by "Best Practices" guidelines. The open claims software was upgraded and converted to an internet-based system which allows easier claims navigation through notes, diaries, reserves and payment screens. In compliance with new requirements mandated by Senate Bill 899 (SB899), the workers' compensation staff has been designated as Certified Workers' Compensation Examiners. Staff routinely participates in various training workshops to maintain certification and enhance claims administration skills. In addition, workers' compensation staff monitored workers' compensation reform legislation and continued to respond appropriately while actively networking with neighboring cities to exchange ideas on issues such as cost control, modified work and workers' compensation legislation.

The Safety Section continued to identify occupational and City-owned property loss exposure through the following: administered the Gainsharing program which set goals for bargaining units' number of workers' compensation claims, amount of sick leave used, and the number of vehicle accidents; conducted random drug testing of employees under the Federal Department of Transportation regulations; performed ergonomic evaluations; conducted various safety training courses for City staff.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	9.00	9.00	9.00	9.00	8.00
Appropriations	895,296	7,324,773	1,332,864	1,332,864	1,371,515
WC Payments (Memo)*	6,428,720	7,435,507	8,000,000	8,000,000	8,000,000
Sources by Fund					
Workers' Compensation Fund	895,296	1,333,696	1,332,864	1,332,864	1,371,515
Workers' Comp (Memo)*	6,428,720	7,324,773	8,000,000	8,000,000	8,000,000
Total Sources	895,296	1,333,696	1,332,864	1,332,864	1,371,515

* For information only, the amount (which includes employee benefit contributions) is not included in the total.

Changes From Prior Year

- *Cost Changes:* The budget increased \$23,074 for anticipated salary and benefit rate changes and \$22,577 for various Citywide cost adjustments in internal service charges. A decrease of (\$7,000) resulted from the deletion of one-time funding for preliminary assessment to develop an application to support electronic submission capability for workers' compensation and safety incidents. In addition, \$27,395 in savings from staffing changes was reallocated from the Personnel budget to Services and Supplies to cover increases in the contract for the third party administrator for the Police and Fire Department workers' compensation claims.
- *FTE Changes:* Two Staff Assistant positions in Workers Compensation were replaced with one Workers Compensation Claims Examiner to meet current business needs with no impact on the Department's overall budget.

Future Outlook

The Workers' Compensation and Safety Division is committed to continual review and improvement of its program. Continued significant improvements in the management of claims have continued to assist in the overall reduction of claim costs. Recent changes in management style through "Best Practices" guidelines will increase the control of medical claims, decrease litigation costs, improve internal claims processing, and increase the accuracy of benefits and benefit payments. In fiscal year 2008 the section will develop and implement a Return to Work (RTW) program aimed at facilitating the return to work of temporarily disabled employees in a modified capacity until they are released to regular duty. Continued positive proactive safety programs are being designed to identify and prevent injuries and illnesses. The Safety Section will continue to implement proactive safety measures such as job surveys, facility inspections, and participation in safety training along with participation in departmental safety and loss committees. It is expected that continued positive and proactive actions within the Workers' Compensation and Safety Division will produce successful results and savings to the City of Pasadena.

**DIVISION
SUMMARY**
Budget

Mission Statement

To provide ongoing financial and analytical support to the City Manager, the City Council and departments in the preparation and monitoring of the City's budget.

Program Description

The Budget Division is responsible for the preparation and oversight of the City's Operating Budget. The budget staff is accountable for managing a budget process that meets the changing needs of the City's fiscal situation, as well as meeting the unique needs of the departments that make up the City. Analysis of expenditures and revenues is essential in both preparing and monitoring the Operating Budget. As the City continues its era of results-oriented budgeting, the Budget Division provides guidance, resources and monitoring to ensure that this initiative is successfully maintained. In addition to budgeting services, this section also provides departments with analytical support for special studies, including: policy and process review for efficiency, program and service audits, and revenue analysis for proposed new fees and funding sources.

Major Accomplishments

A major accomplishment of the Budget Division was the adoption of the fiscal year 2007 Operating Budget, balanced and on time, along with the timely completion of Quarterly Monitoring Reports. The City has received an Award for Excellence in Budgeting from the California Society of Municipal Finance Officers (CSMFO) for the fiscal year 2007 as well as an award for Excellence in Public Communications for the fiscal year 2007 Budget in Brief. The Division continued to provide detailed financial information and support for union negotiations, and provided direct assistance to departmental administration for special fiscal-related projects. In addition, the Division successfully supervised the completion of a cost of service study which was approved by City Council along with recommended changes to the General Fee Schedule.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	6.00	6.00	6.00	6.00	6.00
Appropriations	685,899	784,268	797,580	797,580	814,299
General Fund	685,899	784,268	797,580	797,580	814,299

Changes From Prior Year

- *Cost Changes:* The Personnel budget increased \$19,712 as the result of anticipated salary and benefit rate changes and decreased (\$2,993) for various Citywide cost adjustments in internal service charges.

Future Outlook

The Budget Division will continue to support City operations through the development and monitoring of the Operating Budget.

**DIVISION
SUMMARY**
Purchasing and Payables

Mission Statement

To coordinate the acquisition and payment for labor, materials, supplies and services in support of City operations in an efficient manner which adds value and maximizes taxpayer dollars.

Program Description

The Purchasing and Payables Division is responsible for all procurement activities within the City and the City's printing services. As part of the City's action plan to achieve urban sustainability as promoted by the United Nations Green Cities Declaration and Urban Environmental Accords the Division is implementing green purchasing policies for City purchases beginning with the purchase of alternative fuel vehicles, paper with higher content recycled matter, green light bulbs and janitorial supplies that are free of toxins. The Division also maintains the City's vendor list and serves as a resource to other City departments. The purchasing staff is responsible for all procurement activities and to this end assists departments in preparing bid specifications and requests for proposals as well as negotiating contract terms. This Division is also responsible for all accounts payable activities within the City.

Major Accomplishments

The Division continued to expand the use of e-commerce to maximize efficiency, and planned, coordinated and hosted a business-to-business contracting event in association with the Chamber of Commerce, all the while maintaining a high level of customer service and satisfaction.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	16.75	17.75	18.75	18.75	18.75
Appropriations	1,674,895	1,966,426	2,255,299	2,255,299	2,832,992
Sources by Fund					
General Fund	705,196	907,686	1,053,187	1,053,187	1,132,889
Printing Services Fund	969,699	1,058,740	1,202,112	1,202,112	1,700,103
Total Sources	1,674,895	1,966,426	2,255,299	2,255,299	2,832,992

Changes From Prior Year

- *Cost Changes:* The Personnel budget increased \$58,728 as the result of anticipated salary and benefit rate changes. The Services and Supplies budget increased \$78,000 for the debt service on printing equipment to facilitate relocation of Printing Services to City Hall with enhanced environmental requirements, and decreased (\$41,201) for adjustment of the equipment lease payment for the digital printing system. The Equipment budget increased \$460,000 for the purchase of printing equipment to be financed with the 2006 Equipment

Finance

Lease Line of Credit. The Internal Service Charges budget increased \$22,166 for various Citywide cost adjustments.

Future Outlook

The Purchasing and Payables Division will continue to support City operations through the timely and efficient acquisition of labor, materials, supplies and services. The Purchasing Section will play a lead role as the City moves towards the procurement of more environmentally friendly goods and materials.

**DIVISION
SUMMARY**
Treasury and Cash Management

Mission Statement

To prudently manage the City's cash, portfolio of investments, and bond issues in accordance with the City's investment policy, the State Government Code, and the bond indentures, as well as obtain a reasonable competitive rate of return on investments, and provide excellent customer service to external and internal clients.

Program Description

The Treasury Section provides prudent investment management of the City's pooled portfolio, Capital Endowment Portfolio, Stranded Investment Reserve Fund, Pasadena Community Development Commission (PCDC), and segregated smaller portfolios, as well as investments held with trustees for a total of \$675 million. The Treasury Division manages the bonded indebtedness for the General Fund, Water and Power Department, and PCDC for a total of 32 financing issues with original face amounts of about \$939 million and current outstanding bonds of \$779 million, with reserve funds of \$25 million. In addition to these services, the section participates in issuing municipal bonds, provides financial analysis and planning, actuarial analysis and cash flows relating to the funding of the Fire and Police Retirement System and SB481. This section also provides financial management services to PCDC such as financing of various redevelopment projects, financial reporting, monitoring tax increment revenues and lease revenues.

The Cash Management unit provides Citywide cashiering services, processing of utility payments, the monitoring, billing, renewing, collecting, processing, and investigating of approximately 16,000 business license accounts with annual revenue of \$4.7 million, and the processing of over 130,000 parking tickets annually. This section provides essential customer service and plays an integral role in the City's overall cash management strategy.

The Collections unit is responsible for collecting and administering delinquent accounts for the City including civil citations, paramedic accounts, utility accounts, code enforcement, special taxes, district assessment fees, not sufficient fund returned checks and other miscellaneous accounts. This unit has over 5,000 active accounts and anticipates collecting \$1,500,000 in delinquent revenues.

Major Accomplishments

The Treasury and Cash Management Division accomplished the following during fiscal year 2007: 1) completed the issuance of the \$162.6 million Conference Center Certificates Of Participation and structured the investment of the bond proceeds, 2) completed the electronic dissemination of annual bond disclosure reports, 3) achieved competitive returns on the City's investment portfolios, 4) restructured the Power Reserve Portfolio to comply with the debt defeasance plan for the Power Fund, 5) secured a lease financing line of credit with Bank of America, 6) continued to enhance the Bizlink system, the City's business license software, to improve system processing, 7) completed all arbitrage rebate analyses on outstanding bond issues, 8) exceeded the targeted goal of collecting bad debt in the amount of \$1.5 million owed to the City, and 9) implemented amendments to the Business License code to assist in business license compliance.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	29.00	29.00	29.00	29.00	30.00
Appropriations	2,249,878	2,449,773	2,684,983	2,684,983	2,952,857
Sources by Fund					
General Fund	2,126,518	2,322,713	2,552,841	2,552,841	2,816,750
Building Services Fund – Transfer	53,579	55,186	57,393	57,393	59,116
Parking Meter–Old Pasadena - Transfer	50,374	51,885	53,960	53,960	55,579
Parking Meter-Civic Center- Transfer	19,407	19,989	20,789	20,789	21,412
Total Sources	2,249,878	2,449,773	2,684,983	2,684,983	2,952,857

Changes From Prior Year

- **Cost Changes:** The Personnel budget increased \$71,196 for anticipated salary and benefit rate changes and \$31,384 for the transfer of a part-time Staff Assistant position from Administration to Municipal Services with no impact on the Department’s overall budget. Additions to the Personnel budget included \$62,765 to add a Staff Assistant III position and \$31,386 to increase a part-time position to full time. Internal Service Charges increased \$71,143 for various Citywide cost adjustments.
- **FTE Changes:** One Staff Assistant IV position that was previously defunded was deleted from the budget. In addition, a part-time Staff Assistant III position (.50 FTE) was transferred to Municipal Services from Administration to improve internal cash controls. Two positions were added to Municipal Services: 1.00 Staff Assistant III to assist with business license processing and customer service, and .50 Staff Assistant III to increase a part-time position to full time to improve internal controls over cash receipts.

Future Outlook

The Treasury and Cash Management Division will continue to pursue opportunities that place the City in a stronger financial position. With sound investment strategies and careful administration of all areas of cash management, the goal will be to maintain a fiscally healthy City.

**DIVISION
SUMMARY**
Accounting and Financial Analysis

Mission Statement

To ensure that timely and accurate financial information is provided to the City Council, City staff, residents, credit providers, and grant providers.

Program Description

The Accounting and Financial Analysis Division is responsible for collecting, analyzing, recording, and reporting all financial transactions of the City in accordance with all applicable accounting, City and other governmental requirements, standards and/or guidelines. This Division is also responsible for billing and collecting grants as well as other miscellaneous City revenues.

Specific areas of accounting and financial reporting responsibilities include General City, Utilities, Grants (Federal, State and Local), Pasadena Community Development Commission, and Parking Operations. The Accounts Receivable Section of this division performs billing and receivables management for paramedics service, false alarms, utility users tax, franchise tax, bed tax, zoning parking contracts, occupancy inspections, and property damage.

This Division prepares the City's Comprehensive Annual Financial Report, develops and prepares periodic financial reports for management, conducts all grants-related fiscal monitoring, as well as prepares other governmental reports.

Major Accomplishments

The City has been awarded the Certificate of Achievement for Excellence in Financial reporting by the Government Finance Officers Association (GFOA) for the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2006. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Adopted
FTEs	15.90	13.90	13.90	13.90	13.90
Grants FTEs	5.600	5.600	5.600	5.600	5.600
Total FTEs	21.50	19.50	19.50	19.50	19.50
Appropriations	1,383,666	1,482,258	1,443,994	1,443,994	1,587,683
Sources by Fund					
General Fund	1,383,666	1,482,258	1,443,994	1,443,994	1,587,683
Grants (memo)*	0	0	587,284	587,284	629,327
Total Sources	1,383,666	1,482,258	1,443,994	1,443,994	1,587,683

* For information only, amount not included in total.

Finance

Changes From Prior Year

- *Cost Changes:* The Personnel budget increased \$71,609 for anticipated salary and benefit rate changes and \$72,080 for various Citywide cost adjustments in internal service charges.

Future Outlook

The future outlook for the Accounting and Financial Analysis Division is challenging. The Governmental Accounting Standards Board (GASB) continues to introduce changes in reporting requirements for the public sector. The most recent statements issued by the GASB are Statement No. 44, "Economic Condition Reporting: The Statistical Section," Statement No. 45, "Accounting and Financial Reporting by Employers for Postemployment Benefits Other than Pensions," Statement No. 46, "Net Assets Restricted by Enabling Legislation," Statement No. 47, "Accounting for Termination Benefits," and Statement No. 48, "Sales and Pledges of Receivable and Future Revenues and Intra-Equity Transfer of Assets and Future Revenues."

The Division is committed to facing such challenges and to continue providing timely, accurate financial information to City management and the City Council.

**DIVISION
SUMMARY**

Information Technology Services
Division

Mission Statement

To provide the City Council, departments, and residents reliable, cost effective, high quality technology-based business solutions, and achieve these solutions with trained, self-motivated and capable professionals working together, and in partnership with its customers, in an empowering environment.

Program Description

The Information Technology Services Division (ITSD) provides customer-driven services to City departments in areas utilizing networks, desktops, application development, radio/telephone, and voice services. These services are of the highest quality possible and are consistent with customers' needs, schedules, and budgets.

Major Accomplishments

ITSD continued to provide quality services to its customers. ITSD has successfully implemented the following customer projects in fiscal year 2007: provided complete City Hall move back services including cabling and reconnection of voice, data and cable TV services; introduced and installed over 350 new digital telephones offering hands-on telephone preview and leader-lead telephone training to all employees; relocated the Traffic Management Center (TMS) back to City Hall; negotiated a contract with Earthlink for installation and operation of a Citywide wireless network to provide broadband service to residents, businesses and City departments; issued an on-line customer service survey to all departments; completed the Tidemark Oracle 9i upgrade; implemented Rose Parade radio communication enhancements for the Police Department Command Center and Rose Bowl First Aid Station (HEAR – Hospital Emergency Administrative Radio System); performed the NeoGov installation for Human Resources; enhanced the City's 800 Employee Emergency Line including training to department leads; expanded Radio Shop technical services to various departments; replaced the election system for the City Clerk's office; programmed various department telephone/voice mail applications including the Library Community Information Line, Villa Parke Soccer Program; Public Health improvements including Health Care Link (PHL), MCH Clinic (Maternal Child Health), HIV-STD and Public Health Vital Statistics; completed Citywide MS training program; and completed various departmental office rearrangement and move projects.

ITSD internal projects completed in fiscal year 2007 include: provided technical requirements to comply with the new Daylight Savings Time, ensuring operational and application continuity; implemented Citrix system for infrastructure connectivity; deployed MS-XP sp2 upgrades; upgraded web-based City telephone directory to provide on-line access to all employees; completed City_Master domain upgrade; completed GIS phase II life cycle architecture; completed Life Cycle Replacements for servers and network equipment; connected the Water & Power Dispatch facility to the City's fiber ring; connected additional Time Warner Telecom facilities to the City's fiber ring; renewed the City's fiber license agreement with Raytheon; updated Title 18 of the Municipal Code – Cable, Video and Telecommunications Service Providers – to conform with recently adopted State video franchising legislation; completed financial and technical audits of Charter Communications' utility user tax payments and local cable plant.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 200 Recommended
FTEs	42.00	44.00	45.00	45.00	48.00
Appropriations	7,296,466	7,762,652	8,870,564	8,903,564	9,694,159
Sources by Fund					
General Fund	115,763	121,551	127,628	127,628	134,010
Computing and Communication Fund	6,796,346	7,303,575	8,384,697	8,417,697	9,089,701
Telecommunications Fund	324,488	337,526	358,239	358,239	470,448
Building Services Fund	59,869	0	0	0	0
Total Sources	7,296,466	7,762,652	8,870,564	8,903,564	9,694,159

Changes From Prior Year

- Cost Changes:** The Personnel budget increased \$172,313 for anticipated salary and benefit rate changes and \$32,598 for reclassifications. Additions to the Personnel budget included \$100,893 for an Information Technology Analyst II for the Enterprise Network, \$94,950 for a Management Analyst II for a limited term of one year for ITSD Projects, and \$81,077 for an Information Technology Analyst I for the Geographic Information System (GIS) with an offsetting reduction in contract services. The Services and Supplies budget increased \$192,264 for increased rent expense at the Chamber Building, \$177,289 for the fully amortized payments on the 2005 Equipment Lease Financing program and \$15,261 for increased allocation of costs for services from the General Fund to ITSD. The remaining budget change includes \$5,027 for various Citywide cost adjustments in internal service charges.
- FTE Changes:** There was an increase of 3.00 FTEs from the fiscal year 2007 budget. An Information Technology Analyst II was added to the Enterprise Network budget to provide system maintenance to support the increased demand from departments for new and upgraded technology and increased technology complexity. A Management Analyst II was added to the ITSD Projects budget for a limited term of one year to support several projects and the impact of recent telecommunications legislation. An Information Technology Analyst I was added to the GIS budget to increase productivity, improve project completion and product delivery. In addition, Human Resources approved the reclassification of an IT Technology Technician II to an Information Technology Analyst II in Radio Communications and the upgrade of a Senior Information Systems Engineer position to a Network Systems Supervisor in the Enterprise Network. Four positions were also downgraded to support a restructure of the PC Desktop Services cost pool to the more comprehensive Service Center: 2.00 Senior Information Systems Engineer positions to Information Technology Analyst III positions, 1.00 Information Technology Analyst III to II, and 1.00 Information Technology Analyst II to IT Technology Technician III.
- Organization/Program Changes:** The PC Desktop cost pool was restructured to provide a single point of contact, the Service Center, for all customer calls including PC, network, telephone and radio requests. This will streamline service delivery to customers, improve response time and tracking.
- Funding/Revenue Changes:** Anticipated Telecommunication Fund revenues of \$375,498 generated by fiber network leases and wireless licenses are being transferred to the Computing and Communications Fund in

Finance

fiscal year 2008 to support the ITSD Projects budget. In addition, \$94,950 of the Telecommunication Fund balance was appropriated to add a Management Analyst II to the ITSD Projects budget for a limited term of one year to support several converging projects and the impact of recent telecommunications legislation.

Future Outlook

Technology is a critical tool for change and key to the provision of improved and cost-effective services to the community. With insight into the requirements of the City and expertise in communications and information technologies, ITSD is the leader in support of the City's use of technology. In fiscal year 2008, ITSD has the following major projects planned: complete and follow-up on any technology related requirements related to City Hall; monitor Earthlink's installation and operation of a Citywide wireless network, and facilitate City departments' use of the new wireless services provided over the network; enhance the City's radio system to allow interoperability with other cities and to meet Federal standards to implement ICIS (Interagency Communications Interoperability System); continue work on the CAD/RMS server implementation for the Police network; install/implement new Interactive Voice Response (IVR) including release of upgrades for telephones system and Automatic Call Distribution System; ongoing implementation of Information Technology Infrastructure (ITIL) to streamline and improve service delivery to customers; and implement eGov transaction based applications. Powered by projects like these, ITSD will continue to make improvements in service and effectiveness and recognize the increased potential for technological growth in the City.

GRAIL ANALYSIS

MSI:

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	138.150	139.150	138.150	138.150	140.650	2.500	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	138.150	139.150	138.150	138.150	140.650	2.500	
PERSONNEL							
8005 Regular Pay - PERS	6,359,476	6,997,658	9,531,440	9,531,476	10,078,911	547,435	5.7
8011 Overtime Pay	108,698	68,970	36,206	36,206	37,155	949	2.6
8018 PST-Part Time Employees - PARS	226,259	164,732	0	0	0	0	0.0
8020 Management Benefit	2,372	1,343	0	0	0	0	0.0
8023 Auto Allowance	22,629	27,438	30,564	30,564	21,776	-8,788	-28.7
8024 Personal Dvlpmt Allowance	39,325	42,875	42,000	42,000	42,000	0	0.0
8027 Workers' Compensation	323,960	331,549	240,194	240,195	157,232	-82,963	-34.5
8031 General Liability	132	14,324	28,596	28,596	20,156	-8,440	-29.5
8037 Miscellaneous Pay	2,078	35,855	0	0	0	0	0.0
8038 PERS-Employee Portion	448,009	525,004	667,200	667,202	705,520	38,318	5.7
8040 PERS-City Portion	153,947	565,514	699,608	699,572	777,084	77,512	11.0
8041 PARS-City Portion	9,375	6,593	0	0	0	0	0.0
8044 Life Insurance	6,020	6,081	9,529	9,529	10,078	549	5.7
8045 Dental Insurance	61,454	61,928	62,994	62,994	68,075	5,081	8.0
8046 Medicare-City Contributn	78,542	87,804	138,730	138,730	146,683	7,953	5.7
8047 Long Term Disability	66,981	68,588	14,296	14,293	17,134	2,841	19.8
8048 Child Care Subsidies	0	0	864	864	864	0	0.0
8049 Emp Opt Ben Fd (EOBF)	868,035	973,780	1,119,015	1,119,015	1,286,950	167,935	15.0
8050 Benefits (VHS)	1,208,707	1,126,560	0	0	0	0	0.0
8054 Vision Care	116	213	0	0	0	0	0.0
8055 Health Care Spending	1,375	1,680	0	0	0	0	0.0
8056 Accrued payroll	45,674	46,223	0	0	0	0	0.0
8057 Defunded Positions	0	0	-66,391	-66,391	0	66,391	-100.0
8058 Benefits Administration	172,185	381,353	0	0	0	0	0.0
*** TOTAL PERSONNEL	10,205,349	11,536,065	12,554,845	12,554,845	13,369,618	814,773	6.4
SERVICES AND SUPPLIES							
8101 Materials & Supplies	575,470	364,992	561,411	561,411	505,411	-56,000	-9.9
8103 Uniforms	0	0	850	850	650	-200	-23.5
8105 Lease Payments	11,991	28,481	26,300	26,300	11,300	-15,000	-57.0
8106 Rent Expense	0	0	0	0	294,000	294,000	0.0
8107 Equipment Lease Payments	52,186	33,799	340,816	340,816	71,900	-268,916	-78.9
8108 Computer Related Supplies	-17,956	52,754	116,130	116,130	103,230	-12,900	-11.1
8109 Equipt Purchases Under \$10,000	221,354	182,952	112,600	112,600	104,850	-7,750	-6.8
8110 Outside Printing and Duplicating	7,625	12,113	17,484	17,484	17,684	200	1.1
8112 Legal Advertising	4,501	7,013	2,600	2,600	2,600	0	0.0
8113 Photo Copy Machine Maint	77,268	94,934	88,883	88,883	88,883	0	0.0
8114 Other Contract Services	1,552,724	1,866,845	1,626,413	1,659,413	1,664,693	5,280	0.3
8115 Consultant Services	39,139	154,969	298,699	298,699	190,999	-107,700	-36.0
8116 Contract Maintenance	483,481	517,882	601,356	601,356	558,939	-42,417	-7.0
8117 Data Processing Operations	32,583	28,340	71,322	71,322	71,322	0	0.0
8121 Computer(PC) Maint/Repair	20,648	11,846	0	0	0	0	0.0

GRAIL ANALYSIS

MSI:

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8124 Dues and Memberships	9,073	12,243	15,451	15,451	19,706	4,255	27.5
8125 Special Civic Events	2,155	1,901	0	0	3,000	3,000	0.0
8126 Conf & Mtgs - Comm & Committees	475	472	0	0	0	0	0.0
8127 Conferences & Meetings	61,520	84,302	41,462	41,462	50,270	8,808	21.2
8128 Mileage	1,944	2,369	6,395	6,395	7,695	1,300	20.3
8129 Education	30,727	33,161	23,126	23,126	23,126	0	0.0
8130 Training Costs	824	18,199	85,000	85,000	126,000	41,000	48.2
8133 Medicl Pay Doctors-Workr Comp	22,565	20,199	1,000	1,000	1,000	0	0.0
8134 Data Processing Development	0	0	3,000	3,000	3,000	0	0.0
8135 Reference Matls Subscriptions	5,986	5,940	15,185	15,185	12,285	-2,900	-19.0
8136 Library Books	607	480	0	0	0	0	0.0
8140 Telephone	1,025,178	990,388	987,623	987,623	1,003,068	15,445	1.5
8142 Electric	5,235	5,335	5,600	5,600	5,600	0	0.0
8144 Postage	84,225	90,700	78,345	78,345	78,905	560	0.7
8149 Fiscal Agent/Bank Fees & Charges	10,858	10,417	0	0	0	0	0.0
8154 Audio Visual Materials	0	0	100	100	100	0	0.0
8177 Program Expenditures	490,893	505,621	525,846	525,846	541,622	15,776	3.0
8187	0	-17	0	0	0	0	0.0
8218 Vehicle Rental	242	154	1,291	1,291	415	-876	-67.8
8232	125	0	0	0	0	0	0.0
8276 Software	3,125	753	0	0	0	0	0.0
8290 Cell Phone Reimbsmnt	-1,790	-2,586	0	0	0	0	0.0
8676 Principal	0	0	0	0	447,840	447,840	0.0
8677 Interest	7,283	27,178	14,936	14,936	64,585	49,649	332.4
*** TOTAL SERVICES AND SUPPLIES	4,822,264	5,164,129	5,669,224	5,702,224	6,074,678	372,454	6.5
EQUIPMENT							
8504 Equipment	0	320,063	0	0	460,000	460,000	0.0
8506 Computer Equipment	231,229	653,559	0	0	0	0	0.0
8507 Contra Capital	-231,228	-973,622	0	0	0	0	0.0
8801 Depreciation	413,074	372,189	535,124	535,124	519,000	-16,124	-3.0
*** TOTAL EQUIPMENT	413,075	372,189	535,124	535,124	979,000	443,876	82.9
*** SUBTOTAL	15,440,688	17,072,383	18,759,193	18,792,193	20,423,296	1,631,103	8.6
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	145,213	150,266	157,202	157,202	182,831	25,629	16.3
8602 IS-Tenant Improvements	7,060	79,640	15,100	15,100	14,200	-900	-5.9
8603 IS-Lockshop	1,623	638	1,065	1,065	1,065	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	86,088	86,472	83,088	83,088	92,700	9,612	11.5
8605 IS-Housekeeping Serv	112,790	109,488	108,455	108,455	120,518	12,063	11.1
8606 IS-Floors and Windows	0	1,295	2,300	2,300	2,300	0	0.0
8607 IS-Printing	109,476	128,091	123,229	123,229	122,429	-800	-0.6
8608 IS-Mail Services	18,950	21,245	23,696	23,696	23,860	164	0.6
8609 IS-Telephones	174,117	215,827	125,441	125,441	121,767	-3,674	-2.9
8610 IS-System Management HP3000-HP957	91,940	57,678	77,922	77,922	52,486	-25,436	-32.6

GRAIL ANALYSIS

MSI:

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8611 IS-Application Devel & Support	299,593	168,820	126,426	126,426	145,943	19,517	15.4
8612 IS-PC&Net Service Center	18,055	61,858	52,392	52,392	207,292	154,900	295.6
8613 IS-Radio and Data Communicatn	2,355	2,493	2,885	2,885	2,523	-362	-12.5
8615 IS-Auto Body Repair	1,466	0	0	0	0	0	0.0
8616 IS-Fleet Maint - Equip Maintenance	5,701	3,094	6,270	6,270	7,500	1,230	19.6
8617 IS-Fleet Maint - Equip Replacement	16,748	16,748	18,637	18,637	17,400	-1,237	-6.6
8618 IS-Fleet Fuel/Lubricant	2,909	2,727	2,588	2,588	3,600	1,012	39.1
8620 Bldg Preventive Maintenance	52,225	52,455	50,069	50,069	54,698	4,629	9.2
8621 IS-Radio - Direct Request	0	199	2,900	2,900	2,900	0	0.0
8622 IS-Telephone - Usage	118,671	96,421	87,545	87,545	112,045	24,500	27.9
8623 IS-PC Training	0	0	8,624	8,624	8,624	0	0.0
8624 IS-Enterprise Network	136,366	150,356	152,708	152,708	167,179	14,471	9.4
8626 IS-Mail - Direct Request	3,034	5,910	2,372	2,372	2,372	0	0.0
8630 IS-AD&S PS,P2K,Park Citat	533,398	549,406	635,403	635,403	628,052	-7,351	-1.1
8632 IS-GIS (Geographic Info)	33,913	2,194	3,737	3,737	4,002	265	7.0
8634 IS-Security Srvcs City Hall	54,339	67,083	66,841	66,841	76,405	9,564	14.3
8641 IS-MS Licensing	0	23,138	18,131	18,131	17,972	-159	-0.8
8801 Depreciation	0	150	0	0	0	0	0.0
*** TOTAL INTERNAL SERVICE CHARGES	2,026,030	2,053,692	1,955,026	1,955,026	2,192,663	237,637	12.1
*** TOTAL BUDGET	17,466,718	19,126,075	20,714,219	20,747,219	22,615,959	1,868,740	9.0
REVENUE							
6809 Building Services Fund - Transfer	53,579	55,186	57,393	57,393	59,116	1,723	3.0
6860 Transfer from Workers' Compensation Fund	17,043	17,554	18,256	18,256	18,804	548	3.0
6963 Prking Mtr - Old Pasa	50,374	51,885	53,960	53,960	55,579	1,619	3.0
6964 Prking Mtr - Civic Ctr	19,407	19,989	20,789	20,789	21,412	623	2.9
7155 Printing Services Fund	969,699	1,058,740	1,202,112	1,202,112	1,700,103	497,991	41.4
7163 Worker's Compensation City Contribution	895,296	1,333,696	1,332,864	1,332,864	1,371,515	38,651	2.8
7166 Liability Insurance City Contribution	205,959	205,527	0	0	0	0	0.0
9038 Building Services Fund	59,869	0	0	0	0	0	0.0
9165 General Fund-Unspecified	8,074,658	8,742,397	9,285,909	9,285,909	9,829,281	543,372	5.8
9408 Telecommunications Fund	324,488	337,526	358,239	358,239	470,448	112,209	31.3
9500 Computing & Communication	6,796,346	7,303,575	8,384,697	8,417,697	9,089,701	672,004	7.9
*** TOTAL FUNDING	17,466,718	19,126,075	20,714,219	20,747,219	22,615,959	1,868,740	9.0

MSI:

DEPARTMENT: Finance Department

SUB-DEPARTMENT: Administration

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	19.500	19.500	16.500	16.500	16.000	0.500	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	19.500	19.500	16.500	16.500	16.000	0.500	
PERSONNEL							
8005 Regular Pay - PERS	1,140,935	1,104,995	1,225,705	1,225,705	1,273,693	47,988	3.9
8011 Overtime Pay	11,565	1,164	0	0	0	0	0.0
8018 PST-Part Time Employees - PARS	9,593	1,070	0	0	0	0	0.0
8020 Management Benefit	0	1,330	0	0	0	0	0.0
8023 Auto Allowance	13,797	12,868	11,844	11,844	12,944	1,100	9.2
8024 Personal Dvlpmt Allowance	8,575	5,500	6,000	6,000	6,000	0	0.0
8027 Workers' Compensation	54,186	50,325	30,888	30,888	19,870	-11,018	-35.6
8031 General Liability	0	2,213	3,677	3,677	2,547	-1,130	-30.7
8037 Miscellaneous Pay	0	11,906	0	0	0	0	0.0
8038 PERS-Employee Portion	83,374	86,677	85,799	85,799	89,158	3,359	3.9
8040 PERS-City Portion	28,732	90,872	89,967	89,967	98,201	8,234	9.1
8041 PARS-City Portion	451	2	0	0	0	0	0.0
8044 Life Insurance	1,434	1,198	1,225	1,225	1,273	48	3.9
8045 Dental Insurance	7,183	6,159	7,524	7,524	7,744	220	2.9
8046 Medicare-City Contributn	15,245	15,313	17,773	17,773	18,469	696	3.9
8047 Long Term Disability	12,183	11,103	1,838	1,838	2,165	327	17.7
8049 Emp Opt Ben Fd (EOBF)	138,757	138,749	133,650	133,650	146,400	12,750	9.5
8050 Benefits (VHS)	214,589	177,904	0	0	0	0	0.0
8054 Vision Care	27	22	0	0	0	0	0.0
8055 Health Care Spending	1,375	1,680	0	0	0	0	0.0
8056 Accrued payroll	12,497	-1,871	0	0	0	0	0.0
8058 Benefits Administration	31,775	60,222	0	0	0	0	0.0
*** TOTAL PERSONNEL	1,786,273	1,779,401	1,615,890	1,615,890	1,678,464	62,574	3.8
SERVICES AND SUPPLIES							
8101 Materials & Supplies	41,764	18,468	61,179	61,179	61,179	0	0.0
8108 Computer Related Supplies	23,956	4,001	1,930	1,930	1,930	0	0.0
8109 Equipt Purchases Under \$10,000	31,756	45,789	54,400	54,400	54,400	0	0.0
8110 Outside Printing and Duplicating	731	0	2,150	2,150	2,150	0	0.0
8113 Photo Copy Machine Maint	11,392	11,072	13,000	13,000	13,000	0	0.0
8114 Other Contract Services	196,959	277,444	77,350	77,350	77,350	0	0.0
8115 Consultant Services	600	111,150	132,199	132,199	132,199	0	0.0
8116 Contract Maintenance	187,912	204,424	285,131	285,131	285,131	0	0.0
8121 Computer(PC) Maint/Repair	938	0	0	0	0	0	0.0
8124 Dues and Memberships	1,845	2,282	2,650	2,650	2,650	0	0.0
8125 Special Civic Events	922	0	0	0	0	0	0.0
8126 Conf & Mtgs - Comm & Committees	320	0	0	0	0	0	0.0
8127 Conferences & Meetings	13,822	13,740	2,445	2,445	2,445	0	0.0
8128 Mileage	227	0	2,000	2,000	2,000	0	0.0
8129 Education	6,547	4,109	12,840	12,840	12,840	0	0.0

MSI:

DEPARTMENT: Finance Department

SUB-DEPARTMENT: Administration

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8135 Reference Mats Subscriptions	2,725	1,877	1,775	1,775	1,775	0	0.0
8144 Postage	37,127	31,599	32,000	32,000	32,000	0	0.0
8218 Vehicle Rental	88	22	0	0	0	0	0.0
8276 Software	1,981	0	0	0	0	0	0.0
8290 Cell Phone Reimbsmnt	-250	-823	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	561,362	725,154	681,049	681,049	681,049	0	0.0
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	2,347,635	2,504,555	2,296,939	2,296,939	2,359,513	62,574	2.7
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	25,430	26,316	26,438	26,438	29,925	3,487	13.1
8602 IS-Tenant Improvements	901	238	0	0	0	0	0.0
8603 IS-Lockshop	48	0	0	0	0	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	15,072	15,144	13,974	13,974	15,173	1,199	8.5
8605 IS-Housekeeping Serv	21,277	20,636	19,720	19,720	19,726	6	0.0
8607 IS-Printing	19,550	21,276	28,000	28,000	28,000	0	0.0
8608 IS-Mail Services	2,394	2,867	2,905	2,905	2,905	0	0.0
8609 IS-Telephones	22,324	20,680	16,082	16,082	22,068	5,986	37.2
8610 IS-System Management HP3000-HP957	91,940	57,678	77,922	77,922	52,486	-25,436	-32.6
8611 IS-Application Devel & Support	132,570	32,448	90,000	90,000	90,000	0	0.0
8612 IS-PC&Net Service Center	8,255	52,838	44,092	44,092	34,392	-9,700	-21.9
8613 IS-Radio and Data Communicatn	1,570	1,662	2,054	2,054	1,496	-558	-27.1
8620 Bldg Preventive Maintenanc e	9,145	9,186	8,420	8,420	8,952	532	6.3
8622 IS-Telephone - Usage	3,504	3,348	22,261	22,261	22,261	0	0.0
8623 IS-PC Training	0	0	6,905	6,905	6,905	0	0.0
8624 IS-Enterprise Network	19,570	23,523	20,870	20,870	22,261	1,391	6.6
8626 IS-Mail - Direct Request	496	759	0	0	0	0	0.0
8630 IS-AD&S PS,P2K,Park Citat	521,608	537,646	635,403	635,403	628,052	-7,351	-1.1
8632 IS-GIS (Geographic Info)	27,813	2,194	3,737	3,737	4,002	265	7.0
8634 IS-Security Srvcs City Ha LL	9,516	11,748	11,241	11,241	12,506	1,265	11.2
8641 IS-MS Licensing	0	2,260	1,972	1,972	1,831	-141	-7.1
*** TOTAL INTERNAL SERVICE CHARGES	932,983	842,447	1,031,996	1,031,996	1,002,941	-29,055	-2.8
*** TOTAL BUDGET	3,280,618	3,347,002	3,328,935	3,328,935	3,362,454	33,519	1.0
REVENUE							
6860 Transfer from Workers' Compensation Fund	17,043	17,554	18,256	18,256	18,804	548	3.0
7166 Liability Insurance City Contribution	205,959	205,527	0	0	0	0	0.0
9165 General Fund-Unspecified	3,057,616	3,123,921	3,310,679	3,310,679	3,343,650	32,971	0.9

GRAIL ANALYSIS

MSI:

DEPARTMENT: Finance Department
SUB-DEPARTMENT: Administration

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
*** TOTAL FUNDING	3,280,618	3,347,002	3,328,935	3,328,935	3,362,454	33,519	1.0

GRAIL ANALYSIS

MSI:

FUND: Worker's Compensation Fund

DEPARTMENT: Finance Department

SUB-DEPARTMENT: Worker's Comp & Safety

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	9,000	9,000	9,000	9,000	8,000	1,000	
NON-REGULAR	0,000	0,000	0,000	0,000	0,000	0,000	
TOTAL EMPLOYEES	9,000	9,000	9,000	9,000	8,000	1,000	
PERSONNEL							
8005 Regular Pay - PERS	396,631	380,990	554,523	554,523	555,870	1,347	0.2
8018 PST-Part Time Employees - PARS	47,992	32,138	0	0	0	0	0.0
8023 Auto Allowance	1,200	1,108	3,456	3,456	1,200	-2,256	-65.2
8024 Personal Dvlpmt Allowance	2,000	2,500	2,750	2,750	2,750	0	0.0
8027 Workers' Compensation	33,971	24,475	13,974	13,974	8,671	-5,303	-37.9
8031 General Liability	0	827	1,664	1,664	1,112	-552	-33.1
8037 Miscellaneous Pay	0	765	0	0	0	0	0.0
8038 PERS-Employee Portion	25,752	28,995	38,816	38,816	38,910	94	0.2
8040 PERS-City Portion	8,901	31,099	40,702	40,702	42,857	2,155	5.2
8041 PARS-City Portion	1,915	1,285	0	0	0	0	0.0
8044 Life Insurance	354	294	554	554	556	2	0.3
8045 Dental Insurance	4,432	3,828	4,104	4,104	3,872	-232	-5.6
8046 Medicare-City Contributn	6,652	6,110	8,041	8,041	8,060	19	0.2
8047 Long Term Disability	4,530	3,982	832	832	945	113	13.5
8049 Emp Opt Ben Fd (EOBF)	62,342	53,549	72,900	72,900	73,200	300	0.4
8050 Benefits (VHS)	77,157	61,339	0	0	0	0	0.0
8056 Accrued payroll	591	1,019	0	0	0	0	0.0
8058 Benefits Administration	9,900	20,764	0	0	0	0	0.0
*** TOTAL PERSONNEL	684,320	655,067	742,316	742,316	738,003	-4,313	-0.5
SERVICES AND SUPPLIES							
8101 Materials & Supplies	3,796	7,557	5,500	5,500	5,500	0	0.0
8109 Equipt Purchases Under \$10,000	0	0	9,100	9,100	9,100	0	0.0
8113 Photo Copy Machine Maint	0	2,217	4,500	4,500	4,500	0	0.0
8114 Other Contract Services	121,306	588,548	434,745	434,745	462,132	27,387	6.2
8115 Consultant Services	0	0	3,000	3,000	3,000	0	0.0
8116 Contract Maintenance	0	0	29,228	29,228	29,228	0	0.0
8117 Data Processing Operations	0	0	20,772	20,772	20,772	0	0.0
8124 Dues and Memberships	575	2,417	2,500	2,500	2,500	0	0.0
8125 Special Civic Events	530	275	0	0	0	0	0.0
8127 Conferences & Meetings	1,250	1,857	1,800	1,800	1,800	0	0.0
8128 Mileage	795	701	350	350	350	0	0.0
8129 Education	2,816	581	4,050	4,050	4,050	0	0.0
8130 Training Costs	382	115	1,000	1,000	1,000	0	0.0
8133 Medicl Pay Doctors-Workr Comp	22,565	20,199	1,000	1,000	1,000	0	0.0
8135 Reference Matls Subscriptions	1,356	2,227	2,060	2,060	2,060	0	0.0
8144 Postage	2,493	1,788	3,000	3,000	3,000	0	0.0

MSI:

FUND: Worker's Compensation Fund

DEPARTMENT: Finance Department

SUB-DEPARTMENT: Worker's Comp & Safety

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8218 Vehicle Rental	66	0	0	0	0	0	0.0
8290 Cell Phone Reimbsmnt	0	-54	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	157,930	628,428	522,605	522,605	549,992	27,387	5.2
EQUIPMENT							
8801 Depreciation	1,151	0	0	0	0	0	0.0
*** TOTAL EQUIPMENT	1,151	0	0	0	0	0	0.0
*** SUBTOTAL	843,401	1,283,495	1,264,921	1,264,921	1,287,995	23,074	1.8
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	8,296	8,584	9,409	9,409	16,841	7,432	78.9
8602 IS-Tenant Improvements	320	0	0	0	0	0	0.0
8603 IS-Lockshop	0	0	175	175	175	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	4,920	4,944	4,973	4,973	8,539	3,566	71.7
8605 IS-Housekeeping Serv	6,941	6,732	7,017	7,017	11,101	4,084	58.2
8606 IS-Floors and Windows	0	0	300	300	300	0	0.0
8607 IS-Printing	9,603	4,636	8,230	8,230	8,230	0	0.0
8608 IS-Mail Services	1,131	1,323	1,494	1,494	1,494	0	0.0
8609 IS-Telephones	4,423	3,976	4,232	4,232	5,254	1,022	24.1
8611 IS-Application Devel & Support	0	0	9,675	9,675	2,675	-7,000	-72.3
8620 Bldg Preventive Maintenanc e	2,984	2,997	2,997	2,997	5,039	2,042	68.1
8622 IS-Telephone - Usage	1,250	1,126	2,473	2,473	2,473	0	0.0
8623 IS-PC Training	0	0	1,219	1,219	1,219	0	0.0
8624 IS-Enterprise Network	8,833	10,857	10,734	10,734	12,143	1,409	13.1
8626 IS-Mail - Direct Request	90	0	0	0	0	0	0.0
8634 IS-Security Srvcs City Ha ll	3,104	3,833	4,001	4,001	7,038	3,037	75.9
8641 IS-MS Licensing	0	1,043	1,014	1,014	999	-15	-1.4
8801 Depreciation	0	150	0	0	0	0	0.0
*** TOTAL INTERNAL SERVICE CHARGES	51,895	50,201	67,943	67,943	83,520	15,577	22.9
*** TOTAL BUDGET	895,296	1,333,696	1,332,864	1,332,864	1,371,515	38,651	2.8
REVENUE							
7163 Worker's Compensation Cit y Contribution	895,296	1,333,696	1,332,864	1,332,864	1,371,515	38,651	2.8
*** TOTAL FUNDING	895,296	1,333,696	1,332,864	1,332,864	1,371,515	38,651	2.8

GRAIL ANALYSIS

MSI:
FUND: General Fund

DEPARTMENT: Finance Department
SUB-DEPARTMENT: Budget

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	6.000	6.000	6.000	6.000	6.000	0.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	6.000	6.000	6.000	6.000	6.000	0.000	
PERSONNEL							
8005 Regular Pay - PERS	394,915	442,467	537,264	537,264	551,513	14,249	2.6
8011 Overtime Pay	483	0	0	0	0	0	0.0
8018 PST-Part Time Employees - PARS	0	34	0	0	0	0	0.0
8023 Auto Allowance	2,544	2,544	2,544	2,544	2,544	0	0.0
8024 Personal Dvlpmt Allowance	2,750	3,625	2,750	2,750	2,750	0	0.0
8027 Workers' Compensation	18,601	20,134	13,539	13,539	8,604	-4,935	-36.4
8031 General Liability	0	885	1,612	1,612	1,103	-509	-31.5
8037 Miscellaneous Pay	0	1,095	0	0	0	0	0.0
8038 PERS-Employee Portion	28,129	33,360	37,608	37,608	38,606	998	2.6
8040 PERS-City Portion	9,737	36,018	39,435	39,435	42,522	3,087	7.8
8041 PARS-City Portion	0	1	0	0	0	0	0.0
8044 Life Insurance	395	403	537	537	552	15	2.7
8045 Dental Insurance	3,357	3,339	2,736	2,736	2,904	168	6.1
8046 Medicare-City Contributn	3,834	4,399	7,790	7,790	7,997	207	2.6
8047 Long Term Disability	4,029	4,265	806	806	938	132	16.3
8049 Emp Opt Ben Fd (EOBF)	44,005	48,137	48,600	48,600	54,900	6,300	12.9
8050 Benefits (VHS)	74,175	71,237	0	0	0	0	0.0
8056 Accrued payroll	3,697	3,061	0	0	0	0	0.0
8058 Benefits Administration	10,929	24,114	0	0	0	0	0.0
*** TOTAL PERSONNEL	601,580	699,118	695,221	695,221	714,933	19,712	2.8
SERVICES AND SUPPLIES							
8101 Materials & Supplies	100	1,030	5,000	5,000	5,000	0	0.0
8108 Computer Related Supplies	0	0	1,200	1,200	1,200	0	0.0
8109 Eqipt Purchases Under \$10,000	0	0	500	500	500	0	0.0
8112 Legal Advertising	24	312	0	0	0	0	0.0
8113 Photo Copy Machine Maint	0	0	1,000	1,000	1,000	0	0.0
8114 Other Contract Services	0	0	3,500	3,500	3,500	0	0.0
8115 Consultant Services	0	325	10,000	10,000	0	-10,000	-100.0
8124 Dues and Memberships	50	65	200	200	200	0	0.0
8127 Conferences & Meetings	0	95	134	134	134	0	0.0
8129 Education	0	0	500	500	500	0	0.0
8144 Postage	6	0	900	900	900	0	0.0
8218 Vehicle Rental	0	11	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	180	1,838	22,934	22,934	12,934	-10,000	-43.6
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	601,760	700,956	718,155	718,155	727,867	9,712	1.3

GRAIL ANALYSIS

MSI:
FUND: General Fund

DEPARTMENT: Finance Department
SUB-DEPARTMENT: Budget

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	11,017	11,400	12,495	12,495	11,223	-1,272	-10.1
8604 IS-Utilities & Insurance - HSEKPING	6,528	6,564	6,604	6,604	5,690	-914	-13.8
8605 IS-Housekeeping Serv	9,217	8,940	9,320	9,320	7,398	-1,922	-20.6
8607 IS-Printing	29,736	29,231	16,273	16,273	26,273	10,000	61.4
8608 IS-Mail Services	931	882	996	996	996	0	0.0
8609 IS-Telephones	4,838	4,166	5,925	5,925	7,356	1,431	24.1
8611 IS-Application Devel & Support	5,670	4,320	10,000	10,000	10,000	0	0.0
8620 Bldg Preventive Maintenanc e	3,962	3,980	3,980	3,980	3,358	-622	-15.6
8622 IS-Telephone - Usage	844	807	687	687	687	0	0.0
8624 IS-Enterprise Network	7,274	7,238	7,156	7,156	8,095	939	13.1
8634 IS-Security Srvcs City Ha ll	4,122	5,089	5,313	5,313	4,690	-623	-11.7
8641 IS-MS Licensing	0	695	676	676	666	-10	-1.4
*** TOTAL INTERNAL SERVICE CHARGES	84,139	83,312	79,425	79,425	86,432	7,007	8.8
*** TOTAL BUDGET	685,899	784,268	797,580	797,580	814,299	16,719	2.0
REVENUE							
9165 General Fund-Unspecified	685,899	784,268	797,580	797,580	814,299	16,719	2.0
*** TOTAL FUNDING	685,899	784,268	797,580	797,580	814,299	16,719	2.0

GRAIL ANALYSIS

MSI:

DEPARTMENT: Finance Department
SUB-DEPARTMENT: Purchasing and Payables

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	16,750	17,750	18,750	18,750	18,750	0,000	
NON-REGULAR	0,000	0,000	0,000	0,000	0,000	0,000	
TOTAL EMPLOYEES	16,750	17,750	18,750	18,750	18,750	0,000	
PERSONNEL							
8005 Regular Pay - PERS	602,445	725,813	1,071,642	1,071,678	1,112,456	40,778	3.8
8011 Overtime Pay	112	505	0	0	0	0	0.0
8018 PST-Part Time Employees - PARS	39,933	26,619	0	0	0	0	0.0
8020 Management Benefit	0	13	0	0	0	0	0.0
8023 Auto Allowance	0	0	2,544	2,544	0	-2,544	-100.0
8024 Personal Dvlpmt Allowance	1,750	3,625	2,750	2,750	2,750	0	0.0
8027 Workers' Compensation	30,256	34,218	27,005	27,006	17,354	-9,652	-35.7
8031 General Liability	0	1,504	3,215	3,215	2,225	-990	-30.7
8037 Miscellaneous Pay	0	1,395	0	0	0	0	0.0
8038 PERS-Employee Portion	42,194	52,316	75,015	75,017	77,872	2,855	3.8
8040 PERS-City Portion	14,609	59,295	78,659	78,622	85,771	7,149	9.0
8041 PARS-City Portion	1,597	1,065	0	0	0	0	0.0
8044 Life Insurance	564	656	1,072	1,072	1,112	40	3.7
8045 Dental Insurance	8,213	9,254	8,550	8,550	9,075	525	6.1
8046 Medicare-City Contributon	7,517	8,776	15,539	15,539	16,131	592	3.8
8047 Long Term Disability	6,412	7,137	1,607	1,605	1,892	287	17.8
8049 Emp Opt Ben Fd (EOBF)	106,602	123,894	151,875	151,875	171,563	19,688	12.9
8050 Benefits (VHS)	115,120	116,793	0	0	0	0	0.0
8056 Accrued payroll	6,149	9,537	0	0	0	0	0.0
8058 Benefits Administration	17,031	39,536	0	0	0	0	0.0
*** TOTAL PERSONNEL	1,000,504	1,221,951	1,439,473	1,439,473	1,498,201	58,728	4.0
SERVICES AND SUPPLIES							
8101 Materials & Supplies	211,377	204,405	230,000	230,000	230,000	0	0.0
8105 Lease Payments	4,254	23,270	24,800	24,800	9,800	-15,000	-60.4
8107 Equipment Lease Payments	22,183	4,163	125,716	125,716	28,000	-97,716	-77.7
8108 Computer Related Supplies	920	6,912	0	0	0	0	0.0
8109 Equipt Purchases Under \$10,000	0	1,171	5,000	5,000	5,000	0	0.0
8110 Outside Printing and Duplicating	1,301	4,971	0	0	0	0	0.0
8112 Legal Advertising	2,691	423	0	0	0	0	0.0
8113 Photo Copy Machine Maint	64,567	78,953	67,383	67,383	67,383	0	0.0
8114 Other Contract Services	205,430	232,721	176,231	176,231	176,231	0	0.0
8116 Contract Maintenance	485	485	0	0	0	0	0.0
8124 Dues and Memberships	490	265	1,100	1,100	1,100	0	0.0
8125 Special Civic Events	222	0	0	0	0	0	0.0
8126 Conf & Mtgs - Comm & Committees	155	0	0	0	0	0	0.0
8127 Conferences & Meetings	5,717	7,567	1,267	1,267	1,267	0	0.0
8128 Mileage	120	131	0	0	0	0	0.0
8129 Education	190	399	140	140	140	0	0.0

MSI:

DEPARTMENT: Finance Department
SUB-DEPARTMENT: Purchasing and Payables

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8130 Training Costs	37	0	1,000	1,000	1,000	0	0.0
8134 Data Processing Development	0	0	3,000	3,000	3,000	0	0.0
8135 Reference Matls Subscriptions	0	72	250	250	250	0	0.0
8136 Library Books	460	480	0	0	0	0	0.0
8144 Postage	468	3	2,700	2,700	2,700	0	0.0
8177 Program Expenditures	15,992	16,471	17,130	17,130	17,645	515	3.0
8218 Vehicle Rental	0	22	0	0	0	0	0.0
8676 Principal	0	0	0	0	130,000	130,000	0.0
8677 Interest	883	15,447	0	0	19,000	19,000	0.0
*** TOTAL SERVICES AND SUPPLIES	537,942	598,331	655,717	655,717	692,516	36,799	5.6
EQUIPMENT							
8504 Equipment	0	320,063	0	0	460,000	460,000	0.0
8507 Contra Capital	0	-320,063	0	0	0	0	0.0
8801 Depreciation	5,269	4,202	14,500	14,500	14,500	0	0.0
*** TOTAL EQUIPMENT	5,269	4,202	14,500	14,500	474,500	460,000	3172.4
*** SUBTOTAL	1,543,715	1,824,484	2,109,690	2,109,690	2,665,217	555,527	26.3
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	26,363	27,280	29,899	29,899	35,068	5,169	17.2
8602 IS-Tenant Improvements	1,078	4,288	0	0	0	0	0.0
8603 IS-Lockshop	106	0	105	105	105	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	15,636	15,684	15,804	15,804	17,780	1,976	12.5
8605 IS-Housekeeping Serv	22,057	21,394	22,302	22,302	23,116	814	3.6
8606 IS-Floors and Windows	0	0	2,000	2,000	2,000	0	0.0
8607 IS-Printing	1,611	6,121	8,357	8,357	8,357	0	0.0
8608 IS-Mail Services	2,494	2,462	2,781	2,781	2,781	0	0.0
8609 IS-Telephones	16,909	15,404	15,237	15,237	21,017	5,780	37.9
8611 IS-Application Devel & Support	930	842	0	0	0	0	0.0
8620 Bldg Preventive Maintenanc e	9,481	9,522	9,522	9,522	10,492	970	10.1
8621 IS-Radio - Direct Request	0	0	500	500	500	0	0.0
8622 IS-Telephone - Usage	5,167	4,573	4,026	4,026	4,026	0	0.0
8623 IS-PC Training	0	0	500	500	500	0	0.0
8624 IS-Enterprise Network	19,484	20,251	19,976	19,976	25,297	5,321	26.6
8634 IS-Security Srvcs City Ha ll	9,864	12,179	12,713	12,713	14,655	1,942	15.2
8641 IS-MS Licensing	0	1,942	1,887	1,887	2,081	194	10.2
*** TOTAL INTERNAL SERVICE CHARGES	131,180	141,942	145,609	145,609	167,775	22,166	15.2
*** TOTAL BUDGET	1,674,895	1,966,426	2,255,299	2,255,299	2,832,992	577,693	25.6
REVENUE							
7155 Printing Services Fund	969,699	1,058,740	1,202,112	1,202,112	1,700,103	497,991	41.4
9165 General Fund-Unspecified	705,196	907,686	1,053,187	1,053,187	1,132,889	79,702	7.5

GRAIL ANALYSIS

MSI:

DEPARTMENT: Finance Department
SUB-DEPARTMENT: Purchasing and Payables

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
*** TOTAL FUNDING	1,674,895	1,966,426	2,255,299	2,255,299	2,832,992	577,693	25.6

MSI:

DEPARTMENT: Finance Department
SUB-DEPARTMENT: Treasury/Cash Management

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	29.000	29.000	29.000	29.000	30.000	1.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	29.000	29.000	29.000	29.000	30.000	1.000	
PERSONNEL							
8005 Regular Pay - PERS	1,061,228	1,142,202	1,560,917	1,560,917	1,647,591	86,674	5.5
8011 Overtime Pay	51,742	35,816	4,221	4,221	4,221	0	0.0
8018 PST-Part Time Employees - PARS	46,291	25,586	0	0	0	0	0.0
8023 Auto Allowance	2,544	2,544	5,088	5,088	2,544	-2,544	-50.0
8024 Personal Dvlpmt Allowance	3,250	3,250	3,750	3,750	3,750	0	0.0
8027 Workers' Compensation	52,165	53,135	39,336	39,336	25,703	-13,633	-34.6
8031 General Liability	0	2,335	4,683	4,683	3,295	-1,388	-29.6
8037 Miscellaneous Pay	0	1,275	0	0	0	0	0.0
8038 PERS-Employee Portion	74,276	82,062	109,264	109,264	115,331	6,067	5.5
8040 PERS-City Portion	25,710	93,598	114,572	114,572	127,029	12,457	10.8
8041 PARS-City Portion	1,890	1,019	0	0	0	0	0.0
8044 Life Insurance	1,009	1,036	1,561	1,561	1,647	86	5.5
8045 Dental Insurance	13,066	12,618	13,224	13,224	14,520	1,296	9.8
8046 Medicare-City Contributn	11,606	12,444	22,694	22,694	23,951	1,257	5.5
8047 Long Term Disability	10,890	10,754	2,341	2,341	2,801	460	19.6
8049 Emp Opt Ben Fd (EOBF)	184,548	206,120	234,900	234,900	274,500	39,600	16.8
8050 Benefits (VHS)	200,556	183,894	0	0	0	0	0.0
8056 Accrued payroll	6,334	7,197	0	0	0	0	0.0
8057 Defunded Positions	0	0	-66,391	-66,391	0	66,391	-100.0
8058 Benefits Administration	29,068	62,250	0	0	0	0	0.0
*** TOTAL PERSONNEL	1,776,173	1,939,135	2,050,160	2,050,160	2,246,883	196,723	9.5
SERVICES AND SUPPLIES							
8101 Materials & Supplies	49,487	51,451	62,425	62,425	62,425	0	0.0
8105 Lease Payments	1,493	5,211	1,500	1,500	1,500	0	0.0
8107 Equipment Lease Payments	29,703	29,636	43,900	43,900	43,900	0	0.0
8108 Computer Related Supplies	1,077	263	0	0	0	0	0.0
8109 Equipt Purchases Under \$10,000	4,998	7,463	0	0	0	0	0.0
8110 Outside Printing and Duplicating	5,549	6,722	15,334	15,334	15,334	0	0.0
8112 Legal Advertising	0	107	2,600	2,600	2,600	0	0.0
8113 Photo Copy Machine Maint	523	619	0	0	0	0	0.0
8114 Other Contract Services	74,147	37,229	150,710	150,710	150,710	0	0.0
8115 Consultant Services	3,750	12,500	13,500	13,500	13,500	0	0.0
8116 Contract Maintenance	9,121	29,991	58,580	58,580	58,580	0	0.0
8117 Data Processing Operations	23,083	26,215	38,000	38,000	38,000	0	0.0
8121 Computer(PC) Maint/Repair	19,710	11,450	0	0	0	0	0.0
8124 Dues and Memberships	1,040	370	1,250	1,250	1,250	0	0.0
8126 Conf & Mtgs - Comm & Committees	0	405	0	0	0	0	0.0

MSI:

DEPARTMENT: Finance Department
SUB-DEPARTMENT: Treasury/Cash Management

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8127 Conferences & Meetings	3,184	2,557	2,562	2,562	2,570	8	0.3
8128 Mileage	194	802	1,795	1,795	1,795	0	0.0
8129 Education	250	43	5,000	5,000	5,000	0	0.0
8135 Reference Mats Subscriptions	120	0	1,800	1,800	1,800	0	0.0
8144 Postage	43,770	56,274	33,837	33,837	33,837	0	0.0
8149 Fiscal Agent/Bank Fees & Charges	10,858	10,417	0	0	0	0	0.0
8154 Audio Visual Materials	0	0	100	100	100	0	0.0
8218 Vehicle Rental	11	0	415	415	415	0	0.0
8276 Software	269	0	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	282,337	289,725	433,308	433,308	433,316	8	0.0
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	2,058,510	2,228,860	2,483,468	2,483,468	2,680,199	196,731	7.9
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	27,073	28,015	30,705	30,705	53,304	22,599	73.6
8602 IS-Tenant Improvements	238	1,777	5,100	5,100	5,100	0	0.0
8603 IS-Lockshop	507	490	785	785	785	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	16,056	16,128	16,229	16,229	27,026	10,797	66.5
8605 IS-Housekeeping Serv	22,651	22,062	22,903	22,903	35,137	12,234	53.4
8607 IS-Printing	28,527	38,880	32,069	32,069	32,069	0	0.0
8608 IS-Mail Services	3,658	4,263	4,814	4,814	4,814	0	0.0
8609 IS-Telephones	23,265	21,959	21,162	21,162	26,797	5,635	26.6
8611 IS-Application Devel & Support	2,190	3,770	0	0	0	0	0.0
8620 Bldg Preventive Maintenanc e	9,737	9,780	9,780	9,780	15,947	6,167	63.0
8622 IS-Telephone - Usage	6,952	6,028	4,688	4,688	4,688	0	0.0
8624 IS-Enterprise Network	28,575	34,982	34,585	34,585	39,126	4,541	13.1
8626 IS-Mail - Direct Request	2,448	5,151	2,372	2,372	2,372	0	0.0
8630 IS-AD&S PS,P2K,Park Citat	9,360	11,760	0	0	0	0	0.0
8634 IS-Security Srvcs City Ha ll	10,131	12,507	13,055	13,055	22,275	9,220	70.6
8641 IS-MS Licensing	0	3,361	3,268	3,268	3,218	-50	-1.5
*** TOTAL INTERNAL SERVICE CHARGES	191,368	220,913	201,515	201,515	272,658	71,143	35.3
*** TOTAL BUDGET	2,249,878	2,449,773	2,684,983	2,684,983	2,952,857	267,874	9.9
REVENUE							
6809 Building Services Fund - Transfer	53,579	55,186	57,393	57,393	59,116	1,723	3.0
6963 Prking Mtr - Old Pasa	50,374	51,885	53,960	53,960	55,579	1,619	3.0
6964 Prking Mtr - Civic Ctr	19,407	19,989	20,789	20,789	21,412	623	2.9
9165 General Fund-Unspecified	2,126,518	2,322,713	2,552,841	2,552,841	2,816,750	263,909	10.3
*** TOTAL FUNDING	2,249,878	2,449,773	2,684,983	2,684,983	2,952,857	267,874	9.9

GRAIL ANALYSIS

MSI:

DEPARTMENT: Finance Department
SUB-DEPARTMENT: Accounting and Analysis

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	15.900	13.900	13.900	13.900	13.900	0.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	15.900	13.900	13.900	13.900	13.900	0.000	
PERSONNEL							
8005 Regular Pay - PERS	801,738	838,188	998,474	998,474	1,054,197	55,723	5.5
8011 Overtime Pay	0	0	6,678	6,678	6,678	0	0.0
8023 Auto Allowance	0	5,830	2,544	2,544	0	-2,544	-100.0
8024 Personal Dvlpmt Allowance	9,000	7,750	7,750	7,750	7,750	0	0.0
8027 Workers' Compensation	37,762	38,138	25,162	25,162	16,445	-8,717	-34.6
8031 General Liability	0	1,676	2,996	2,996	2,108	-888	-29.6
8037 Miscellaneous Pay	0	3,826	0	0	0	0	0.0
8038 PERS-Employee Portion	55,991	64,654	69,893	69,893	73,793	3,900	5.5
8040 PERS-City Portion	19,382	64,396	73,287	73,287	81,279	7,992	10.9
8044 Life Insurance	800	740	998	998	1,054	56	5.6
8045 Dental Insurance	8,708	7,651	6,338	6,338	6,728	390	6.1
8046 Medicare-City Contributn	7,790	8,203	14,574	14,574	15,382	808	5.5
8047 Long Term Disability	8,160	7,955	1,498	1,498	1,792	294	19.6
8049 Emp Opt Ben Fd (EOBF)	107,390	108,045	112,590	112,590	127,185	14,595	12.9
8050 Benefits (VHS)	151,964	134,949	0	0	0	0	0.0
8054 Vision Care	33	0	0	0	0	0	0.0
8056 Accrued payroll	4,323	2,476	0	0	0	0	0.0
8058 Benefits Administration	20,811	45,681	0	0	0	0	0.0
*** TOTAL PERSONNEL	1,233,852	1,340,158	1,322,782	1,322,782	1,394,391	71,609	5.4
SERVICES AND SUPPLIES							
8101 Materials & Supplies	3,521	7,930	3,715	3,715	3,715	0	0.0
8108 Computer Related Supplies	0	112	0	0	0	0	0.0
8109 Equipt Purchases Under \$10,000	0	0	2,000	2,000	2,000	0	0.0
8112 Legal Advertising	1,786	6,141	0	0	0	0	0.0
8114 Other Contract Services	25,195	13,311	4,747	4,747	4,747	0	0.0
8116 Contract Maintenance	1,070	1,100	0	0	0	0	0.0
8117 Data Processing Operations	9,500	2,125	12,550	12,550	12,550	0	0.0
8121 Computer(PC) Maint/Repair	0	396	0	0	0	0	0.0
8124 Dues and Memberships	860	235	606	606	606	0	0.0
8126 Conf & Mtgs - Comm & Committees	0	67	0	0	0	0	0.0
8127 Conferences & Meetings	2,191	2,964	5,654	5,654	5,654	0	0.0
8128 Mileage	135	0	350	350	350	0	0.0
8129 Education	0	642	596	596	596	0	0.0
8130 Training Costs	405	135	0	0	0	0	0.0
8135 Reference Matls Subscriptions	946	700	1,300	1,300	1,300	0	0.0
8144 Postage	88	0	5,158	5,158	5,158	0	0.0
8290 Cell Phone Reimbsmnt	0	-65	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	45,697	35,793	36,676	36,676	36,676	0	0.0

MSI:

DEPARTMENT: Finance Department
SUB-DEPARTMENT: Accounting and Analysis

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	1,279,549	1,375,951	1,359,458	1,359,458	1,431,067	71,609	5.2
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	14,741	15,255	11,631	11,631	36,470	24,839	213.5
8602 IS-Tenant Improvements	136	40	0	0	0	0	0.0
8603 IS-Lockshop	45	0	0	0	0	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	8,736	8,784	6,148	6,148	18,492	12,344	200.7
8605 IS-Housekeeping Serv	12,333	11,962	8,676	8,676	24,040	15,364	177.0
8607 IS-Printing	14,997	15,623	11,500	11,500	11,500	0	0.0
8608 IS-Mail Services	2,992	3,161	3,403	3,403	3,403	0	0.0
8609 IS-Telephones	16,342	14,811	11,427	11,427	12,611	1,184	10.3
8611 IS-Application Devel & Support	0	1,492	0	0	0	0	0.0
8620 Bldg Preventive Maintenanc e	5,302	5,325	3,705	3,705	10,910	7,205	194.4
8622 IS-Telephone - Usage	2,987	2,021	3,653	3,653	3,653	0	0.0
8624 IS-Enterprise Network	17,560	19,180	17,769	17,769	18,754	985	5.5
8630 IS-AD&S PS,P2K,Park Citat	2,430	0	0	0	0	0	0.0
8634 IS-Security Srvcs City Ha ll	5,516	6,810	4,945	4,945	15,241	10,296	208.2
8641 IS-MS Licensing	0	1,843	1,679	1,679	1,542	-137	-8.1
*** TOTAL INTERNAL SERVICE CHARGES	104,117	106,307	84,536	84,536	156,616	72,080	85.2
*** TOTAL BUDGET	1,383,666	1,482,258	1,443,994	1,443,994	1,587,683	143,689	9.9
REVENUE							
9165 General Fund-Unspecified	1,383,666	1,482,258	1,443,994	1,443,994	1,587,683	143,689	9.9
*** TOTAL FUNDING	1,383,666	1,482,258	1,443,994	1,443,994	1,587,683	143,689	9.9

MSI:

DEPARTMENT: Finance Department
SUB-DEPARTMENT: Accounting and Analysis

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	5.600	5.600	5.600	5.600	5.600	0.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	5.600	5.600	5.600	5.600	5.600	0.000	
PERSONNEL							
8005 Regular Pay - PERS	0	0	423,380	423,380	443,897	20,517	4.8
8024 Personal Dvlpmt Allowance	0	0	2,500	2,500	2,500	0	0.0
8027 Workers' Compensation	0	0	10,669	10,669	6,925	-3,744	-35.0
8031 General Liability	0	0	1,270	1,270	888	-382	-30.0
8038 PERS-Employee Portion	0	0	29,637	29,637	31,073	1,436	4.8
8040 PERS-City Portion	0	0	31,076	31,076	34,224	3,148	10.1
8044 Life Insurance	0	0	423	423	444	21	4.9
8045 Dental Insurance	0	0	2,554	2,554	2,710	156	6.1
8046 Medicare-City Contributn	0	0	6,139	6,139	6,437	298	4.8
8047 Long Term Disability	0	0	635	635	755	120	18.8
8049 Emp Opt Ben Fd (EOBF)	0	0	45,360	45,360	51,240	5,880	12.9
*** TOTAL PERSONNEL	0	0	553,643	553,643	581,093	27,450	4.9
SERVICES AND SUPPLIES							
8101 Materials & Supplies	0	0	3,500	3,500	3,500	0	0.0
8109 Equipt Purchases Under \$10,000	0	0	6,000	6,000	6,000	0	0.0
8127 Conferences & Meetings	0	0	2,000	2,000	2,000	0	0.0
8135 Reference Mats Subscriptions	0	0	500	500	500	0	0.0
*** TOTAL SERVICES AND SUPPLIES	0	0	12,000	12,000	12,000	0	0.0
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	0	0	565,643	565,643	593,093	27,450	4.8
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	0	0	5,087	5,087	10,473	5,386	105.8
8603 IS-Lockshop	0	0	785	785	785	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	0	0	2,689	2,689	5,310	2,621	97.4
8605 IS-Housekeeping Serv	0	0	3,795	3,795	6,903	3,108	81.8
8609 IS-Telephones	0	0	5,502	5,502	5,254	-248	-4.5
8620 Bldg Preventive Maintenance	0	0	1,620	1,620	3,133	1,513	93.3
8634 IS-Security Srvcs City Hall	0	0	2,163	2,163	4,376	2,213	102.3
*** TOTAL INTERNAL SERVICE CHARGES	0	0	21,641	21,641	36,234	14,593	67.4
*** TOTAL BUDGET	0	0	587,284	587,284	629,327	42,043	7.1
REVENUE							

GRAIL ANALYSIS

MSI:

DEPARTMENT: Finance Department
SUB-DEPARTMENT: Accounting and Analysis

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
3571 Grants	0	0	587,284	587,284	629,327	42,043	7.1
*** TOTAL FUNDING	0	0	587,284	587,284	629,327	42,043	7.1

GRAIL ANALYSIS

MSI:

FUND: Computing & Communications

DEPARTMENT: Information Technology Services Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	42.000	44.000	45.000	45.000	48.000	3.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	42.000	44.000	45.000	45.000	48.000	3.000	
PERSONNEL							
8005 Regular Pay - PERS	1,961,584	2,363,003	3,582,915	3,582,915	3,883,591	300,676	8.3
8011 Overtime Pay	44,796	31,485	25,307	25,307	26,256	949	3.7
8018 PST-Part Time Employees - PARS	82,450	79,285	0	0	0	0	0.0
8020 Management Benefit	2,372	0	0	0	0	0	0.0
8023 Auto Allowance	2,544	2,544	2,544	2,544	2,544	0	0.0
8024 Personal Dvlpmt Allowance	12,000	16,625	16,250	16,250	16,250	0	0.0
8027 Workers' Compensation	97,019	111,124	90,290	90,290	60,585	-29,705	-32.8
8031 General Liability	132	4,884	10,749	10,749	7,766	-2,983	-27.7
8037 Miscellaneous Pay	2,078	15,593	0	0	0	0	0.0
8038 PERS-Employee Portion	138,293	176,940	250,805	250,805	271,850	21,045	8.3
8040 PERS-City Portion	46,876	190,236	262,986	262,987	299,425	36,438	13.8
8041 PARS-City Portion	3,522	3,221	0	0	0	0	0.0
8044 Life Insurance	1,464	1,754	3,582	3,582	3,884	302	8.4
8045 Dental Insurance	16,495	19,079	20,518	20,518	23,232	2,714	13.2
8046 Medicare-City Contributn	25,898	32,559	52,319	52,319	56,693	4,374	8.3
8047 Long Term Disability	20,777	23,392	5,374	5,373	6,601	1,228	22.8
8048 Child Care Subsidies	0	0	864	864	864	0	0.0
8049 Emp Opt Ben Fd (EOBF)	224,391	295,286	364,500	364,500	439,202	74,702	20.4
8050 Benefits (VHS)	375,146	380,444	0	0	0	0	0.0
8054 Vision Care	56	191	0	0	0	0	0.0
8056 Accrued payroll	12,083	24,804	0	0	0	0	0.0
8058 Benefits Administration	52,671	128,786	0	0	0	0	0.0
*** TOTAL PERSONNEL	3,122,647	3,901,235	4,689,003	4,689,003	5,098,743	409,740	8.7
SERVICES AND SUPPLIES							
8101 Materials & Supplies	265,425	74,151	193,592	193,592	137,592	-56,000	-28.9
8103 Uniforms	0	0	850	850	650	-200	-23.5
8105 Lease Payments	6,244	0	0	0	0	0	0.0
8106 Rent Expense	0	0	0	0	294,000	294,000	0.0
8107 Equipment Lease Payments	300	0	171,200	171,200	0	-171,200	-100.0
8108 Computer Related Supplies	-43,909	41,466	113,000	113,000	100,100	-12,900	-11.4
8109 Equipt Purchases Under \$10,000	184,600	128,529	41,600	41,600	33,850	-7,750	-18.6
8110 Outside Printing and Duplicating	44	420	0	0	200	200	0.0
8112 Legal Advertising	0	30	0	0	0	0	0.0
8113 Photo Copy Machine Maint	786	2,073	3,000	3,000	3,000	0	0.0
8114 Other Contract Services	929,687	717,592	779,130	812,130	790,023	-22,107	-2.7
8115 Consultant Services	34,789	30,994	140,000	140,000	42,300	-97,700	-69.7
8116 Contract Maintenance	284,893	281,882	228,417	228,417	186,000	-42,417	-18.5
8124 Dues and Memberships	4,213	6,609	7,145	7,145	11,400	4,255	59.5
8125 Special Civic Events	481	1,626	0	0	3,000	3,000	0.0

MSI:

FUND: Computing & Communications

DEPARTMENT: Information Technology Services Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8127 Conferences & Meetings	35,356	55,522	27,600	27,600	36,400	8,800	31.8
8128 Mileage	473	735	1,900	1,900	3,200	1,300	68.4
8129 Education	20,924	27,387	0	0	0	0	0.0
8130 Training Costs	0	17,949	83,000	83,000	124,000	41,000	49.3
8135 Reference Matls Subscriptions	839	1,064	8,000	8,000	5,100	-2,900	-36.2
8136 Library Books	147	0	0	0	0	0	0.0
8140 Telephone	1,025,178	990,388	987,623	987,623	1,003,068	15,445	1.5
8142 Electric	5,235	5,335	5,600	5,600	5,600	0	0.0
8144 Postage	273	1,036	750	750	1,310	560	74.6
8177 Program Expenditures	474,901	489,150	508,716	508,716	523,977	15,261	2.9
8187	0	-17	0	0	0	0	0.0
8218 Vehicle Rental	77	99	876	876	0	-876	-100.0
8232	125	0	0	0	0	0	0.0
8276 Software	875	753	0	0	0	0	0.0
8290 Cell Phone Reimbsmnt	-1,540	-1,644	0	0	0	0	0.0
8676 Principal	0	0	0	0	317,840	317,840	0.0
8677 Interest	6,400	11,731	14,936	14,936	45,585	30,649	205.2
*** TOTAL SERVICES AND SUPPLIES	3,236,816	2,884,860	3,316,935	3,349,935	3,668,195	318,260	9.5
EQUIPMENT							
8506 Computer Equipment	231,229	653,559	0	0	0	0	0.0
8507 Contra Capital	-231,228	-653,559	0	0	0	0	0.0
8801 Depreciation	406,654	367,987	520,624	520,624	504,500	-16,124	-3.0
*** TOTAL EQUIPMENT	406,655	367,987	520,624	520,624	504,500	-16,124	-3.0
*** SUBTOTAL	6,766,118	7,154,082	8,526,562	8,559,562	9,271,438	711,876	8.3
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	32,293	33,416	36,625	36,625	0	-36,625	-100.0
8602 IS-Tenant Improvements	4,387	73,297	10,000	10,000	9,100	-900	-9.0
8603 IS-Lockshop	917	148	0	0	0	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	19,140	19,224	19,356	19,356	0	-19,356	-100.0
8605 IS-Housekeeping Serv	18,314	17,762	18,517	18,517	0	-18,517	-100.0
8606 IS-Floors and Windows	0	1,295	0	0	0	0	0.0
8607 IS-Printing	5,452	12,324	18,800	18,800	8,000	-10,800	-57.4
8608 IS-Mail Services	5,350	6,287	7,303	7,303	7,467	164	2.2
8609 IS-Telephones	86,016	134,831	51,376	51,376	26,664	-24,712	-48.1
8611 IS-Application Devel & Support	158,233	125,948	16,751	16,751	43,268	26,517	158.3
8612 IS-PC&Net Service Center	9,800	9,020	8,300	8,300	172,900	164,600	1983.1
8613 IS-Radio and Data Communicatn	785	831	831	831	1,027	196	23.5
8615 IS-Auto Body Repair	1,466	0	0	0	0	0	0.0
8616 IS-Fleet Maint - Equip Maintenance	5,701	3,094	6,270	6,270	7,500	1,230	19.6
8617 IS-Fleet Maint - Equip Replacement	16,748	16,748	18,637	18,637	17,400	-1,237	-6.6
8618 IS-Fleet Fuel/Lubricant	2,909	2,727	2,588	2,588	3,600	1,012	39.1

GRAIL ANALYSIS

MSI:
FUND: Computing & Communications

DEPARTMENT: Information Technology Services Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8620 Bldg Preventive Maintenance	11,614	11,665	11,665	11,665	0	-11,665	-100.0
8621 IS-Radio - Direct Request	0	199	2,400	2,400	2,400	0	0.0
8622 IS-Telephone - Usage	97,967	78,518	49,757	49,757	74,257	24,500	49.2
8624 IS-Enterprise Network	35,070	34,325	41,618	41,618	41,503	-115	-0.2
8632 IS-GIS (Geographic Info)	6,100	0	0	0	0	0	0.0
8634 IS-Security Srvcs City Hall	12,086	14,917	15,573	15,573	0	-15,573	-100.0
8641 IS-MS Licensing	0	11,994	7,635	7,635	7,635	0	0.0
*** TOTAL INTERNAL SERVICE CHARGES	530,348	608,570	344,002	344,002	422,721	78,719	22.8
*** TOTAL BUDGET	7,296,466	7,762,652	8,870,564	8,903,564	9,694,159	790,595	8.8
REVENUE							
9038 Building Services Fund	59,869	0	0	0	0	0	0.0
9165 General Fund-Unspecified	115,763	121,551	127,628	127,628	134,010	6,382	5.0
9408 Telecommunications Fund	324,488	337,526	358,239	358,239	470,448	112,209	31.3
9500 Computing & Communication	6,796,346	7,303,575	8,384,697	8,417,697	9,089,701	672,004	7.9
*** TOTAL FUNDING	7,296,466	7,762,652	8,870,564	8,903,564	9,694,159	790,595	8.8

DEPARTMENT SUMMARY

Fire

Mission Statement

To provide protection of life, property, and the environment from the effects of fires, medical emergencies, and hazards; we engage the community in our mission through progressive community outreach.

Program Description

Through Fire Administration and eight strategically located fire stations, the Fire Department strives to maintain a safe community and contribute to an improved quality of life by providing the highest possible level of emergency services. Public safety services provided by the Department include: fire prevention and suppression; emergency medical services (paramedics); elimination of fire and life safety hazards in buildings; enforcement of State and City Fire Codes; hazardous vegetation management; regulation and disclosure of hazardous materials storage, handling and use; underground chemical storage tank inspections and permits; inspections of public assembly facilities and high rise buildings; maintenance of fire protection equipment and systems; special event planning to ensure the safety of the public; disaster preparedness planning; and training of businesses, City staff, neighborhoods and other citizen's groups in disaster preparedness and mitigation.

Departmental Relationship to City Council Goals

- **Assure a Safe and Secure Community**

The Fire Department directly supports the City Council's goal of Assuring Community Safety and Security through its efforts to protect life and preserve property by providing exceptional emergency medical care, superior fire protection, responsive and aggressive code enforcement, and quality customer-centered public education. The Department continues to focus on community participation and prevention education efforts.

Major Accomplishments

The Fire Department coordinated and provided the following accomplishments during the past fiscal year:

- Due to the heightened awareness of the need for community self-sustenance following Hurricane Katrina, Fire Department staff directed public and media outreach efforts toward preparing our community through Pasadena Emergency Response Team (PERT) training. The Fire Department trained approximately 1,200 area residents and workforce members in various modules of PERT, as well as conducting full 12-hour PERT courses. In addition, the Police and Fire Departments collaborated on approximately 45 neighborhood association presentations focusing on the disaster preparedness module of PERT
- The Department took the lead to ensure that Federally mandated Standardized Emergency Management System (SEMS) and National Incident Management (NIMS) training was given to all City personnel
- Fire Department worked closely with Transportation Department to setup a test system on traffic signal preemption to demonstrate reduction to Fire response time. The signal mast arm and Fire apparatus equipment was installed and data on response times gathered
- Collaborated with Human Resources Department to develop and administer entry-level firefighter examination process
- Conducted over 40 Disaster Preparedness presentations including City Council, Council Districts, Neighborhood Associations, Businesses, Schools and City Departments
- Conducted three citywide Emergency Operation Center (EOC) exercises. This included an EOC Section specific tabletop exercise, a follow-up earthquake exercise that stressed extended EOC operations, and a pandemic flu tabletop exercise

Fire

- Finalized and received approval on the City-wide disaster response plan (State Multi-Hazard Functional Plan; MHFP)
- Collaborated with the Pasadena Police Department volunteer group to provide FIREWATCH
- Continued to work with the Accessibility & Disability Commission in Disaster Preparedness and Response.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	176.50	177.50	181.50	181.50	186.50
Appropriations	29,067,945	29,674,182	35,293,193	36,649,825	38,192,433
General Fund	29,067,945	29,674,182	35,293,193	36,649,825	38,192,433

Departmental Results Statements

Result 1: Protect property from fire and other hazards.

		FY 2006			FY 2007	FY 2008
		Actual	Target	% Target	Target	Target
Measure 1.1 Timeliness of response to reports of fire. Protect human life from the adverse effects of fire.						
A. First unit to arrive at the scene within 5 minutes of being dispatched 90% of the time		80%	90%	89%	90%	90%
Measure 1.2 Percent of fire loss versus property at risk. Protect property by minimizing the spread of fire.						
A. Contain fire to the room or area found upon arrival of suppression crew(s), 90% of the time.		96%	90%	100%	90%	90%

Result 2: Minimize the effects of illness and injury.

		FY 2006			FY 2007	FY 2008
		Actual	Target	% Target	Target	Target
Measure 2.1 Timeliness of response to basic life support emergency medical calls.						
A. First responders with basic life support (BLS) and an automatic external defibrillator capability to arrive within 5 minutes of being dispatched, 90% of the time.		91%	90%	100%	90%	90%
Measure 2.2 Timeliness of response to advance life support emergency medical calls.						
A. First responders with advance life support (ALS) capability to arrive within 8 minutes of being dispatched, 90% of the time.		98%	90%	100%	90%	90%

Result 3: Minimize hazards in buildings.

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 3.1 Number of existing buildings and new construction sites that will be inspected					
A. 43 high rise structures	74	43	100%	43	43
B. 255 institutional, educational and residential care facilities	286	255	100%	255	255
C. 320 public assembly occupancies	247	320	77%	320	320
D. 240 hazardous material occupancies	202	240	84%	240	240
E. 100% of all new construction sites	922	922	100%	100%	100%
Measure 3.2 Percent and number of existing buildings and new construction that comply with fire and life safety regulations					
A. 90% of high rise structures	100%	90%	100%	90%	90%
B. 90% of institutional, educational and residential care facilities	74%	90%	82%	90%	90%
C. 90% of public assembly occupancies	79%	90%	88%	90%	90%
D. 90% of hazardous materials occupancies	97%	90%	100%	90%	90%
E. 100% of all new construction sites	91%	100%	91%	100%	100%
Measure 3.3 Check and process Fire plan checks expeditiously.					
A. 90% of all Fire plan checks processed within 30 days of receipt	New for fiscal year 2007			90%	90%

Result 4: Minimize hazards in brush area.

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 4.1 A select number of homes will be surveyed for compliance with the Hazardous Vegetation Ordinance					
A. At least 2,200 homes will be surveyed	3,368	2,200	100%	2,200	2,200

Result 5: Pasadena residents are satisfied with fire and emergency medical services.

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 5.1 Survey of residents regarding satisfaction with fire and emergency medical services					
A. At least 90% of the residents responding are "satisfied" or "very satisfied" with fire and emergency medical services	No survey in FY06			90%	n/a

Changes from Prior Year

- **Cost Changes:** The fiscal year 2007 budget represents a net increase of \$1,542,608 or 4.2% over the revised fiscal year 2007 budget. The majority of this increase is in the Personnel category. Personnel costs increased \$1,742,791 due to negotiated/anticipated salary and benefit increases with like adjustments to Position Coverage and the addition of 5.0 FTEs, Other increases include Internal Service Charges of \$69,291. In addition decreases in Equipment, \$242,874 and Services and Supplies, \$26,600 for one-time costs in fiscal year 2007 related to the purchase of a rescue ambulance.
- **FTE Changes:** The net increase of 5.0 FTEs includes full funding for 3.0 Fire Fighter II (six .5 FTEs for six months) \$405,595 to staff the new rescue ambulance purchased in fiscal year 2007 and 2.0 Fire Fighter II to perform Business and Mercantile inspections.

Future Outlook

With the increasing potential for a major earthquake, threat of terrorist activity and a continued emphasis on homeland defense systems, disaster preparedness efforts will focus on community involvement, which will include training and development of City staff, citizens and local businesses to enhance our abilities. The Department will continue to seek Federal funding to enhance Pasadena's efforts toward assuring a safe and secure community. Additionally, the Department will increase facility security by installing security gates at four fire stations located on major thoroughfares.

Overall, the Department will continue to seek efficient, cost effective methods to deliver the best possible services to the community. The Department will collaborate with Human Resources to ensure the ongoing Lateral Firefighter/Paramedic process is continued, and the Department's annual personnel evaluation system and appraisal forms are utilized appropriately. Steps have been taken to improve the paramedic billing process by converting Fire Department data input to a Zoll Medical Corporation (ZOLL) electronic format that is compatible with City billing.

Division Summary Fire Administration

Mission Statement

The mission of Fire Administration is to provide leadership and a vision for the Department that is consistent with City Council policies and community expectations; encourage the success of our members by budgeting for training opportunities and state of the art equipment; and provide leadership in City-wide emergency management.

Program Description

Fire Administration strives to foster and maintain relationships and partnerships with other City departments, various community groups, professional organizations, surrounding jurisdictions and other governmental agencies in ways that contribute to the best possible service delivery. Additionally, this division provides administrative oversight and coordination of emergency management planning, training and operations for the City.

Fire Administration's overall responsibilities consist of sound fiscal management, personnel management, emergency scene management, department-wide administration and emergency management coordination. Fire Administration provides overall planning, control and administration of all Fire Department activities, including administrative support for all bureaus and sections of the Department. Fire Administration is ultimately responsible for all agenda reports, training approval, budgeting, procurement, payroll, information technology management and personnel actions. The division participates in administrative oversight of the Verdugo Dispatching partnership. The division's Emergency Management Coordinator delivers and coordinates training for all city employees in the areas of emergency management (disaster preparedness) and specific training for Emergency Operation Center (EOC) responders. In addition, the Emergency Management Coordinator provides citizen disaster training through the Pasadena Emergency Response Team (PERT) program and serves as the Department's public information officer and the City's Area C liaison.

Major Accomplishments

Fire Administration continued to improve internal and external services, and expand the role of the Fire Department in the community. In addition, the Division accomplished the following:

- The Department took the lead to ensure Federally mandated Standardized Emergency Management System (SEMS) and National Incident Management (NIMS) training was given to all city personnel
- Coordinated three citywide Emergency Operation Center exercises
- Conducted over 40 Disaster Preparedness presentations throughout the community, including City Council, Council Districts, Neighborhood Associations, Businesses, Schools and City Departments
- Finalized and had City Council approve the City-wide disaster response plan (Multi-Hazard Functional Plan; MHFP)
- Collaborated with the Pasadena Police Department volunteer group for FIREWATCH
- Continued to work with the Accessibility & Disability Commission in Disaster Preparedness and Response.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	8.5	3.0	3.0	3.0	3.0
Appropriations	2,030,391	579,907	602,217	602,217	594,145
General Fund	2,030,391	579,907	602,217	602,217	594,145

Changes from Prior Year

- *Cost Changes:* The net decrease of \$8,072 from the revised fiscal year 2007 budget is primarily attributable to higher personnel costs due to negotiated/anticipated salary rate and benefit adjustments totaling \$32,519 and a decrease in citywide internal services totaling \$40,591.

Future Outlook

Fire Administration will continue to facilitate meetings with Department's Strategic Plan Committee Chairs, ensuring that the strategic initiatives are accomplished. Fire Administration continues to seek funding for the rebuilding of Fire Station 33 to accommodate its mixed gender fire force, administrative staff, inspection staff and community meeting room. As a joint effort with the Operations Bureau, Fire Administration will seek additional funding from Federal grant programs in the area of anti-terrorism, personnel safety and wellness, training, equipment, emergency communication radios, apparatus and homeland defense. To that end, the Department will work with Police Department and the City Manager's Office to plan for a joint Police/Fire Training Center. Fire Administration will focus on employee training and development that will add value to the services delivered to the community. Oversight will be given to planning for improvements in existing systems to ensure consistency and accountability.

The Department will collaborate with Human Resources to ensure that the ongoing Lateral Firefighter/Paramedic process is continued and to ensure that the Department's annual personnel evaluation system and appraisal forms are utilized appropriately.

Emergency Management will continue to train City employees and the community to prepare, respond to and recover from an emergency or disaster, and assist fire personnel after a disaster occurs. The Emergency Management Coordinator will continue to serve as the liaison for Area C Disaster Management and Department Public Information Officer (PIO).

Overall, Fire Administration continues to explore, evaluate and adopt programs to improve service and expand the role of the Fire Department in the community, which includes getting neighborhood fire stations more involved in neighborhood activities. Administrative staff will continue to look for methods to improve service delivery while enhancing or maintaining existing service levels.

Division Summary Operations

Mission Statement

The mission of the Operations Bureau is to maintain a constant state of readiness to respond to all requests for services through training, maintenance of equipment, and a desire to serve our community.

Program Description

The Operations Bureau responds to all emergencies, including fire, medical, flood, earthquake, hazardous material and extrication incidents, and also provides non-emergency public assists. The Operations Bureau includes fire operations, emergency medical services, training, and acts as Verdugo Communications Center liaison. Operations concentrates on the most traditional elements of the Department's mission, in that the Operations Bureau is responsible for all duties related to responding to emergencies.

While maintaining constant readiness for fire and other emergency responses, this division provides 24-hour emergency medical services for "on scene" emergency medical care and transportation to medical facilities as necessary. This service is provided through the maintenance of a paramedic program; emergency medical technician program; in-service medical training; planning, staffing, and operation of medical and first aid coverage for special events; medical-legal record custody and initiation of service billing orders; field training services for emergency medical technician students; coordination of a citizens' volunteer Emergency Medical Services Reserve Unit (EMSR); and court litigation process follow-through as required.

The Operations Bureau functions also include fire prevention and hazard abatement, pre-fire planning, public education, a considerable amount of in-service training; as well as logistical support in the areas of facility maintenance, communications, equipment maintenance, and apparatus replacement and maintenance. The Training Division administers all Fire Department training and educational activities and issues related to personnel safety.

Major Accomplishments

- Placed into service the City's fifth rescue ambulance at Station 34, 1360 E. Del Mar
- Conducted Training Academy that trained 14 new firefighters for the City
- Team Building Training for Health Department employees in cooperation with Human Resources
- Trained Public Works employees in Urban Search and Rescue four hours each month
- Chair Urban Search and Rescue (USAR) Regional Task Force (RTF) for Region 1, Operational Area "C" and received typing as RTF 4, the fourth in the state
- Developed USAR Staging manual for PFD and all Operational Area "C" cities (Alhambra, Arcadia, Burbank, Glendale, Monrovia, Monterey Park, Pasadena, San Gabriel, San Marino, and South Pasadena)
- Member of Office of Emergency Services (OES)/State Fire Trench Rescue curriculum committee
- Took delivery and placed four (4) new pumpers, with compressed air foam capabilities, into service
- Specifications written and the purchase process completed for a new tractor drawn aerial ladder truck with heavy aerial ladder capabilities (to be delivered and in service in early fiscal year 2008)
- Specifications written and the purchase process completed for three new Rescue Ambulances to be delivered and in service in late fiscal year 2007 (possibly one additional in early fiscal year 2008)
- Signal Pre-emption Program testing completed
- Early Warning Notification System (Dialogic "Communicator") upgraded to web based system

- The Training Division upgraded all Fire Stations with modern audio video (AV) Equipment able to accept Digital Versatile Disc (DVD) formatted media for in-house training activities. Digital video (DV) production has become an affordable means of delivering training materials and videos; and increased the numbers of personnel qualified to go out on Strike Team assignments from 33 personnel qualified under the California Incident Command Certification System (CICCS) requirements able to respond to Mutual Aid requests on Wildland incidents to 101
- The Department hosted a Weapons of Mass Destruction (WMD) class sponsored by the Department of Homeland Security; this class has only been taught four times in the United States and now PFD has five members qualified to teach this course.
- Acquired eighteen new 12-Lead (electrocardiogram) EKG machines; distributed to all front line engines, trucks, rescue and reserve ambulances through County Emergency Management System (EMS) Grant (Measure "B" monies)
- Commenced ZOLL Data Collection Project, which will streamline paramedic billing efforts with Finance.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	154.0	155.5	158.5	158.5	161.50
Appropriations	25,070,476	25,495,084	30,341,485	31,628,000	32,681,524
General Fund	25,070,476	25,495,084	30,341,485	31,628,000	32,681,524

Changes from Prior Year

- *Cost Changes:* The fiscal year 2007 budget represents an increase of \$1,053,513 over the revised fiscal year 2007 budget. The majority of this increase is in the Personnel category. Personnel costs increased \$1,336,734 due to negotiated/anticipated salary and benefit increases with like adjustments to Position Coverage and the addition of 3.0 FTEs (six .5 FTEs for six months), \$405,595. Other increases include Internal Service Charges, \$40,393. In addition decreases in Equipment, \$228,874 for a one-timer purchase of a rescue ambulance in fiscal year 2007 and Services and Supplies, \$94,737.
- *FTE Changes:* An increase of 3.0 FTEs, Fire Fighter II, for one-half a year, which translates to 3.0 FTEs (six .5 FTEs for six months) to staff a new rescue ambulance which will be placed into service in fiscal year 2007.

Future Outlook

Operations by necessity will continue to deliver the traditional emergency response services as effectively as possible. Operations will work closely with the City's Transportation Department to implement use of technology to improve response times to emergencies.

The Operations Bureau continues to experience sharp spikes in requests for emergency services, as has been the case during the past decade. The need to add additional resources will continue to be assessed. The Operations Bureau will continue to deliver traditional emergency response services as effectively as possible and expand the role of emergency medical services (EMS), as these types of responses account for over 74% of the overall emergency call volume. Adequately responding to these types of calls requires continuous training in emergency medicine, staying abreast of developments as well as looking for ways to improve the method of service delivery.

Further, as the scope of incidents that fire operations is expected to respond to expands, (e.g., terrorism), it is anticipated that the types and amount of in-service training will also continue to expand.

Statewide, delivery of EMS remains the most active of the varied services provided by fire departments. Likewise, given the new responses to terrorism, EMS responses also continue to be the most rapidly changing and politically challenging, as they are an integral part of the terrorism response issue. The Operations Bureau will continue to be involved in monitoring legislative activities that have the potential to impact EMS delivery in Pasadena. Operations Bureau members will continue to participate in coalitions that are formed to protect the level of service enjoyed by this community and our region.

Implementation of the Pasadena Fire Department strategic plan will continue during this fiscal period and through fiscal year 2010. The Department will reach several significant milestones in concert with the strategic plan in the coming year including but not limited to the development of a Master Plan for Fire Department Facilities.

The Operations Bureau will continue to move toward employing additional paramedic trained firefighters. Furthermore, our current configuration and service delivery model will be evaluated to assess overall effectiveness.

Division Summary

Prevention and Administrative Services

Mission Statement

The mission of the Fire Prevention and Administrative Services Bureau is to prevent injury to people and prevent damage to the natural and built environment within the City of Pasadena. This division uses a customer-centered approach to public education, plan review, code development, and inspection, which is designed to prevent harm to our community. In addition, provide service to Department staff through sound financial practices and personnel services.

Program Description

The purpose of this program is to proactively reduce the likelihood of fire and burns and to mitigate the potential severity of those events that do occur. Safety and prevention is accomplished through plan review, inspections of buildings and premises; hazardous vegetation mitigation; monitoring and regulating the storage handling and use of hazardous materials; preparing and revising laws and codes; public education; fire investigation; and the enforcement of fire and hazardous materials regulations. In addition, this Bureau oversees the department's budget, procurement, payroll, accounting and information services.

Major Accomplishments

Fire Prevention and Administrative Services is largely involved in several on-going programs related to inspecting and regulating safety processes, procedures and environments throughout the City. Of significant importance to these activities this year were Fire Department plan check and inspection of several large projects being built in the City, including the Pasadena Conference Center Project. In addition, the Bureau was heavily involved in the following activities:

- All public assemblies, high-rise, institutional occupancies were inspected for compliance with Federal, State, and local fire codes
- All new construction and tenant improvement projects were plan checked and inspected for compliance
- Plan checks, inspections and approvals were conducted in hazardous materials storage and handling occupancies and for underground storage tanks
- Public education programs were delivered to each elementary school in the Pasadena Unified School District
- During Fire Prevention Week, all public elementary schools within the City conducted fire drills that were witnessed by Fire Department personnel, private elementary schools were witnessed conducting fire drills upon request
- All occupancies in the brush "Fire Hazard Zone" were surveyed for compliance
- Followed up on compliance inspections and engine company referrals
- Responded as part of CRASH team community issues
- Arson fires were investigated and resultant cases managed
- Under the newly redesigned Fire Company Inspection Program, the Fire Department experienced increases in the volume of fire company inspections in business, mercantile and residential occupancies
- Occupancies producing nuisance fire alarms were billed and fees collected; reducing these type of calls by approximately 8%
- Added a Plans Examiner at the Permit Center to increase the volume of plans checked and decrease turn around time for plan check completion
- Added a Technical Specialist for Fire Plan Check at the Permit Center to help organize plan check and provide assistance full time at the counter
- Upgraded the Citywide Emergency Notification System.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	13.0	19.0	20.0	20.0	22.0
Appropriations	1,816,628	3,599,191	4,349,491	4,419,600	4,916,764
General Fund	1,816,628	3,599,191	4,349,491	4,419,600	4,916,764

Changes from Prior Year

- *Cost Changes:* The fiscal year 2007 budget represents a net increase of \$497,164 over the revised fiscal year 2007 budget. The addition of 2.0 FTEs totaled \$279,355. The remaining increase in the Personnel category, \$96,183, is primarily attributable to negotiated/anticipated salary and benefit increases. Other increases include Services and Supplies, \$68,137, and citywide internal services rate adjustments, \$69,489. There was a decrease in Equipment of \$14,000 related to one-time computer equipment purchased in fiscal year 2007.
- *FTE Changes:* An increase of 2.0 FTEs, Fire Fighter II, to perform Business and Mercantile inspections.

Future Outlook

Fire Prevention and Administrative Services will seek to improve inspection services, fee collection and public fire education delivery to the citizens of Pasadena. Staff will work jointly with the City Building Official and the Permit Center to improve plan check services expanding the use of the Planning and Development Department's automated records management system for monitoring and tracking plan check and related inspection activity. Fire Prevention will review and modify the existing Municipal Fire Code and submit it to City Council for review and consideration for adoption.

MSI:
FUND: General Fund

DEPARTMENT: Fire Department

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	176,500	177,500	181,500	181,500	186,500	5,000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	176,500	177,500	181,500	181,500	186,500	5,000	
PERSONNEL							
8005 Regular Pay - PERS	477,357	640,191	941,690	941,690	992,679	50,989	5.4
8007 Regular Pay - FPRS	171,470	106,247	0	0	0	0	0.0
8008 Regular Pay-SPERS	10,071,282	10,430,528	14,967,220	15,861,905	16,835,034	973,129	6.1
8011 Overtime Pay	139,337	42,761	12,219	12,219	24,049	11,830	96.8
8012 Overtime Subject to PERS	0	383	0	0	0	0	0.0
8013 FirePolice Post Retirement Medical Benefit	353,261	336,740	440,978	440,978	479,476	38,498	8.7
8014 Position Coverage	4,155,607	3,864,064	3,424,165	3,424,165	3,526,890	102,725	3.0
8016 Holiday Sched Pay-SPERS	314,448	430,303	748,359	748,359	792,521	44,162	5.9
8024 Personal Dvlpmt Allowance	10,875	12,375	14,500	14,500	14,500	0	0.0
8027 Workers' Compensation	1,297,051	1,363,572	1,961,569	2,071,884	2,394,260	322,376	15.5
8031 General Liability	300,641	279,420	365,905	386,484	89,139	-297,345	-76.9
8037 Miscellaneous Pay	0	1,275	0	0	0	0	0.0
8038 PERS-Employee Portion	46,782	51,743	71,308	71,308	75,094	3,786	5.3
8039 SPERS-Employee Portion	1,039,666	1,041,321	1,489,023	1,578,490	1,675,496	97,006	6.1
8040 PERS-City Portion	16,181	58,079	74,772	74,772	82,711	7,939	10.6
8042 SPERS-City Portion	2,695,080	2,273,344	3,397,947	3,608,645	3,945,792	337,147	9.3
8043 FPRS-City Portion	20,727	15,889	0	0	0	0	0.0
8044 Life Insurance	13,081	13,962	15,912	16,805	17,828	1,023	6.0
8045 Dental Insurance	127,199	127,310	141,873	141,873	149,375	7,502	5.2
8046 Medicare-City Contributn	114,296	131,869	291,359	304,332	321,483	17,151	5.6
8047 Long Term Disability	34,742	36,647	23,863	25,385	30,308	4,923	19.3
8048 Child Care Subsidies	1,052	511	1,006	1,006	1,006	0	0.0
8049 Emp Opt Ben Fd (EOBF)	1,357,640	1,503,821	1,838,932	1,838,932	1,858,882	19,950	1.0
8050 Benefits (VHS)	2,027,325	1,799,471	0	0	0	0	0.0
8051 FPRS Retirement	3,805	0	0	0	0	0	0.0
8054 Vision Care	118	230	0	0	0	0	0.0
8056 Accrued payroll	43,030	189,725	0	0	0	0	0.0
8058 Benefits Administration	286,542	609,137	0	0	0	0	0.0
*** TOTAL PERSONNEL	25,118,595	25,360,918	30,222,600	31,563,732	33,306,523	1,742,791	5.5
SERVICES AND SUPPLIES							
8101 Materials & Supplies	503,684	508,080	482,970	482,970	491,970	9,000	1.8
8103 Uniforms	3,245	7,332	0	0	0	0	0.0
8105 Lease Payments	200,547	219,124	212,601	212,601	226,994	14,393	6.7
8106 Rent Expense	29,934	29,894	33,344	33,344	33,344	0	0.0
8107 Equipment Lease Payments	0	0	434,328	434,328	430,058	-4,270	-0.9
8108 Computer Related Supplies	12,550	16,336	42,922	42,922	42,922	0	0.0
8109 Equipmt Purchases Under \$10,000	229,355	246,959	515,551	515,551	330,814	-184,737	-35.8
8110 Outside Printing and Duplicating	1,223	2,551	2,000	2,000	2,000	0	0.0
8112 Legal Advertising	169	156	200	200	200	0	0.0

GRAIL ANALYSIS

MSI:
FUND: General Fund

DEPARTMENT: Fire Department

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8113 Photo Copy Machine Maint	0	0	1,500	1,500	1,500	0	0.0
8114 Other Contract Services	775,462	862,485	767,924	783,424	832,438	49,014	6.2
8115 Consultant Services	37,641	32,233	36,300	36,300	126,300	90,000	247.9
8117 Data Processing Operations	8,069	5,325	0	0	0	0	0.0
8124 Dues and Memberships	11,023	10,519	10,920	10,920	10,920	0	0.0
8125 Special Civic Events	13	1,729	0	0	0	0	0.0
8127 Conferences & Meetings	20,088	36,336	21,800	21,800	21,800	0	0.0
8128 Mileage	89	323	2,075	2,075	2,075	0	0.0
8129 Education	38,510	41,691	28,546	28,546	28,546	0	0.0
8130 Training Costs	5,728	6,314	23,200	23,200	23,200	0	0.0
8135 Reference Matls Subscriptions	4,760	1,590	12,000	12,000	12,000	0	0.0
8136 Library Books	0	324	0	0	0	0	0.0
8137 Gas and Lubricants	483	521	0	0	0	0	0.0
8140 Telephone	9,144	24,334	22,600	22,600	22,600	0	0.0
8141 Refuse Collection	10,441	11,266	8,200	8,200	8,200	0	0.0
8144 Postage	3,190	2,311	3,300	3,300	3,300	0	0.0
8150 Cash Over and Short	0	-22	0	0	0	0	0.0
8180 Billed Costs	611	0	0	0	0	0	0.0
8212 Permits and Fees	379	0	0	0	0	0	0.0
8218 Vehicle Rental	0	0	500	500	500	0	0.0
8290 Cell Phone Reimbmnt	-526	-620	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	1,905,812	2,067,091	2,662,781	2,678,281	2,651,681	-26,600	-0.9
EQUIPMENT							
8504 Equipment	0	0	89,874	89,874	0	-89,874	-100.0
8505 Automotive Equipment	0	0	139,000	139,000	0	-139,000	-100.0
8506 Computer Equipment	0	0	36,000	36,000	22,000	-14,000	-38.8
*** TOTAL EQUIPMENT	0	0	264,874	264,874	22,000	-242,874	-91.6
*** SUBTOTAL	27,024,407	27,428,009	33,150,255	34,506,887	35,980,204	1,473,317	4.2
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	272,404	281,887	308,956	308,956	301,096	-7,860	-2.5
8602 IS-Tenant Improvements	4,013	6,743	10,000	10,000	10,000	0	0.0
8603 IS-Lockshop	154	1,428	500	500	500	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	161,520	162,228	163,298	163,298	152,662	-10,636	-6.5
8606 IS-Floors and Windows	2,250	13,256	1,500	1,500	1,500	0	0.0
8607 IS-Printing	18,012	18,152	22,691	22,691	22,691	0	0.0
8608 IS-Mail Services	23,474	25,946	29,465	29,465	30,129	664	2.2
8609 IS-Telephones	88,606	86,340	81,686	81,686	80,916	-770	-0.9
8611 IS-Application Devel & Support	0	2,736	4,452	4,452	4,452	0	0.0
8612 IS-PC&Net Service Center	56,152	32,465	41,101	41,101	37,685	-3,416	-8.3
8613 IS-Radio and Data Communicatn	138,677	122,750	160,248	160,248	194,904	34,656	21.6
8615 IS-Auto Body Repair	1,623	4,181	1,700	1,700	1,700	0	0.0
8616 IS-Fleet Maint - Equip	326,116	447,656	375,688	375,688	379,188	3,500	0.9

GRAIL ANALYSIS

MSI:
FUND: General Fund

DEPARTMENT: Fire Department

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
Maintenance							
8617 IS-Fleet Maint - Equip Replacement	450,405	480,681	405,542	405,542	421,874	16,332	4.0
8618 IS-Fleet Fuel/Lubricant	120,942	163,385	125,206	125,206	141,206	16,000	12.7
8620 Bldg Preventive Maintenance	97,972	98,405	98,405	98,405	90,077	-8,328	-8.4
8621 IS-Radio - Direct Request	617	1,988	0	0	0	0	0.0
8622 IS-Telephone - Usage	59,322	54,091	61,928	61,928	61,928	0	0.0
8623 IS-PC Training	0	0	3,079	3,079	3,079	0	0.0
8624 IS-Enterprise Network	183,402	212,913	211,725	211,725	244,876	33,151	15.6
8632 IS-GIS (Geographic Info)	37,731	8,484	15,764	15,764	11,628	-4,136	-26.2
8635 IS-ITSD Projects-Basic	146	0	0	0	0	0	0.0
8641 IS-MS Licensing	0	20,458	20,004	20,004	20,138	134	0.6
*** TOTAL INTERNAL SERVICE CHARGES	2,043,538	2,246,173	2,142,938	2,142,938	2,212,229	69,291	3.2
*** TOTAL BUDGET	29,067,945	29,674,182	35,293,193	36,649,825	38,192,433	1,542,608	4.2
REVENUE							
6176 Underground Tank Permits/Fees	0	22,617	22,000	22,000	22,660	660	3.0
6601 Emergency Medical Fees	3,300,000	2,771,783	3,432,000	3,432,000	4,137,796	705,796	20.5
6630 Miscellaneous Permits & Inspections	0	307,791	335,000	335,000	933,298	598,298	178.5
6631 Hazardous Materials Fees	0	183,255	190,000	190,000	244,719	54,719	28.7
6674 Inspection Permits State	0	82,503	45,000	45,000	95,287	50,287	111.7
6682 Fire Charges For Services	0	16,500	25,000	25,000	26,216	1,216	4.8
7048 Reimb Fire Hydrant Maint	0	0	0	0	113,572	113,572	0.0
9165 General Fund-Unspecified	25,767,945	26,289,733	31,244,193	32,600,825	32,618,885	18,060	0.0
*** TOTAL FUNDING	29,067,945	29,674,182	35,293,193	36,649,825	38,192,433	1,542,608	4.2

GRAIL ANALYSIS

MSI:
FUND: General Fund

DEPARTMENT: Fire Department
SUB-DEPARTMENT: Fire Operations

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	154,000	155,500	158,500	158,500	161,500	3,000	
NON-REGULAR	0,000	0,000	0,000	0,000	0,000	0,000	
TOTAL EMPLOYEES	154,000	155,500	158,500	158,500	161,500	3,000	
PERSONNEL							
8005 Regular Pay - PERS	113,401	118,039	164,039	164,039	168,051	4,012	2.4
8007 Regular Pay - FPRS	46,493	0	0	0	0	0	0.0
8008 Regular Pay-SPERS	9,112,677	9,565,123	13,820,937	14,679,192	15,443,302	764,110	5.2
8011 Overtime Pay	130,964	37,621	0	0	0	0	0.0
8012 Overtime Subject to PERS	0	383	0	0	0	0	0.0
8013 FirePolice Post Retirement Medical Benefit	328,730	316,039	411,029	411,029	448,879	37,850	9.2
8014 Position Coverage	4,129,869	3,762,841	3,424,165	3,424,165	3,526,890	102,725	3.0
8016 Holiday Sched Pay-SPERS	314,448	429,315	748,359	748,359	792,521	44,162	5.9
8024 Personal Dvlpmt Allowance	4,500	5,500	7,750	7,750	7,750	0	0.0
8027 Workers' Compensation	1,122,189	1,181,329	1,724,348	1,830,171	2,096,604	266,433	14.5
8031 General Liability	260,110	242,076	321,654	341,395	78,057	-263,338	-77.1
8038 PERS-Employee Portion	7,940	8,690	11,483	11,483	11,764	281	2.4
8039 SPERS-Employee Portion	962,828	963,232	1,382,094	1,467,919	1,544,331	76,412	5.2
8040 PERS-City Portion	2,746	10,319	12,041	12,041	12,957	916	7.6
8042 SPERS-City Portion	2,495,637	2,102,866	3,153,937	3,356,056	3,636,898	280,842	8.3
8043 FPRS-City Portion	4,072	0	0	0	0	0	0.0
8044 Life Insurance	11,603	12,461	13,986	14,843	15,611	768	5.1
8045 Dental Insurance	112,770	113,175	129,585	129,585	135,475	5,890	4.5
8046 Medicare-City Contributn	102,089	116,861	263,284	275,728	288,996	13,268	4.8
8047 Long Term Disability	29,126	30,319	20,978	22,437	26,540	4,103	18.2
8048 Child Care Subsidies	1,052	511	1,006	1,006	1,006	0	0.0
8049 Emp Opt Ben Fd (EOBF)	1,189,221	1,317,784	1,616,700	1,616,700	1,615,000	-1,700	-0.1
8050 Benefits (VHS)	1,755,680	1,558,968	0	0	0	0	0.0
8051 FPRS Retirement	2,393	0	0	0	0	0	0.0
8056 Accrued payroll	33,320	119,078	0	0	0	0	0.0
8058 Benefits Administration	246,241	527,724	0	0	0	0	0.0
*** TOTAL PERSONNEL	22,520,099	22,540,254	27,227,375	28,513,898	29,850,632	1,336,734	4.6
SERVICES AND SUPPLIES							
8101 Materials & Supplies	444,440	446,943	388,548	388,548	388,548	0	0.0
8103 Uniforms	2,230	6,029	0	0	0	0	0.0
8105 Lease Payments	8,152	7,547	0	0	0	0	0.0
8107 Equipment Lease Payments	0	0	5,000	5,000	5,000	0	0.0
8108 Computer Related Supplies	6,819	14,213	18,500	18,500	18,500	0	0.0
8109 Equipt Purchases Under \$10,000	225,464	229,109	496,051	496,051	311,314	-184,737	-37.2
8110 Outside Printing and Duplicating	320	49	1,000	1,000	1,000	0	0.0
8112 Legal Advertising	0	0	200	200	200	0	0.0
8113 Photo Copy Machine Maint	0	0	1,000	1,000	1,000	0	0.0
8114 Other Contract Services	96,582	169,553	90,526	90,526	90,526	0	0.0

MSI:
FUND: General Fund

DEPARTMENT: Fire Department
SUB-DEPARTMENT: Fire Operations

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8115 Consultant Services	17,922	32,233	31,300	31,300	121,300	90,000	287.5
8117 Data Processing Operations	2,593	0	0	0	0	0	0.0
8124 Dues and Memberships	7,505	7,274	8,020	8,020	8,020	0	0.0
8125 Special Civic Events	382	974	0	0	0	0	0.0
8127 Conferences & Meetings	4,568	22,230	18,700	18,700	18,700	0	0.0
8128 Mileage	0	7	0	0	0	0	0.0
8129 Education	27,535	32,161	22,546	22,546	22,546	0	0.0
8130 Training Costs	5,708	857	0	0	0	0	0.0
8135 Reference Matls Subscriptions	2,015	631	4,000	4,000	4,000	0	0.0
8136 Library Books	0	324	0	0	0	0	0.0
8137 Gas and Lubricants	264	255	0	0	0	0	0.0
8140 Telephone	5,805	21,653	17,700	17,700	17,700	0	0.0
8141 Refuse Collection	10,441	11,266	8,200	8,200	8,200	0	0.0
8144 Postage	595	429	1,300	1,300	1,300	0	0.0
8180 Billed Costs	611	0	0	0	0	0	0.0
8290 Cell Phone Reimbsmnt	0	-233	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	869,951	1,003,504	1,112,591	1,112,591	1,017,854	-94,737	-8.5
EQUIPMENT							
8504 Equipment	0	0	89,874	89,874	0	-89,874	-100.0
8505 Automotive Equipment	0	0	139,000	139,000	0	-139,000	-100.0
*** TOTAL EQUIPMENT	0	0	228,874	228,874	0	-228,874	-100.0
*** SUBTOTAL	23,390,050	23,543,758	28,568,840	29,855,363	30,868,486	1,013,123	3.3
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	272,404	281,887	308,956	308,956	301,096	-7,860	-2.5
8602 IS-Tenant Improvements	3,573	6,743	10,000	10,000	10,000	0	0.0
8603 IS-Lockshop	105	1,428	500	500	500	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	161,520	162,228	163,298	163,298	152,662	-10,636	-6.5
8606 IS-Floors and Windows	2,250	13,256	1,500	1,500	1,500	0	0.0
8607 IS-Printing	6,286	5,266	6,275	6,275	6,275	0	0.0
8608 IS-Mail Services	20,481	22,785	25,813	25,813	26,311	498	1.9
8609 IS-Telephones	34,437	33,575	23,278	23,278	25,746	2,468	10.6
8611 IS-Application Devel & Support	0	0	4,000	4,000	4,000	0	0.0
8613 IS-Radio and Data Communicatn	482	2,644	0	0	0	0	0.0
8615 IS-Auto Body Repair	1,623	4,181	1,700	1,700	1,700	0	0.0
8616 IS-Fleet Maint - Equip Maintenance	326,116	447,656	375,688	375,688	379,188	3,500	0.9
8617 IS-Fleet Maint - Equip Replacement	450,405	480,681	405,542	405,542	421,874	16,332	4.0
8618 IS-Fleet Fuel/Lubricant	120,942	163,385	125,206	125,206	141,206	16,000	12.7
8620 Bldg Preventive Maintenance	97,972	98,405	98,405	98,405	90,077	-8,328	-8.4

GRAIL ANALYSIS

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PAGE: 3MSI:
FUND: General FundDEPARTMENT: Fire Department
SUB-DEPARTMENT: Fire Operations

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8621 IS-Radio - Direct Request	617	1,988	0	0	0	0	0.0
8622 IS-Telephone - Usage	21,044	20,274	19,472	19,472	19,472	0	0.0
8624 IS-Enterprise Network	160,023	186,978	185,488	185,488	213,845	28,357	15.2
8635 IS-ITSD Projects-Basic	146	0	0	0	0	0	0.0
8641 IS-MS Licensing	0	17,966	17,524	17,524	17,586	62	0.3
*** TOTAL INTERNAL SERVICE CHARGES	1,680,426	1,951,326	1,772,645	1,772,645	1,813,038	40,393	2.2
*** TOTAL BUDGET	25,070,476	25,495,084	30,341,485	31,628,008	32,681,524	1,053,516	3.3
REVENUE							
6601 Emergency Medical Fees	3,300,000	2,771,783	3,432,000	3,432,000	4,137,796	705,796	20.5
6630 Miscellaneous Permits & Inspections	0	0	0	0	14,900	14,900	0.0
9165 General Fund-Unspecified	21,770,476	22,723,301	26,909,485	28,196,008	28,528,828	332,820	1.1
*** TOTAL FUNDING	25,070,476	25,495,084	30,341,485	31,628,008	32,681,524	1,053,516	3.3

GRAIL ANALYSIS

MSI:
FUND: General Fund

DEPARTMENT: Fire Department
SUB-DEPARTMENT: Fire Prev & Admin Service

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	13.000	19.000	20.000	20.000	22.000	2.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	13.000	19.000	20.000	20.000	22.000	2.000	
PERSONNEL							
8005 Regular Pay - PERS	69,893	411,334	647,401	647,401	684,728	37,327	5.7
8007 Regular Pay - FPRS	124,977	106,247	0	0	0	0	0.0
8008 Regular Pay-SPERS	731,469	715,813	967,382	1,003,812	1,199,748	195,936	19.5
8011 Overtime Pay	9,505	5,140	5,175	5,175	17,005	11,830	228.5
8013 FirePolice Post Retiremnt Medical Benefit	20,478	20,701	29,949	29,949	30,597	648	2.1
8014 Position Coverage	22,134	101,223	0	0	0	0	0.0
8016 Holiday Sched Pay-SPERS	0	988	0	0	0	0	0.0
8024 Personal Dvlpmt Allowance	2,500	4,875	4,750	4,750	4,750	0	0.0
8027 Workers' Compensation	111,901	150,473	199,102	203,594	253,084	49,490	24.3
8031 General Liability	25,937	30,834	37,140	37,978	9,423	-28,555	-75.1
8037 Miscellaneous Pay	0	1,020	0	0	0	0	0.0
8038 PERS-Employee Portion	14,911	34,896	50,708	50,708	53,537	2,829	5.5
8039 SPERS-Employee Portion	60,137	62,831	89,039	92,681	111,967	19,286	20.8
8040 PERS-City Portion	5,162	38,870	53,171	53,171	58,967	5,796	10.9
8042 SPERS-City Portion	156,102	137,167	203,185	211,764	263,682	51,918	24.5
8043 FPRS-City Portion	16,655	15,889	0	0	0	0	0.0
8044 Life Insurance	848	1,094	1,616	1,652	1,885	233	14.1
8045 Dental Insurance	10,453	12,721	10,920	10,920	12,448	1,528	13.9
8046 Medicare-City Contributn	7,601	11,595	23,490	24,019	27,572	3,553	14.7
8047 Long Term Disability	3,009	4,120	2,422	2,485	3,204	719	28.9
8049 Emp Opt Ben Fd (EOBF)	108,958	161,320	193,732	193,732	214,732	21,000	10.8
8050 Benefits (VHS)	174,412	198,577	0	0	0	0	0.0
8051 FPRS Retirement	1,412	0	0	0	0	0	0.0
8054 Vision Care	107	230	0	0	0	0	0.0
8056 Accrued payroll	11,567	30,337	0	0	0	0	0.0
8058 Benefits Administration	25,215	67,220	0	0	0	0	0.0
*** TOTAL PERSONNEL	1,715,343	2,325,515	2,519,182	2,573,791	2,947,329	373,538	14.5
SERVICES AND SUPPLIES							
8101 Materials & Supplies	21,715	43,207	78,522	78,522	87,522	9,000	11.4
8103 Uniforms	1,015	1,303	0	0	0	0	0.0
8105 Lease Payments	0	211,577	212,601	212,601	226,994	14,393	6.7
8106 Rent Expense	0	29,894	33,344	33,344	33,344	0	0.0
8107 Equipment Lease Payments	0	0	429,328	429,328	425,058	-4,270	-0.9
8108 Computer Related Supplies	5,083	1,760	12,372	12,372	12,372	0	0.0
8109 Equipt Purchases Under \$10,000	978	17,850	7,500	7,500	7,500	0	0.0
8110 Outside Printing and Duplicating	903	2,329	1,000	1,000	1,000	0	0.0
8112 Legal Advertising	169	156	0	0	0	0	0.0
8113 Photo Copy Machine Maint	0	0	500	500	500	0	0.0

MSI:

FUND: General Fund

DEPARTMENT: Fire Department

SUB-DEPARTMENT: Fire Prev & Admin Service

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8114 Other Contract Services	19,247	657,292	667,298	682,798	731,812	49,014	7.1
8115 Consultant Services	0	0	5,000	5,000	5,000	0	0.0
8117 Data Processing Operations	5,250	5,325	0	0	0	0	0.0
8124 Dues and Memberships	875	1,339	1,300	1,300	1,300	0	0.0
8125 Special Civic Events	-445	755	0	0	0	0	0.0
8127 Conferences & Meetings	902	1,486	1,100	1,100	1,100	0	0.0
8128 Mileage	0	212	2,075	2,075	2,075	0	0.0
8129 Education	9,794	7,930	6,000	6,000	6,000	0	0.0
8130 Training Costs	20	1,737	5,200	5,200	5,200	0	0.0
8135 Reference Matls Subscriptions	2,315	959	6,500	6,500	6,500	0	0.0
8137 Gas and Lubricants	62	266	0	0	0	0	0.0
8140 Telephone	0	2,068	2,400	2,400	2,400	0	0.0
8144 Postage	2,205	1,734	1,750	1,750	1,750	0	0.0
8150 Cash Over and Short	0	-21	0	0	0	0	0.0
8212 Permits and Fees	379	0	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	70,467	989,158	1,473,790	1,489,290	1,557,427	68,137	4.5
EQUIPMENT							
8506 Computer Equipment	0	0	36,000	36,000	22,000	-14,000	-38.8
*** TOTAL EQUIPMENT	0	0	36,000	36,000	22,000	-14,000	-38.8
*** SUBTOTAL	1,785,810	3,314,673	4,028,972	4,099,081	4,526,756	427,675	10.4
INTERNAL SERVICE CHARGES							
8602 IS-Tenant Improvements	440	0	0	0	0	0	0.0
8603 IS-Lockshop	49	0	0	0	0	0	0.0
8607 IS-Printing	3,340	7,402	12,111	12,111	12,111	0	0.0
8608 IS-Mail Services	1,729	3,161	3,154	3,154	3,320	166	5.2
8609 IS-Telephones	7,113	50,914	17,353	17,353	55,170	37,817	217.9
8611 IS-Application Devel & Support	0	2,736	452	452	452	0	0.0
8612 IS-PC&Net Service Center	0	32,465	41,101	41,101	37,685	-3,416	-8.3
8613 IS-Radio and Data Communicatn	0	120,106	160,248	160,248	194,904	34,656	21.6
8622 IS-Telephone - Usage	4,639	32,145	42,456	42,456	42,456	0	0.0
8623 IS-PC Training	0	0	3,079	3,079	3,079	0	0.0
8624 IS-Enterprise Network	13,508	24,729	22,659	22,659	26,984	4,325	19.0
8632 IS-GIS (Geographic Info)	0	8,484	15,764	15,764	11,628	-4,136	-26.2
8641 IS-MS Licensing	0	2,376	2,142	2,142	2,219	77	3.5
*** TOTAL INTERNAL SERVICE CHARGES	30,818	284,518	320,519	320,519	390,008	69,489	21.6
*** TOTAL BUDGET	1,816,628	3,599,191	4,349,491	4,419,600	4,916,764	497,164	11.2
REVENUE							
6176 Underground Tank Permits/ Fees	0	22,617	22,000	22,000	22,660	660	3.0
6630 Miscellaneous Permits &	0	307,791	335,000	335,000	918,398	583,398	174.1

GRAIL ANALYSIS

MSI:
FUND: General Fund

DEPARTMENT: Fire Department
SUB-DEPARTMENT: Fire Prev & Admin Service

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
Inspections							
6631 Hazardous Materials Fees	0	183,255	190,000	190,000	244,719	54,719	28.7
6674 Inspection Permits State	0	82,503	45,000	45,000	95,287	50,287	111.7
6682 Fire Charges For Services	0	16,500	25,000	25,000	26,216	1,216	4.8
7048 Reimb Fire Hydrant Maint	0	0	0	0	113,572	113,572	0.0
9165 General Fund-Unspecified	1,816,628	2,986,525	3,732,491	3,802,600	3,495,912	-306,688	-8.0
*** TOTAL FUNDING	1,816,628	3,599,191	4,349,491	4,419,600	4,916,764	497,164	11.2

MSI:
FUND: General FundDEPARTMENT: Fire Department
SUB-DEPARTMENT: Fire Admin.

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	8.500	3.000	3.000	3.000	3.000	0.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	8.500	3.000	3.000	3.000	3.000	0.000	
PERSONNEL							
8005 Regular Pay - PERS	294,063	110,818	130,250	130,250	139,900	9,650	7.4
8008 Regular Pay-SPERS	149,624	149,592	178,901	178,901	191,984	13,083	7.3
8011 Overtime Pay	-1,132	0	7,044	7,044	7,044	0	0.0
8024 Personal Dvlpmt Allowance	3,125	2,000	2,000	2,000	2,000	0	0.0
8027 Workers' Compensation	53,597	31,770	38,119	38,119	44,572	6,453	16.9
8031 General Liability	12,424	6,510	7,111	7,111	1,659	-5,452	-76.6
8037 Miscellaneous Pay	0	255	0	0	0	0	0.0
8038 PERS-Employee Portion	23,931	8,157	9,117	9,117	9,793	676	7.4
8039 SPERS-Employee Portion	9,068	15,258	17,890	17,890	19,198	1,308	7.3
8040 PERS-City Portion	8,273	8,890	9,560	9,560	10,787	1,227	12.8
8042 SPERS-City Portion	23,532	33,311	40,825	40,825	45,212	4,387	10.7
8044 Life Insurance	565	407	310	310	332	22	7.0
8045 Dental Insurance	3,174	1,414	1,368	1,368	1,452	84	6.1
8046 Medicare-City Contributn	4,606	3,413	4,585	4,585	4,915	330	7.1
8047 Long Term Disability	2,320	2,208	463	463	564	101	21.8
8049 Emp Opt Ben Fd (EOBF)	52,936	24,717	28,500	28,500	29,150	650	2.2
8050 Benefits (VHS)	83,862	41,926	0	0	0	0	0.0
8054 Vision Care	11	0	0	0	0	0	0.0
8056 Accrued payroll	-1,857	40,310	0	0	0	0	0.0
8058 Benefits Administration	11,753	14,193	0	0	0	0	0.0
*** TOTAL PERSONNEL	733,875	495,149	476,043	476,043	508,562	32,519	6.8
SERVICES AND SUPPLIES							
8101 Materials & Supplies	37,529	17,930	15,900	15,900	15,900	0	0.0
8105 Lease Payments	192,395	0	0	0	0	0	0.0
8106 Rent Expense	29,934	0	0	0	0	0	0.0
8108 Computer Related Supplies	648	363	12,050	12,050	12,050	0	0.0
8109 Equipt Purchases Under \$10,000	2,913	0	12,000	12,000	12,000	0	0.0
8110 Outside Printing and Duplicating	0	173	0	0	0	0	0.0
8114 Other Contract Services	659,633	35,640	10,100	10,100	10,100	0	0.0
8115 Consultant Services	19,719	0	0	0	0	0	0.0
8117 Data Processing Operations	226	0	0	0	0	0	0.0
8124 Dues and Memberships	2,643	1,906	1,600	1,600	1,600	0	0.0
8125 Special Civic Events	76	0	0	0	0	0	0.0
8127 Conferences & Meetings	14,618	12,620	2,000	2,000	2,000	0	0.0
8128 Mileage	89	104	0	0	0	0	0.0
8129 Education	1,181	1,600	0	0	0	0	0.0
8130 Training Costs	0	3,720	18,000	18,000	18,000	0	0.0
8135 Reference Matls	430	0	1,500	1,500	1,500	0	0.0

MSI:
FUND: General Fund

DEPARTMENT: Fire Department
SUB-DEPARTMENT: Fire Admin.

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
Subscriptions							
8137 Gas and Lubricants	157	0	0	0	0	0	0.0
8140 Telephone	3,339	613	2,500	2,500	2,500	0	0.0
8144 Postage	390	148	250	250	250	0	0.0
8150 Cash Over and Short	0	-1	0	0	0	0	0.0
8218 Vehicle Rental	0	0	500	500	500	0	0.0
8290 Cell Phone Reimbsmnt	-526	-387	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	965,394	74,429	76,400	76,400	76,400	0	0.0
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	1,699,269	569,578	552,443	552,443	584,962	32,519	5.8
INTERNAL SERVICE CHARGES							
8607 IS-Printing	8,386	5,484	4,305	4,305	4,305	0	0.0
8608 IS-Mail Services	1,131	0	498	498	498	0	0.0
8609 IS-Telephones	47,056	1,851	41,055	41,055	0	-41,055	-100.0
8612 IS-PC&Net Service Center	56,152	0	0	0	0	0	0.0
8613 IS-Radio and Data Communicatn	138,195	0	0	0	0	0	0.0
8622 IS-Telephone - Usage	33,639	1,672	0	0	0	0	0.0
8624 IS-Enterprise Network	8,832	1,206	3,578	3,578	4,047	469	13.1
8632 IS-GIS (Geographic Info)	37,731	0	0	0	0	0	0.0
8641 IS-MS Licensing	0	116	338	338	333	-5	-1.4
*** TOTAL INTERNAL SERVICE CHARGES	331,122	10,329	49,774	49,774	9,183	-40,591	-81.5
*** TOTAL BUDGET	2,030,391	579,907	602,217	602,217	594,145	-8,072	-1.3
REVENUE							
9165 General Fund-Unspecified	2,030,391	579,907	602,217	602,217	594,145	-8,072	-1.3
*** TOTAL FUNDING	2,030,391	579,907	602,217	602,217	594,145	-8,072	-1.3

MSI:
FUND: General Fund

DEPARTMENT: Fire Department
SUB-DEPARTMENT: Support Services

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	1.000	0.000	0.000	0.000	0.000	0.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	1.000	0.000	0.000	0.000	0.000	0.000	
PERSONNEL							
8008 Regular Pay-SPERS	77,512	0	0	0	0	0	0.0
8013 FirePolice Post Retiremnt Medical Benefit	4,053	0	0	0	0	0	0.0
8014 Position Coverage	3,604	0	0	0	0	0	0.0
8024 Personal Dvlpmt Allowance	750	0	0	0	0	0	0.0
8027 Workers' Compensation	9,364	0	0	0	0	0	0.0
8031 General Liability	2,170	0	0	0	0	0	0.0
8039 SPERS-Employee Portion	7,633	0	0	0	0	0	0.0
8042 SPERS-City Portion	19,809	0	0	0	0	0	0.0
8044 Life Insurance	65	0	0	0	0	0	0.0
8045 Dental Insurance	802	0	0	0	0	0	0.0
8047 Long Term Disability	287	0	0	0	0	0	0.0
8049 Emp Opt Ben Fd (EOBF)	6,525	0	0	0	0	0	0.0
8050 Benefits (VHS)	13,371	0	0	0	0	0	0.0
8058 Benefits Administration	3,333	0	0	0	0	0	0.0
*** TOTAL PERSONNEL	149,278	0	0	0	0	0	0.0
SERVICES AND SUPPLIES							
*** TOTAL SERVICES AND SUPPLIES	0	0	0	0	0	0	0.0
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	149,278	0	0	0	0	0	0.0
INTERNAL SERVICE CHARGES							
8608 IS-Mail Services	133	0	0	0	0	0	0.0
8624 IS-Enterprise Network	1,039	0	0	0	0	0	0.0
*** TOTAL INTERNAL SERVICE CHARGES	1,172	0	0	0	0	0	0.0
*** TOTAL BUDGET	150,450	0	0	0	0	0	0.0
REVENUE							
9165 General Fund-Unspecified	150,450	0	0	0	0	0	0.0
*** TOTAL FUNDING	150,450	0	0	0	0	0	0.0

**DEPARTMENT
SUMMARY**
Human Resources

Mission Statement

As a strategic partner with City departments, the Human Resources Department seeks to provide a full range of professional services in a timely and cost-efficient manner. The Department will actively attract, retain, and develop qualified productive employees, while ensuring that each individual has an equal opportunity to succeed in the organization.

Program Description

The strategic role of the Human Resources Administration Division is to administer the design and implementation of formal policies and procedures, programs, and systems within the City; to ensure that employer-employee relations are managed in the most cost-effective and timely manner; to negotiate and implement employment terms and policies, including compensation and benefits, that ensure the City's ability to recruit and retain the qualified personnel imperative to the delivery of high quality services in a customer-driven service environment. For fiscal year 2008, the functions of Compensation, Classification and Benefits have been realigned to provide additional focus on specific areas. In this regard, a Human Resources Manager of Classification, Compensation and Benefits is being recruited, and a new Division created with duties and functions as outlined below.

The Labor Relations Division is responsible for negotiating and implementing the City's agreements with unions; for presenting the City Council with comprehensive bargaining strategy for all open Memoranda of Understanding, and for negotiating successor MOU's within parameters established by Council. This Division is also responsible for consulting and resolving grievances arising from negotiations.

The Employee Relations Division is responsible for maintaining and updating the City Personnel Policy and Procedure Manual; handling the City's unemployment insurance claims; providing consultation on personnel conflicts and disciplinary matters; maintaining effective employer-employee relations in the most cost-effective and timely manner; providing consultation on policy issues and applicable regulations; ensuring that the City embraces Title VII of the Civil Rights Act of 1964, the related provisions of the California Fair Employment and Housing Act, and the Americans with Disabilities Act.

The Employment Services Division is responsible for the primary functions of Recruitment and Selection. Additionally, this Division provides consultation services to department managers in areas of employment policy issues and applicable laws and regulations; oversees employee records management; reviews and approves personnel actions; provides job placement counseling and conducts exit interviews.

The Compensation, Classification and Benefits Division is responsible for administration of the compensation and classification systems, performing market and equity studies, and classification studies. Additionally this Division has responsibility for administering and implementing the City's benefit plans, oversight of benefit enrollments, and providing consultation to department managers on organizational structure, and to employees in the areas of benefits and retirement.

Human Resources

The Organization Development and Training Division (ODT) has three missions: (1) Organizational Development – developing organizational performance by providing consulting, facilitation and other professional services; (2) Skill Development – developing individual performance by providing education and training services; and (3) Career Development – enhancing the value of the workforce by providing career development, coaching and consulting services, and administering the Tuition Reimbursement Program.

Departmental Relationship to City Council Goals

- **Operate an Effective and Cost Efficient Government**

The Human Resources Department works in partnership with the City Council in operating a more effective, cost-efficient government by providing consultation on policy issues, contractual matters and Federal and State employment regulations. Additionally, the Department works to ensure that employer-employee relations are managed in the most cost-effective and timely manner. The Department negotiates and implements employment terms and policies that ensure the ability to recruit and retain qualified personnel. These goals are imperative to the City's ability to provide high quality, customer service that meets the needs of the citizenry and the workforce.

Major Accomplishments

During fiscal year 2007, The Human Resources Department's major accomplishments in specific program areas include the following:

Labor Relations: The Division successfully negotiated mutually beneficial labor contracts with the Pasadena Fire Fighters Association, PACTE, IBEW, the Pasadena Management Association, the Pasadena Fire Management Association, SEIU, IUOE and the Pasadena Police Officers Association. Negotiations are currently underway with AFSCME. Most recently, division staff participated in the City's coalition bargaining sessions with a group consisting of all of the City's non-safety bargaining units over the issue of retirement benefits.

Employee Relations: The Division continues to be a strategic partner with client departments through equitable application of the laws, rules and regulations under which the City operates and recommends corrective action where necessary. Employee Relations limits, and in many cases, eliminates employment-related liability which would negatively impact the City. The Division works as a team to educate new employees as well as new and existing supervisors about applicable laws, policies and procedures. This is accomplished through participation in New Employee Orientation, Essentials of Supervision, group and one-on-one training. The Division continues to assist departments and employees in returning employees to work from injuries through reasonable accommodation and the interactive process, sometimes assisting the employee through the disability retirement process. Employee Relations processes grievances and discrimination complaints, investigating those issues or complaints and providing recommended plans of action for departments. The Division is also responsible for review and distribution of the Manual of Personnel Rules, Practices and Procedures. In FY 2007, recommended changes were made to the City's Nepotism Policy and continuous review of other policies is ongoing.

Employment Services: During FY 2007 the division processed approximately 8,100 applications, a combination of over-the-counter and online. Public Safety hiring for Police and Fire continued at a steady pace. The Division conducted multiple individual classification and equity studies and numerous compensation surveys. Other major accomplishments included the sourcing and selection of an internet-based recruitment management application, integrating the processing of online job applications, completion of staffing requests, application review by the hiring authority, applicant and recruitment tracking, scoring of tests and certification of eligibility lists. Outreach efforts continued through attendance at various job fairs, and collaboration with the school district and community organizations. As part of the PUSD Joint Study, the division coordinated with the school district and with the Pasadena Public Health Department to provide a portion of the pre-employment physicals at a cost savings to the City. A comprehensive review was begun of City job descriptions for compliance with standard language in the applicable MOU or Salary Resolution, including FLSA status, probationary period, lifting requirements and correct

Human Resources

job code. An FLSA study of all City classifications was initiated and a number of changes implemented. A review of policies related to employment and recruitment practices was initiated on an ongoing basis resulting in recommended updates.

Organization Development & Training: The Division continued to conduct New Employee Orientation on a monthly basis. Nearly all (99%) new employees attended within the first 45 days of their employment. The Division provided over 600 managers and supervisors with two hours of training in sexual harassment prevention, and provided classroom and online Sexual Harassment Prevention training to 98% of non-supervisory employees. Staff continued the Inclusive Workplace initiative, which began in fiscal year 2005, by conducting the award-winning Crucial Conversations and Covey Leadership programs for both employees and management, as well as ongoing training in supervisory, management and leadership skills. The Division continued to provide extensive organization development consulting and intervention services for City departments, and provided coaching and facilitation services to improve interpersonal effectiveness. The Division also brokered external consulting/training services to help departments meet specific needs.

Administration: During fiscal year 2007, the Division successfully completed the recruitment for Director of Finance, a key Executive position, and initiated a search for a key Division Manager position within the Human Resources Department that was added to the budget for fiscal year 2007. In fiscal year 2008, the functions of Compensation, Classification and Benefits will be the responsibility of the new Division in order to achieve maximum efficiency and focus. The Administration Division continued to facilitate a series of meetings of a Task Force whose members represent a number of Pasadena groups such as Women at Work, League of Women Voters, and others. The purpose of the Task Force is to discuss and comment on the City's current hiring and promotion practices and procedures, and will meet for updates on an annual basis. Additionally Administration provided oversight of a Coalition Bargaining Group comprised of representatives from all non-safety groups to discuss the issue of retirement benefits.

In the area of efficiency through the use of technology, the Division continues to administer the HRIS functions of the HRIS/Payroll system, and provide staff to the Project Team. In fiscal year 2008 the Division will oversee an upgrade to the HRIS system as well as implementation of online Employee Benefits enrollment and Employee Self Service.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	23.80	25.80	25.80	26.15	26.80
Appropriations	2,719,653	3,268,021	3,371,914	3,409,340	3,656,962
Sources by Fund					
General	2,310,369	2,704,296	2,833,047	2,819,868	2,911,392
Benefits	409,284	563,725	538,867	589,472	745,570
Total Sources	2,719,653	3,268,021	3,371,914	3,409,340	3,656,962

Human Resources

Department Result Statements

Result 1: Establish (hire, promote, retain) a productive workforce.

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 1.1 Satisfaction of hiring officials on quality of open and competitive recruitment/selection processes conducted					
A. 90% of hiring departments satisfied with the processes and level of customer service provided by the Employment Services team	90%	90%	100%	90%	90%
Measure 1.2 Employees satisfaction with City's compensation plan					
A. Employee attitude survey shows 80% satisfaction rate on City's Compensation Plan (biennial survey)	n/a	n/a	n/a	80%	n/a
Measure 1.3 Cycle time for completing an open recruitment process					
A. 80% of the open recruitments will be completed within 90 calendar days	87%	80%	100%	80%	80%
Measure 1.4 Cycle time for completing a promotional recruitment					
A. 80% of the promotional recruitments will be completed within 45 calendar days	83%	80%	100%	80%	80%
Measure 1.5 Percentage of entry-level new hires that are residents of the City of Pasadena					
A. 65% of the individuals hired into entry-level positions will be residents of Pasadena or Altadena at their time of hire	52%	65%	80%	65%	65%
Measure 1.6 The Personnel Rules, Practices and Procedures relating to Employee Selection and Classification will be reviewed each quarter and reissued as necessary					
A. 25% of impacted policies and procedures will be reviewed and updated in accordance with current requirements	25%	25%	100%	25%	25%

Human Resources

Result 2: Through organizational development and training strategies, ensure a productive well-trained and multi-skilled workforce.

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 2.1 Number of all training programs conducted during the year					
A. 300 (500 in FY 2007) employees will complete at least three hours of skill development training	1,015	300	100%	500	500
B. 100% of newly appointed supervisors and managers will receive mandatory training on the Prevention of Sexual Harassment /Discrimination within 6 months of appointment	735	600	100%	100%	100%
Measure 2.3 New employee orientation					
A. 100% of new hires will receive New Employee orientation within 45 days of their appointment	100%	100%	100%	100%	100%

Result 3: Respond, investigate and resolve employee complaints and provide training to City managers on how to effectively address labor-management issues.

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 3.1 Distribution of citywide Labor Relations Handbook					
A. 100% of City managers and supervisors receive a copy of the Employee Relations Handbook	100%	100%	100%	100%	100%
Measure 3.2 Manage disability leaves of absence to ensure compliance with current law and to maintain staffing effectiveness					
A. 100% of requests from departments regarding employee disability return-to-work requests will receive a response within 30 days of receipt of required information	100%	100%	100%	100%	100%
Measure 3.3 Response to employee complaints					
A. 90% of employee complaints will be investigated and concluded within 90 days.	92%	90%	100%	90%	90%

Human Resources

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 3.4 Maintain the City's Manual of Rules, Practices and Procedures in compliance with applicable laws and regulations					
A. A minimum of 2 policies per quarter will be reviewed and reissued as necessary.	10	8	100%	8	8

Result 4: The City work environment will be free of sexual harassment and discrimination.

Measure 4.1 Employee attitude survey regarding sexual harassment and discrimination in the workplace (biennial)					
A. 100% of employees respond "no" when asked if they have personally experienced sexual harassment within the past 24 months	88%	100%	88%	n/a	100%
B. 100% of employees respond "no" when asked if they have personally experienced discrimination in the City workplace within the past 24 months	77%	100%	77%	n/a	100%
C. 100% of the employees believe that the workplace is free of sexual harassment	94%	100%	94%	n/a	100%
D. 100% of the employees believe that the workplace is free of discrimination	87%	100%	87%	n/a	100%

Result 5: The City will create a proactive environment to ensure that benefit enrollments occur in a timely manner.

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 5.1 Percentage of eligible individuals correctly enrolled in benefits appropriate to their classification and bargaining unit					
A. 90% of all eligible individuals are enrolled correctly within 45 days of hire	96%	90%	100%	90%	90%

Human Resources

Result 6: City building and City sponsored events in Pasadena will be accessible to people with disabilities and reasonable accommodations will be provided.

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 6.1 Coordination of accessibility issues for City facilities and events, educate and train managers and supervisors on reasonable accommodations					
A. Coordinate accessible viewing areas for the Rose Parade to accommodate 1,500 visitors to the event	2,100	1,500	100%	1,500	1,500

Result 7: Foster a collaborative working relationship with the City's labor unions.

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 7.1 Establish a Labor Relations program that is consistent with the City's goals and objectives, and that fosters good labor relations with the unions					
A. 100% percent of MOU documents finalized and printed within 45 work days of Council approval	New target for Fiscal Year 2007			100%	100%
B. Process 100% of non-disciplinary grievances arising from MOU interpretation or application within the time frame set forth in the MOU's	New target for Fiscal Year 2007			100%	100%

Changes from Prior Year

- **Cost Changes:** The cost changes from fiscal year revised 2007 budget are attributable to higher personnel costs due to negotiated salary rate and benefit adjustments and the full year cost of a Human Resource Manager totaling \$220,182, a decrease in Services and Supplies totaling \$7,232, and increases to citywide internal services totaling \$34,672.
- **FTE Changes:** The .65 FTE includes the full year cost of a Human Resources Manager that was approved by City Council on February 26, 2007. This position manages labor market surveys and maintains compensation and classification systems.

Future Outlook

As the organization continues to work in an ever-changing environment, the Human Resources Department will strive to expand its role as a partner with other departments by helping to meet the goal of creating a more effective, cost-efficient government. Human Resources will accomplish this by expanding its expertise and knowledge in all areas of human resource management through continuous education of staff. The Department will strengthen its consultation services to departments in the areas of policy development, contractual matters and applicable Federal and State regulations, the prevention of violation of the Civil Rights Act of 1964, Title VII, and the Americans with Disabilities Act of 1990. The Department will, on an on-going basis, continue to introduce

Human Resources

new methods to educate, develop and enhance the skills of the City's workforce, and creatively attract and retain the best-qualified employees. With the division of functions between Employment Services and Compensation, Classification and Benefits, and the fact that both Divisions are now fully staffed, the Department expects to continue to streamline and enhance the recruitment and selection processes as well as the Employee Benefits enrollment and strategic planning process. The Human Resources Department will continue to source and introduce new technology to provide better service to employees and departments in all areas.

In addition, the Department will be a key contributor in the development of a productive, inclusive workplace. The Department will actively implement programs and participate in processes that will assist in preventing costly employment-related legal cases from occurring.

GRAIL ANALYSIS

MSI:

DEPARTMENT: Human Resources

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	23.800	25.800	25.800	26.150	26.800	0.650	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	23.800	25.800	25.800	26.150	26.800	0.650	
PERSONNEL							
8005 Regular Pay - PERS	1,199,239	1,432,628	1,891,030	1,929,850	2,074,572	144,722	7.4
8011 Overtime Pay	24	2,842	0	0	0	0	0.0
8018 PST-Part Time Employees - PARS	25,495	25,912	0	0	0	0	0.0
8023 Auto Allowance	10,321	13,492	15,154	15,243	15,489	246	1.6
8024 Personal Dvlpmt Allowance	8,088	9,650	9,150	9,150	9,150	0	0.0
8027 Workers' Compensation	42,498	47,841	38,009	38,790	46,470	7,680	19.7
8030 Jury Duty	175	0	0	0	0	0	0.0
8031 General Liability	0	58,342	79,423	81,054	82,983	1,929	2.3
8034 Sick pay	4,124	0	0	0	0	0	0.0
8035 Holiday Pay	11,332	0	0	0	0	0	0.0
8036 Vacation Pay	20,794	0	0	0	0	0	0.0
8037 Miscellaneous Pay	0	255	0	0	0	0	0.0
8038 PERS-Employee Portion	95,208	112,468	132,372	135,089	145,219	10,130	7.4
8040 PERS-City Portion	32,802	125,224	138,801	141,794	159,950	18,156	12.8
8041 PARS-City Portion	1,020	1,111	0	0	0	0	0.0
8044 Life Insurance	1,304	1,639	1,891	1,930	2,075	145	7.5
8045 Dental Insurance	9,122	10,388	11,765	11,925	12,971	1,046	8.7
8046 Medicare-City Contributn	17,461	21,031	27,420	27,983	30,082	2,099	7.5
8047 Long Term Disability	25,811	34,910	2,837	2,903	3,526	623	21.4
8049 Emp Opt Ben Fd (EOBF)	173,821	206,016	208,980	211,815	245,221	33,406	15.7
8050 Benefits (VHS)	225,642	230,653	0	0	0	0	0.0
8054 Vision Care	0	104	0	0	0	0	0.0
8055 Health Care Spending	0	625	0	0	0	0	0.0
8056 Accrued payroll	9,314	16,223	0	0	0	0	0.0
8058 Benefits Administration	33,182	78,079	0	0	0	0	0.0
*** TOTAL PERSONNEL	1,946,777	2,429,433	2,556,832	2,607,526	2,827,708	220,182	8.4
SERVICES AND SUPPLIES							
8101 Materials & Supplies	29,443	32,884	29,649	29,649	29,649	0	0.0
8108 Computer Related Supplies	2,361	2,548	5,717	5,717	5,717	0	0.0
8109 Equipt Purchases Under \$10,000	10,600	3,825	9,000	9,000	9,000	0	0.0
8110 Outside Printing and Duplicating	1,162	524	300	300	300	0	0.0
8112 Legal Advertising	19,651	47,962	40,208	40,208	40,208	0	0.0
8113 Photo Copy Machine Maint	17,690	16,472	17,763	17,763	17,763	0	0.0
8114 Other Contract Services	267,199	295,953	255,000	241,732	224,500	-17,232	-7.1
8115 Consultant Services	53,511	74,620	80,614	80,614	80,614	0	0.0
8117 Data Processing Operations	551	0	300	300	300	0	0.0
8118 Outside Legal Services	5,102	5,572	0	0	0	0	0.0
8122 Support to Advisory Committees	0	860	2,000	2,000	2,000	0	0.0

GRAIL ANALYSIS

MSI:

DEPARTMENT: Human Resources

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8124 Dues and Memberships	3,948	6,471	5,300	5,300	5,300	0	0.0
8125 Special Civic Events	4,442	0	0	0	0	0	0.0
8127 Conferences & Meetings	8,325	28,016	7,141	7,141	7,141	0	0.0
8128 Mileage	249	3,835	500	500	500	0	0.0
8129 Education	9,690	0	3,600	3,600	3,600	0	0.0
8130 Training Costs	30,576	32,332	27,748	27,748	27,748	0	0.0
8135 Reference Matls Subscriptions	710	3,975	3,088	3,088	3,088	0	0.0
8136 Library Books	99	0	0	0	0	0	0.0
8144 Postage	10,140	10,489	7,638	7,638	7,638	0	0.0
8154 Audio Visual Materials	0	0	400	400	400	0	0.0
8156 Insurance	0	6,179	0	0	0	0	0.0
8218 Vehicle Rental	33	221	0	0	0	0	0.0
8272 Tuition Reimbursement	28,672	44,580	25,000	25,000	35,000	10,000	40.0
*** TOTAL SERVICES AND SUPPLIES	504,154	617,318	520,966	507,698	500,466	-7,232	-1.4
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	2,450,931	3,046,751	3,077,798	3,115,224	3,328,174	212,950	6.8
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	26,214	27,126	29,731	29,731	41,311	11,580	38.9
8602 IS-Tenant Improvements	140	263	3,067	3,067	3,067	0	0.0
8603 IS-Lockshop	45	352	1,057	1,057	1,057	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	15,540	15,612	15,715	15,715	20,944	5,229	33.2
8605 IS-Housekeeping Serv	21,933	21,274	22,176	22,176	27,232	5,056	22.7
8606 IS-Floors and Windows	0	0	1,773	1,773	1,773	0	0.0
8607 IS-Printing	44,043	37,659	50,742	50,742	50,742	0	0.0
8608 IS-Mail Services	3,431	3,499	4,284	4,284	4,284	0	0.0
8609 IS-Telephones	21,208	18,421	16,506	16,506	18,915	2,409	14.5
8610 IS-System Management HP3000-HP957	9,811	0	0	0	0	0	0.0
8611 IS-Application Devel & Support	31,365	13,008	42,223	42,223	42,223	0	0.0
8612 IS-PC&Net Service Center	39,690	26,125	37,285	37,285	36,130	-1,155	-3.0
8620 Bldg Preventive Maintenance	9,427	9,470	9,470	9,470	12,358	2,888	30.4
8622 IS-Telephone - Usage	3,479	3,081	8,035	8,035	8,035	0	0.0
8623 IS-PC Training	0	0	5,733	5,733	5,733	0	0.0
8624 IS-Enterprise Network	26,809	28,769	30,770	30,770	34,808	4,038	13.1
8632 IS-GIS (Geographic Info)	6,253	0	0	0	49	49	0.0
8634 IS-Security Srvcs City Hall	9,334	12,109	12,641	12,641	17,263	4,622	36.5
8641 IS-MS Licensing	0	4,502	2,908	2,908	2,864	-44	-1.5
*** TOTAL INTERNAL SERVICE CHARGES	268,722	221,270	294,116	294,116	328,788	34,672	11.7
*** TOTAL BUDGET	2,719,653	3,268,021	3,371,914	3,409,340	3,656,962	247,622	7.2
REVENUE							

GRAIL ANALYSIS

MSI:

DEPARTMENT: Human Resources

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
7162 Benefits Fund City Contributions	409,284	563,725	538,867	589,472	745,570	156,098	26.4
9165 General Fund-Unspecified	2,310,369	2,704,296	2,833,047	2,819,868	2,911,392	91,524	3.2
*** TOTAL FUNDING	2,719,653	3,268,021	3,371,914	3,409,340	3,656,962	247,622	7.2

**DEPARTMENT
SUMMARY**

Human Services and Recreation

Mission Statement

The mission of the Human Services and Recreation Department is to improve and restore the well being of Pasadena residents, particularly those with limited resources or at risk of abuse, neglect or exploitation. More specifically, the mission focuses on developing neighborhood leadership and linkages, providing job training and career advancement opportunities for unemployed or underemployed youth and adults, encouraging self-sufficiency, and promoting positive use of recreation and leisure time. Accomplishment of this mission is through the delivery of direct services and collaboration with Pasadena's human service providers, local businesses, funding agencies, City departments, other government agencies, neighborhood associations, residents, and others.

Program Description

The Human Services and Recreation Department serves as a catalyst, facilitator, collaborator, and direct provider of services at various locations throughout Pasadena. Department programs and services are designed to promote self-sufficiency and an improved quality of life in vulnerable populations, and to address gaps in the existing "safety net" for Pasadena residents with limited resources and who are at risk of abuse, neglect or exploitation. Direct social services, recreational and educational activities are delivered at Villa Parke Center, Jackie Robinson Center, Victory Park, Robinson Park, Washington Park, Jefferson Park, La Pintoresca Park, McDonald Park, and 13 Pasadena Unified School District elementary school sites. Job search assistance, job assessment, training and placement services are provided at the One Stop Career Center and the Center's affiliate sites. The Neighborhood Connections office provides a range of neighborhood-building information, linkage and support services. The Parks Reservation Desk works with individuals and groups to schedule use of City parks and community center facilities. Additional recreation, job training, and other human services are provided through contracts or partnerships with local human service organizations, neighborhood groups, educational institutions, recreation providers and other qualified agencies.

Departmental Relationship to City Council Goals

• **Assure a Safe and Secure Community**

The Department supports this goal through services and activities that increase the positive use of parks and community facilities, promote positive use of leisure time, prevent delinquency, support and strengthen families, and assist neighborhoods in identifying and solving neighborhood problems using tools such as Safe Streets Now.

• **Foster Economic Prosperity**

The Department supports this goal through providing extensive job search assistance, employment assessment, training and placement services for unemployed and underemployed youth and adults. The scope of these services includes the One Stop Career Center and the Center's affiliate sites throughout the Foothill community, the summer ROSE Youth Jobs Program, and includes work with new businesses to promote employment of local residents through local job fairs and related activities.

• **Protect and Enhance Neighborhood Vitality and Livability**

Programs and activities provided through Neighborhood Connections, neighborhood parks, after school programs, and various recreation and human service efforts support this goal.

- **Focus on Planning, Programming and Reinvesting in Pasadena's Parks and Open Space**

Expanded programs in the parks, both on the fields and in the park centers including summer day camps, swim programs, and sports leagues, as well as participation in such efforts as the Citywide Parks Master Plan and Open Space Element, further the goal of programming and planning our parks. Park reservations encourages local individuals and groups to plan and conduct picnics, barbecues, sports events, youth performances, and other positive events in City park facilities.

- **Operate an Effective and Cost Efficient Government**

The upgrade of the technology used by the Department to improve service delivery (including the addition of computers and computer training, cell phones, and an upgraded permit/reservation system), along with Department customer survey and evaluation efforts, support this goal.

Major Accomplishments

The Department offers a wide range of recreation, education, employment, neighborhood building, and social services that are key to the quality of life and enrich Pasadena as a family community. For example, an average of 1,100 elementary school-age children participated daily in safe, supervised play and homework time at 13 after school sites Citywide last year. During fiscal year 2006, more than 2,500 youth participated in weekly teams and sports leagues in basketball, soccer, baseball, and flag football, while 2,300 youth participated in cheerleading, dance, gymnastics, tennis, golf, volleyball, self-defense, and arts and crafts, during after school and weekend hours. Adult sports leagues, fitness classes and related drop-in activities served 6,500 participants in 2006. The Adaptive Recreation Program served an average of 400 participants per month in dances, arts and crafts, drama, music, sports, field trips and picnics, and new cooperative agreements with other local service providers support expanded opportunities for horseback riding, comedy club and more. Summer swimming lessons and open swim hours provided aquatic opportunities for 550 children, youth and adults each summer day at five locations Citywide: Blair and Pasadena High Schools, Robinson Park, Villa Parke and CORAL Center. Special events ranged from Youth Month (with some 60 events for teens offered throughout August 2006), to safe, supervised holiday events for children and families, to various conferences on key local issues and assistance with grant applications for various local service providers. Neighborhood Services continued to support developing neighborhood organizations as well as provided information and technical assistance in response to requests related to public nuisance properties through Safe Streets Now. The three neighborhood parks (Jefferson, La Pintoresca and Washington) provided summer recreation programs to approximately 350 children and youth, while working in close cooperation with local neighborhood associations, businesses, and community based organizations to expand and improve positive park use and park facilities. The Summer ROSE program provided paid summer jobs to 158 youth for Summer 2006, with 97% of these participants returning to continue their education or transition to ongoing employment. Additional neighborhood activities included Family Fun Day, block parties, and neighborhood picnics. Jackie Robinson and Villa Parke Centers provided services to promote and improve self-sufficiency and well-being to an average of 1,200 persons per day, including: consumer education, conflict resolution, welfare advocacy, family violence counseling sessions, immigration assistance, senior citizen programs, parenting classes, a health fair, recreation, literacy, arts, and culture programs. Robinson Park and Victory Park provided a variety of programs and activities, including fitness classes, music classes, tutoring, arts and crafts, martial arts, gymnastics, dance and senior citizen programs/classes which averaged 450 daily participants. The Career Services Division has consistently achieved a high level of performance in client enrollments, job placement and retention rates, and earnings for program graduates, including meeting or exceeding all performance standards as set forth by the U.S. Department of Labor and State of California Employment Development Department (EDD). The One Stop Center served 6,000 clients per quarter in 2006, with participation in assisted job search, skills development workshops, employment assessment and individualized job training and related services. For fiscal year 2006, the One Stop Center had a job placement rate of 91% for adults, 77% for displaced workers, and 77% for youth.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Operating FTEs	113.447	112.605	111.555	111.555	112.565
Grant FTEs	34.650	34.650	34.650	34.650	34.650
Total FTEs	148.097	147.255	146.205	146.205	147.215
Appropriations					
Operating	7,835,334	7,903,291	8,897,409	8,897,409	9,184,097
WIA Grant	3,496,038	3,112,511	3,480,383	3,480,383	3,720,000
Total	11,331,372	11,015,802	12,377,792	12,377,792	12,904,097
Sources by Fund					
General Fund	7,737,708	7,779,851	8,747,601	8,747,601	9,034,289
Human Svcs Endowment	97,626	123,440	149,808	149,808	149,808
WIA Grant	3,496,038	3,112,511	3,480,383	3,480,383	3,720,000
Total Sources	11,331,372	11,015,802	12,377,792	12,377,792	12,904,097

Departmental Results Statements

Result 1: Persons who are unemployed, underemployed or displaced from jobs secure paid employment.

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 1.1 Rate of job placement for WIA adult clients					
A. 69%	91%	69%	100%	69%	69%
Measure 1.2 Rate of job placement for WIA dislocated workers					
A. 70%	77%	70%	100%	70%	70%
Measure 1.3 Rate of job placement for WIA youth					
A. 60%	77%	60%	100%	60%	60%
Measure 1.4 Youth diploma or equivalent rate					
A. 55%	82%	55%	100%	55%	55%
Measure 1.5 Number of users of One Stop Center Services, including participants in job development activities and job search workshops					
A. 6,500 participants per quarter	5,927	6,500	91%	6,500	N/A
A. 4,000 participants per quarter	New target beginning in FY 2008				4,000

Human Services and Recreation

		FY 2006			FY 2007	FY 2008
		Actual	Target	% Target	Target	Target
Measure 1.6 Number of youth trained and employed by Summer ROSE Program						
A.	135	158	135	100%	135	135
Measure 1.7 Rate of Summer ROSE workers continuing education and/or employment after summer work experience						
A.	85%	98%	85%	100%	85%	85%

Result 2: Expand supply and use of programs and activities that promote and support appropriate care and development of children, youth, families, seniors and neighborhoods.

		FY 2006			FY 2007	FY 2008
		Actual	Target	% Target	Target	Target
Measure 2.1 Collaborate with local Child Care Resource and Referral Agency-Child Care Information Service (CCIS) to improve the quality of childcare being delivered to Pasadena families						
A.	Increase by 125 the number of childcare providers trained annually on the importance of Early Literacy program in the childcare setting	352	125	100%	N/A	N/A
A.	Conduct Professional Training for 100 childcare providers annually to assist in obtaining professional growth hours as required by the Child Development Permit Matrix	New measure beginning in FY 2007			100	100
Measure 2.2 Household ratings based by users of neighborhood park, recreation and community center programs, regarding number and capacity of safe, quality, affordable programs offered for children, youth, teenagers, adults and seniors throughout the City per quarter						
A.	50,000 units of service at neighborhood park, recreation and community centers per quarter	50,000	54,424	100%	50,000	50,000
B.	85% of participants rate neighborhood park services as satisfactory or above	90%	85%	100%	85%	85%
C.	85% of participants rate recreation and community center services as satisfactory or above	88%	85%	100%	85%	85%

Human Services and Recreation

Result 3: Pasadena residents, with particular focus on persons of limited income, are informed about available resources to promote the welfare and well-being of children, youth, seniors, families and neighborhoods.

		FY 2006			FY 2007	FY 2008
		Actual	Target	% Target	Target	Target
Measure 3.1 Ratings of forums, conferences, neighborhood meetings and related events by attendees						
A.	85% of participants rate activity as satisfactory or above	90%	85%	100%	85%	85%
B.	90% of planned forums/seminars are implemented as per operational plans	97%	90%	100%	90%	90%

Changes From Prior Year

- **Cost Changes:** The change from the fiscal year 2007 revised budget is \$286,688, excluding the Workforce Investment Act (WIA) grant, primarily attributable to the following:
 1. The Personnel budget increased \$193,661 for anticipated salary and benefit rate changes. Additions to the Personnel budget included \$33,505 for a part-time Community Services Representative for Neighborhood Connections, \$31,370 for a part-time Staff Assistant for the Park Permit/Reservation desk, \$36,247 for a part-time Graduate Management Intern to begin implementing the Children, Youth and Family policy, and \$20,022 to increase a part-time .25 Instructor IV position to a .50 Staff Assistant III position. The Personnel budget decreased (\$36,761) resulting from the reduction of (.74) FTEs to eliminate one proposed playground site at Burbank School from the after school program.
 2. Additions to the Services and Supplies budget included \$25,000 for a summer Teen Camp program for teens age 13 to 16 and \$5,594 for annual increases in the Crossing Guard Contract and rental agreements of 3%. Decreases included (\$5,164) to reduce the hours of supervision at the La Pintoresca skate park to after school hours only and (\$4,059) resulting from elimination of the proposed after school playground site at Burbank School.
 3. Internal Service Charges decreased (\$12,727) for Citywide cost adjustments in various internal service charges.

- **FTE Changes:** There was a net increase of 1.01 FTEs from the fiscal year 2007 budget. Three part-time positions were added: .50 Community Services Representative II in Neighborhood Connections to handle the significantly increased caseload addressing neighborhood issues, .50 Staff Assistant III for the Park Permit/Reservation desk to address ongoing customer service issues and to support increased responsibilities, and .50 Graduate Management Intern to assist in implementing the City's policy on Children, Youth and Families. In addition, one .25 Instructor IV position was upgraded to a .50 Staff Assistant III to provide support for Human Services Coordination. Reductions included (.44) Recreation Site Coordinator and (.30) Recreation Leader III positions resulting from the elimination of a proposed playground site at Burbank School from the after school program.

Future Outlook

Three major areas of impact over the next several years include: a) impact of welfare reform, including requirements for increased work hours along with decreased Federal funding for job training, b) increased demand for services coupled with decreased ability to pay for those services, and c) increased demand for safe, supervised activities for children and youth during non-school hours, at affordable rates and in accessible locations.

The decreased availability of entry-level, living wage jobs continues to be a particular problem for welfare recipients who have "timed out" of the cash assistance program and have not developed marketable job skills nor secured regular employment. The general trend in reductions of aid and benefit programs continues to create a significant increase in the demand for job training and jobs, affordable childcare and after school programs, support services for disabled and frail elderly legal immigrants, affordable housing, food, shelter and transportation. While the Career Services Division/Foothill Employment and Training Consortium continues to implement Workforce Investment Act services for the foothill area, and has established a network of affiliate sites throughout the foothill community along with an effective private-sector lead Workforce Investment Board, reductions in Federal WIA funding have further limited the job training opportunities for unemployed persons and workers displaced due to downsizing or relocations of local businesses out of Southern California. Department leadership continues to promote workable policies and practices in implementing welfare reform. Replication of successful models from other jurisdictions will be critical to the future quality of life in Pasadena, particularly in the areas of employment, human services, recreation and neighborhoods. Continued grant applications to fund such programs focus on job training for employment challenged populations such as young adults aging out of the foster care system.

Increasing service demands coupled with decreasing ability to pay remains a major challenge for clients and their dependents. Further, the need for additional positive activities and supervision for children and youth during non-school hours is also growing, particularly as more parents enter the workforce.

**DIVISION
SUMMARY**
Administration

Mission Statement

The mission of the Administration Program is to manage the overall planning, organization and oversight of the Human Services and Recreation Department.

Program Description

The Administration Program coordinates administrative oversight and provides a wide range of human services to numerous populations with special needs, along with operating the City parks reservation system.

Major Accomplishments

The Department continues to reorganize, as needed, to better balance workloads as well as link directly related services and activities. Expanded use of technology has contributed to improved communication and customer service, vendor payments and reports, safety and staff communications among field sites (playgrounds, centers, etc.) and an improved parks reservation system. Demand for use of City park facilities continues to grow. Collaborative efforts with PUSD have resulted in better coordination, scheduling and use of City and PUSD fields and facilities. The Department continued an effective working relationship with the Recreation and Parks Commission and with the Human Services Commission, including various activities related to funding allocation and review of contract performance of non-profit providers funded by CDBG, ESG and Human Services Endowment Fund. Proposals were submitted for additional grants to public and private funding sources to expand programs and human services resources, in most cases in collaboration with community partners. Following the City's Cost of Service study, a revised and updated fee system and use policies have been developed and adopted by City Council for implementation in FY 2008.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Total FTEs	6.500	6.500	6.500	6.500	7.500
Appropriations	856,989	956,852	1,131,761	1,131,761	1,284,499
General Fund	856,989	956,852	1,131,761	1,131,761	1,284,499

Changes From Prior Year

- *Cost Changes:* The budget increased \$26,957 for anticipated salary and benefit rate changes, and \$5,083 for annual increases in the Crossing Guard Contract of 3%. Internal Service Charges increased \$53,081 for Citywide cost adjustments in various internal service charges. Additions included \$31,370 for a part-time Staff Assistant for the Park Permit/Reservation desk and \$36,247 for a part-time Graduate Management Intern.
- *FTE Changes:* There was an increase of 1.00 FTE from the fiscal year 2007 budget. A part-time .50 Staff Assistant III position was added for the Park Permit/Reservation desk to address ongoing customer service issues and to support increased responsibilities, and a .50 Graduate Management Intern was added to assist in implementing the City's policy on Children, Youth and Families.

Future Outlook See description in Department Summary.

**DIVISION
SUMMARY**

Career Services Division

Mission Statement

The mission of the Career Services Division is to provide an employment and training system, which is responsive to the needs of employers and job seekers. This Division will accomplish its mission by establishing a public - private partnership that will provide high quality programs and services that address the demands of the local labor market. Results will include the effective match of eligible, qualified job seekers with living wage career-oriented jobs, with specialized support services for persons who are unemployed, underemployed or facing a work layoff.

Program Description

The Career Services Division administers the Federal Workforce Investment Act (WIA). The WIA of 1998 repealed the Job Training Partnership Act (JTPA) and rewrote Federal statutes governing job training, adult education and literacy, and vocational rehabilitation programs. The purpose of the WIA is to enable each state and locality to develop a unified training system that will increase the employment, retention, and earnings of participants, and as a result improve the quality of the workforce, reduce welfare dependency, and enhance the competitiveness of the nation.

The cornerstone of the WIA is the One Stop service delivery system, which unifies numerous training, education and employment programs into a single, customer-friendly system. One Stop centers offer a wide spectrum of services, ranging from self-service activities such as using a computer to update a resume or get information from an automated job bank, to intensive staff-assisted services such as counseling, and include access to training services. A network of affiliate sites further extends the One Stop Center services to local communities and neighborhoods. Training services are provided through Individual Training Accounts. Funding for youth programs under the act are integrated into a single funding stream for comprehensive, year-round activities.

The Foothill Workforce Investment Board (WIB) and Policy Board of elected officials oversees the management of WIA and other employment training programs. The Foothill service delivery area includes Pasadena, Arcadia, Duarte, Monrovia, Sierra Madre and South Pasadena with some services to residents of Altadena under a contract with the County of Los Angeles.

Major Accomplishments

The Career Services Division has consistently achieved a high level of performance in client enrollments, job placement and retention rates, and earnings for program graduates, including the receipt of incentive awards for meeting or exceeding all performance standards as set forth by the U.S. Department of Labor and State of California Employment Development Department (EDD). For the year ended June 30, 2006, 91% of adult clients and 77% of dislocated workers were successfully placed in employment upon leaving the program. For youth, 82% completed their diploma or equivalency (GED) upon exiting the program, and 77% of youth were successfully placed in jobs. Job fairs to solicit local applicants and to connect local residents with employment opportunities were held throughout the year at various locations throughout the six-city consortium. A network of affiliate sites continues to provide job search, assessment and other self-directed and informational services to all job seekers regardless of eligibility. In addition, the Mobile One Stop (a customized 37-foot vehicle with ten computer work stations) further extends the services of the One Stop service delivery system, playing a key role in local job fairs, and going on-site to employer locations to provide upgraded training to current employees or to deliver a variety of services to employees of companies that are experiencing layoffs or closure.

The number of job seekers per quarter using one or more services offered at the main One Stop Center average 6,000 persons per quarter for fiscal year 2006. In addition to the services offered through WIA, on-site partners

Human Services and Recreation

including the Employment Development Department, the Department of Rehabilitation, and Job Corps offer their services at the Center. A new grant focused on employment for foster youth emancipating from the foster care system was implemented for fiscal year 2006 and continues in fiscal year 2007. Additional accomplishments include implementation of the Foothill WIB website (www.foothilletc.org), completion of a survey of over 5,000 local employers regarding their hiring patterns and needs (available at www.usworks.com/foothill), and implementation of a campaign marketing the services and opportunities of the One Stop Center to employers and to job seekers. Increased coordination with City Business Development offices has enhanced linkage of Pasadena businesses to the employment services available through the Foothill WIB. New grants secured include a Layoff Aversion Project and an Auto Tech Job Training Project.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Grant FTEs	34.650	34.650	34.650	34.650	34.650
Appropriations	3,496,038	3,112,511	3,480,383	3,480,383	3,720,000
WIA Grant	3,496,038	3,112,511	3,480,383	3,480,383	3,720,000

Changes From Prior Year

- *Cost Changes:* The Personnel budget increased \$118,537 for anticipated salary and benefit rate changes. The Contract Services budget increased \$121,080 based on anticipated funding from the Workforce Investment Act grant funds in fiscal year 2008.

Future Outlook

The Career Services Division will continue to improve and augment employment and training services available to job seekers and area businesses. With this goal in mind, the Division intends to aggressively seek additional employment and training funds in order to provide quality programs and services. New grants for fiscal year 2007 focus on employment for foster youth "aging out" of the foster care system, a layoff aversion program and job training in the Auto Tech Industry. Promoting maximum linkage between local job training services and employers in the local job market is also a key focus area, to ensure that job seekers are trained to meet the specific skills and requirements of local employers. Future plans include continued marketing of the services of the One Stop service delivery system to job seekers and employers, an expanded Business Services Unit to assist local employers with their workforce needs, and expansion of the Foothill WIB service network throughout the foothill region.

**DIVISION
SUMMARY**

Neighborhoods, Community and Recreation Centers Division

Mission Statement

The mission of the Neighborhood, Community and Recreation Centers Division is to promote healthy individuals, families, and neighborhoods by developing neighborhood leadership and supporting neighborhood problem solving, and to provide quality affordable leisure, social, cultural, recreational, and crisis intervention services which promote self-sufficiency and encourage positive use of neighborhood parks and centers.

Program Description

Neighborhood Services preserves the quality of life by encouraging and supporting neighborhood organizations in the resolution of their problems, and by providing leisure, social, cultural and recreational services and activities.

Major Accomplishments

Throughout fiscal year 2007, Neighborhood Connections compiled and sent monthly mailings to neighborhood leaders informing them of community events, opportunities, public hearings, and key policy issues. In between mailings, as needed, electronic notices of key events and activities are sent by e-mail to local neighborhood leaders. A directory of neighborhood associations and contacts is continually updated and distributed community wide, and the Neighborhood Leadership Institute developed and expanded leadership skills of Pasadena residents. The Division participated with several neighborhood leaders in the national Neighborhoods USA (NUSA) conference as well as various community task forces addressing issues such as expanding dispute resolution or mediation services, Health Partnership and MAP (an initiative to increase access to health services and to improve the health of the residents of Pasadena), decreasing substance abuse, and supporting Youth Month. Neighborhood Services continued to provide information and technical assistance in response to requests related to public nuisance properties through Safe Streets Now. The three neighborhood parks (Jefferson, La Pintoresca and Washington) provided summer recreation programs to approximately 350 children and youth, while working in close cooperation year-round with local neighborhood associations, businesses, and community based organizations to expand and improve positive park use and park facilities. Additional neighborhood activities included Family Fun Day, block parties, and neighborhood picnics. Jackie Robinson and Villa Parke Centers served an average of 1,200 persons per day with programs to promote and improve self-sufficiency and well-being, including: consumer education, conflict resolution, welfare advocacy, family violence counseling sessions, immigration assistance, senior citizen programs, parenting classes, a health fair, recreation, literacy, arts, and culture programs. Robinson Park and Victory Park provided a variety of programs and activities, including fitness classes, music classes, tutoring, arts and crafts, martial arts, gymnastics, dance and senior citizen programs/classes which averaged 450 daily participants.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	47.358	46.456	46.406	46.406	46.906
Appropriations	4,074,350	4,045,198	4,443,077	4,443,077	4,535,795
General Fund	4,074,350	4,045,198	4,443,077	4,443,077	4,535,795

Changes From Prior Year

- *Cost Changes:* The budget increased \$134,453 for anticipated salary and benefit rate changes, and \$33,505 for the addition of a part-time Community Services Representative in Neighborhood Connections. Decreases included (\$5,164) to reduce the hours of supervision at the La Pintoresca skate park to after school hours only and (\$73,119) for Citywide cost adjustments in various internal service charges.
- *FTE Changes:* There was an increase of .50 FTE from the fiscal year 2007 budget. A part-time .50 Community Services Representative II was added for Neighborhood Connections to handle the significantly increased caseload addressing neighborhood issues.

Future Outlook

Demand for services will continue to grow, as local government looks to neighborhoods to be viable partners in solving neighborhood problems. Key to such efforts is additional outreach and leadership development in neighborhoods that to date are without organizations or associations. Further, welfare reform will continue to create additional burdens on the community centers, as "safety net" services funded by Federal, State and County sources continue to be reduced or eliminated and as major changes in policies, practices, forms, etc., create confusion among recipients and applicants. Efforts to develop partnerships and to identify additional funding sources and other resources continue with a goal of increased revenue support, including capital support to bring to life such projects as the new Robinson Park Master Plan and Washington Park Master Plan.

**DIVISION
SUMMARY**

Citywide Recreation and Human Services Division

Mission Statement

The mission of the Citywide Recreation and Human Services Division is to create a total recreation environment that encompasses not only the physical, educational and social dimensions of traditional programs, but also the aesthetic and environmental assets of Pasadena. The Division seeks to establish Pasadena's recreation programs as the clear standard of innovation and excellence in local government, and to lead and inspire the entire community to become involved in the pursuit of these goals. Further, the Division strives to serve as a catalyst and facilitator in encouraging collaboration, coordination, and cooperation to ensure effective human service delivery and to promote projects that result in healthy individuals, families, and neighborhoods.

Program Description

The Citywide Recreation component of the Division provides a range of programs, events and opportunities that are designed to encourage persons of all ages and abilities to participate in positive and developmentally appropriate recreation and leisure activities. Activities are made available at locations throughout Pasadena, including the delivery of direct services by Department staff as well as contracted services with local providers. A key focus is promoting access to such positive activities and services for limited income households. Sample programs include sports leagues and classes in gymnastics, flag football, basketball, soccer, cheerleading, baseball, summer day camps and play camps, adaptive programs, aquatics (swim lessons and open swim), and after school supervised playground activities at 13 sites throughout the City.

The Human Services Coordination (HSC) component of the Division serves as a catalyst, facilitator and coordinator in the Pasadena human service community. HSC has a particular focus on the following issues: children and youth, childcare, women's issues, seniors, human relations, and implementation of the City Child Care Policy and the Policy on Children, Youth and Families. Key workplan items include efforts to promote a family-friendly community and staffing the Senior Commission, the Commission on the Status of Women, and the Human Relations Commission. HSC monitors the Human Service Endowment Fund programs and the operating agreement with the Pasadena Senior Center, and serves as the City liaison for the Summer Food Program for children and youth.

Major Accomplishments

An average of 1,100 elementary school-age children participated daily in after school activities at 13 sites Citywide, and were provided homework assistance and the opportunity for safe, supervised play on local playgrounds this past year. During fiscal year 2006, more than 2,500 youth participated in weekly teams and sports leagues in basketball, soccer, baseball, and flag football, while 2,300 youth participated in cheerleading, dance, gymnastics, tennis, golf, volleyball, self-defense, and arts and crafts, during after school and weekend hours. Adult sports leagues, fitness classes and related drop-in activities served 6,500 participants in 2006. The Adaptive Recreation Program served an average of 400 participants per month in dances, arts and crafts, drama, music, sports, field trips and picnics, and new cooperative agreements with other local service providers support expanded opportunity for Adaptive Recreation participants. Summer swimming lessons and open swim hours provided aquatic opportunities for hundreds of children, youth, adults and families each summer day at five locations Citywide: Blair and Pasadena High School, Robinson Park, Villa Parke and CORAL Center. Special events ranged from Youth Month (with some 60 events for teens offered throughout August 2006), to safe, supervised holiday events for children and families, to various conferences on key local issues and assisting with grant applications for various local service providers.

Human Services and Recreation

The Division was active in the Partnership for Children, Youth and Families, Child Care Coalition, Pasadena LEARNs, Health Partnership, MAP, Children's Planning, Recreation and Parks Master Plan, and related community coalitions and collaboratives. Direct services address domestic violence, including group counseling for victims and perpetrators and care for their children. Staff monitored contract compliance and performance, and provided technical assistance to the Human Service Endowment Fund recipient agencies. Major events included the Child Care Conference, Employer of the Year Award for Working Parents, and the Grandparents Raising Grandchildren Conference. Youth Month for August 2006 delivered 60 activities to an estimated 5,000 youth that were designed to educate, entertain and keep youth safe. Evaluations for Youth Month revealed that 100% of participants rated the programs as satisfactory or better. The Summer Food Program served an average of 4,000 meals to children and youth on summer weekdays at various locations Citywide (including City parks and centers). Key resource information was distributed community wide with the Survival Guide, Summer Resource Directory for Youth, and related materials.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Total FTEs	59.589	59.649	58.649	58.649	58.159
Appropriations	2,903,995	2,901,241	3,322,571	3,322,571	3,363,803
Sources by Fund					
General Fund	2,806,369	2,777,801	3,172,763	3,172,763	3,213,995
Human Services Endowment	97,626	123,440	149,808	149,808	149,808
Total Sources	2,903,995	2,901,241	3,322,571	3,322,571	3,363,803

Changes From Prior Year

- Cost Changes:** The budget increased \$32,251 for anticipated salary and benefit rate changes and \$20,022 to increase a part-time .25 Instructor IV position to a .50 Staff Assistant III position. Additions to the Services and Supplies budget included \$25,000 for a summer Teen Camp program for teens age 13 to 16. Decreases included (\$40,820) and (.74) FTEs to eliminate one proposed playground site at Burbank School from the after school program. Internal Service Charges increased \$7,311 for Citywide cost adjustments in various internal service charges.
- FTE Changes:** There was a net decrease of .49 FTES from the fiscal year 2007 budget. One .25 Instructor IV position was upgraded to a .50 Staff Assistant III to provide support for Human Services Coordination. Reductions included (.44) Recreation Site Coordinator and (.30) Recreation Leader III positions resulting from the elimination of a proposed playground site at Burbank School from the after school program.

Future Outlook

As demand continues to grow, Citywide Recreation continues to explore and pursue opportunities for partnerships and funding to support expanded recreation and leisure activities. The After School Playground and Youth Sports Programs are of particular focus, which are experiencing significantly greater demand but limited ability of participants to provide financial support. Additional enrichment opportunities for children and youth remain a primary focus for expansion.

Human Services and Recreation

Continued implementation of welfare reform, addressing the demand for safe, affordable programs for children and youth in Pasadena, and implementation of the City's Policy on Children, Youth and Families will be key issues for fiscal year 2008 for Human Services and Citywide Recreation.

MSI:

DEPARTMENT: Human Services and Recreation Dept

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	96.650	96.650	96.650	96.650	98.650	2.000	
NON-REGULAR	51.447	50.605	49.555	49.555	48.565	0.990	
TOTAL EMPLOYEES	148.097	147.255	146.205	146.205	147.215	1.010	
PERSONNEL							
8005 Regular Pay - PERS	3,705,876	3,742,404	5,231,864	5,231,865	5,502,600	270,735	5.1
8011 Overtime Pay	3,384	6,111	0	0	0	0	0.0
8018 PST-Part Time Employees - PARS	1,006,177	922,316	1,558,699	1,558,699	1,581,872	23,173	1.4
8020 Management Benefit	0	239	0	0	0	0	0.0
8023 Auto Allowance	13,336	12,132	16,932	16,932	12,132	-4,800	-28.3
8024 Personal Dvlpmt Allowance	16,500	18,000	15,500	15,500	18,750	3,250	20.9
8027 Workers' Compensation	67,853	79,762	110,009	110,009	150,899	40,890	37.1
8031 General Liability	4,712	9,328	13,582	13,582	14,166	584	4.2
8037 Miscellaneous Pay	0	6,830	0	0	0	0	0.0
8038 PERS-Employee Portion	261,964	273,582	366,230	366,230	385,181	18,951	5.1
8040 PERS-City Portion	90,300	304,130	384,017	384,016	424,251	40,235	10.4
8041 PARS-City Portion	40,179	35,460	62,348	62,348	63,274	926	1.4
8044 Life Insurance	3,286	3,357	5,231	5,231	5,504	273	5.2
8045 Dental Insurance	39,104	39,409	66,666	66,665	71,250	4,585	6.8
8046 Medicare-City Contributn	55,863	55,796	76,302	76,302	80,228	3,926	5.1
8047 Long Term Disability	75,498	71,272	7,848	7,849	9,353	1,504	19.1
8049 Emp Opt Ben Fd (EOBF)	585,294	633,244	876,584	876,584	868,933	-7,651	-0.8
8050 Benefits (VHS)	794,481	602,528	0	0	0	0	0.0
8054 Vision Care	143	225	0	0	0	0	0.0
8056 Accrued payroll	16,087	27,212	0	0	0	0	0.0
8058 Benefits Administration	99,077	203,959	0	0	0	0	0.0
*** TOTAL PERSONNEL	6,879,114	7,047,296	8,791,812	8,791,812	9,188,393	396,581	4.5
SERVICES AND SUPPLIES							
8101 Materials & Supplies	262,249	191,449	196,418	196,418	216,043	19,625	9.9
8105 Lease Payments	80,094	118,515	110,585	110,585	111,096	511	0.4
8106 Rent Expense	150	0	0	0	0	0	0.0
8107 Equipment Lease Payments	6,177	1,355	0	0	0	0	0.0
8108 Computer Related Supplies	87,266	18,781	17,300	17,300	17,750	450	2.6
8109 Equipt Purchases Under \$10,000	26,551	17,477	48,800	48,800	48,800	0	0.0
8110 Outside Printing and Duplicating	15,306	11,920	18,720	18,720	18,720	0	0.0
8112 Legal Advertising	7,072	5,477	850	850	850	0	0.0
8113 Photo Copy Machine Maint	9,552	6,363	24,200	24,200	24,200	0	0.0
8114 Other Contract Services	736,546	695,362	1,510,547	1,510,547	1,633,362	122,815	8.1
8115 Consultant Services	0	12,196	5,300	5,300	5,300	0	0.0
8116 Contract Maintenance	0	0	150	150	150	0	0.0
8117 Data Processing Operations	1,362	4,915	15,000	15,000	15,000	0	0.0
8118 Outside Legal Services	3,515	0	0	0	0	0	0.0
8122 Support to Advisory Committees	0	229	1,100	1,100	1,100	0	0.0

GRAIL ANALYSIS

MSI:

DEPARTMENT: Human Services and Recreation Dept

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8124 Dues and Memberships	5,829	7,546	5,850	5,850	5,850	0	0.0
8125 Special Civic Events	5,034	7,295	44,710	44,710	44,710	0	0.0
8126 Conf & Mtgs - Comm & Committees	110	0	4,500	4,500	4,500	0	0.0
8127 Conferences & Meetings	28,929	33,600	26,114	26,114	26,114	0	0.0
8128 Mileage	9,621	9,273	16,399	16,399	15,699	-700	-4.2
8129 Education	6,578	2,847	1,708	1,708	1,708	0	0.0
8130 Training Costs	51,520	68,724	640	640	640	0	0.0
8132 Video Productions	0	26	0	0	0	0	0.0
8135 Reference Matls Subscriptions	1,716	1,933	3,875	3,875	3,875	0	0.0
8136 Library Books	250	204	0	0	0	0	0.0
8140 Telephone	80	4,615	2,760	2,760	2,760	0	0.0
8141 Refuse Collection	4,968	5,314	4,220	4,220	4,220	0	0.0
8142 Electric	215	0	0	0	0	0	0.0
8144 Postage	14,595	16,469	21,113	21,113	20,863	-250	-1.1
8145 Taxes, Payroll and other	36,251	40,984	0	0	0	0	0.0
8146 Wages	230,399	348,160	0	0	0	0	0.0
8147 Workers' Compensation	44,115	56,009	0	0	0	0	0.0
8149 Fiscal Agent/Bank Fees & Charges	6,944	8,064	0	0	0	0	0.0
8150 Cash Over and Short	-7	-66	0	0	0	0	0.0
8151	0	2,861	0	0	0	0	0.0
8156 Insurance	7,061	7,725	5,500	5,500	5,500	0	0.0
8177 Program Expenditures	1,351,642	742,934	0	0	0	0	0.0
8183 Unabsored Indirect Costs	-196,414	-294,983	0	0	0	0	0.0
8184 Current Year - Indirect C osts	196,414	294,983	0	0	0	0	0.0
8187	0	-40	0	0	0	0	0.0
8188 Grants-Subcontractors	3,600	89,427	0	0	0	0	0.0
8212 Permits and Fees	0	279	0	0	0	0	0.0
8218 Vehicle Rental	674	514	0	0	0	0	0.0
8287 Support Svcs - Childcare	5,845	400	0	0	0	0	0.0
8290 Cell Phone Reimbsmnt	-4,160	-3,435	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	3,047,649	2,535,701	2,086,359	2,086,359	2,228,810	142,451	6.8
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	9,926,763	9,582,997	10,878,171	10,878,171	11,417,203	539,032	4.9
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	363,455	376,107	412,220	412,220	408,213	-4,007	-0.9
8602 IS-Tenant Improvements	19,531	36,362	6,076	6,076	6,076	0	0.0
8603 IS-Lockshop	4,182	1,566	1,700	1,700	1,700	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	210,288	211,224	212,624	212,624	201,838	-10,786	-5.0
8605 IS-Housekeeping Serv	297,533	289,530	296,202	296,202	259,373	-36,829	-12.4
8606 IS-Floors and Windows	895	1,046	11,949	11,949	11,949	0	0.0
8607 IS-Printing	81,247	69,085	74,695	74,695	74,695	0	0.0
8608 IS-Mail Services	20,014	21,626	24,446	24,446	24,275	-171	-0.6

GRAIL ANALYSIS

MSI:

DEPARTMENT: Human Services and Recreation Dept

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8609 IS-Telephones	57,353	43,555	90,571	90,571	84,069	-6,502	-7.1
8611 IS-Application Devel & Support	5,240	3,499	75	75	75	0	0.0
8612 IS-PC&Net Service Center	2,519	10,364	19,597	19,597	50,033	30,436	155.3
8616 IS-Fleet Maint - Equip Maintenance	362	100	100	100	100	0	0.0
8618 IS-Fleet Fuel/Lubricant	437	476	0	0	0	0	0.0
8620 Bldg Preventive Maintenance	127,563	128,127	128,127	128,127	119,224	-8,903	-6.9
8622 IS-Telephone - Usage	32,973	35,913	23,758	23,758	23,758	0	0.0
8623 IS-PC Training	0	0	1,712	1,712	1,712	0	0.0
8624 IS-Enterprise Network	157,387	177,898	175,613	175,613	197,257	21,644	12.3
8626 IS-Mail - Direct Request	276	413	0	0	0	0	0.0
8632 IS-GIS (Geographic Info)	19,146	0	1,342	1,342	1,136	-206	-15.3
8633 IS-IVR (Interactive Voice Response)	2,359	2,331	0	0	0	0	0.0
8634 IS-Security Srvcs City Hall	1,724	2,128	2,221	2,221	5,188	2,967	133.5
8635 IS-ITSD Projects-Basic	125	0	0	0	0	0	0.0
8641 IS-MS Licensing	0	21,455	16,593	16,593	16,223	-370	-2.2
*** TOTAL INTERNAL SERVICE CHARGES	1,404,609	1,432,805	1,499,621	1,499,621	1,486,894	-12,727	-0.8
*** TOTAL BUDGET	11,331,372	11,015,802	12,377,792	12,377,792	12,904,097	526,305	4.2
REVENUE							
9165 General Fund-Unspecified	7,737,708	7,779,851	8,747,601	8,747,601	9,034,289	286,688	3.2
9188 Human Services Endowment Fund	97,626	123,440	149,808	149,808	149,808	0	0.0
9681 WIA Grant	3,496,038	3,112,511	3,480,383	3,480,383	3,720,000	239,617	6.8
*** TOTAL FUNDING	11,331,372	11,015,802	12,377,792	12,377,792	12,904,097	526,305	4.2

MSI:
FUND: General Fund

DEPARTMENT: Human Services and Recreation Dept

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	6.500	6.500	6.500	6.500	7.500	1.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	6.500	6.500	6.500	6.500	7.500	1.000	
PERSONNEL							
8005 Regular Pay - PERS	325,989	388,253	487,358	487,359	551,187	63,828	13.0
8011 Overtime Pay	894	1,781	0	0	0	0	0.0
8018 PST-Part Time Employees - PARS	25,511	2,351	0	0	0	0	0.0
8023 Auto Allowance	5,802	4,500	6,756	6,756	4,500	-2,256	-33.3
8024 Personal Dvlpmt Allowance	1,500	3,000	11,750	11,750	11,750	0	0.0
8027 Workers' Compensation	5,062	6,679	7,895	7,895	11,741	3,846	48.7
8031 General Liability	352	781	975	975	1,102	127	13.0
8037 Miscellaneous Pay	0	484	0	0	0	0	0.0
8038 PERS-Employee Portion	24,321	28,837	34,116	34,116	38,583	4,467	13.0
8040 PERS-City Portion	8,302	32,983	35,772	35,772	42,497	6,725	18.7
8041 PARS-City Portion	1,035	99	0	0	0	0	0.0
8044 Life Insurance	370	433	488	488	551	63	12.9
8045 Dental Insurance	2,385	2,622	2,964	2,963	3,630	667	22.5
8046 Medicare-City Contributn	4,620	4,932	7,066	7,066	7,992	926	13.1
8047 Long Term Disability	5,630	6,028	731	731	937	206	28.1
8049 Emp Opt Ben Fd (EOBF)	38,922	52,597	52,650	52,650	68,625	15,975	30.3
8050 Benefits (VHS)	62,491	62,509	0	0	0	0	0.0
8056 Accrued payroll	901	4,102	0	0	0	0	0.0
8058 Benefits Administration	7,760	21,160	0	0	0	0	0.0
*** TOTAL PERSONNEL	521,847	624,131	648,521	648,521	743,095	94,574	14.5
SERVICES AND SUPPLIES							
8101 Materials & Supplies	4,378	9,420	18,790	18,790	19,290	500	2.6
8105 Lease Payments	0	7,115	0	0	0	0	0.0
8108 Computer Related Supplies	0	1,267	5,000	5,000	5,450	450	9.0
8109 Equipt Purchases Under \$10,000	3,364	324	10,800	10,800	10,800	0	0.0
8110 Outside Printing and Duplicating	596	1,385	1,500	1,500	1,500	0	0.0
8112 Legal Advertising	0	0	350	350	350	0	0.0
8113 Photo Copy Machine Maint	1,620	816	3,700	3,700	3,700	0	0.0
8114 Other Contract Services	210,769	182,255	284,314	284,314	289,397	5,083	1.7
8117 Data Processing Operations	0	3,635	0	0	0	0	0.0
8118 Outside Legal Services	3,515	0	0	0	0	0	0.0
8122 Support to Advisory Committees	0	0	300	300	300	0	0.0
8124 Dues and Memberships	250	50	600	600	600	0	0.0
8125 Special Civic Events	100	0	1,000	1,000	1,000	0	0.0
8126 Conf & Mtgs - Comm & Committees	0	0	500	500	500	0	0.0
8127 Conferences & Meetings	772	1,480	4,955	4,955	4,955	0	0.0

MSI:
FUND: General Fund

DEPARTMENT: Human Services and Recreation Dept

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8128 Mileage	26	249	2,400	2,400	1,700	-700	-29.1
8129 Education	228	221	700	700	700	0	0.0
8135 Reference Matls Subscriptions	0	0	500	500	500	0	0.0
8140 Telephone	0	384	0	0	0	0	0.0
8144 Postage	604	701	1,000	1,000	750	-250	-25.0
8150 Cash Over and Short	0	-66	0	0	0	0	0.0
8218 Vehicle Rental	11	0	0	0	0	0	0.0
8290 Cell Phone Reimbsmnt	-320	248	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	225,913	209,484	336,409	336,409	341,492	5,083	1.5
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	747,760	833,615	984,930	984,930	1,084,587	99,657	10.1
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	14,140	14,632	16,036	16,036	22,106	6,070	37.8
8602 IS-Tenant Improvements	1,670	0	350	350	350	0	0.0
8603 IS-Lockshop	0	25	100	100	100	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	3,180	3,204	3,220	3,220	6,076	2,856	88.6
8605 IS-Housekeeping Serv	11,830	11,475	11,962	11,962	14,568	2,606	21.7
8607 IS-Printing	2,209	3,280	5,500	5,500	5,500	0	0.0
8608 IS-Mail Services	5,500	5,902	6,831	6,831	6,831	0	0.0
8609 IS-Telephones	9,786	7,352	16,083	16,083	16,289	206	1.2
8611 IS-Application Devel & Support	5,240	3,115	75	75	75	0	0.0
8612 IS-PC&Net Service Center	2,519	10,364	19,597	19,597	50,033	30,436	155.3
8620 Bldg Preventive Maintenance	1,932	1,940	1,940	1,940	3,714	1,774	91.4
8622 IS-Telephone - Usage	1,732	1,336	6,650	6,650	6,650	0	0.0
8623 IS-PC Training	0	0	1,212	1,212	1,212	0	0.0
8624 IS-Enterprise Network	44,006	49,639	49,075	49,075	55,518	6,443	13.1
8632 IS-GIS (Geographic Info)	1,402	0	1,342	1,342	1,136	-206	-15.3
8633 IS-IVR (Interactive Voice Response)	2,359	2,331	0	0	0	0	0.0
8634 IS-Security Srvcs City Ha ll	1,724	2,128	2,221	2,221	5,188	2,967	133.5
8641 IS-MS Licensing	0	6,514	4,637	4,637	4,566	-71	-1.5
*** TOTAL INTERNAL SERVICE CHARGES	109,229	123,237	146,831	146,831	199,912	53,081	36.1
*** TOTAL BUDGET	856,989	956,852	1,131,761	1,131,761	1,284,499	152,738	13.4
REVENUE							
9165 General Fund-Unspecified	856,989	956,852	1,131,761	1,131,761	1,284,499	152,738	13.4
*** TOTAL FUNDING	856,989	956,852	1,131,761	1,131,761	1,284,499	152,738	13.4

MSI:

DEPARTMENT: Human Services and Recreation Dept
SUB-DEPARTMENT: Career Services Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	29.650	29.650	29.650	29.650	29.650	0.000	
NON-REGULAR	5.000	5.000	5.000	5.000	5.000	0.000	
TOTAL EMPLOYEES	34.650	34.650	34.650	34.650	34.650	0.000	
PERSONNEL							
8005 Regular Pay - PERS	1,040,187	1,019,316	1,870,662	1,870,662	1,915,644	44,982	2.4
8018 PST-Part Time Employees - PARS	38,046	18,153	311,666	311,666	321,031	9,365	3.0
8023 Auto Allowance	2,544	2,544	2,544	2,544	2,544	0	0.0
8024 Personal Dvlpmt Allowance	3,750	3,250	0	0	3,250	3,250	0.0
8027 Workers' Compensation	15,527	17,741	35,354	35,354	47,641	12,287	34.7
8031 General Liability	1,078	2,075	4,365	4,365	4,473	108	2.4
8037 Miscellaneous Pay	0	1,531	0	0	0	0	0.0
8038 PERS-Employee Portion	72,929	70,602	130,946	130,946	134,095	3,149	2.4
8040 PERS-City Portion	25,136	80,549	137,306	137,306	147,696	10,390	7.5
8041 PARS-City Portion	1,522	727	12,467	12,467	12,841	374	2.9
8044 Life Insurance	964	945	1,871	1,871	1,916	45	2.4
8045 Dental Insurance	12,152	11,969	15,800	15,800	16,771	971	6.1
8046 Medicare-City Contributn	13,048	12,277	27,125	27,125	27,777	652	2.4
8047 Long Term Disability	17,284	15,797	2,806	2,806	3,257	451	16.0
8049 Emp Opt Ben Fd (EOBF)	164,067	171,722	236,365	236,365	268,878	32,513	13.7
8050 Benefits (VHS)	199,429	164,110	0	0	0	0	0.0
8054 Vision Care	143	225	0	0	0	0	0.0
8058 Benefits Administration	28,559	55,553	0	0	0	0	0.0
*** TOTAL PERSONNEL	1,636,365	1,649,086	2,789,277	2,789,277	2,907,814	118,537	4.2
SERVICES AND SUPPLIES							
8101 Materials & Supplies	28,928	26,952	10,000	10,000	10,000	0	0.0
8105 Lease Payments	60,162	90,783	65,000	65,000	65,000	0	0.0
8108 Computer Related Supplies	87,143	16,007	5,300	5,300	5,300	0	0.0
8109 Equipt Purchases Under \$10,000	18,935	7,372	0	0	0	0	0.0
8110 Outside Printing and Duplicating	2,050	3,140	3,500	3,500	3,500	0	0.0
8112 Legal Advertising	5,795	5,215	500	500	500	0	0.0
8113 Photo Copy Machine Maint	1,402	879	7,000	7,000	7,000	0	0.0
8114 Other Contract Services	90,482	93,021	518,368	518,368	639,448	121,080	23.3
8115 Consultant Services	0	12,196	5,000	5,000	5,000	0	0.0
8117 Data Processing Operations	1,362	1,280	15,000	15,000	15,000	0	0.0
8124 Dues and Memberships	4,529	6,236	1,500	1,500	1,500	0	0.0
8125 Special Civic Events	870	1,781	0	0	0	0	0.0
8126 Conf & Mtgs - Comm & Committees	0	0	4,000	4,000	4,000	0	0.0
8127 Conferences & Meetings	20,016	17,387	8,000	8,000	8,000	0	0.0
8128 Mileage	1,664	2,029	5,500	5,500	5,500	0	0.0
8129 Education	1,529	1,458	0	0	0	0	0.0
8130 Training Costs	50,328	68,724	0	0	0	0	0.0

GRAIL ANALYSIS

MSI:

DEPARTMENT: Human Services and Recreation Dept
SUB-DEPARTMENT: Career Services Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8135 Reference Mats	977	1,694	1,000	1,000	1,000	0	0.0
Subscriptions							
8136 Library Books	65	0	0	0	0	0	0.0
8144 Postage	1,344	1,435	4,000	4,000	4,000	0	0.0
8145 Taxes, Payroll and other	5,518	15,757	0	0	0	0	0.0
8146 Wages	72,114	205,222	0	0	0	0	0.0
8147 Workers' Compensation	1,729	22,253	0	0	0	0	0.0
8149 Fiscal Agent/Bank Fees & Charges	3,208	5,295	0	0	0	0	0.0
8150 Cash Over and Short	-2	0	0	0	0	0	0.0
8151	0	2,861	0	0	0	0	0.0
8156 Insurance	7,061	7,725	5,500	5,500	5,500	0	0.0
8177 Program Expenditures	1,351,642	742,934	0	0	0	0	0.0
8183 Unabsorbed Indirect Costs	-196,414	-294,983	0	0	0	0	0.0
8184 Current Year - Indirect Costs	196,414	294,983	0	0	0	0	0.0
8188 Grants-Subcontractors	3,600	89,427	0	0	0	0	0.0
8218 Vehicle Rental	127	55	0	0	0	0	0.0
8287 Support Svcs - Childcare	5,845	400	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	1,828,423	1,449,518	659,168	659,168	780,248	121,080	18.3
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	3,464,788	3,098,604	3,448,445	3,448,445	3,688,062	239,617	6.9
INTERNAL SERVICE CHARGES							
8603 IS-Lockshop	0	149	0	0	0	0	0.0
8606 IS-Floors and Windows	0	1,046	0	0	0	0	0.0
8607 IS-Printing	25,329	10,574	23,630	23,630	23,630	0	0.0
8609 IS-Telephones	0	544	0	0	0	0	0.0
8616 IS-Fleet Maint - Equip Maintenance	362	100	100	100	100	0	0.0
8618 IS-Fleet Fuel/Lubricant	437	476	0	0	0	0	0.0
8622 IS-Telephone - Usage	901	1,018	8,208	8,208	8,208	0	0.0
8632 IS-GIS (Geographic Info)	4,096	0	0	0	0	0	0.0
8635 IS-ITSD Projects-Basic	125	0	0	0	0	0	0.0
*** TOTAL INTERNAL SERVICE CHARGES	31,250	13,907	31,938	31,938	31,938	0	0.0
*** TOTAL BUDGET	3,496,038	3,112,511	3,480,383	3,480,383	3,720,000	239,617	6.8
REVENUE							
9681 WIA Grant	3,496,038	3,112,511	3,480,383	3,480,383	3,720,000	239,617	6.8
*** TOTAL FUNDING	3,496,038	3,112,511	3,480,383	3,480,383	3,720,000	239,617	6.8

MSI:

DEPARTMENT: Human Services and Recreation Dept
SUB-DEPARTMENT: Neighborhoods, Community & Recreation Ce

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	41.500	41.300	41.300	41.300	41.800	0.500	
NON-REGULAR	5.858	5.156	5.106	5.106	5.106	0.000	
TOTAL EMPLOYEES	47.358	46.456	46.406	46.406	46.906	0.500	
PERSONNEL							
8005 Regular Pay - PERS	1,527,957	1,469,353	1,859,776	1,859,776	1,949,134	89,358	4.8
8011 Overtime Pay	1,037	2,311	0	0	0	0	0.0
8018 PST-Part Time Employees - PARS	75,345	66,650	135,047	135,047	140,266	5,219	3.8
8020 Management Benefit	0	239	0	0	0	0	0.0
8023 Auto Allowance	2,446	2,544	2,544	2,544	2,544	0	0.0
8024 Personal Dvlpmt Allowance	6,750	6,750	1,000	1,000	1,000	0	0.0
8027 Workers' Compensation	23,087	26,267	32,317	32,317	44,503	12,186	37.7
8031 General Liability	1,602	3,072	3,991	3,991	4,179	188	4.7
8037 Miscellaneous Pay	0	2,655	0	0	0	0	0.0
8038 PERS-Employee Portion	107,147	107,243	130,184	130,184	136,439	6,255	4.8
8040 PERS-City Portion	37,040	118,954	136,506	136,505	150,279	13,774	10.0
8041 PARS-City Portion	3,017	2,688	5,402	5,402	5,610	208	3.8
8044 Life Insurance	1,249	1,266	1,859	1,859	1,949	90	4.8
8045 Dental Insurance	15,909	15,908	21,157	21,157	22,699	1,542	7.2
8046 Medicare-City Contributn	18,058	17,648	27,407	27,407	28,702	1,295	4.7
8047 Long Term Disability	25,913	23,659	2,789	2,790	3,313	523	18.7
8049 Emp Opt Ben Fd (EOBF)	265,826	281,960	342,625	342,625	379,945	37,320	10.8
8050 Benefits (VHS)	296,601	236,565	0	0	0	0	0.0
8056 Accrued payroll	13,085	6,667	0	0	0	0	0.0
8058 Benefits Administration	42,116	80,079	0	0	0	0	0.0
*** TOTAL PERSONNEL	2,464,185	2,472,478	2,702,604	2,702,604	2,870,562	167,958	6.2
SERVICES AND SUPPLIES							
8101 Materials & Supplies	83,785	50,451	68,998	68,998	73,123	4,125	5.9
8105 Lease Payments	19,932	20,617	40,816	40,816	39,734	-1,082	-2.6
8107 Equipment Lease Payments	473	0	0	0	0	0	0.0
8108 Computer Related Supplies	0	961	5,500	5,500	5,500	0	0.0
8109 Equipt Purchases Under \$10,000	3,656	7,433	16,600	16,600	16,600	0	0.0
8110 Outside Printing and Duplicating	169	146	0	0	0	0	0.0
8112 Legal Advertising	306	262	0	0	0	0	0.0
8113 Photo Copy Machine Maint	5,486	3,033	10,300	10,300	10,300	0	0.0
8114 Other Contract Services	127,937	123,266	394,809	394,809	389,645	-5,164	-1.3
8116 Contract Maintenance	0	0	150	150	150	0	0.0
8124 Dues and Memberships	347	495	1,050	1,050	1,050	0	0.0
8125 Special Civic Events	1,464	1,458	3,500	3,500	3,500	0	0.0
8126 Conf & Mtgs - Comm & Committees	110	0	0	0	0	0	0.0
8127 Conferences & Meetings	2,253	5,190	5,567	5,567	5,567	0	0.0
8128 Mileage	124	141	2,400	2,400	2,400	0	0.0
8129 Education	3,027	746	1,000	1,000	1,000	0	0.0

MSI:

DEPARTMENT: Human Services and Recreation Dept
SUB-DEPARTMENT: Neighborhoods, Community & Recreation Ce

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8130 Training Costs	0	0	640	640	640	0	0.0
8135 Reference Matls Subscriptions	606	144	1,250	1,250	1,250	0	0.0
8136 Library Books	0	204	0	0	0	0	0.0
8140 Telephone	80	1,990	2,760	2,760	2,760	0	0.0
8141 Refuse Collection	4,968	5,314	4,220	4,220	4,220	0	0.0
8142 Electric	215	0	0	0	0	0	0.0
8144 Postage	9,076	10,761	10,588	10,588	10,588	0	0.0
8145 Taxes, Payroll and other	30,733	25,227	0	0	0	0	0.0
8146 Wages	158,285	142,938	0	0	0	0	0.0
8147 Workers' Compensation	42,386	33,756	0	0	0	0	0.0
8149 Fiscal Agent/Bank Fees & Charges	3,736	2,769	0	0	0	0	0.0
8218 Vehicle Rental	525	448	0	0	0	0	0.0
8290 Cell Phone Reimbsmnt	-2,575	-1,597	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	497,104	436,153	570,148	570,148	568,027	-2,121	-0.3
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	2,961,289	2,908,631	3,272,752	3,272,752	3,438,589	165,837	5.0
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	343,997	355,972	390,153	390,153	380,230	-9,923	-2.5
8602 IS-Tenant Improvements	16,943	34,239	1,500	1,500	1,500	0	0.0
8603 IS-Lockshop	1,727	979	1,200	1,200	1,200	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	203,964	204,852	206,216	206,216	192,784	-13,432	-6.5
8605 IS-Housekeeping Serv	278,441	270,028	279,741	279,741	240,932	-38,809	-13.8
8606 IS-Floors and Windows	895	0	8,500	8,500	8,500	0	0.0
8607 IS-Printing	16,290	22,643	23,635	23,635	23,635	0	0.0
8608 IS-Mail Services	6,668	6,710	7,712	7,712	7,703	-9	-0.1
8609 IS-Telephones	34,704	28,716	60,099	60,099	52,544	-7,555	-12.5
8611 IS-Application Devel & Support	0	384	0	0	0	0	0.0
8620 Bldg Preventive Maintenanc e	123,718	124,266	124,266	124,266	113,751	-10,515	-8.4
8622 IS-Telephone - Usage	23,185	25,539	6,667	6,667	6,667	0	0.0
8624 IS-Enterprise Network	52,087	55,013	55,402	55,402	62,611	7,209	13.0
8626 IS-Mail - Direct Request	135	196	0	0	0	0	0.0
8632 IS-GIS (Geographic Info)	10,307	0	0	0	0	0	0.0
8641 IS-MS Licensing	0	7,030	5,234	5,234	5,149	-85	-1.6
*** TOTAL INTERNAL SERVICE CHARGES	1,113,061	1,136,567	1,170,325	1,170,325	1,097,206	-73,119	-6.2
*** TOTAL BUDGET	4,074,350	4,045,198	4,443,077	4,443,077	4,535,795	92,718	2.0
REVENUE							
9165 General Fund-Unspecified	4,074,350	4,045,198	4,443,077	4,443,077	4,535,795	92,718	2.0
*** TOTAL FUNDING	4,074,350	4,045,198	4,443,077	4,443,077	4,535,795	92,718	2.0

MSI:

DEPARTMENT: Human Services and Recreation Dept
SUB-DEPARTMENT: Citywide Recreation and Human Services D

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	19.000	19.200	19.200	19.200	19.700	0.500	
NON-REGULAR	40.589	40.449	39.449	39.449	38.459	0.990	
TOTAL EMPLOYEES	59.589	59.649	58.649	58.649	58.159	0.490	
PERSONNEL							
8005 Regular Pay - PERS	811,743	865,482	1,014,068	1,014,068	1,086,635	72,567	7.1
8011 Overtime Pay	1,453	2,019	0	0	0	0	0.0
8018 PST-Part Time Employees - PARS	867,275	835,162	1,111,986	1,111,986	1,120,575	8,589	0.7
8023 Auto Allowance	2,544	2,544	5,088	5,088	2,544	-2,544	-50.0
8024 Personal Dvlpmt Allowance	4,500	5,000	2,750	2,750	2,750	0	0.0
8027 Workers' Compensation	24,177	29,075	34,443	34,443	47,014	12,571	36.4
8031 General Liability	1,680	3,400	4,251	4,251	4,412	161	3.7
8037 Miscellaneous Pay	0	2,160	0	0	0	0	0.0
8038 PERS-Employee Portion	57,567	66,900	70,984	70,984	76,064	5,080	7.1
8040 PERS-City Portion	19,822	71,644	74,433	74,433	83,779	9,346	12.5
8041 PARS-City Portion	34,605	31,946	44,479	44,479	44,823	344	0.7
8044 Life Insurance	703	713	1,013	1,013	1,088	75	7.4
8045 Dental Insurance	8,658	8,910	26,745	26,745	28,150	1,405	5.2
8046 Medicare-City Contributn	20,137	20,939	14,704	14,704	15,757	1,053	7.1
8047 Long Term Disability	26,671	25,788	1,522	1,522	1,846	324	21.2
8049 Emp Opt Ben Fd (EOBF)	116,479	126,965	244,944	244,944	151,485	-93,459	-38.1
8050 Benefits (VHS)	235,960	139,344	0	0	0	0	0.0
8056 Accrued payroll	2,101	16,443	0	0	0	0	0.0
8058 Benefits Administration	20,642	47,167	0	0	0	0	0.0
*** TOTAL PERSONNEL	2,256,717	2,301,601	2,651,410	2,651,410	2,666,922	15,512	0.5
SERVICES AND SUPPLIES							
8101 Materials & Supplies	145,158	104,626	98,630	98,630	113,630	15,000	15.2
8105 Lease Payments	0	0	4,769	4,769	6,362	1,593	33.4
8106 Rent Expense	150	0	0	0	0	0	0.0
8107 Equipment Lease Payments	5,704	1,355	0	0	0	0	0.0
8108 Computer Related Supplies	123	546	1,500	1,500	1,500	0	0.0
8109 Eqipt Purchases Under \$10,000	596	2,348	21,400	21,400	21,400	0	0.0
8110 Outside Printing and Duplicating	12,491	7,249	13,720	13,720	13,720	0	0.0
8112 Legal Advertising	971	0	0	0	0	0	0.0
8113 Photo Copy Machine Maint	1,044	1,635	3,200	3,200	3,200	0	0.0
8114 Other Contract Services	307,358	296,820	313,056	313,056	314,872	1,816	0.5
8115 Consultant Services	0	0	300	300	300	0	0.0
8122 Support to Advisory Committees	0	229	800	800	800	0	0.0
8124 Dues and Memberships	703	765	2,700	2,700	2,700	0	0.0
8125 Special Civic Events	2,600	4,056	40,210	40,210	40,210	0	0.0
8127 Conferences & Meetings	5,888	9,543	7,592	7,592	7,592	0	0.0
8128 Mileage	7,807	6,854	6,099	6,099	6,099	0	0.0
8129 Education	1,794	422	8	8	8	0	0.0

GRAIL ANALYSIS

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MSI:

DEPARTMENT: Human Services and Recreation Dept
SUB-DEPARTMENT: Citywide Recreation and Human Services D

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8130 Training Costs	1,192	0	0	0	0	0	0.0
8132 Video Productions	0	26	0	0	0	0	0.0
8135 Reference Matls Subscriptions	133	95	1,125	1,125	1,125	0	0.0
8136 Library Books	185	0	0	0	0	0	0.0
8140 Telephone	0	2,241	0	0	0	0	0.0
8144 Postage	3,571	3,572	5,525	5,525	5,525	0	0.0
8150 Cash Over and Short	-5	0	0	0	0	0	0.0
8187	0	-40	0	0	0	0	0.0
8212 Permits and Fees	0	279	0	0	0	0	0.0
8218 Vehicle Rental	11	11	0	0	0	0	0.0
8290 Cell Phone Reimbsmnt	-1,265	-2,086	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	496,209	440,546	520,634	520,634	539,043	18,409	3.5
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	2,752,926	2,742,147	3,172,044	3,172,044	3,205,965	33,921	1.0
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	5,318	5,503	6,031	6,031	5,877	-154	-2.5
8602 IS-Tenant Improvements	918	2,123	4,226	4,226	4,226	0	0.0
8603 IS-Lockshop	2,455	413	400	400	400	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	3,144	3,168	3,188	3,188	2,978	-210	-6.5
8605 IS-Housekeeping Serv	7,262	8,027	4,499	4,499	3,873	-626	-13.9
8606 IS-Floors and Windows	0	0	3,449	3,449	3,449	0	0.0
8607 IS-Printing	37,419	32,588	21,930	21,930	21,930	0	0.0
8608 IS-Mail Services	7,846	9,014	9,903	9,903	9,741	-162	-1.6
8609 IS-Telephones	12,863	6,943	14,389	14,389	15,236	847	5.8
8620 Bldg Preventive Maintenance	1,913	1,921	1,921	1,921	1,759	-162	-8.4
8622 IS-Telephone - Usage	7,155	8,020	2,233	2,233	2,233	0	0.0
8623 IS-PC Training	0	0	500	500	500	0	0.0
8624 IS-Enterprise Network	61,294	73,246	71,136	71,136	79,128	7,992	11.2
8626 IS-Mail - Direct Request	141	217	0	0	0	0	0.0
8632 IS-GIS (Geographic Info)	3,341	0	0	0	0	0	0.0
8641 IS-MS Licensing	0	7,911	6,722	6,722	6,508	-214	-3.1
*** TOTAL INTERNAL SERVICE CHARGES	151,069	159,094	150,527	150,527	157,838	7,311	4.8
*** TOTAL BUDGET	2,903,995	2,901,241	3,322,571	3,322,571	3,363,803	41,232	1.2
REVENUE							
9165 General Fund-Unspecified	2,806,369	2,777,801	3,172,763	3,172,763	3,213,995	41,232	1.2
9188 Human Services Endowment Fund	97,626	123,440	149,808	149,808	149,808	0	0.0
*** TOTAL FUNDING	2,903,995	2,901,241	3,322,571	3,322,571	3,363,803	41,232	1.2

**DEPARTMENT
SUMMARY**
Information Services

Mission Statement

The freedom to know is the foundation of our democracy. The mission of the Pasadena Public Library, a basic municipal service, is to be an information center for the Pasadena community in order to preserve and encourage the free expression of ideas essential to an informed citizenry.

Program Description

Through the Central Library and nine branch libraries, a major effort is devoted to ensure the delivery and access of quality information to all Pasadena residents. The Library provides a wide variety of services, programs, and collections at the neighborhood level to meet the community's information needs utilizing the latest in technology. In addition to circulating a wide range of materials in a variety of formats, the Library sponsors an array of programs for adults and children, service to the home based, preschool story hours and the Summer Reading Program. It also provides extensive reference and information resources, supported by a large reference collection. Almost 76% of all Pasadena residents possess library cards and nearly 4,000 patrons use one of Pasadena's libraries daily. The annual average number of library materials checked out per resident is 11, compared to the national average of 6.5 for cities with a population of over 100,000.

Departmental Relationship to City Council Goals:

- **Protect and Enhance Neighborhood Vitality and Livability**

The Pasadena Public Library plays a significant role in meeting the educational and recreational needs of the community and is essential to the quality of life of Pasadena's residents. The community's support to financially maintain the presence of a Central Library and nine branch libraries affirms the importance of the Library; in turn the Library provides clean and inviting facilities, thus contributing to the vitality and livability of the surrounding community. Through its work with the Library Commission, Friends of the Library, Pasadena Public Library Foundation and other community groups, the Library continues to maximize community resources and enhance library services at the neighborhood level. The branch libraries prove essential to neighborhood vitality and livability by serving as neighborhood information centers, providing collections and programs which address specific community needs, and serving as meeting places for community groups. Additionally, the Library continues to establish partnerships with Neighborhood Associations in an ongoing effort to preserve the City's neighborhood heritage. The Library actively contributes to neighborhood vitality and livability in a variety of other ways: the Municipal Information Service (MIS) disseminates City and other local/neighborhood information to each library site; collections are tailored to neighborhood needs; and staff members are active in engaging community groups such as Head Start, Child Care Information Service, and the Flintridge Foundation.

The Pasadena Public Library and the Pasadena Unified School District (PUSD) continue to partner in providing library services for all public schools in Pasadena. Library and district staff have established a working relationship to promote library skills instruction and reading enrichment to elementary and middle school students. Class visits to the Library continue to be a priority. Support for Pasadena Learns after school programs and homework tutoring for students also take place at neighborhood libraries. The Library also provides special loan privileges for teachers and students to further bring library materials into the classrooms. Other services provided by the Library for Pasadena schools include storytelling, special programs, homework support and outreach to preschools and pre-kindergarten and in-service training sessions for PUSD teachers. A special online service, Live Homework Help, provides live tutor assistance in English from 1pm to 10pm daily and in Spanish from Sunday through Thursday from 1pm to 7pm to students in grades four to entry level college.

- **Foster Economic Prosperity**

The City's website fosters economic prosperity and vitality by linking citizens to government, educational sites, social services and job information. The website provides specific information pages targeting both the business community and visitors to Pasadena. The Business web page offers specific information on business assistance, economic development and business opportunities with the City. The visitors' page offers a variety of relevant information on city attractions and events. Over three million "virtual" users visit the City's website annually. A business consortium furthers communication within the business community and career center/job information is available at each library site.

- **Operate an Effective and Cost Efficient Government**

Municipal Information Services provides needed research to City staff in a cost-effective and efficient manner. Staff continues to identify procedures that hinder cost-effective service and works to dissolve those barriers for better external and internal customer service. The Department continues to focus on the technical advancement of the City's web project. This project allows citizens to view and download information about the City and communicate with City officials. The Library also manages the computer catalog system for both Pasadena and Glendale libraries.

Major Accomplishments

Given the expiration of the Library Special Tax in July 2008, the Alternative Funding Task Force reviewed the impact and future of the Library Special Tax as well as alternative funding mechanisms. The Task Force concluded that an extension of the Library Special Tax continues to best meet the established financing criteria. The City Council subsequently approved the Task Force recommendations with a modification increasing the City's minimum contribution to be 80% of the total amount necessary to fund the Library. The matter was put forth on the March 6, 2007 ballot where it was approved by an 80.4% Yes vote, thereby extending the Library Special Tax for an additional 15 years.

Reorganization

The Library underwent a self-evaluation and redefined library services in light of the community's needs and priorities. The first phase of this process focused on the Branch Libraries. The Library evaluated its ability to meet the needs of Pasadena's unique neighborhoods through the Library's nine branch libraries. After studying demographics and service statistics, each branch developed a Service Response geared to its specific neighborhood. These responses range from Information Technology, to Current Topics and Titles, to Arts and Literature, to Lifelong Learning. The final phase was matching service responses with particular skill sets and deploying the appropriate staff. Six of the nine branches received "new" staffers who brought increased vitality to each location.

At the Central library, staff reviewed the services provided at each customer desk. Recognizing that needs and levels have changed, some staff were shifted to other work areas. By concentrating staff efforts, the Library can make best use of staff and ensure that public demands are met. Creating specialist positions, like an Adult Programming Librarian, a Web Librarian, and an enhanced Business Librarian, will allow the Library to respond to greater demand for these services.

It's worth noting that while these readjustments will have a very real effect on the Library's production, they do not reflect an appreciable increase in FTE's. Assignments are changed, new challenges faced, but FTE staff numbers grew by less than .5 positions.

Information Services

Physical Plants

This year saw the successful completion of a number of building improvement projects. The Central Library embarked on a landscape restoration project in partnership with the Pasadena Public Library Foundation, the Public Works Department, and Polytechnic School. The project restored the original character of the landscaping and culminated with a "planting day" at the Central Library where Polytechnic students and families planted over 500 plants. The Allendale and Hastings Branch Libraries were refurbished and new services introduced. At Allendale Branch Library a Teen corner was created while at Hastings a OneStop Kiosk was installed to facilitate several self-service activities. Patrons can use the OneStop Kiosk to checkout materials, reserve a computer, print documents, and pay library fines. At both Libraries more public computers were added, as well as lap tops for in-house checkout. Patrons at these libraries are now able to make their own Internet reservations.

Community Collaborations

The Library entered into partnership with the Los Angeles County Law Library (LACLL) and incorporated into its reference collection a number of legal resources formerly housed at the now closed Pasadena LACLL branch. The Library further benefited by receiving in-depth training on providing customer assistance with this new collection as well as on several legal databases including Westlaw. The Library's community-wide reading celebration, "One City, One Story", featuring *Distant Land of My Father* by Bo Caldwell, was a success as evidenced by the almost 1,000 patrons who participated in reading discussions, attended programs or read the book. The Library was actively involved in other community-wide programming events such as ArtNight. Artnight drew more than 900 people each time. Other adult programming included the popular Los Angeles Opera series and several author talks done in partnership with Vroman's Bookstore that featured Peter Falk, Elizabeth Edwards, and Bob Woodruff. The Library's Volunteer Program continued to be active with a pool of 250 volunteers who contributed more than 1,300 hours of monthly support for library programs and services.

The Library continued to work with Pasadena's City of Learning to promote the community as a lifelong learning educational environment. In addition, the Library works with the Arts and Cultures Committee, the Flintridge Foundation, PUSD and a host of other organizations to integrate into the community's fabric.

Usage

Over 1.2 million patrons visited the Library and more than 29,000 information questions were answered each month. Patrons used the public computer workstations over 200,000 times and usage of the Technology Learning Centers continued to increase. The Technology Learning Center at La Pintoresca Branch Library expanded its hours from 20 to 40 per week. Live Homework Help, available in both English and Spanish, provided live online tutor assistance to nearly 400 students monthly. Children enjoyed 3,564 programs, including storytellers, preschool visits, and after school programs. In addition 6,742 children and teens participated in the two Summer Reading Clubs. Special programs and incentives were offered for Teen Read Week and Children's Book Week. The Library, in partnership with PUSD, again successfully hosted Dia de los Niño's/Dia de los Libros. Held at Jefferson School, this day was a joyful celebration of both children and reading. Outreach to Headstart continued with twenty Headstart site visits each month, and the "First Five" grant received through Child Care Information Service provided two storytellers to visit 80 daycare sites monthly, in addition to expanding early literacy collections at all sites. The Library continued to work with other departments to meet the need of city employees as they relate to workplace literacy.

Collections

The Library continued its focus on building strong collections. This year, the Library implemented a new selection model that emphasizes a system-wide approach to collection development and that eliminates unnecessary duplication of effort. The Library continued to place emphasis on the purchase of electronic

Information Services

resources accessible to users 24/7 via the Library's website. Several new electronic resources were added including two of particular interest to students, ABC Clio Suite and Social Studies Fact Cards, and Learning Express that provides popular test preparation books. The elimination of duplicate formats in the reference collection continued to be stressed in an effort to maximize resources.

Technological Gains

The Library made significant progress on a number of key technological initiatives designed to enhance service to patrons and increase operational efficiencies. Most notable was the launch of e-mail and telephone notification features for patron hold and overdue notices. These new services have allowed the Library to significantly reduce the time required to notify patrons of issues with their account while at the same time reducing operational costs for the Department. This effort also assists in making Pasadena a "green city" as it eliminates mailers and post cards.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	118.92	119.77	120.27	120.27	120.27
Appropriations	10,068,298	10,646,100	11,466,986	11,553,396	11,806,350
Sources by Fund:					
Library Special Tax	1,665,433	1,665,433	1,791,072	1,791,072	1,850,176
General Fund	7,711,176	8,219,987	8,629,126	8,698,250	9,172,813
Library Services Fund	231,182	231,182	546,680	546,680	243,336
Fund Balance	460,507	529,498	500,108	517,394	540,025
Total Sources	10,068,298	10,646,100	11,466,986	11,553,396	11,806,350

Departmental Results Statements

Result 1: The Library will provide services and resources necessary for a literate and well-informed community.

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 1.1 Number of people using Pasadena's libraries annually.					
A. Over 1.2 million people will visit Pasadena's libraries annually.	1,225,395	1,100,000	100%	1,200,000	1,200,000
Measure 1.2 Number of people visiting Pasadena's libraries via the web annually.					
A. Over 500,000 visits will be made to the Library's website.	494,696	350,000	100%	500,000	500,000
Measure 1.3 Number of items circulated annually.					
A. Over 1.7 million items will circulate annually.	1,713,928	1,600,000	100%	1,700,000	1,700,000
Measure 1.4 Survey of library patrons regarding satisfaction with library collections and resources.					

Information Services

		FY 2006			FY 2007	FY 2008
		Actual	Target	% Target	Target	Target
	A. 90% or above of patrons are satisfied with library collections and resources.	94%	90%	100%	90%	90%
Measure 1.5 Survey of library patrons regarding overall quality of library service.						
	A. 90% or above of patrons are satisfied with the overall quality of library services.	96%	90%	100%	90%	90%
Result 2: Children and young adults have opportunity to read.						
Measure 2.1 Number of children and young adults participating annually in children's and young adult programs.						
	A. Over 75,000 children and young adults participate in programs annually.	111,532	75,000	100%	75,000	75,000
Measure 2.2 Number of children and young adults participating in summer reading programs.						
	A. Over 7,000 children and young adults participate in the Summer Reading programs.	7,549	7,000	100%	7,000	7,000
Measure 2.3 Number of children's and young adult's items circulated annually.						
	A. Over 700,000 children and young adult items circulate annually.	733,920	700,000	100%	700,000	700,000
Measure 2.4 Survey of Library patrons regarding satisfaction with programs for children.						
	A. 90% or above of patrons satisfied with programs.	97%	90%	100%	90%	90%

Changes From Prior Year

- *Cost Changes:* Annual increases in the Consumer Price Index (CPI) rate establish the yearly revenue increases to the base budget of the Information Services Department (the Library Special Tax and the General Fund Transfer), pursuant to the Library Special Tax ordinance. Increases in the \$252,954 base budget are primarily due to anticipated salary increases and City paid benefit increases along with a \$66,904 reduction in Internal Service charges.
- *Revenue Changes:* The State has not adopted its fiscal year 2008 budget at this time, and the Pasadena Library system remains at risk of further loss of State funds. The Library remains nearly 80% funded by a General Fund transfer.

Future Outlook

The Library will continue to focus on service priorities in the following areas: Popular reading, general information; Lifelong learning; Government information and local resources; and information literacy. This will be accomplished by continuing to enhance the Library's collections and public technology. Re-deployment of

Information Services

resources to meet the opportunities and challenges of this changing environment, will continue to be a priority. The Library will continue to evaluate and align both staff and services to best meet public demands.

**PROGRAM
SUMMARY**
Administration

Mission Statement

The Administration Program shares the department-wide mission, with a focus on ensuring effective management of all library operations, leading service improvement initiatives and maintaining open communication with the community.

Program Description

The Administration Program is responsible for the overall administration of the Library, including implementing all aspects of both the City's and Library's financial and human resource policies and procedures as well as the administration and coordination of the restoration and construction projects of the Central Library and branch libraries. Management of the Central and Branch Library operations, including security, housekeeping and maintenance, delivery to branches and neighboring libraries, is through the Administration program. Additionally, Administration is responsible for maintaining communications with the community through the Library Commission, Friends of the Library, and the Pasadena Public Library Foundation.

Major Accomplishments

Given the expiration of the Library Special Tax in July 2008, the Alternative Funding Task Force reviewed the impact and future of the Library Special Tax as well as alternative funding mechanisms. The Task Force also examined the service impact of the current Library Special Tax and gathered citizen input on the level of satisfaction with current library services. The Task Force carefully examined a number of different financing methods using a set of specific criteria and guidelines. After examining all other funding mechanisms, the Task Force reviewed the current Library Special Tax method of funding and concluded that this approach continues to best meet the established financing criteria. The City Council subsequently approved the Task Force recommendations with a modification increasing the City's minimum contribution to be 80% of the total amount necessary to fund the Library. The matter was put forth on the March 6, 2007 ballot where it was approved by an 80.4% Yes vote, thereby extending the Library Special Tax for an additional 15 years.

This year saw the successful completion of a number of building improvement projects. The Central Library embarked on a landscape restoration project in partnership with the Pasadena Public Library Foundation, the Public Works Department, and Polytechnic School. The project restored the original character of the landscaping as designed by Myron Hunt and Florence Yoch in 1927. The formal arrangement of lawn with formal hedges and accent shrubs and trees are elements that were restored. The existing irrigation system was repaired and upgraded where needed. Polytechnic School undertook this project as part of their centennial celebration. The project culminated with a "planting day" at the Central Library where Polytechnic students and families planted over 500 plants. The Allendale Branch Library underwent a make over. Fresh interior paint and new carpet brightened the overall atmosphere. Other noteworthy improvements included refurbishing of the circulation desk, adding new shelving, and resurfacing all of the reading tables. Service enhancements include an entire area just for teens, more public computers, and a computer reservations station that allows patrons to make their own Internet reservations. The Hastings Branch Library was also refurbished. Highlights include interior and exterior painting, a new roof, restoration of the original cork floor and electrical upgrades to support computers. Service enhancements include additional public computers and the installation of a One Stop Kiosk which provides for patron self service.

The Library continued to place an emphasis on marketing and publicizing library services and programs. As a part of this effort, the Library introduced its new Calendar of Events which provides a comprehensive listing of library events scheduled at the Central and branch libraries. The Calendar has been positively and enthusiastically received by the community.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Operating FTEs	12.50	12.50	12.50	13.50	13.50
Appropriations	2,407,252	2,432,298	2,576,883	2,660,948	2,667,901

Changes From Prior Year

- *Cost Changes:* The increase in this program's budget is due primarily to anticipated salary and benefit increases.

Future Outlook

Please refer to the Departmental Summary section for future outlook.

**PROGRAM
SUMMARY**
Information Access
Services

Mission Statement

Information Access Services (IAS) shares the department-wide mission, with a focus on responding to adult information needs by developing collections, services and staff that support an informed citizenry.

Program Description

The IAS Division has three main areas of emphasis: 1) reference services 2) database management and collections and 3) circulation services. The Reference services section responds to information inquiries asked in person, by telephone, and via the Internet or other electronic means. Staff participates in the development of adult collections, including the local history collection; provides in-depth research for citizens as well as for City officials and staff through the Municipal Information Service (MIS); develops and maintains electronic local information resources, including the Pasadena Community Directory; and manages the centralized Page Pool. The Database Management and Collections Section orders, receives, catalogs and processes new material for the library system, maintains the integrity of the Library's catalog, and is responsible for the oversight of collection development library-wide. The Circulation Services Section provides borrower services, including patron account and circulation assistance for the Central Library, as well as policy and procedural support for circulation operations system-wide.

Major Accomplishments

The Reference Section continued to offer high-level customer service, answering on average 7,000 information requests each month. Support to the local information projects was enhanced this year with the redeployment of a position dedicated to catalog local history books and materials, as well as records in the Pasadena Community Information Directory. Discussions were held with other local agencies that produce directory information, including the City's Commission on the Status of Women, Los Angeles County Department of Children Family and Services, and the Flintridge Foundation, in an effort to better coordinate projects and thereby eliminate needless duplication of effort.

The Library entered into partnership with the Los Angeles County Law Library (LACLL) and incorporated into its reference collection a number of legal resources formerly housed at the now closed Pasadena LACLL branch. Reference staff received training on providing customer assistance with the collection as well as on several legal databases including Westlaw. These resources were provided by LACLL who will continue to pay their subscription costs.

IAS was actively involved in community-wide programming events such as ArtNight held in October 2006 and March 2007, which drew more than 900 people each time. The Division also provided support to this year's One City, One Story program featuring Distant Land of My Father by Bo Caldwell. A weekday lecture about Shanghai in the early twentieth century was well received and provided a successful start to this year's program. IAS also provided other adult programming including the popular Los Angeles Opera series and several author talks done in partnership with Vroman's Bookstore that featured Peter Falk, Elizabeth Edwards, and Bob Woodruff. Monthly exhibits presented displays by groups of local interest including LA Opera, Sierra Club, and the YWCA. Public training classes, taught by volunteer trainers, instructed adults on such popular topics as sending and receiving email and surfing the web. The volunteer instructors were part of a larger pool of 250 active volunteers who contributed more than 1,300 hours of support for library programs and services this year.

Information Services

The Database Management Section continued to acquire, receive, catalog and process all collection materials for the Central and branch libraries, cataloging and processing on average 3,200 items each month. The unit also supported many collection enhancements as outlined in the Program Summary for Library Books and Materials. A workflow analysis of the unit was conducted by an outside consultant for the purpose of ensuring greater efficiency of the unit. Implementation of recommendations got underway and will be completed next fiscal year. Circulation Services continued to provide strong customer support at the Central Library where monthly circulation figures continued to rise by as much as 12% over the previous year. A system-wide committee developed a circulation policy and procedures guide for staff that ensures greater consistency of practice throughout the system.

A library-wide reorganization near the end of fiscal year 2006 resulted in the move of the web and Pasadena Community Calendar projects out of Reference and into the Technology and Information Systems Division, and the reassignment of volunteers, adult programming, and exhibits to an Adult Services Librarian in the Community Services Division. These changes will help to support a more focused approach to Reference Services at the Central Library.

Also this spring, the Library was happy to welcome two interns from Xicheng District Library of Beijing, a sister library. They were fully immersed in public library services during their two-week visit.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Operating FTEs	56.52	56.52	56.52	53.02	53.02
Appropriations	2,772,519	3,231,406	3,540,367	3,278,290	3,406,215

Changes From Prior Year

- *Cost Changes:* The increase in this program's budget is due to anticipated salary increases and increases in the cost of City paid benefits.

Future Outlook

The Division will continue to provide citizens with high quality services and collections. The reorganization introduced this fiscal year will continue to be implemented in the coming fiscal year. The division will continue to emphasize the use of technology to support information delivery and access such as the implementation of Vocera System Software to enhance staff communication. The unit will continue to explore and adopt creative and innovative methods for delivering services with a focus on streamlining operations for greater efficiency. The Division will continue to place emphasis on developing and training a high-performance and service-oriented staff to meet the many challenges and opportunities of information delivery.

**PROGRAM
SUMMARY**

Community Services

Mission Statement

The Community Services Program shares the department-wide mission, responding to the pulse of Pasadena's diverse community with neighborhood access to books and global information. Community Services focuses on children and youth services, programs for adults, neighborhood services and information literacy for all ages.

Program Description

The Community Services Program consists of nine branch libraries, and Children's, Youth and Literacy Services. The branch libraries serve as neighborhood information centers for people of all ages and provide general reference, electronic resources, readers' advisory, homework assistance, and neighborhood information. Children's Services provides library service to children in the Central Library Children's Room and the branches. Children's Services also manages grants for outreach to daycares to promote emergent literacy. Literacy programs include one-on-one and computer assisted tutoring in basic literacy, computer skills, language skills, numeracy and workplace literacy. Community Services provides programs that address specific community needs including school services for all schools in Pasadena, story times, homework support, outreach to preschools, and cultural, informational and reading enrichment programs for patrons of all ages.

Major Accomplishments

In fiscal year 2007, Community Services evaluated its ability to meet the needs of Pasadena's unique neighborhoods through the Library's nine branch libraries. After studying demographics and service statistics, each branch developed a Service Response geared to its specific neighborhood. These responses range from Information Technology, to Current Topics and Titles, to Arts and Literature, to Lifelong Learning. Librarians and staff skills were evaluated for a "fit" with each Service Response, and assignments to new locations took place in September. Along with Core Services such as collections, circulation, and reference, as well as School Services, each branch now provides special collections, programs and services geared to its particular neighborhood needs and interests.

A total of 6,742 children and teens participated in the two Summer Reading Clubs, funded by the Friends of the Library. Special programs and incentives were offered for Teen Read Week and Children's Book Week. Children celebrated "Balloons" in April's Poetry Month performance programs based on Brad Burg's poem of the same name. During the year, children enjoyed 3,564 programs, including storytellers, preschool visits, after school programs, and instructional visits with their classes. Youth hours were provided for the Technology Learning Center at Central, the Villa Parke computer lab and the Ray Batiste Technology Learning Center at La Pintoresca Branch Library, which expanded its hours from 20 to 40 per week. Patrons used the public workstations in branches 146,044 times this year. The branches and children's room continued to upgrade their collections, focusing on children's classics, curriculum-based materials, books in Spanish, and the highly popular recorded books on CD. Programs for young adults included Anime Afternoon and Do-It-Yourself Club. The Library continued the online program "Live Homework Help for 4th - 12th Grade and College Introduction Level Students." Community Services, in partnership with Jefferson School, again hosted Dia de los Niño's/Dia de los Libros. This celebration emphasizes the importance of advocating literacy for every child regardless of linguistic and cultural background, along with the message that reading is fun! Outreach to Headstart included twenty Head Start site visits each month, and the "First Five" grant through Child Care Information Services provided two storytellers to visit daycare sites for 20 hours each week, in addition to expanding early literacy collections at all sites. The Library continued to work with other departments to meet the need of city employees as they relate to workplace literacy. A library-wide reorganization near the end of fiscal year resulted in the move of the adult services functions out of Reference and into

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the Community Services Division. The Volunteer program, adult programming, and exhibits will be managed by an Adult Services Librarian in Community Services. With this addition, there will be an added focus on outreach to the community.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Operating FTEs	44.65	45.50	46.00	46.50	46.50
Appropriations	3,007,951	3,217,816	3,384,924	3,491,666	3,582,027

Changes From Prior Year

- *Cost Changes:* The increase in this program's budget is primarily due to anticipated salary increases and increases in the cost of City paid benefits.

Future Outlook

Community Services will continue to serve the Pasadena community, with an emphasis on neighborhood access to information and resources, providing class visits to PUSD, private and preschools, programming for all ages and emphasizing literacy. In addition, Community Services will manage and present "One City, One Story", ArtNight, adult programming and classes, volunteer services, exhibits, and outreach to the community.

**PROGRAM
SUMMARY**

Technology and Information Systems

Mission Statement

The Technology and Information Systems (TIS) Program shares the department-wide mission, with a focus on providing strategic direction on technology issues, managing the Department's technology infrastructure, leading technology innovation initiatives, and providing technical support to patrons and staff.

Program Description

The TIS Program is organized into three operating units: Web Services, Integrated Library Systems, and Information Technology Operations. The Web Services unit is responsible for management of both the City of Pasadena website and the Library sub-web. The Integrated Library Systems unit manages the shared Horizon Information Management System (IMS) used by both the Pasadena and Glendale Public Libraries under the terms of a joint powers agreement. Finally, the IT Operations unit manages the Department's technology infrastructure and provides direct client care support at the Central and branch libraries.

Major Accomplishments

During fiscal year 2007, the Technology and Information Systems Division completed several key projects which were designed to enhance service for customers and improve operational productivity. Most notable was the launch of e-mail and telephone notification features for patron hold and overdue notices. These new services have allowed the Library to significantly reduce the time required to notify patrons of issues with their account while at the same time reducing operational costs for the Department. In addition, by eliminating mailers and post cards, the effort enhances Pasadena's role as a "green" city.

The Division also made wide ranging technology upgrades at Allendale and Hastings Branch Libraries. The branches were equipped with wireless laptop computers as part of a pilot laptop lending program which allows them to be used throughout the facility in conjunction with the Library's wireless network. This effectively doubled the number of computers available to patrons at each branch. At Allendale, a multimedia presentation system was installed to support computer demonstrations, movie screenings, and public training activities. At Hastings, a new OneStop Kiosk was installed to facilitate several self-service activities. Patrons can use the OneStop Kiosk to checkout materials, reserve a public computer, print documents, and even pay library fines all without having to stand in line at the circulation desk.

Following a departmental reorganization the staff associated with development of the library website and Community Calendar were transferred to the Technology and Information Systems Division. This change has brought the Library and City web development resources together in a single division which has allowed us to achieve a greater level of coordination and cooperation.

The ongoing focus on maintaining a strong technology infrastructure was a high priority once again this past year. A highlight in this area was the upgrade of the equipment in the Technology Learning Centers at the Central Library and Villa Parke. These ten-seat computer labs are heavily used by the community and provide a key resource particularly for children and teens during after school hours. A number of other technology infrastructure upgrades improving the performance and reliability of internal systems were also completed during the year. Finally, the Division has continued to support citywide technology initiatives through active participation in various project teams and committees.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Operating FTEs	5.25	5.25	5.25	7.25	7.25
Appropriations	674,430	718,288	731,316	888,996	916,711

Change From Prior Year

- *Cost Changes:* The increase in this program's budget is primarily due to anticipated salary increases and increases in the cost of City paid benefits.

Future Outlook

The Technology and Information Systems Division will continue to provide strategic direction to the Department's technology initiatives and will lead the effort to maintain the technology infrastructure in keeping with the replacement cycles outlined in the Department's public and staff technology plans. The recently completed departmental reorganization will present new opportunities in the areas of web development both citywide and within the department. The Division will implement an exciting new telephony solution called Vocera. Utilizing lightweight, wireless, wearable communication badges the staff will be able to roam the Library interacting with customers while maintaining the ability to communicate with other staff members or to take incoming calls from the public. This wireless voice over IP (WVOIP) system promises to radically transform the way the staff communicate with each other and the public we serve.

**PROGRAM
SUMMARY**
Library Books & Materials

Mission Statement

The Book Purchase Account allows the Library to further its department-wide mission.

Program Description

The Book Purchase Account supports the acquisition of collection materials for the Central and branch libraries, including books, audiovisual media, electronic databases, digital books, newspapers, periodicals, and reference tools. These materials support Research and Government Information Services, Children's and Young Adult Services, Community Branch Services, Electronic Information Services, as well as, Project and Programs Services.

Major Accomplishments

The Library Books and Materials budget received a 5.2% increase over the previous year in an effort to help offset rising collection costs, which for some formats, increased as much as 8% annually. This year, the Library implemented a new selection model that emphasizes a system-wide approach to collection development and that eliminates unnecessary duplication of effort while still ensuring the presence of strong collections at Central and the neighborhood libraries. This model also supported greater coordination in the maintenance and upkeep of collections system-wide. The Library continued to place emphasis on the purchase of multiple copies of bestsellers, children's materials, adult non-fiction, and electronic resources accessible to users 24/7 via the Library's website. The Library continued to work in partnership with Glendale Public Library to develop its digital content collection that was first introduced last year. The collection of digital book, digital audio, and digital music contains popular fiction and nonfiction, legal, test study guides, and computer languages. Several new electronic resources were added this year including two of particular interest to students, ABC Clio Suite and Social Studies Fact Cards, and Learning Express that provides popular test preparation books. The electronic collection was also supplemented with several legal databases provided through a partnership with the Los Angeles County Law Library. This partnership also provided a small collection of legal resources that was incorporated into the reference collection at Central Library. The elimination of duplicate formats in the reference collection continued to be stressed in an effort to maximize spending dollars.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Operating FTEs	0.0	0.0	0.0	0.0	0.0
Appropriations	1,048,810	1,046,292	989,327	989,327	989,327

Changes From Prior Year

- *Cost Changes:* There are no planned increases for book purchases.

Future Outlook

Enhancing and updating the Library's book and materials collection will continue to be a top service priority of the Library. The Library will continue to evaluate and select electronic resources and other emerging formats to meet the needs of the changing community. The marketing of collections will become a high priority this

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next fiscal year. The selection model implemented this fiscal year will continue to be evaluated and modified as appropriate to ensure the process is efficient and results in the development of strong collections to meet customer needs.

**PROGRAM
SUMMARY**
Library Projects and Grants

Mission Statement

The Library Projects and Grants account allows the Library to further its department-wide mission.

Program Description

The Projects and Grants account was created to facilitate the tracking of both revenue and expenditures for the miscellaneous revenue generated by the Library in the form of Federal and State grants as well as private gifts. This revenue is used to support a variety of Library Services including the Library's collections and programs such as the Pasadena Reads Literacy Program.

Major Accomplishments

Grant funds supported the continued development of the collection including the early literacy collection at all sites. Additional grant funds were used in support of the Pasadena Reads Literacy Program and various children's programs including the Summer Reading Club, Children's Book Week, and expanded outreach to daycare centers.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Operating FTEs	0.0	0.0	0.0	0.0	0.0
Appropriations	0	0	244,169	244,169	244,169

Changes From Prior Year

- *Cost Changes:* There are no anticipated changes.

GRAIL ANALYSIS

MSI:
FUND: Library Services Fund

DEPARTMENT: Information Services Department

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	96,354	97,200	97,700	98,450	98,450	0,000	
NON-REGULAR	22,570	22,570	22,570	21,820	21,820	0,000	
TOTAL EMPLOYEES	118,924	119,770	120,270	120,270	120,270	0,000	
PERSONNEL							
8005 Regular Pay - PERS	4,264,432	4,279,022	5,288,624	5,359,590	5,494,134	134,544	2.5
8011 Overtime Pay	5,689	8,587	0	0	0	0	0.0
8018 PST-Part Time Employees - PARS	161,183	445,787	504,233	487,456	501,741	14,285	2.9
8023 Auto Allowance	10,979	11,544	10,080	10,255	12,528	2,273	22.1
8024 Personal Dvlpmt Allowance	22,000	23,500	22,800	22,800	22,800	0	0.0
8027 Workers' Compensation	25,336	66,265	87,471	87,901	104,328	16,427	18.6
8031 General Liability	179	0	0	0	0	0	0.0
8037 Miscellaneous Pay	0	10,203	0	0	0	0	0.0
8038 PERS-Employee Portion	297,723	308,772	370,203	375,171	384,590	9,419	2.5
8040 PERS-City Portion	102,854	347,228	388,185	413,225	423,597	10,372	2.5
8041 PARS-City Portion	18,681	18,193	20,169	19,498	20,069	571	2.9
8044 Life Insurance	3,821	3,767	5,289	5,359	5,494	135	2.5
8045 Dental Insurance	40,410	38,693	54,843	54,843	58,211	3,368	6.1
8046 Medicare-City Contributn	51,264	52,907	76,684	77,714	79,665	1,951	2.5
8047 Long Term Disability	33,575	32,507	7,932	9,111	9,340	229	2.5
8049 Emp Opt Ben Fd (EOBF)	636,984	666,842	974,187	974,187	1,100,471	126,284	12.9
8050 Benefits (VHS)	824,742	688,922	0	0	0	0	0.0
8054 Vision Care	27	120	0	0	0	0	0.0
8058 Benefits Administration	117,664	233,207	0	0	0	0	0.0
*** TOTAL PERSONNEL	6,617,543	7,236,066	7,810,700	7,897,110	8,216,968	319,858	4.0
SERVICES AND SUPPLIES							
8101 Materials & Supplies	158,416	154,627	88,371	88,371	88,371	0	0.0
8103 Uniforms	28	0	0	0	0	0	0.0
8107 Equipment Lease Payments	124	649	0	0	0	0	0.0
8108 Computer Related Supplies	7,862	7,165	0	0	0	0	0.0
8109 Equipt Purchases Under \$10,000	99,223	55,603	110,630	110,630	110,630	0	0.0
8110 Outside Printing and Duplicating	2,995	1,429	0	0	0	0	0.0
8112 Legal Advertising	1,075	0	0	0	0	0	0.0
8114 Other Contract Services	369,832	233,561	432,889	432,889	432,889	0	0.0
8115 Consultant Services	0	0	15,238	15,238	15,238	0	0.0
8116 Contract Maintenance	43,486	71,992	90,000	90,000	90,000	0	0.0
8117 Data Processing Operations	120,077	95,414	95,000	95,000	95,000	0	0.0
8124 Dues and Memberships	0	2,821	4,600	4,600	4,600	0	0.0
8125 Special Civic Events	470	3,855	0	0	0	0	0.0
8126 Conf & Mtgs - Comm & Committees	0	90	0	0	0	0	0.0
8127 Conferences & Meetings	26,289	37,428	10,000	10,000	10,000	0	0.0
8128 Mileage	797	634	2,300	2,300	2,300	0	0.0

GRAIL ANALYSIS

MSI:

FUND: Library Services Fund

DEPARTMENT: Information Services Department

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8129 Education	7,998	8,441	5,000	5,000	5,000	0	0.0
8130 Training Costs	0	398	0	0	0	0	0.0
8135 Reference Matls Subscriptions	106,249	102,544	106,075	106,075	106,075	0	0.0
8136 Library Books	965,833	943,781	929,252	929,252	929,252	0	0.0
8140 Telephone	3,081	1,189	10,000	10,000	10,000	0	0.0
8141 Refuse Collection	15,287	16,364	17,658	17,658	17,658	0	0.0
8144 Postage	46,561	33,860	30,000	30,000	30,000	0	0.0
8150 Cash Over and Short	-73	29	0	0	0	0	0.0
8156 Insurance	120	1,144	500	500	500	0	0.0
8178 Program Expenditure Recovery	-225,812	-34,717	0	0	0	0	0.0
8187	-2	0	0	0	0	0	0.0
8212 Permits and Fees	21	121	0	0	0	0	0.0
8218 Vehicle Rental	72	66	0	0	0	0	0.0
8276 Software	13,530	2,576	0	0	0	0	0.0
8290 Cell Phone Reimbsmnt	-1,380	-672	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	1,762,159	1,740,392	1,947,513	1,947,513	1,947,513	0	0.0
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	8,379,702	8,976,458	9,758,213	9,844,623	10,164,481	319,858	3.2
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	487,745	504,721	553,187	553,187	539,116	-14,071	-2.5
8602 IS-Tenant Improvements	22,157	10,115	5,000	5,000	5,000	0	0.0
8603 IS-Lockshop	1,032	1,440	0	0	0	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	289,200	290,460	292,387	292,387	273,343	-19,044	-6.5
8605 IS-Housekeeping Serv	375,304	364,135	379,417	379,417	326,779	-52,638	-13.8
8607 IS-Printing	42,800	44,119	28,444	28,444	28,444	0	0.0
8608 IS-Mail Services	16,228	17,482	19,882	19,882	19,963	81	0.4
8609 IS-Telephones	88,406	84,871	77,877	77,877	92,477	14,600	18.7
8612 IS-PC&Net Service Center	3,265	9,805	2,527	2,527	2,561	34	1.3
8615 IS-Auto Body Repair	0	800	500	500	500	0	0.0
8616 IS-Fleet Maint - Equip Maintenance	2,778	826	1,900	1,900	1,900	0	0.0
8617 IS-Fleet Maint - Equip Replacement	2,440	2,440	1,559	1,559	1,559	0	0.0
8618 IS-Fleet Fuel/Lubricant	1,528	1,802	1,376	1,376	1,376	0	0.0
8620 Bldg Preventive Maintenance	175,418	176,196	176,195	176,195	161,284	-14,911	-8.4
8622 IS-Telephone - Usage	17,929	16,972	20,000	20,000	20,000	0	0.0
8623 IS-PC Training	0	0	4,429	4,429	4,429	0	0.0
8624 IS-Enterprise Network	126,791	143,458	142,836	142,836	162,265	19,429	13.6
8632 IS-GIS (Geographic Info)	35,575	0	1,257	1,257	873	-384	-30.5
*** TOTAL INTERNAL SERVICE CHARGES	1,688,596	1,669,642	1,708,773	1,708,773	1,641,869	-66,904	-3.9
*** TOTAL BUDGET	10,068,298	10,646,100	11,466,986	11,553,396	11,806,350	252,954	2.1

GRAIL ANALYSIS

MSI:
FUND: Library Services Fund

DEPARTMENT: Information Services Department

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
REVENUE							
3195 Fund Balance	460,507	529,498	500,108	517,394	540,025	22,631	4.3
6007 Library Special Tax	1,665,433	1,665,433	1,791,072	1,791,072	1,850,176	59,104	3.2
9165 General Fund-Unspecified	7,711,176	8,219,987	8,629,126	8,698,250	9,172,813	474,563	5.4
9207 Lib Srvcs Fund	231,182	231,182	546,680	546,680	243,336	-303,344	-55.4
*** TOTAL FUNDING	10,068,298	10,646,100	11,466,986	11,553,396	11,806,350	252,954	2.1

**DEPARTMENT
SUMMARY**
Planning and Development

Mission Statement

To champion economic vitality and promote the production of affordable housing while enhancing safe, livable neighborhoods, which reflect, preserve and enhance Pasadena's unique cultural and historic character. To promote informed decision-making which facilitates sustainable development, affordable housing and reinvestment in the community.

Program Description

Planning and Development's core services include the provision of all Permit Center services five days per week, facilitating citizen participation in the land use decision making process, promoting business attraction and retention, promotion of job growth within Pasadena, and stimulation of commercial and neighborhood revitalization as well as the production and rehabilitation of affordable housing.

Departmental Relationship to City Council Goals:

- **Foster Economic Prosperity**

The Planning and Development Department directly supports economic investment through the expeditious and accurate processing of entitlements, plans and permits and serving as a cultural destination through the development and delivery of arts services, and through redevelopment programs as well as business retention and attraction efforts. The Department's efforts to promote economic prosperity focus on providing small businesses with funding and creating jobs for low-to-moderate income residents with financial assistance from the City's Community Development Block Grant (CDBG) Program. Redevelopment efforts are found in the Fair Oaks, Lincoln Avenue, Lake/Washington, Villa Parke, Old Pasadena and Downtown project areas. Civic Center/Mid-Town Project development activities include recruitment of retail tenant prospects and creation of jobs through business retention, expansion and recruitment efforts. Effective promotion and marketing of State Tax Credits and local incentives in the Enterprise Zone support these efforts.

- **Create Neighborhood Livability and Vitality**

Planning and Development supports and encourages neighborhood livability and vitality by involving the entire community in the planning process for specific plans, the update of the General Plan and the revision of the Zoning Code, abating building, housing and zoning code violations, and providing neighborhood revitalization services such as the provision of affordable, safe and sanitary housing to low and moderate income households through home ownership, home rehabilitation, rental assistance and construction of affordable housing programs.

Major Accomplishments

During fiscal year 2007, the Department worked with the community, neighborhoods, developers, various commissions, committees and the City Council to accomplish the following:

- Obtained Council/Commission approval to extend redevelopment plan limit extensions for the commission's seven redevelopment project areas as authorized by SB 1096
- Obtained Council/Commission approval to proceed with the merger of Northwest Pasadena Redevelopment Project areas
- Implemented Lincoln Avenue Land Use, Marketing and Design Study and Capital Improvement Program Streetscape Improvements in association with the Lincoln Avenue Task Force revitalization effort
- Plan checked and inspected \$196 million in construction activity
- Continued issuing more than 80% of permit applications received on an over the counter basis

Planning and Development Department

- Issued 3,500 building permits and performed 31,700 building inspections
- Maintenance Assistance and Services to Homeowners (MASH) cleaned 67 yards
- Maintenance Assistance and Services to Homeowners (MASH) completed major and minor repairs on 20 houses
- Continued to respond to graffiti abatement reports within 24 hours, 95% of the time
- Placed twelve MASH Trainees in regular jobs in the public and private sectors
- MASH painted and completed lead paint stabilization on 27 housing units
- Investigated 4,085 code complaints, of which 76% were abated within 60 days
- Conducted 2,116 single family home and/or duplex inspections under the Occupancy Program
- Conducted 9,320 proactive multi-family rental inspections
- Conducted two Enterprise Zone breakfasts for businesses within the Enterprise Zone
- Coordinated and staffed monthly North Lake Working Group meetings
- Attracted and/or retained 30 new businesses in the Enterprise Zone
- Increased participation in the Ambassador program to fifty (50) high school students
- Held six Enterprise Zone Workshops
- Issued 150 Enterprise Zone cards and 1,108 Tax Credit Vouchers
- Increased the distribution of Target Employment Area cards to Northwest residents
- Completed the application and received Conditional designation for the new Enterprise Zone
- Participated in Art Night with twenty two (22) Ambassadors serving as docents
- Participated in Arbor Day and Earth Day Festivals with forty (40) Ambassadors assisting where needed
- Completed the Enterprise Zone database and filing system
- Created the Northwest Resource library
- Continued to provide staff support to the Northwest Commission, the Fair Oaks and Lincoln Avenue Project Area Committees.

Summary of Appropriations and Revenues

	FY 2005	FY 2006	FY 2007	FY 2007	FY 2008
	Actual	Actual	Adopted	Revised	Recommended
FTEs	126.10	126.00	128.00	130.00	131.00
Code Enforcement Task (memo only)	6.00	6.00	6.00	6.00	3.00
MASH FTEs (memo only)	77.00	77.00	77.00	77.00	80.00
Total FTEs	209.10	209.00	211.00	213.00	214.00
Appropriations	38,368,851	43,120,459	39,304,762	39,386,873	43,182,455
Code Enforcement Task Force	180,995	219,293	283,412	283,412	240,433
MASH FTEs (memo only)*			2,111,068	2,111,068	2,297,169
Sources by Fund					
General Fund	7,648,281	8,364,278	8,734,558	8,818,496	9,164,294
Building Services Fund	4,406,043	4,744,547	5,424,930	5,423,103	5,933,845
Building Services Fund - Transfer	434,322	434,322	449,513	449,513	462,998
Pasadena Community Development					
Development Commission	25,880,205	29,577,312	24,695,761	24,695,761	27,515,193
Capital Public Art Fund					25,376
Cultural Arts Trust Fund					80,749
Community Development					
Block Grant Funds	180,995	219,293	864,048	864,048	847,000
Other City funds (memo only)*			1,530,432	1,530,432	1,690,602
Total Sources	38,368,851	43,120,459	39,304,762	39,386,873	43,182,455

*This line item not included in totals.

Planning and Development Department

Departmental Results Statements

Result 1: Improve entertainment and cultural opportunities for those who live, work in and visit Pasadena.

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 1.1 Support cultural organizations, artists and art education through annual funding.					
A. Distribute 100% of General Fund monies	100%	100%	100%	100%	100%
Measure 1.2 Support and develop cultural tourism opportunities.					
A. Produce 2 Art Night events annually	2	2	100%	2	2

Result 2: Pasadena promotes economic development activity and supports diverse employment opportunities

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 2.1 Act as liaison to the business community and local institutions to facilitate strong relations with the City.					
A. Annually host/sponsor 18 outreach events	19	18	100%	18	18
B. Participate in meetings of Business Improvement Districts, Chamber of Commerce, Workforce Investment Board, etc.	48	50	96%	50	50
Measure 2.2 Provide opportunities for filming within the City with minimal impact to residents.					
A. Coordinate filming days without complaints	95%	95%	100%	95%	95%
Measure 2.3 Promote Enterprise Zone employment and tax credits.					
A. Issue Enterprise Zone vouchers for hiring tax credits	1,471	1,000	100%	1,000	1,000
B. Issue 1,000 Enterprise Zone cards to residents in the targeted employment area annually	1,194	1,000	100%	1,000	1,000

Result 3: Plans that are implemented to promote economic vitality in Pasadena.

Measure 3.1 Completion of planning entitlement application processing.					
A. 90 days or less, from environmental determination to public hearing. Designation of complete environmental review (Day 1) and process for Commission/Public Meeting (Day 2-90).	99%	90%	100%	90%	90%

Planning and Development Department

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 3.2 Plans will be checked as expeditiously as possible.					
A. 80% checked over the counter	85%	80%	100%	80%	80%
B. Balance of complete set of plans is checked in 4 weeks or less 100% of the time.	82%	100%	82%	100%	100%
Measure 3.3 Develop master plans that include community participation.					
A. Customer satisfaction with opportunities to participate in planning and overall development in Pasadena	72%	80%	90%	80%	80%

Result 4: Enhance safe, livable neighborhoods.

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 4.1 Compliance with code enforcement, graffiti abatement and MASH regulations.					
A. Abate, refer to Enforcement prosecutor 80% of code enforcement cases within 60 days	75%	80%	94%	80%	80%
B. Customer satisfaction with timely response of code enforcement officers to issues in their neighborhood	71%	80%	89%	80%	80%
Measure 4.2 Provide maintenance assistance services to homeowners.					
A. Remove reported graffiti within 24 hours	95%	90%	100%	90%	90%
B. Provide painting, yard clean-up, and repair to 110 properties annually	121	110	100%	110	110

Changes from Prior Year

- **Cost Changes:** The net increase from fiscal year revised 2007 budget, \$3,795,582, includes higher personnel costs related to anticipated salary and benefit rate increases, \$737,399, and the addition of 1.0 FTE, \$56,503, and increases in services and supplies, \$477,226, program costs, \$993,131 and debt service requirements, \$663,475. Funding in the amount of \$1 million for public improvements at the Art Center South Campus has been included. In addition decreases occurred in equipment, \$109,804, and internal services charges, \$40,588.
- **FTE Changes:** The Department added 1.0 Staff Assistant III, to provide adequate staffing for Code Compliance during the construction plan review and inspection process.

Future Outlook

Construction activity will continue and will likely remain at the current level, in terms of volume, next fiscal year, but the relative size of proposed projects will decrease slightly, with a resulting decrease in valuation and revenues.

**DIVISION
SUMMARY**
Administration

Mission Statement

Administration's role is to serve the Department staff and the public by ensuring smooth progress through the development, personnel, real estate and financial management processes.

Program Description

Administration provides overall coordination and administration of the City's planning, redevelopment, housing, and neighborhood revitalization agendas as well as managing the City's real estate assets, responding to inquiries regarding City-owned real property and providing property management services. The Director and senior management staff take responsibility for ensuring continuous evaluation and improvement of customer service provided, making corrections/changes where needed and enhancing services where possible within the approved budget. The Administrative Division is also charged with the responsible and responsive management of the department's financial, personnel, workers compensation, facilities management, legislative tracking and advocacy, grants tracking and research, purchasing and safety functions.

Major Accomplishments

During fiscal year 2007, Administration provided the following services to ensure that the divisions of Planning and Development were able to move ahead with an ambitious work program:

- Provided managerial leadership and direction for the Department's planning, code enforcement, job training, neighborhood revitalization, cultural affairs, redevelopment, technology and development programs
- Continued to negotiate the balance between growth and its impact upon the built environment to the satisfaction of the stakeholders involved in Pasadena
- Property management and maintenance of City and Commission-owned properties.

Summary of Appropriations and Revenues

	FY 2005	FY 2006	FY 2007	FY 2007	FY 2008
	Actual	Actual	Adopted	Revised	Recommended
FTEs	6.18	6.23	6.63	7.38	7.63
Appropriations	1,415,298	1,622,174	1,707,527	1,791,464	1,831,144
General Fund	1,415,298	1,622,174	1,707,527	1,791,464	1,831,144

Changes from Prior Year

- *Cost Changes:* The net increase from fiscal year revised 2007 budget, \$39,680, is due to higher personnel costs related to anticipated increases in salary and benefit rates and the increase of .25 FTE, \$64,843, and increases in Services and Supplies, \$105,982. The Division also decreased internal service charges, \$100,397, and equipment charges, \$30,748.
- *FTE Changes:* A .25 Planner was added to assist with implementation of environmental agreements related to the City's declaration of support for the United Nations Environmental Accord. The remaining .75 Planner was added in fiscal year 2007.

Future Outlook

Please refer to the Future Outlook section under the Department Summary.

**DIVISION
SUMMARY**

Building and Neighborhood Revitalization

Mission Statement

Leading edge service for safer, greener and more livable neighborhoods.

Program Description

The Building and Neighborhood Revitalization Division provides development review and permit services for our customers, embodying the highest levels of customer service: facilitating when possible, regulating when needed, and providing a single point of contact. The Division also ensures a safe, clean, attractive and healthy living environment by:

- Ensuring maintenance of qualified commercial and residential properties;
- Ensuring compliance with building, green building, property maintenance, zoning and housing codes;
- Ensuring that the City is free of graffiti.

Major Accomplishments

During fiscal year 2007, the Division accomplished the following:

- Continued issuing more than 80% of permit applications received on an over the counter basis
- Plan checked and inspected \$196 million in construction activity
- Issued 3,500 building permits and performed 31,700 building inspections
- Placed 12 MASH Trainees in regular jobs
- Completed yard clean-up services on 67 yards
- Completed major and/or minor repairs on 20 homes
- Painted and performed lead based paint stabilization on 27 houses
- Conducted 9,320 proactive multi-family rental inspections
- Conducted 2,116 single family home and/or duplex inspections under the Occupancy Program
- Investigated 4,085 complaints, 76% which were abated within 60 days
- Issued 600 citations for violations of housing, property maintenance and zoning codes
- Abated 90% of graffiti within 24 hours of being reported.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	58.32	58.32	60.92	61.92	62.92
Code Enforcement Task					
Force (Memo)	6.00	6.00	6.00	6.00	3.00
MASH (Memo)	77.00	77.00	77.00	77.00	80.00
Total FTEs	140.32	141.32	143.92	144.92	145.92
Appropriations	6,244,916	6,711,252	7,519,447	7,519,620	8,139,260
Code Enforcement Task (Memo)*	180,995	219,293	283,412	283,412	240,433
MASH (Memo)*			2,111,068	2,111,068	2,297,169

Planning and Development Department

Sources by Fund					
General Fund	1,838,873	1,966,705	2,094,517	2,094,517	2,205,415
Building Services Fund	4,406,043	4,744,547	5,424,930	5,423,103	5,933,845
Community Development					
Block Grant (Memo)*	180,995	219,293	864,048	864,048	847,000
Other City Funds (Memo)*			1,530,432	1,530,432	1,690,602
Total Sources	6,244,916	6,711,252	7,519,447	7,517,620	8,139,260

*This line item not included in totals.

Changes from Prior Year

- *Cost Changes:* The net increase from fiscal year revised 2007 budget, \$621,640, is due to higher personnel costs related to anticipated salary and benefit rate increases, \$418,254, increases in services and supplies, \$287,026, and decreases in Equipment, \$79,056, and internal service costs, \$4,584.
- *FTE Changes:* A 1.0 Staff Assistant III was added to provide adequate staffing for Code Compliance during the construction plan review and inspection process.

Future Outlook

Development activity will increase modestly, however it is anticipated revenues will drop slightly based upon the decrease in size and type of project. Large projects anticipated for fiscal year 2008 include: Chandler School Development, Mayfield School Development, Caltech Cahill Center for Astrophysics, Huntington Hospital Medical Office Building, Colorado/Madison Medical Office Building, Playhouse Plaza, Colorado Lofts, Las Encinas Hospital, Sunrise Assisted Living, Westridge School for Girls Development, Ambassador Campus West, Westgate Pasadena and Art Center South Campus.

In fiscal year 2008 the Department will continue to increase its efforts to maintain the built environment, especially with regard to the preservation of the City's affordable housing stock.

**DIVISION
SUMMARY**
Cultural Affairs Division

Mission Statement

Cultural Affairs is the City of Pasadena's facilitator for art, design, and cultural initiatives. The Division promotes Pasadena in Southern California and nationally as a center of American cultural history as well as a vibrant arena for the creation of new visual and performing art and design.

Program Description

The Cultural Affairs Division enhances the economic health of Pasadena by marketing Pasadena as a cultural destination through its multi-institutional initiative, "Cultural Pasadena", supporting the arts through the General Fund annual grants program and the Downtown Cultural Trust Fund, managing the Private Development Public Art Program and the City Capital Improvement Program (CIP) Public Art Program.

Major Accomplishments

During fiscal year 2007, the Division accomplished the following:

- Continued the Cultural Master Plan implementation process
- 66 Public Art projects in process
- Sponsored two Arts Nights to expand cultural opportunities for the lay audience.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	4.00	4.00	4.00	4.00	3.00
Appropriations	403,303	461,246	472,431	472,431	545,693
General Fund	403,303	461,246	472,431	472,431	439,568
Capital Public Art Fund					25,376
Cultural Arts Trust Fund					80,749
Total Sources					545,693

Changes from Prior Year

- Cost Changes:* The net increase from fiscal year revised 2007 budget, \$73,262, is due to higher personnel costs related to anticipated salary and benefit rate changes, \$22,137 and an increase in Services and Supplies, \$49,625, and internal service charges, \$1,500. In addition, funds have been included for the Nexus/art education consultant.
- FTE Changes:* A previously unfunded position, 1.0 Staff Assistant III, was funded and moved to the Building Services Division.

Future Outlook

The major project for the division for fiscal year 2008 will be the start of the implementation of the Citywide cultural plan. This is a comprehensive plan to identify and prioritize opportunities for public art funded through the Capital

Planning and Development Department

Improvement Program (CIP) and private development, identify cultural opportunities in neighborhoods, survey cultural facility needs, assess the strength of cultural institutions, survey the needs of working artists and the impact of art education, and recommend implementation tools. The plan is intended to provide a ten-year blueprint for strengthening support of the City's nationally recognized cultural industry.

**DIVISION
SUMMARY**

Economic Development

Mission Statement

To enhance the economic stability of the City through diversified economic development.

Program Description

Economic Development reflects a combination of City-wide economic development and redevelopment program activities. Programs in Economic Development fall within three basic sections: Business Outreach, Business Districts, and Filming/Special Events. Each of these programs strives to secure ongoing local investment that sustains a healthy job market, provides quality amenities, and creates stable tax revenues. These efforts involve regular contact with property owners, business representatives, local institutions, and residents. In addition to serving in an ombudsman capacity with the business community, this division works closely with local institutions such as Caltech, JPL, HMRI, local hospitals and Art Center. This division also staffs the Council's Economic Development and Technology Committee.

Business Outreach Programs include: (1) the regular business breakfast events, (2) the Art of Small business workshops, (3) office building outreach events, (4) City ads/marketing, and (5) Rose Bowl outreach events. Special projects are also managed such as Walnut rail right-of-way acquisition.

Business Districts Efforts include the creation of Business Improvement Districts (BID), the monitoring of BID contracts, the tracking of business district issues, and the facilitation of retail recruitment efforts.

Filming and Special Events- Pasadena remains a popular location for still and motion picture projects, and a wide variety of special events. This section coordinates the logistics and City permits that allow producers/promoters to conduct their activities safely, and with minimal impacts on business owners and residential areas.

The Pasadena Community Development Commission's (PCDC) program activities focus on the identification, development and/or revitalization of commercial and neighborhood project areas within Pasadena. PCDC stimulates commercial revitalization within specified redevelopment project areas through business attraction and retention, job growth, and creation of improvements to selected commercial and/or public land parcels and spaces.

Major Accomplishments

During fiscal year 2007, the Division accomplished the following:

- Developed, through the community participation process, the recommendation to merge the Northwest Pasadena Redevelopment project areas (Lincoln, Fair Oaks, Villa Parke, Orange Grove and Lake/Washington) into one master project area for consideration by Council/Commission
- Obtained Council/Commission approval to extend plan limits for redevelopment project areas (7) as authorized by SB 1096
- Created new on-line film location directory which attracted 1,411 unique visitors with an average of 25 unique visitors a day since October, 2006.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	20.60	20.45	20.45	20.70	21.05
Appropriations	26,343,288	30,084,501	25,220,153	25,220,153	28,104,151
Sources by Fund					
General Fund	463,083	507,189	524,392	524,392	588,958
Pasadena Community Development Commission	25,880,205	29,577,312	24,695,761	24,695,761	27,515,193
Fund Balance					
Total Sources	26,343,288	30,084,501	25,220,153	25,220,153	28,104,151

Changes from Prior Year

- Cost Changes:* The net increase from fiscal year revised 2007 budget of \$2,883,998 is primarily related to an increase in program costs of \$993,131 and an increase in debt service obligations, \$663,475. In addition increases due to higher personnel costs related to anticipated salary and benefit rate changes, \$84,593, and the increase of .35 FTE, \$27,073. Funding in the amount of \$1 million for public improvements at the Art Center South Campus has been included. Services and supplies include \$20,000 for marketing filming in the City and \$14,593 for annual cost of services increases. The Internal Service charges increased by \$62,893.
- FTE Changes:* A .35 Principal Operations Specialist was added to assist Northwest Programs to staff three citizen advisory groups and to perform administrative analysis in the area of application processing. This position was approved by Council on February 26, 2007.

Future Outlook

Pasadena's economic development activities cover a variety of programs. Business district support, business outreach, filming permits, special events and redevelopment are elements of the effort that promote quality services for local residents and businesses while keeping City revenues healthy. The Pasadena Community Development Commission (PCDC) was established with a mission "To enhance the economic stability of the City through economic development and affordable housing programs". The PCDC focuses on the identification, development and/or revitalization of commercial and neighborhood project areas within Pasadena. The PCDC is responsible for the activities of seven redevelopment project areas located at important locations in the City.

Pasadena is one of the strongest commercial and retail centers in the Los Angeles Basin. Transit-oriented development in the Central District has helped the City center achieve high marks as among the most vibrant downtowns in the region. But challenges remain with many sites, industries, and the cities effort to balance social and economic interests.

In Old Pasadena, the partnership between the City and the Old Pasadena Management District continues as an important key to maintaining prominence as one of the top 20 visitor destinations in Southern California. Equally important are the City's efforts to work with the Playhouse, South Lake Avenue districts and many other neighborhoods serving commercial districts.

**DIVISION
SUMMARY**

**Enterprise Zone and
Northwest Programs**

Mission Statement

To enhance the general economic health of the City through efforts which support attraction, retention and expansion of businesses and to support and foster community growth and partnership in Northwest Pasadena.

Program Description

Enterprise Zone and Northwest Programs attracts, retains, and promotes businesses and job opportunities for residents through area marketing, zone formation, and commercial enhancement. The Northwest Programs provides advocacy for the residents in the northwest quadrant of the City and manages critical issues in the areas such as Enterprise Zone, the Fair Oaks/Orange Grove and North Lake Specific Plans, the Lincoln Avenue Revitalization Corridor and the five redevelopment project areas (Lake/Washington, Fair Oaks, Villa Parke, Orange Grove and Lincoln Avenue). These programs support the Council's goal to foster economic prosperity.

Major Accomplishments

During fiscal year 2007, the Division accomplished the following:

- Issued 150 Enterprise Zone cards
- Issued 1,108 Tax Credit Vouchers
- Attraction and retention of 30 new businesses in the Enterprise Zone
- Conducted two Enterprise Zone Breakfast for businesses within the Enterprise Zone (Nov and June)
- Provided exposure and work opportunities for 50 area high school students through the Ambassador program
- Assisted with amendments to the North Lake Specific Plan
- Implementation of the Lincoln Avenue Land Use, Marketing and Design Study and Capital Improvement Program (CIP) streetscape improvements in association with the Lincoln Avenue Task Force revitalization effort
- Completed six Enterprise Zone Workshops
- Provided staff support for bi-weekly meetings for the Northwest Commission
- Provided staff support for monthly meetings for the Fair Oaks and Lincoln Avenue Project Area Committees
- Coordinated and staffed monthly North Lake Working Group meetings
- Completed 15 plan checks for development projects
- Reviewed 25 development proposals (including CDBG)
- Responded to 200 development inquiries (telephone, in person)
- Facilitated the issuance of three building permits to assist new businesses with tenant improvements or development projects
- Reviewed fifteen (15) Code Compliance Certificates for new business licenses
- Completed the Enterprise Zone database and filing system
- Updated and organized the redevelopment filing system
- Participated in Art Night with twenty two (22) Ambassadors serving as docents
- Participated in Arbor Day and Earth Day Festival with forty (40) Ambassadors assisting where needed
- Completion of the application and receipt of Conditional designation for the new Enterprise Zone
- Increased participation in the Ambassador program to fifty (50) high school students
- Voluntary participation of thirty five (35) professional speakers at the Lunch with the Future program along with an increased participation of forty (40) male students in the program

Planning and Development Department

Increased in the distribution of the Target Employment Area cards to Northwest residents
Created the Northwest Resource library .

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	3.00	3.00	3.00	3.00	3.40
Appropriations	414,849	368,500	512,459	512,459	566,820
General Fund	414,849	368,500	512,459	512,459	566,820

Changes from Prior Year

- *Cost Changes:* The increase from fiscal year revised 2007 budget, \$54,361, is due to higher personnel costs related to anticipated salary and benefit rate increases and the increase of .40 FTE.
- *FTE Changes:* A .40 Principal Operations Specialist was added to assist Northwest Programs to staff three citizen advisory groups and to perform administrative analysis in the area of application processing. This position was approved by Council on February 26, 2007.

Future Outlook

During fiscal year 2008, the Northwest Programs Office will aggressively work to identify development opportunities in Northwest Pasadena and particularly along Lincoln Corridor, Lake Avenue, Fair Oaks Ave, and Orange Grove Boulevard. Staff will continue to work with property owners to foster cooperation in an effort to develop commercial and residential projects throughout Northwest Pasadena. Outreach to businesses within the Enterprise Zone will continue to ensure the use of State and local incentives. Cooperation with other economic development agencies will be increased to ensure local businesses and their employees achieve maximum benefits. In addition, staff will work closely with the First Source Project Manager to implement the First Source Ordinance to increase training and job opportunities for local residents.

Northwest Programs will continue to provide support for the future of the youths of the Northwest which is an important component to the revitalization of this area. The Ambassador Program and Lunch with the Future created as part of the Enterprise Zone to promote career awareness among high school youth and expose them to business opportunities, will remain an integral part of the effort.

New and innovative financing programs, along with creative business partnerships and cooperation must be encouraged to ensure continued investment within the project areas. The Northwest Commission and the Project Area Committees will increase their roles in developing these partnerships.

During the past year, Northwest Pasadena has experienced significant growth opportunities representing millions in new capital investment, hundreds of new job opportunities, and significant investment in housing development and rehabilitation. These investments in Northwest Pasadena have resulted in significant gains in residential and commercial property values. The Northwest Office will continue to increase this economic revitalization by providing support for new development projects, completion of streetscape improvements and the retention and attraction of new businesses.

DIVISION

SUMMARY
 Planning

Mission Statement

To champion economic vitality and safe, livable neighborhoods that reflect, preserve and enhance Pasadena's unique cultural and historic character. To promote informed decision-making that facilitates balancing the costs and benefits of new development.

Program Description

The Planning Division is responsible for managing the General Plan and Zoning Code and for providing staff support to the Cultural Heritage, Design and Planning Commissions as well as the Zoning Hearing Officers and the Zoning Board of Appeals. The Division staffs the Permit Center and performs plan review and processes applications for land use entitlements.

Major Accomplishments

During fiscal year 2007, the Division processed through to approval the following projects:

- Rose Avenue Planned Development-32 (Zone Change)
- Caltech Master Plan Amendment and Environmental Impact Report (EIR)
- Monte Vista Master Plan Amendment
- William Carey Master Plan
- Fuller Theological Seminary Master Plan
- Mayfield High School Master Plan
- 40 North Daisy Zone Change
- North Lake Specific Plan Amendments, Ambassador West project and related EIR .

Summary of Appropriations and Revenues

	FY 2005	FY 2006	FY 2007	FY 2007	FY 2008
	Actual	Actual	Adopted	Revised	Recommended
FTEs	34.00	34.00	33.00	33.00	33.00
Appropriations	3,547,197	3,872,786	3,872,745	3,872,746	3,995,387
Sources by Fund					
General Fund	3,112,875	3,438,464	3,423,232	3,423,233	3,532,389
Building Services Fund-					
Transfer	434,322	434,322	449,513	449,513	462,998
Total Sources	3,547,197	3,872,786	3,872,745	3,872,746	3,995,387

Changes from Prior Year

- *Cost Changes:* The net increase from fiscal year revised 2007 budget, \$122,641, is due to higher personnel costs related to anticipated salary and benefit rate increases.

Future Outlook

The Planning Division will undertake a process to review and amend the East Pasadena specific plan, and the associated public participation activities, and will also be dedicated to the update of the Housing Element, the Art Center Master Development Plan, and the Conservation Element, while managing major

Planning and Development Department

workload created by the design review and implementation activity for a number of major projects
(Cogent/Broadreach, Sares Regis, Ambassador West, etc.).

GRAIL ANALYSIS

MSI:

DEPARTMENT: Planning and Development Department

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	124,100	124,000	126,000	128,000	131,000	3,000	
NON-REGULAR	2,000	2,000	2,000	2,000	0,000	2,000	
TOTAL EMPLOYEES	126,100	126,000	128,000	130,000	131,000	1,000	
PERSONNEL							
8005 Regular Pay - PERS	6,513,959	6,825,252	9,160,058	9,316,061	9,829,705	513,644	5.5
8010 Non Benefit Employees	288	4,722	0	0	0	0	0.0
8011 Overtime Pay	33,515	93,838	82,985	82,985	94,177	11,192	13.4
8018 PST-Part Time Employees - PARS	141,306	82,490	108,835	108,835	45,744	-63,091	-57.9
8020 Management Benefit	3,936	5,605	0	0	0	0	0.0
8023 Auto Allowance	34,624	35,426	66,605	67,283	56,371	-10,912	-16.2
8024 Personal Dvlpmt Allowance	37,250	38,150	40,163	40,163	41,163	1,000	2.4
8027 Workers' Compensation	252,983	591,613	459,825	467,563	434,606	-32,957	-7.0
8031 General Liability	-11	62,163	158,831	161,484	267,895	106,411	65.8
8037 Miscellaneous Pay	0	15,831	0	0	0	0	0.0
8038 PERS-Employee Portion	459,744	498,826	641,203	652,123	688,078	35,955	5.5
8040 PERS-City Portion	159,027	555,520	672,347	683,847	757,868	74,021	10.8
8041 PARS-City Portion	5,788	3,408	4,354	4,354	1,830	-2,524	-57.9
8044 Life Insurance	5,313	5,309	9,161	9,317	9,830	513	5.5
8045 Dental Insurance	51,260	51,026	58,368	59,280	63,404	4,124	6.9
8046 Medicare-City Contributn	77,128	81,839	134,024	136,286	143,897	7,611	5.5
8047 Long Term Disability	39,376	51,027	13,740	13,976	16,709	2,733	19.5
8048 Child Care Subsidies	359	297	309	309	309	0	0.0
8049 Emp Opt Ben Fd (EOBF)	807,016	886,704	1,036,800	1,053,000	1,198,652	145,652	13.8
8050 Benefits (VHS)	1,234,197	1,098,748	17,658	17,658	18,188	530	3.0
8054 Vision Care	50	163	0	0	0	0	0.0
8056 Accrued payroll	30,975	18,962	0	0	0	0	0.0
8058 Benefits Administration	178,939	371,934	0	0	0	0	0.0
*** TOTAL PERSONNEL	10,067,022	11,378,853	12,665,266	12,874,524	13,668,426	793,902	6.1
SERVICES AND SUPPLIES							
8101 Materials & Supplies	156,778	175,922	202,312	202,312	228,594	26,282	12.9
8103 Uniforms	0	369	0	0	0	0	0.0
8105 Lease Payments	32,937	33,535	30,000	30,000	30,000	0	0.0
8107 Equipment Lease Payments	7,337	7,710	0	0	0	0	0.0
8108 Computer Related Supplies	2,996	8,448	36,230	36,230	46,530	10,300	28.4
8109 Equipt Purchases Under \$10,000	77,757	51,248	16,290	16,290	95,544	79,254	486.5
8110 Outside Printing and Duplicating	15,709	18,959	32,300	32,300	36,550	4,250	13.1
8112 Legal Advertising	19,568	18,021	20,500	20,500	20,500	0	0.0
8113 Photo Copy Machine Maint	66,295	69,546	34,775	34,775	43,255	8,480	24.3
8114 Other Contract Services	756,238	537,440	480,117	480,117	512,323	32,206	6.7
8115 Consultant Services	1,077,226	1,033,879	844,153	735,245	870,217	134,972	18.3
8117 Data Processing Operations	100,119	213,432	696,298	696,298	741,532	45,234	6.4
8118 Outside Legal Services	15,306	17,026	5,000	5,000	5,000	0	0.0
8121 Computer(PC) Maint/Repair	1,458	2,005	0	0	7,000	7,000	0.0

MSI:

DEPARTMENT: Planning and Development Department

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8122 Support to Advisory Committees	15,794	28,951	26,040	26,040	35,240	9,200	35.3
8124 Dues and Memberships	19,469	24,764	16,142	16,142	18,742	2,600	16.1
8125 Special Civic Events	17,475	15,697	25,000	25,000	25,000	0	0.0
8126 Conf & Mtgs - Comm & Committees	791	1,948	0	0	0	0	0.0
8127 Conferences & Meetings	42,390	58,723	43,898	43,898	70,398	26,500	60.3
8128 Mileage	33,939	802	6,275	6,275	6,775	500	7.9
8129 Education	9,970	23,496	8,893	8,893	15,661	6,768	76.1
8130 Training Costs	1,073	0	0	0	20,000	20,000	0.0
8132 Video Productions	0	0	1,200	1,200	1,200	0	0.0
8135 Reference Mats	2,539	424	7,990	7,990	7,990	0	0.0
Subscriptions							
8136 Library Books	154	600	0	0	0	0	0.0
8137 Gas and Lubricants	59	18	0	0	0	0	0.0
8139 Water	441	0	0	0	0	0	0.0
8140 Telephone	1,849	8,148	23,380	23,380	23,380	0	0.0
8141 Refuse Collection	1,765	1,889	0	0	0	0	0.0
8142 Electric	2,478	4,134	0	0	0	0	0.0
8143 City Hall Space Rental	0	0	124,307	124,307	124,307	0	0.0
8144 Postage	48,716	60,240	32,541	32,541	34,941	2,400	7.3
8150 Cash Over and Short	-260	-18	0	0	0	0	0.0
8153 Grants-In-Aid	110,982	101,000	62,313	62,313	109,000	46,687	74.9
8154 Audio Visual Materials	0	0	100	100	100	0	0.0
8177 Program Expenditures	9,755	9,266	0	0	0	0	0.0
8178 Program Expenditure Recovery	-687	0	0	0	0	0	0.0
8184 Current Year - Indirect Costs	627,809	467,689	486,397	486,397	500,990	14,593	3.0
8212 Permits and Fees	0	47	0	0	0	0	0.0
8218 Vehicle Rental	3,796	5,007	2,300	2,300	2,300	0	0.0
8290 Cell Phone Reimbsmnt	-2,093	-2,756	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	3,277,928	2,997,609	3,264,751	3,155,843	3,633,069	477,226	15.1
EQUIPMENT							
8505 Automotive Equipment	275,758	14,939	27,050	27,050	0	-27,050	-100.0
8506 Computer Equipment	0	0	82,754	82,754	0	-82,754	-100.0
*** TOTAL EQUIPMENT	275,758	14,939	109,804	109,804	0	-109,804	-100.0
*** SUBTOTAL	13,620,708	14,391,401	16,039,821	16,140,171	17,301,495	1,161,324	7.1
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	148,569	152,295	164,925	164,925	186,750	21,825	13.2
8602 IS-Tenant Improvements	19,600	5,559	6,000	6,000	6,000	0	0.0
8603 IS-Lockshop	2,102	792	700	700	700	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	88,080	76,679	88,119	88,119	94,685	6,566	7.4
8605 IS-Housekeeping Serv	118,933	115,150	117,229	117,229	117,424	195	0.1
8606 IS-Floors and Windows	6,675	22,519	400	400	400	0	0.0
8607 IS-Printing	87,682	126,870	113,301	113,301	114,801	1,500	1.3
8608 IS-Mail Services	18,847	27,309	34,694	34,694	35,027	333	0.9

MSI:

DEPARTMENT: Planning and Development Department

		FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8609	IS-Telephones	125,463	125,453	122,740	122,740	131,359	8,619	7.0
8610	IS-System Management HP3000-HP957	10,510	0	0	0	0	0	0.0
8611	IS-Application Devel & Support	28,090	28,964	9,300	9,300	9,300	0	0.0
8612	IS-PC&Net Service Center	73,362	48,202	31,458	31,458	13,263	-18,195	-57.8
8615	IS-Auto Body Repair	2,374	3,994	0	0	0	0	0.0
8616	IS-Fleet Maint - Equip Maintenance	39,452	47,870	16,428	16,428	16,428	0	0.0
8617	IS-Fleet Maint - Equip Replacement	5,580	5,580	23,020	23,020	23,020	0	0.0
8618	IS-Fleet Fuel/Lubricant	32,716	42,844	37,193	37,193	37,193	0	0.0
8620	Bldg Preventive Maintenanc e	53,432	53,164	53,163	53,163	55,869	2,706	5.0
8622	IS-Telephone - Usage	29,533	27,014	25,126	25,126	25,126	0	0.0
8623	IS-PC Training	0	0	780	780	780	0	0.0
8624	IS-Enterprise Network	131,031	152,384	150,266	150,266	172,695	22,429	14.9
8626	IS-Mail - Direct Request	132	1,136	0	0	0	0	0.0
8631	IS-AD&S Tidemark	60,874	67,610	67,514	67,514	0	-67,514	-100.0
8632	IS-GIS (Geographic Info)	19,162	244,845	288,883	288,883	259,750	-29,133	-10.0
8633	IS-IVR (Interactive Voice Response)	20,104	23,169	20,000	20,000	20,000	0	0.0
8634	IS-Security Srvcs City Ha ll	8,034	9,256	9,256	9,256	19,334	10,078	108.8
8641	IS-MS Licensing	0	14,616	14,199	14,199	14,202	3	0.0
***	TOTAL INTERNAL SERVICE CHARGES	1,130,337	1,423,274	1,394,694	1,394,694	1,354,106	-40,588	-2.9
***	TOTAL BUDGET	14,751,045	15,814,675	17,434,515	17,534,865	18,655,601	1,120,736	6.3
REVENUE								
6139	Constr. Review & Inspect.	4,406,043	4,744,547	5,424,930	5,423,103	5,933,845	510,742	9.4
6809	Building Services Fund - Transfer	434,322	434,322	449,513	449,513	462,998	13,485	2.9
9165	General Fund-Unspecified	7,648,281	8,364,278	8,734,558	8,818,496	9,164,294	345,798	3.9
9345	Pasadena Comm Dev Comm	2,262,399	2,271,528	2,825,514	2,843,753	2,988,339	144,586	5.0
9482	Capital Public Art Fund	0	0	0	0	25,376	25,376	0.0
9483	Cultural Arts Trust Fund	0	0	0	0	80,749	80,749	0.0
***	TOTAL FUNDING	14,751,045	15,814,675	17,434,515	17,534,865	18,655,601	1,120,736	6.3

GRAIL ANALYSIS

MSI:
FUND: Information Purposes Only

DEPARTMENT: Planning and Development Department

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	11.000	11.000	11.000	11.000	11.000	0.000	
NON-REGULAR	72.000	72.000	72.000	72.000	72.000	0.000	
TOTAL EMPLOYEES	83.000	83.000	83.000	83.000	83.000	0.000	
PERSONNEL							
8005 Regular Pay - PERS	0	0	638,138	638,138	674,185	36,047	5.6
8018 PST-Part Time Employees - PARS	0	0	1,221,743	1,221,743	1,260,314	38,571	3.1
8024 Personal Dvlpmt Allowance	0	0	2,500	2,500	2,500	0	0.0
8027 Workers' Compensation	0	0	92,263	92,263	85,131	-7,132	-7.7
8031 General Liability	0	0	31,624	31,624	52,231	20,607	65.1
8038 PERS-Employee Portion	0	0	44,670	44,670	47,193	2,523	5.6
8040 PERS-City Portion	0	0	46,839	46,839	51,980	5,141	10.9
8041 PARS-City Portion	0	0	48,869	48,869	50,413	1,544	3.1
8044 Life Insurance	0	0	638	638	674	36	5.6
8045 Dental Insurance	0	0	5,014	5,014	7,338	2,324	46.3
8046 Medicare-City Contributn	0	0	9,253	9,253	9,775	522	5.6
8047 Long Term Disability	0	0	957	957	1,146	189	19.7
8049 Emp Opt Ben Fd (EOBF)	0	0	61,050	61,050	103,800	42,750	70.0
*** TOTAL PERSONNEL	0	0	2,203,558	2,203,558	2,346,680	143,122	6.4
SERVICES AND SUPPLIES							
8101 Materials & Supplies	0	0	97,550	97,550	97,550	0	0.0
8107 Equipment Lease Payments	0	0	40,677	40,677	40,677	0	0.0
8108 Computer Related Supplies	0	0	1,000	1,000	1,000	0	0.0
8109 Equipt Purchases Under \$10,000	0	0	1,000	1,000	1,000	0	0.0
8110 Outside Printing and Duplicating	0	0	4,525	4,525	4,525	0	0.0
8112 Legal Advertising	0	0	3,500	3,500	3,500	0	0.0
8114 Other Contract Services	0	0	2,000	2,000	2,000	0	0.0
8127 Conferences & Meetings	0	0	8,000	8,000	8,000	0	0.0
8128 Mileage	0	0	3,352	3,352	3,352	0	0.0
8140 Telephone	0	0	16,516	16,516	16,516	0	0.0
8144 Postage	0	0	890	890	890	0	0.0
8177 Program Expenditures	180,995	219,293	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	180,995	219,293	179,010	179,010	179,010	0	0.0
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	180,995	219,293	2,382,568	2,382,568	2,525,690	143,122	6.0
INTERNAL SERVICE CHARGES							
8618 IS-Fleet Fuel/Lubricant	0	0	11,912	11,912	11,912	0	0.0
*** TOTAL INTERNAL SERVICE CHARGES	0	0	11,912	11,912	11,912	0	0.0
*** TOTAL BUDGET	180,995	219,293	2,394,480	2,394,480	2,537,602	143,122	5.9

GRAIL ANALYSIS

MSI:

FUND: Information Purposes Only

DEPARTMENT: Planning and Development Department

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
REVENUE							
9421 Reimbursement from CDBG	180,995	219,293	864,048	864,048	847,000	-17,048	-1.9
9801 Other City Funds	0	0	1,530,432	1,530,432	1,690,602	160,170	10.4
*** TOTAL FUNDING	180,995	219,293	2,394,480	2,394,480	2,537,602	143,122	5.9

MSI:

DEPARTMENT: Planning and Development Department
SUB-DEPARTMENT: Administration Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	6.180	6.230	6.630	7.380	7.630	0.250	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	6.180	6.230	6.630	7.380	7.630	0.250	
PERSONNEL							
8005 Regular Pay - PERS	424,440	440,636	537,165	600,106	643,307	43,201	7.1
8011 Overtime Pay	1,734	784	0	0	0	0	0.0
8018 PST-Part Time Employees - PARS	445	1,684	0	0	0	0	0.0
8023 Auto Allowance	8,098	8,439	10,135	10,427	6,059	-4,368	-41.8
8024 Personal Dvlpmt Allowance	4,500	4,500	4,588	4,588	5,088	500	10.8
8027 Workers' Compensation	16,146	41,401	26,643	29,765	28,305	-1,460	-4.9
8031 General Liability	0	3,981	9,132	10,202	17,369	7,167	70.2
8037 Miscellaneous Pay	0	1,786	0	0	0	0	0.0
8038 PERS-Employee Portion	31,252	34,310	37,602	42,007	45,031	3,024	7.1
8040 PERS-City Portion	10,751	36,782	39,428	44,048	49,599	5,551	12.6
8041 PARS-City Portion	18	72	0	0	0	0	0.0
8044 Life Insurance	453	437	537	600	643	43	7.1
8045 Dental Insurance	3,703	3,457	3,023	3,365	3,693	328	9.7
8046 Medicare-City Contributn	3,873	4,061	7,789	8,702	9,328	626	7.1
8047 Long Term Disability	2,800	3,644	806	900	1,094	194	21.5
8049 Emp Opt Ben Fd (EOBF)	49,495	52,363	53,703	59,778	69,815	10,037	16.7
8050 Benefits (VHS)	79,268	70,942	0	0	0	0	0.0
8056 Accrued payroll	2,811	966	0	0	0	0	0.0
8058 Benefits Administration	12,199	24,014	0	0	0	0	0.0
*** TOTAL PERSONNEL	651,986	734,259	730,551	814,488	879,331	64,843	7.9
SERVICES AND SUPPLIES							
8101 Materials & Supplies	8,476	19,260	32,849	32,849	32,849	0	0.0
8107 Equipment Lease Payments	0	114	0	0	0	0	0.0
8108 Computer Related Supplies	2,274	3,795	13,000	13,000	13,000	0	0.0
8109 Equipt Purchases Under \$10,000	42,859	26,662	3,000	3,000	30,248	27,248	908.2
8110 Outside Printing and Duplicating	866	8	450	450	450	0	0.0
8112 Legal Advertising	5,206	836	3,000	3,000	3,000	0	0.0
8113 Photo Copy Machine Maint	17,566	19,306	16,275	16,275	16,275	0	0.0
8114 Other Contract Services	58,921	62,686	35,300	35,300	65,300	30,000	84.9
8115 Consultant Services	65,813	22,417	11,843	11,843	11,843	0	0.0
8117 Data Processing Operations	3,577	1,732	0	0	45,234	45,234	0.0
8118 Outside Legal Services	0	313	5,000	5,000	5,000	0	0.0
8121 Computer(PC) Maint/Repair	782	966	0	0	3,500	3,500	0.0
8124 Dues and Memberships	684	890	480	480	480	0	0.0
8125 Special Civic Events	33	51	0	0	0	0	0.0
8127 Conferences & Meetings	858	5,514	1,926	1,926	1,926	0	0.0
8128 Mileage	0	77	0	0	0	0	0.0
8129 Education	4,499	6,000	600	600	600	0	0.0

MSI:

DEPARTMENT: Planning and Development Department
SUB-DEPARTMENT: Administration Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8135 Reference Matls Subscriptions	263	335	600	600	600	0	0.0
8136 Library Books	0	100	0	0	0	0	0.0
8137 Gas and Lubricants	33	0	0	0	0	0	0.0
8139 Water	441	0	0	0	0	0	0.0
8140 Telephone	0	0	1,500	1,500	1,500	0	0.0
8142 Electric	2,478	4,134	0	0	0	0	0.0
8144 Postage	486	630	1,200	1,200	1,200	0	0.0
8150 Cash Over and Short	-260	-8	0	0	0	0	0.0
8218 Vehicle Rental	78	609	0	0	0	0	0.0
8290 Cell Phone Reimbmnt	0	-120	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	215,933	176,307	127,023	127,023	233,005	105,982	83.4
EQUIPMENT							
8506 Computer Equipment	0	0	30,748	30,748	0	-30,748	-100.0
*** TOTAL EQUIPMENT	0	0	30,748	30,748	0	-30,748	-100.0
*** SUBTOTAL	867,919	910,566	888,322	972,259	1,112,336	140,077	14.4
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	86,712	88,284	96,762	96,762	94,300	-2,462	-2.5
8602 IS-Tenant Improvements	460	1,452	1,000	1,000	1,000	0	0.0
8603 IS-Lockshop	204	10	600	600	600	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	51,408	50,796	51,143	51,143	53,548	2,405	4.7
8605 IS-Housekeeping Serv	66,385	63,855	65,582	65,582	56,484	-9,098	-13.8
8607 IS-Printing	1,356	2,911	63,588	63,588	63,588	0	0.0
8608 IS-Mail Services	9,909	25,016	25,934	25,934	26,001	67	0.2
8609 IS-Telephones	87,828	71,314	75,760	75,760	76,714	954	1.2
8610 IS-System Management HP3000-HP957	10,510	0	0	0	0	0	0.0
8611 IS-Application Devel & Support	0	768	4,000	4,000	4,000	0	0.0
8612 IS-PC&Net Service Center	73,362	26,844	31,458	31,458	13,263	-18,195	-57.8
8617 IS-Fleet Maint - Equip Replacement	0	0	4,020	4,020	4,020	0	0.0
8620 Bldg Preventive Maintenance	31,186	30,820	30,819	30,819	28,212	-2,607	-8.4
8622 IS-Telephone - Usage	9,458	7,847	14,277	14,277	14,277	0	0.0
8624 IS-Enterprise Network	77,413	88,277	87,333	87,333	99,340	12,007	13.7
8631 IS-AD&S Tidemark	40,665	45,234	45,234	45,234	0	-45,234	-100.0
8632 IS-GIS (Geographic Info)	0	199,698	213,443	213,443	175,291	-38,152	-17.8
8634 IS-Security Srvcs City Hall	523	0	0	0	0	0	0.0
8641 IS-MS Licensing	0	8,482	8,252	8,252	8,170	-82	-0.9
*** TOTAL INTERNAL SERVICE CHARGES	547,379	711,608	819,205	819,205	718,808	-100,397	-12.2
*** TOTAL BUDGET	1,415,298	1,622,174	1,707,527	1,791,464	1,831,144	39,680	2.2
REVENUE							

GRAIL ANALYSIS

MSI:

DEPARTMENT: Planning and Development Department
SUB-DEPARTMENT: Administration Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
9165 General Fund-Unspecified	1,415,298	1,622,174	1,707,527	1,791,464	1,831,144	39,680	2.2
*** TOTAL FUNDING	1,415,298	1,622,174	1,707,527	1,791,464	1,831,144	39,680	2.2

GRAIL ANALYSIS

MSI:

DEPARTMENT: Planning and Development Department
SUB-DEPARTMENT: Inspection Services Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	30.000	30.000	31.000	31.000	33.000	2.000	
NON-REGULAR	74.000	74.000	74.000	74.000	72.000	2.000	
TOTAL EMPLOYEES	104.000	104.000	105.000	105.000	105.000	0.000	
PERSONNEL							
8005 Regular Pay - PERS	999,573	966,458	1,877,892	1,877,892	2,054,113	176,221	9.3
8010 Non Benefit Employees	288	260	0	0	0	0	0.0
8011 Overtime Pay	7,873	20,907	59,733	59,733	60,244	511	0.8
8018 PST-Part Time Employees - PARS	37,965	25,546	1,304,231	1,304,231	1,279,711	-24,520	-1.8
8020 Management Benefit	0	4,446	0	0	0	0	0.0
8023 Auto Allowance	0	0	4,800	4,800	4,800	0	0.0
8024 Personal Dvlpmt Allowance	2,000	3,000	4,750	4,750	4,750	0	0.0
8027 Workers' Compensation	39,435	92,851	157,901	157,901	146,756	-11,145	-7.0
8031 General Liability	0	8,927	54,128	54,128	90,038	35,910	66.3
8037 Miscellaneous Pay	0	765	0	0	0	0	0.0
8038 PERS-Employee Portion	69,849	68,822	131,453	131,453	143,788	12,335	9.3
8040 PERS-City Portion	24,183	79,696	137,837	137,837	158,372	20,535	14.8
8041 PARS-City Portion	1,508	1,041	52,169	52,169	51,189	-980	-1.8
8044 Life Insurance	674	632	1,878	1,878	2,054	176	9.3
8045 Dental Insurance	9,945	9,616	15,046	15,046	17,986	2,940	19.5
8046 Medicare-City Contributn	9,633	9,582	28,096	28,096	30,657	2,561	9.1
8047 Long Term Disability	5,954	7,076	2,816	2,816	3,492	676	24.0
8049 Emp Opt Ben Fd (EOBF)	143,608	146,220	239,250	239,250	305,100	65,850	27.5
8050 Benefits (VHS)	191,042	155,600	0	0	0	0	0.0
8054 Vision Care	0	51	0	0	0	0	0.0
8056 Accrued payroll	5,497	3,279	0	0	0	0	0.0
8058 Benefits Administration	26,710	52,671	0	0	0	0	0.0
*** TOTAL PERSONNEL	1,575,737	1,657,446	4,071,980	4,071,980	4,353,050	281,070	6.9
SERVICES AND SUPPLIES							
8101 Materials & Supplies	35,013	47,073	173,622	173,622	173,622	0	0.0
8103 Uniforms	0	369	0	0	0	0	0.0
8107 Equipment Lease Payments	7,096	7,096	40,677	40,677	40,677	0	0.0
8108 Computer Related Supplies	0	0	3,800	3,800	3,800	0	0.0
8109 Equipt Purchases Under \$10,000	3,076	2,164	4,000	4,000	4,000	0	0.0
8110 Outside Printing and Duplicating	799	5,433	4,525	4,525	4,525	0	0.0
8112 Legal Advertising	0	0	3,500	3,500	3,500	0	0.0
8113 Photo Copy Machine Maint	8,783	9,642	10,000	10,000	10,000	0	0.0
8114 Other Contract Services	73,118	87,570	40,345	40,345	40,345	0	0.0
8122 Support to Advisory Committees	0	42	500	500	500	0	0.0
8124 Dues and Memberships	332	475	0	0	0	0	0.0
8126 Conf & Mtgs - Comm & Committees	391	400	0	0	0	0	0.0
8127 Conferences & Meetings	1,482	969	9,700	9,700	9,700	0	0.0

MSI:

DEPARTMENT: Planning and Development Department
SUB-DEPARTMENT: Inspection Services Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8128 Mileage	20,490	0	3,352	3,352	3,352	0	0.0
8129 Education	176	3,009	2,400	2,400	2,400	0	0.0
8130 Training Costs	497	0	0	0	0	0	0.0
8137 Gas and Lubricants	0	7	0	0	0	0	0.0
8140 Telephone	1,849	8,124	20,396	20,396	20,396	0	0.0
8141 Refuse Collection	1,765	1,889	0	0	0	0	0.0
8144 Postage	7,392	7,448	5,325	5,325	5,325	0	0.0
8177 Program Expenditures	190,750	228,559	0	0	0	0	0.0
8178 Program Expenditure Recovery	-2	0	0	0	0	0	0.0
8218 Vehicle Rental	78	360	0	0	0	0	0.0
8290 Cell Phone Reimbsmnt	-393	-288	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	352,692	410,341	322,142	322,142	322,142	0	0.0
EQUIPMENT							
8505 Automotive Equipment	0	0	27,050	27,050	0	-27,050	-100.0
*** TOTAL EQUIPMENT	0	0	27,050	27,050	0	-27,050	-100.0
*** SUBTOTAL	1,928,429	2,067,787	4,421,172	4,421,172	4,675,192	254,020	5.7
INTERNAL SERVICE CHARGES							
8602 IS-Tenant Improvements	35	694	0	0	0	0	0.0
8606 IS-Floors and Windows	0	310	0	0	0	0	0.0
8607 IS-Printing	7,993	15,046	0	0	0	0	0.0
8609 IS-Telephones	0	3,940	0	0	0	0	0.0
8615 IS-Auto Body Repair	2,374	3,254	0	0	0	0	0.0
8616 IS-Fleet Maint - Equip Maintenance	35,643	44,778	14,606	14,606	14,606	0	0.0
8617 IS-Fleet Maint - Equip Replacement	5,580	5,580	4,500	4,500	4,500	0	0.0
8618 IS-Fleet Fuel/Lubricant	31,982	38,043	48,719	48,719	48,719	0	0.0
8622 IS-Telephone - Usage	7,832	6,566	0	0	0	0	0.0
*** TOTAL INTERNAL SERVICE CHARGES	91,439	118,211	67,825	67,825	67,825	0	0.0
*** TOTAL BUDGET	2,019,868	2,185,998	4,488,997	4,488,997	4,743,017	254,020	5.6
REVENUE							
9165 General Fund-Unspecified	1,838,873	1,966,705	2,094,517	2,094,517	2,205,415	110,898	5.2
9421 Reimbursement from CDBG	180,995	219,293	864,048	864,048	847,000	-17,048	-1.9
9801 Other City Funds	0	0	1,530,432	1,530,432	1,690,602	160,170	10.4
*** TOTAL FUNDING	2,019,868	2,185,998	4,488,997	4,488,997	4,743,017	254,020	5.6

MSI:

DEPARTMENT: Planning and Development Department
SUB-DEPARTMENT: Planning Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	34.000	34.000	33.000	33.000	33.000	0.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	34.000	34.000	33.000	33.000	33.000	0.000	
PERSONNEL							
8005 Regular Pay - PERS	1,793,911	1,978,866	2,486,017	2,486,017	2,539,500	53,483	2.1
8011 Overtime Pay	10,783	14,490	10,048	10,048	10,295	247	2.4
8018 PST-Part Time Employees - PARS	25,509	24,887	26,347	26,347	26,347	0	0.0
8020 Management Benefit	1,174	1,159	0	0	0	0	0.0
8023 Auto Allowance	3,360	3,360	9,312	9,312	9,312	0	0.0
8024 Personal Dvlpmnt Allowance	12,500	12,500	12,750	12,750	12,750	0	0.0
8027 Workers' Compensation	69,212	187,530	124,645	124,645	112,929	-11,716	-9.3
8031 General Liability	-11	18,033	42,724	42,724	69,292	26,568	62.1
8037 Miscellaneous Pay	0	6,047	0	0	0	0	0.0
8038 PERS-Employee Portion	125,723	144,867	174,021	174,021	177,765	3,744	2.1
8040 PERS-City Portion	43,597	159,574	182,473	182,474	195,795	13,321	7.3
8041 PARS-City Portion	1,030	1,037	1,054	1,054	1,054	0	0.0
8044 Life Insurance	1,360	1,481	2,486	2,486	2,539	53	2.1
8045 Dental Insurance	11,895	12,968	15,048	15,048	15,972	924	6.1
8046 Medicare-City Contributn	24,444	26,978	36,193	36,193	36,972	779	2.1
8047 Long Term Disability	10,666	14,606	3,729	3,729	4,317	588	15.7
8048 Child Care Subsidies	359	297	0	0	0	0	0.0
8049 Emp Opt Ben Fd (EOBF)	212,410	254,923	267,300	267,300	301,950	34,650	12.9
8050 Benefits (VHS)	337,776	318,562	0	0	0	0	0.0
8054 Vision Care	25	24	0	0	0	0	0.0
8056 Accrued payroll	15,691	6,791	0	0	0	0	0.0
8058 Benefits Administration	49,887	107,836	0	0	0	0	0.0
*** TOTAL PERSONNEL	2,751,301	3,296,816	3,394,147	3,394,148	3,516,789	122,641	3.6
SERVICES AND SUPPLIES							
8101 Materials & Supplies	25,921	25,818	9,540	9,540	9,540	0	0.0
8109 Equipt Purchases Under \$10,000	0	5,220	0	0	0	0	0.0
8110 Outside Printing and Duplicating	7,782	12,007	18,450	18,450	18,450	0	0.0
8112 Legal Advertising	7,658	13,294	14,500	14,500	14,500	0	0.0
8114 Other Contract Services	244,227	61,245	31,300	31,300	31,300	0	0.0
8115 Consultant Services	404,861	325,995	344,246	344,246	344,246	0	0.0
8122 Support to Advisory Committees	10,501	21,861	7,140	7,140	7,140	0	0.0
8124 Dues and Memberships	1,438	2,095	2,640	2,640	2,640	0	0.0
8125 Special Civic Events	10,639	7,526	25,000	25,000	25,000	0	0.0
8126 Conf & Mtgs - Comm & Committees	400	1,548	0	0	0	0	0.0
8127 Conferences & Meetings	15,847	15,969	8,292	8,292	8,292	0	0.0
8128 Mileage	453	623	100	100	100	0	0.0
8129 Education	704	6,409	0	0	0	0	0.0

GRAIL ANALYSIS

MSI:

DEPARTMENT: Planning and Development Department
SUB-DEPARTMENT: Planning Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8132 Video Productions	0	0	1,200	1,200	1,200	0	0.0
8135 Reference Matls Subscriptions	871	502	2,190	2,190	2,190	0	0.0
8144 Postage	23,068	25,277	14,000	14,000	14,000	0	0.0
8178 Program Expenditure Recovery	-13	0	0	0	0	0	0.0
8212 Permits and Fees	0	47	0	0	0	0	0.0
8218 Vehicle Rental	2,731	2,781	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	757,088	528,217	478,598	478,598	478,598	0	0.0
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	3,508,389	3,825,033	3,872,745	3,872,746	3,995,387	122,641	3.1
INTERNAL SERVICE CHARGES							
8602 IS-Tenant Improvements	230	2,340	0	0	0	0	0.0
8603 IS-Lockshop	25	44	0	0	0	0	0.0
8607 IS-Printing	38,449	44,850	0	0	0	0	0.0
8622 IS-Telephone - Usage	104	0	0	0	0	0	0.0
8624 IS-Enterprise Network	0	270	0	0	0	0	0.0
8626 IS-Mail - Direct Request	0	249	0	0	0	0	0.0
*** TOTAL INTERNAL SERVICE CHARGES	38,808	47,753	0	0	0	0	0.0
*** TOTAL BUDGET	3,547,197	3,872,786	3,872,745	3,872,746	3,995,387	122,641	3.1
REVENUE							
6809 Building Services Fund - Transfer	434,322	434,322	449,513	449,513	462,998	13,485	2.9
9165 General Fund-Unspecified	3,112,875	3,438,464	3,423,232	3,423,233	3,532,389	109,156	3.1
*** TOTAL FUNDING	3,547,197	3,872,786	3,872,745	3,872,746	3,995,387	122,641	3.1

GRAIL ANALYSIS

MSI:

DEPARTMENT: Planning and Development Department
SUB-DEPARTMENT: Permit Center Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	22,320	22,320	23,920	23,920	24,920	1,000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	22,320	22,320	23,920	23,920	24,920	1,000	
PERSONNEL							
8005 Regular Pay - PERS	861,997	1,117,552	1,544,113	1,544,113	1,632,593	88,480	5.7
8011 Overtime Pay	5,758	2,450	7,873	7,873	8,188	315	4.0
8018 PST-Part Time Employees - PARS	64,189	13,499	0	0	0	0	0.0
8020 Management Benefit	2,393	0	0	0	0	0	0.0
8023 Auto Allowance	6,525	7,044	9,312	9,549	4,500	-5,049	-52.8
8024 Personal Dvlpmt Allowance	4,750	5,650	4,750	4,750	4,750	0	0.0
8027 Workers' Compensation	35,195	105,866	76,588	76,588	71,834	-4,754	-6.2
8031 General Liability	0	10,179	26,250	26,250	44,080	17,830	67.9
8037 Miscellaneous Pay	0	2,386	0	0	0	0	0.0
8038 PERS-Employee Portion	61,204	81,168	108,088	108,088	114,281	6,193	5.7
8040 PERS-City Portion	21,066	90,850	113,338	113,338	125,873	12,535	11.0
8041 PARS-City Portion	2,702	548	0	0	0	0	0.0
8044 Life Insurance	825	988	1,544	1,544	1,633	89	5.7
8045 Dental Insurance	7,933	9,265	10,908	10,908	12,061	1,153	10.5
8046 Medicare-City Contributn	10,886	12,545	22,504	22,504	23,791	1,287	5.7
8047 Long Term Disability	5,250	8,078	2,316	2,316	2,775	459	19.8
8048 Child Care Subsidies	0	0	309	309	309	0	0.0
8049 Emp Opt Ben Fd (EOBF)	130,786	168,949	193,752	193,752	228,018	34,266	17.6
8050 Benefits (VHS)	166,824	179,926	0	0	0	0	0.0
8058 Benefits Administration	23,165	60,907	0	0	0	0	0.0
*** TOTAL PERSONNEL	1,411,448	1,877,850	2,121,645	2,121,882	2,274,686	152,804	7.2
SERVICES AND SUPPLIES							
8101 Materials & Supplies	55,257	39,736	39,555	39,555	55,555	16,000	40.4
8108 Computer Related Supplies	626	2,921	7,500	7,500	17,800	10,300	137.3
8109 Equipt Purchases Under \$10,000	23,850	12,823	0	0	52,006	52,006	0.0
8110 Outside Printing and Duplicating	195	85	3,500	3,500	3,500	0	0.0
8113 Photo Copy Machine Maint	30,741	30,304	0	0	8,480	8,480	0.0
8114 Other Contract Services	205,816	165,700	25,000	25,000	25,000	0	0.0
8115 Consultant Services	109,906	38,713	0	0	150,000	150,000	0.0
8117 Data Processing Operations	96,189	211,700	696,298	696,298	696,298	0	0.0
8118 Outside Legal Services	10,204	11,141	0	0	0	0	0.0
8121 Computer(PC) Maint/Repair	471	958	0	0	3,500	3,500	0.0
8122 Support to Advisory Committees	0	0	1,000	1,000	1,000	0	0.0
8124 Dues and Memberships	40	1,015	3,000	3,000	3,000	0	0.0
8125 Special Civic Events	500	483	0	0	0	0	0.0
8127 Conferences & Meetings	3,957	7,636	13,500	13,500	33,500	20,000	148.1
8128 Mileage	1,250	0	0	0	0	0	0.0

MSI:

DEPARTMENT: Planning and Development Department
SUB-DEPARTMENT: Permit Center Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8129 Education	1,483	4,528	3,600	3,600	10,368	6,768	188.0
8130 Training Costs	576	0	0	0	20,000	20,000	0.0
8135 Reference Matls Subscriptions	0	-2,467	1,000	1,000	1,000	0	0.0
8137 Gas and Lubricants	0	11	0	0	0	0	0.0
8144 Postage	1,565	1,482	2,000	2,000	2,000	0	0.0
8218 Vehicle Rental	211	510	0	0	0	0	0.0
8290 Cell Phone Reimbsmnt	-911	-1,370	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	541,926	525,909	795,953	795,953	1,083,007	287,054	36.0
EQUIPMENT							
8505 Automotive Equipment	275,758	0	0	0	0	0	0.0
8506 Computer Equipment	0	0	52,006	52,006	0	-52,006	-100.0
*** TOTAL EQUIPMENT	275,758	0	52,006	52,006	0	-52,006	-100.0
*** SUBTOTAL	2,229,132	2,403,759	2,969,604	2,969,841	3,357,693	387,852	13.0
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	41,783	43,237	47,389	47,389	46,184	-1,205	-2.5
8602 IS-Tenant Improvements	16,768	683	5,000	5,000	5,000	0	0.0
8603 IS-Lockshop	1,682	680	0	0	0	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	24,768	24,888	25,047	25,047	23,416	-1,631	-6.5
8605 IS-Housekeeping Serv	35,753	34,995	35,347	35,347	30,443	-4,904	-13.8
8606 IS-Floors and Windows	6,675	22,209	400	400	400	0	0.0
8607 IS-Printing	12,716	24,582	27,000	27,000	27,000	0	0.0
8608 IS-Mail Services	4,788	0	6,195	6,195	6,461	266	4.2
8609 IS-Telephones	27,398	38,165	36,399	36,399	45,713	9,314	25.5
8611 IS-Application Devel & Support	21,290	18,060	5,300	5,300	5,300	0	0.0
8612 IS-PC&Net Service Center	0	15,636	0	0	0	0	0.0
8615 IS-Auto Body Repair	0	740	0	0	0	0	0.0
8616 IS-Fleet Maint - Equip Maintenance	3,809	3,092	1,822	1,822	1,822	0	0.0
8617 IS-Fleet Maint - Equip Replacement	0	0	14,500	14,500	14,500	0	0.0
8618 IS-Fleet Fuel/Lubricant	734	4,801	386	386	386	0	0.0
8620 Bldg Preventive Maintenanc e	15,027	15,094	15,094	15,094	13,816	-1,278	-8.4
8622 IS-Telephone - Usage	3,046	3,903	3,000	3,000	3,000	0	0.0
8624 IS-Enterprise Network	37,408	45,019	44,507	44,507	52,510	8,003	17.9
8631 IS-AD&S Tidemark	20,209	22,376	22,280	22,280	0	-22,280	-100.0
8632 IS-GIS (Geographic Info)	19,162	45,147	75,440	75,440	84,459	9,019	11.9
8633 IS-IVR (Interactive Voice Response)	20,104	23,169	0	0	0	0	0.0
8641 IS-MS Licensing	0	4,326	4,206	4,206	4,318	112	2.6
*** TOTAL INTERNAL SERVICE CHARGES	313,120	390,802	369,312	369,312	364,728	-4,584	-1.2
*** TOTAL BUDGET	2,542,252	2,794,561	3,338,916	3,339,153	3,722,421	383,268	11.4

GRAIL ANALYSIS

MSI:

DEPARTMENT: Planning and Development Department
SUB-DEPARTMENT: Permit Center Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
REVENUE							
6139 Constr. Review & Inspect.	2,542,252	2,794,561	3,338,916	3,339,153	3,722,421	383,268	11.4
*** TOTAL FUNDING	2,542,252	2,794,561	3,338,916	3,339,153	3,722,421	383,268	11.4

MSI:

DEPARTMENT: Planning and Development Department
SUB-DEPARTMENT: Building Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	15.000	15.000	15.000	16.000	16.000	0.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	15.000	15.000	15.000	16.000	16.000	0.000	
PERSONNEL							
8005 Regular Pay - PERS	888,547	814,716	1,201,708	1,281,812	1,362,049	80,237	6.2
8010 Non Benefit Employees	0	4,462	0	0	0	0	0.0
8011 Overtime Pay	-2,295	26,733	0	0	0	0	0.0
8018 PST-Part Time Employees - PARS	4,435	0	0	0	0	0	0.0
8023 Auto Allowance	2,544	2,544	7,344	7,344	7,344	0	0.0
8024 Personal Dvlpmt Allowance	4,500	4,250	3,500	3,500	4,000	500	14.2
8027 Workers' Compensation	33,933	76,258	59,605	63,578	59,930	-3,648	-5.7
8031 General Liability	0	7,332	20,429	21,791	36,775	14,984	68.7
8037 Miscellaneous Pay	0	1,531	0	0	0	0	0.0
8038 PERS-Employee Portion	62,274	59,010	84,119	89,727	95,343	5,616	6.2
8040 PERS-City Portion	21,557	66,217	88,205	94,085	105,014	10,929	11.6
8041 PARS-City Portion	178	0	0	0	0	0	0.0
8044 Life Insurance	617	501	1,202	1,282	1,362	80	6.2
8045 Dental Insurance	7,130	5,174	6,840	7,296	7,744	448	6.1
8046 Medicare-City Contributn	9,071	9,773	17,425	18,586	19,750	1,164	6.2
8047 Long Term Disability	5,243	5,921	1,803	1,923	2,315	392	20.3
8049 Emp Opt Ben Fd (EOBF)	93,901	90,141	121,500	129,600	146,400	16,800	12.9
8050 Benefits (VHS)	167,545	131,169	0	0	0	0	0.0
8054 Vision Care	0	65	0	0	0	0	0.0
8058 Benefits Administration	24,878	44,402	0	0	0	0	0.0
*** TOTAL PERSONNEL	1,324,058	1,350,199	1,613,680	1,720,524	1,848,026	127,502	7.4
SERVICES AND SUPPLIES							
8101 Materials & Supplies	4,368	2,864	17,000	17,000	17,000	0	0.0
8114 Other Contract Services	24,253	678	0	0	0	0	0.0
8115 Consultant Services	495,001	576,686	402,064	293,156	293,128	-28	-0.0
8124 Dues and Memberships	485	695	1,120	1,120	1,120	0	0.0
8127 Conferences & Meetings	1,374	1,840	5,250	5,250	5,250	0	0.0
8128 Mileage	11,237	33	5,000	5,000	5,000	0	0.0
8129 Education	2,318	50	1,400	1,400	1,400	0	0.0
8135 Reference Matls Subscriptions	96	1,139	1,500	1,500	1,500	0	0.0
8136 Library Books	154	0	0	0	0	0	0.0
8140 Telephone	0	0	18,000	18,000	18,000	0	0.0
8218 Vehicle Rental	11	0	1,000	1,000	1,000	0	0.0
8290 Cell Phone Reimbsmnt	-24	-707	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	539,273	583,278	452,334	343,426	343,398	-28	-0.0
EQUIPMENT							
8505 Automotive Equipment	0	14,939	0	0	0	0	0.0
*** TOTAL EQUIPMENT	0	14,939	0	0	0	0	0.0

GRAIL ANALYSIS

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MSI:

DEPARTMENT: Planning and Development Department
SUB-DEPARTMENT: Building Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
*** SUBTOTAL	1,863,331	1,948,416	2,066,014	2,063,950	2,191,424	127,474	6.1
INTERNAL SERVICE CHARGES							
8602 IS-Tenant Improvements	60	0	0	0	0	0	0.0
8607 IS-Printing	390	1,550	0	0	0	0	0.0
8622 IS-Telephone - Usage	10	20	0	0	0	0	0.0
8633 IS-IVR (Interactive Voice Response)	0	0	20,000	20,000	20,000	0	0.0
*** TOTAL INTERNAL SERVICE CHARGES	460	1,570	20,000	20,000	20,000	0	0.0
*** TOTAL BUDGET	1,863,791	1,949,986	2,086,014	2,083,950	2,211,424	127,474	6.1
REVENUE							
6139 Constr. Review & Inspect.	1,863,791	1,949,986	2,086,014	2,083,950	2,211,424	127,474	6.1
*** TOTAL FUNDING	1,863,791	1,949,986	2,086,014	2,083,950	2,211,424	127,474	6.1

GRAIL ANALYSIS

MSI:

DEPARTMENT: Planning and Development Department
SUB-DEPARTMENT: Cultural Affairs Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	4.000	4.000	4.000	4.000	3.000	1.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	4.000	4.000	4.000	4.000	3.000	1.000	
PERSONNEL							
8005 Regular Pay - PERS	156,582	157,909	209,933	209,933	222,538	12,605	6.0
8011 Overtime Pay	1,182	2,558	0	0	10,000	10,000	0.0
8018 PST-Part Time Employees - PARS	7,223	9,305	0	0	0	0	0.0
8023 Auto Allowance	2,256	2,256	4,512	4,512	4,512	0	0.0
8024 Personal Dvlpmt Allowance	1,000	1,000	1,000	1,000	1,000	0	0.0
8027 Workers' Compensation	6,225	15,651	10,413	10,413	9,792	-621	-5.9
8031 General Liability	0	1,505	3,569	3,569	6,009	2,440	68.3
8037 Miscellaneous Pay	0	510	0	0	0	0	0.0
8038 PERS-Employee Portion	10,961	12,056	14,695	14,695	15,577	882	6.0
8040 PERS-City Portion	3,794	12,352	15,409	15,409	17,157	1,748	11.3
8041 PARS-City Portion	289	393	0	0	0	0	0.0
8044 Life Insurance	116	103	210	210	223	13	6.1
8045 Dental Insurance	797	695	1,824	1,824	1,452	-372	-20.3
8046 Medicare-City Contributn	2,430	2,504	3,044	3,044	3,372	328	10.7
8047 Long Term Disability	947	1,195	315	315	378	63	20.0
8049 Emp Opt Ben Fd (EOBF)	20,734	20,013	32,400	32,400	27,451	-4,949	-15.2
8050 Benefits (VHS)	30,116	25,423	0	0	0	0	0.0
8056 Accrued payroll	1,316	-215	0	0	0	0	0.0
8058 Benefits Administration	4,325	8,606	0	0	0	0	0.0
*** TOTAL PERSONNEL	250,293	273,819	297,324	297,324	319,461	22,137	7.4
SERVICES AND SUPPLIES							
8101 Materials & Supplies	3,418	7,105	0	0	10,282	10,282	0.0
8109 Equipt Purchases Under \$10,000	417	0	0	0	0	0	0.0
8110 Outside Printing and Duplicating	1,535	600	0	0	4,250	4,250	0.0
8112 Legal Advertising	0	800	0	0	0	0	0.0
8114 Other Contract Services	19,320	53,020	32,794	32,794	15,000	-17,794	-54.2
8115 Consultant Services	0	0	80,000	80,000	65,000	-15,000	-18.7
8122 Support to Advisory Committees	3,765	3,575	0	0	9,200	9,200	0.0
8124 Dues and Memberships	860	1,619	0	0	2,600	2,600	0.0
8125 Special Civic Events	285	1,764	0	0	0	0	0.0
8127 Conferences & Meetings	7,467	8,780	0	0	6,500	6,500	0.0
8128 Mileage	375	23	0	0	500	500	0.0
8129 Education	22	0	0	0	0	0	0.0
8135 Reference Matls Subscriptions	617	407	0	0	0	0	0.0
8144 Postage	2,820	4,126	0	0	2,400	2,400	0.0
8153 Grants-In-Aid	110,982	101,000	62,313	62,313	109,000	46,687	74.9
8218 Vehicle Rental	144	66	0	0	0	0	0.0

GRAIL ANALYSIS

MSI:

DEPARTMENT: Planning and Development Department
SUB-DEPARTMENT: Cultural Affairs Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
*** TOTAL SERVICES AND SUPPLIES	152,027	182,885	175,107	175,107	224,732	49,625	28.3
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	402,320	456,704	472,431	472,431	544,193	71,762	15.1
INTERNAL SERVICE CHARGES							
8602 IS-Tenant Improvements	45	125	0	0	0	0	0.0
8607 IS-Printing	938	4,320	0	0	1,500	1,500	0.0
8626 IS-Mail - Direct Request	0	97	0	0	0	0	0.0
*** TOTAL INTERNAL SERVICE CHARGES	983	4,542	0	0	1,500	1,500	0.0
*** TOTAL BUDGET	403,303	461,246	472,431	472,431	545,693	73,262	15.5
REVENUE							
9165 General Fund-Unspecified	403,303	461,246	472,431	472,431	439,568	-32,863	-6.9
9482 Capital Public Art Fund	0	0	0	0	25,376	25,376	0.0
9483 Cultural Arts Trust Fund	0	0	0	0	80,749	80,749	0.0
*** TOTAL FUNDING	403,303	461,246	472,431	472,431	545,693	73,262	15.5

MSI:

DEPARTMENT: Planning and Development Department
SUB-DEPARTMENT: Northwest Programs & Enterprise Zone

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	3.000	3.000	3.000	3.000	3.400	0.400	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	3.000	3.000	3.000	3.000	3.400	0.400	
PERSONNEL							
8005 Regular Pay - PERS	149,123	108,608	235,434	235,434	272,121	36,687	15.5
8011 Overtime Pay	4,111	20,141	0	0	0	0	0.0
8018 PST-Part Time Employees - PARS	186	5,749	0	0	0	0	0.0
8023 Auto Allowance	2,544	2,691	2,400	2,400	2,400	0	0.0
8024 Personal Dvlpmt Allowance	750	1,000	1,250	1,250	1,250	0	0.0
8027 Workers' Compensation	5,673	10,657	11,678	11,678	11,974	296	2.5
8031 General Liability	0	1,025	4,003	4,003	7,347	3,344	83.5
8038 PERS-Employee Portion	10,420	7,566	16,480	16,480	19,049	2,569	15.5
8040 PERS-City Portion	3,606	8,985	17,281	17,281	20,980	3,699	21.4
8041 PARS-City Portion	8	241	0	0	0	0	0.0
8044 Life Insurance	186	125	236	236	272	36	15.2
8045 Dental Insurance	1,294	1,077	1,368	1,368	1,646	278	20.3
8046 Medicare-City Contributn	1,681	1,406	3,413	3,413	3,946	533	15.6
8047 Long Term Disability	851	812	353	353	462	109	30.8
8049 Emp Opt Ben Fd (EOBF)	17,811	16,528	24,300	24,300	31,110	6,810	28.0
8050 Benefits (VHS)	27,705	17,404	0	0	0	0	0.0
8056 Accrued payroll	505	-66	0	0	0	0	0.0
8058 Benefits Administration	4,431	5,891	0	0	0	0	0.0
*** TOTAL PERSONNEL	230,885	209,840	318,196	318,196	372,557	54,361	17.0
SERVICES AND SUPPLIES							
8101 Materials & Supplies	8,257	7,667	11,546	11,546	11,546	0	0.0
8105 Lease Payments	32,937	33,535	30,000	30,000	30,000	0	0.0
8108 Computer Related Supplies	0	672	1,500	1,500	1,500	0	0.0
8109 Equipt Purchases Under \$10,000	1,422	4,056	0	0	0	0	0.0
8110 Outside Printing and Duplicating	3,073	251	4,900	4,900	4,900	0	0.0
8112 Legal Advertising	6,578	1,849	0	0	0	0	0.0
8113 Photo Copy Machine Maint	422	652	500	500	500	0	0.0
8114 Other Contract Services	104,839	78,777	112,203	112,203	112,203	0	0.0
8115 Consultant Services	1,645	6,000	6,000	6,000	6,000	0	0.0
8117 Data Processing Operations	308	0	0	0	0	0	0.0
8121 Computer(PC) Maint/Repair	0	81	0	0	0	0	0.0
8122 Support to Advisory Committees	317	3,185	4,800	4,800	4,800	0	0.0
8124 Dues and Memberships	200	0	502	502	502	0	0.0
8125 Special Civic Events	2,296	0	0	0	0	0	0.0
8127 Conferences & Meetings	1,968	3,743	4,973	4,973	4,973	0	0.0
8128 Mileage	0	0	25	25	25	0	0.0
8129 Education	0	0	393	393	393	0	0.0

GRAIL ANALYSIS

MSI:

DEPARTMENT: Planning and Development Department
SUB-DEPARTMENT: Northwest Programs & Enterprise Zone

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8135 Reference Matls	0	0	1,200	1,200	1,200	0	0.0
Subscriptions							
8137 Gas and Lubricants	26	0	0	0	0	0	0.0
8140 Telephone	0	24	0	0	0	0	0.0
8144 Postage	1,652	4,793	4,700	4,700	4,700	0	0.0
8154 Audio Visual Materials	0	0	100	100	100	0	0.0
8178 Program Expenditure Recovery	-672	0	0	0	0	0	0.0
8218 Vehicle Rental	44	56	300	300	300	0	0.0
8290 Cell Phone Reimbsmnt	-60	0	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	165,252	145,341	183,642	183,642	183,642	0	0.0
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	396,137	355,181	501,838	501,838	556,199	54,361	10.8
INTERNAL SERVICE CHARGES							
8602 IS-Tenant Improvements	1,570	165	0	0	0	0	0.0
8607 IS-Printing	11,128	8,876	7,435	7,435	7,435	0	0.0
8608 IS-Mail Services	2,075	0	0	0	0	0	0.0
8622 IS-Telephone - Usage	3,939	3,805	2,406	2,406	2,406	0	0.0
8623 IS-PC Training	0	0	780	780	780	0	0.0
8626 IS-Mail - Direct Request	0	473	0	0	0	0	0.0
*** TOTAL INTERNAL SERVICE CHARGES	18,712	13,319	10,621	10,621	10,621	0	0.0
*** TOTAL BUDGET	414,849	368,500	512,459	512,459	566,820	54,361	10.6
REVENUE							
9165 General Fund-Unspecified	414,849	368,500	512,459	512,459	566,820	54,361	10.6
*** TOTAL FUNDING	414,849	368,500	512,459	512,459	566,820	54,361	10.6

MSI:

DEPARTMENT: Planning and Development Department
SUB-DEPARTMENT: Economic Development

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	5.000	5.000	5.000	5.000	5.000	0.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	5.000	5.000	5.000	5.000	5.000	0.000	
PERSONNEL							
8005 Regular Pay - PERS	273,541	253,768	355,375	355,375	362,936	7,561	2.1
8011 Overtime Pay	0	487	0	0	0	0	0.0
8018 PST-Part Time Employees - PARS	1,354	1,460	0	0	0	0	0.0
8024 Personal Dvlpmt Allowance	2,000	1,500	2,000	2,000	2,000	0	0.0
8027 Workers' Compensation	10,446	23,889	17,627	17,627	15,969	-1,658	-9.4
8031 General Liability	0	2,297	6,041	6,041	9,799	3,758	62.2
8037 Miscellaneous Pay	0	510	0	0	0	0	0.0
8038 PERS-Employee Portion	19,153	18,541	24,876	24,876	25,406	530	2.1
8040 PERS-City Portion	6,620	20,515	26,084	26,084	27,982	1,898	7.2
8041 PARS-City Portion	55	61	0	0	0	0	0.0
8044 Life Insurance	266	224	355	355	363	8	2.2
8045 Dental Insurance	953	1,287	2,280	2,280	2,420	140	6.1
8046 Medicare-City Contributn	4,012	3,754	5,153	5,153	5,263	110	2.1
8047 Long Term Disability	1,666	1,862	533	533	617	84	15.7
8049 Emp Opt Ben Fd (EOBF)	37,447	34,303	40,500	40,500	45,750	5,250	12.9
8050 Benefits (VHS)	51,604	40,857	0	0	0	0	0.0
8054 Vision Care	25	23	0	0	0	0	0.0
8056 Accrued payroll	1,368	250	0	0	0	0	0.0
8058 Benefits Administration	7,435	13,830	0	0	0	0	0.0
*** TOTAL PERSONNEL	417,945	419,418	480,824	480,824	498,505	17,681	3.6
SERVICES AND SUPPLIES							
8101 Materials & Supplies	8,209	9,162	13,750	13,750	13,750	0	0.0
8108 Computer Related Supplies	0	937	2,800	2,800	2,800	0	0.0
8109 Equipt Purchases Under \$10,000	811	0	0	0	0	0	0.0
8110 Outside Printing and Duplicating	1,167	575	0	0	0	0	0.0
8114 Other Contract Services	13,174	8,596	20,805	20,805	40,805	20,000	96.1
8115 Consultant Services	0	39,378	0	0	0	0	0.0
8117 Data Processing Operations	45	0	0	0	0	0	0.0
8124 Dues and Memberships	4,190	5,355	400	400	400	0	0.0
8125 Special Civic Events	785	0	0	0	0	0	0.0
8127 Conferences & Meetings	614	3,085	1,257	1,257	1,257	0	0.0
8128 Mileage	79	0	250	250	250	0	0.0
8129 Education	0	0	500	500	500	0	0.0
8144 Postage	791	464	3,806	3,806	3,806	0	0.0
8218 Vehicle Rental	499	553	0	0	0	0	0.0
8290 Cell Phone Reimbsmnt	-257	0	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	30,107	68,105	43,568	43,568	63,568	20,000	45.9

MSI:

DEPARTMENT: Planning and Development Department
SUB-DEPARTMENT: Economic Development

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	448,052	487,523	524,392	524,392	562,073	37,681	7.1
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	0	0	0	0	11,314	11,314	0.0
8602 IS-Tenant Improvements	387	0	0	0	0	0	0.0
8605 IS-Housekeeping Serv	0	0	0	0	7,458	7,458	0.0
8607 IS-Printing	7,462	8,611	0	0	0	0	0.0
8611 IS-Application Devel & Support	6,800	10,136	0	0	0	0	0.0
8620 Bldg Preventive Maintenanc e	0	0	0	0	3,385	3,385	0.0
8622 IS-Telephone - Usage	318	919	0	0	0	0	0.0
8626 IS-Mail - Direct Request	64	0	0	0	0	0	0.0
8634 IS-Security Srvcs City Ha ll	0	0	0	0	4,728	4,728	0.0
*** TOTAL INTERNAL SERVICE CHARGES	15,031	19,666	0	0	26,885	26,885	0.0
*** TOTAL BUDGET	463,083	507,189	524,392	524,392	588,958	64,566	12.3
REVENUE							
9165 General Fund-Unspecified	463,083	507,189	524,392	524,392	588,958	64,566	12.3
*** TOTAL FUNDING	463,083	507,189	524,392	524,392	588,958	64,566	12.3

GRAIL ANALYSIS

MSI:

DEPARTMENT: Planning and Development Department
SUB-DEPARTMENT: PCDC Administration

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	15.600	15.450	15.450	15.700	16.050	0.350	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	15.600	15.450	15.450	15.700	16.050	0.350	
PERSONNEL							
8005 Regular Pay - PERS	966,245	986,739	1,350,559	1,363,517	1,414,733	51,216	3.7
8011 Overtime Pay	4,369	5,288	5,331	5,331	5,450	119	2.2
8018 PST-Part Time Employees - PARS	0	360	0	0	0	0	0.0
8020 Management Benefit	369	0	0	0	0	0	0.0
8023 Auto Allowance	9,297	9,092	18,790	18,939	17,444	-1,495	-7.8
8024 Personal Dvlpmt Allowance	5,250	4,750	8,075	8,075	8,075	0	0.0
8027 Workers' Compensation	36,718	37,510	66,988	67,631	62,248	-5,383	-7.9
8031 General Liability	0	8,884	24,179	24,400	39,417	15,017	61.5
8037 Miscellaneous Pay	0	2,296	0	0	0	0	0.0
8038 PERS-Employee Portion	68,908	72,486	94,539	95,446	99,031	3,585	3.7
8040 PERS-City Portion	23,853	80,549	99,131	100,130	109,076	8,946	8.9
8041 PARS-City Portion	0	15	0	0	0	0	0.0
8044 Life Insurance	816	818	1,351	1,364	1,415	51	3.7
8045 Dental Insurance	7,610	7,487	7,045	7,159	7,768	609	8.5
8046 Medicare-City Contributn	11,098	11,236	19,660	19,848	20,593	745	3.7
8047 Long Term Disability	5,999	7,833	2,026	2,048	2,405	357	17.4
8049 Emp Opt Ben Fd (EOBF)	100,824	103,264	125,145	127,170	146,858	19,688	15.4
8050 Benefits (VHS)	182,317	158,865	17,658	17,658	18,188	530	3.0
8056 Accrued payroll	3,787	7,957	0	0	0	0	0.0
8058 Benefits Administration	25,909	53,777	0	0	0	0	0.0
*** TOTAL PERSONNEL	1,453,369	1,559,206	1,840,477	1,858,716	1,952,701	93,985	5.0
SERVICES AND SUPPLIES							
8101 Materials & Supplies	7,859	17,237	2,000	2,000	2,000	0	0.0
8107 Equipment Lease Payments	241	500	0	0	0	0	0.0
8108 Computer Related Supplies	96	123	8,630	8,630	8,630	0	0.0
8109 Equipt Purchases Under \$10,000	5,322	323	10,290	10,290	10,290	0	0.0
8110 Outside Printing and Duplicating	292	0	5,000	5,000	5,000	0	0.0
8112 Legal Advertising	126	1,242	3,000	3,000	3,000	0	0.0
8113 Photo Copy Machine Maint	8,783	9,642	8,000	8,000	8,000	0	0.0
8114 Other Contract Services	12,570	19,168	184,370	184,370	184,370	0	0.0
8115 Consultant Services	0	24,690	0	0	0	0	0.0
8118 Outside Legal Services	5,102	5,572	0	0	0	0	0.0
8121 Computer(PC) Maint/Repair	205	0	0	0	0	0	0.0
8122 Support to Advisory Committees	1,211	288	12,600	12,600	12,600	0	0.0
8124 Dues and Memberships	11,240	12,620	8,000	8,000	8,000	0	0.0
8125 Special Civic Events	2,937	5,873	0	0	0	0	0.0
8127 Conferences & Meetings	8,823	11,187	7,000	7,000	7,000	0	0.0
8128 Mileage	55	46	900	900	900	0	0.0

GRAIL ANALYSIS

MSI:

DEPARTMENT: Planning and Development Department
SUB-DEPARTMENT: PCDC Administration

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8129 Education	768	3,500	0	0	0	0	0.0
8135 Reference Mats Subscriptions	692	508	1,500	1,500	1,500	0	0.0
8136 Library Books	0	500	0	0	0	0	0.0
8143 City Hall Space Rental	0	0	124,307	124,307	124,307	0	0.0
8144 Postage	10,942	16,020	2,400	2,400	2,400	0	0.0
8150 Cash Over and Short	0	-10	0	0	0	0	0.0
8184 Current Year - Indirect C osts	627,809	467,689	486,397	486,397	500,990	14,593	3.0
8218 Vehicle Rental	0	72	1,000	1,000	1,000	0	0.0
8290 Cell Phone Reimbsmnt	-448	-271	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	704,625	596,519	865,394	865,394	879,987	14,593	1.6
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	2,157,994	2,155,725	2,705,871	2,724,110	2,832,688	108,578	3.9
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	20,074	20,774	20,774	20,774	34,952	14,178	68.2
8602 IS-Tenant Improvements	45	100	0	0	0	0	0.0
8603 IS-Lockshop	191	58	100	100	100	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	11,904	995	11,929	11,929	17,721	5,792	48.5
8605 IS-Housekeeping Serv	16,795	16,300	16,300	16,300	23,039	6,739	41.3
8607 IS-Printing	7,250	16,124	15,278	15,278	15,278	0	0.0
8608 IS-Mail Services	2,075	2,293	2,565	2,565	2,565	0	0.0
8609 IS-Telephones	10,237	12,034	10,581	10,581	8,932	-1,649	-15.5
8612 IS-PC&Net Service Center	0	5,722	0	0	0	0	0.0
8620 Bldg Preventive Maintenanc e	7,219	7,250	7,250	7,250	10,456	3,206	44.2
8622 IS-Telephone - Usage	4,826	3,954	5,443	5,443	5,443	0	0.0
8624 IS-Enterprise Network	16,210	18,818	18,426	18,426	20,845	2,419	13.1
8626 IS-Mail - Direct Request	68	317	0	0	0	0	0.0
8634 IS-Security Srvcs City Ha ll	7,511	9,256	9,256	9,256	14,606	5,350	57.8
8641 IS-MS Licensing	0	1,808	1,741	1,741	1,714	-27	-1.5
*** TOTAL INTERNAL SERVICE CHARGES	104,405	115,803	119,643	119,643	155,651	36,008	30.0
*** TOTAL BUDGET	2,262,399	2,271,528	2,825,514	2,843,753	2,988,339	144,586	5.0
REVENUE							
9345 Pasadena Comm Dev Comm	2,262,399	2,271,528	2,825,514	2,843,753	2,988,339	144,586	5.0
*** TOTAL FUNDING	2,262,399	2,271,528	2,825,514	2,843,753	2,988,339	144,586	5.0

**PASADENA COMMUNITY DEVELOPMENT COMMISSION
FISCAL YEAR 2007-2008 PROPOSED OPERATING BUDGET**

FUND NAME	TOTALS	COMMUNITY DEVELOPMENT COMMISSION			NEIGHBORHOOD REVITALIZATION
		HALSTEAD SYCAMORE	CENTRAL AREA		
FTE	16.05				
EXPENDITURES					
Administration					303,645
Personnel	1,952,701	-	1,649,056		
Service and supplies	378,997	-	320,063		58,934
Internal Service Charges	155,651	-	131,447		24,204
Abatement / Indirect Cost	500,990	-	423,086		77,904
Equipment	-	-	-		-
Total Administration	2,988,339	-	2,523,652		464,687
Debt Service					
Tax Allocation Bonds	1,443,254	-	-		1,443,254
Advance and Loan City	16,003,777	-	15,748,371		255,406
Total Debt Service	17,447,031	-	15,748,371		1,698,660
Project / Program	7,079,822	615,000	4,437,319		2,027,504
TOTAL EXPENDITURES	27,515,193	615,000	22,709,342		4,190,851
REVENUES					
Projected fund balance July 1, 2007	15,148,103	-	9,627,856		5,520,247
Other Revenues					
General fund	800,000	-	800,000		-
Incremental property tax	23,255,149	-	20,070,456		3,184,693
Sales tax	615,000	615,000	-		-
Investment income	465,000	-	235,000		230,000
Transfer from other project area	497,849	-	60,675		437,174
Other sources *	1,128,806	-	950,902		177,904
Total other revenues	26,761,804	615,000	22,117,033		4,029,771
Projected fund balance June 30, 2008	14,394,714	-	9,035,547		5,359,167

**PASADENA COMMUNITY DEVELOPMENT COMMISSION
FISCAL YEAR 2007-2008 PROPOSED OPERATING BUDGET**

	Total Neighborhood Revitalization Area	NEIGHBORHOOD REVITALIZATION AREA					Total Central Area	CENTRAL AREA		HALSTEAD SYCAMORE
		FAIR OAKS	LAKE WASHINGTON	LINCOLN	VILLA PARKE	ORANGE GROVE		DOWNTOWN PASADENA	OLD PASADENA	
PROJECT EXPENDITURES										
Legal (out side)	-	-	-	-	-	-	-	-	-	-
Financial Fees / Audit	20,000	5,000	5,000	5,000	5,000	5,000	30,000	30,000	-	-
Planning	313,000	-	156,250	34,250	91,250	31,250	554,204	395,000	159,204	15,000
Project management	-	-	-	-	-	-	-	-	-	-
Real Estate Acquisition	-	-	-	-	-	-	-	-	-	-
Operation of acquired property	27,904	27,904	-	-	-	-	-	-	-	-
Rehabilitation	-	-	-	-	-	-	-	-	-	-
Public Improvement	-	-	-	-	-	-	1,904,441	1,000,000	904,441	-
Sales Rebate	-	-	-	-	-	-	-	-	-	600,000
Debt service - principal	525,000	120,000	60,000	-	211,000	134,000	-	-	-	-
Debt service - interest	1,443,254	726,989	463,235	97,951	94,721	60,358	15,687,696	15,643,794	43,902	-
Payment to City - Participation	137,000	7,000	130,000	-	-	-	-	-	-	-
Payment to COP 96	118,406	-	22,974	-	47,716	47,716	60,675	60,675	-	-
Administration Costs	464,687	95,627	48,710	66,939	158,382	95,029	2,523,652	2,099,009	424,643	-
Transfer to DSF/Other	504,661	93,061	-	-	245,370	166,230	60,675	60,675	-	-
Transfer to Affordable Housing Fd	636,939	141,327	71,978	50,716	233,171	139,747	1,887,999	800,000	1,087,999	-
Total Expenditures	4,190,851	1,216,908	958,147	249,856	1,086,610	679,331	22,709,342	20,089,153	2,620,189	615,000
REVENUES										
Projected fund balance (7/1/07)	5,520,247	(296,758)	629,430	1,275,495	2,695,170	1,216,910	9,627,856	6,195,440	3,432,416	-
Other Revenues	-	-	-	-	-	-	-	-	-	-
Incremental property tax	3,184,693	706,636	359,888	253,580	1,165,854	698,735	20,070,456	16,443,794	3,626,662	-
Sales tax	-	-	-	-	-	-	-	-	-	615,000
General Fund - City	-	-	-	-	-	-	800,000	800,000	-	-
Rental income	27,904	27,904	-	-	-	-	950,902	950,902	-	-
Investment earnings	230,000	45,000	20,000	30,000	85,000	50,000	235,000	150,000	85,000	-
Transfer Other Project Area	437,174	93,061	-	-	220,383	123,730	60,675	60,675	-	-
Reimb. from developer	150,000	20,000	130,000	-	-	-	-	-	-	-
Total other revenues	4,029,771	892,601	509,888	283,580	1,471,237	872,465	22,117,033	18,405,371	3,711,662	615,000
Projected fund balance (6/30/08)	5,359,167	(621,065)	181,171	1,309,219	3,079,797	1,410,044	9,035,547	4,511,658	4,523,889	-

**PASADENA COMMUNITY DEVELOPMENT COMMISSION
FISCAL YEAR 2007-2008 PROPOSED OPERATING BUDGET**

		FAIR OAKS PROJECT AREA				ORANGE GROVE			
	Acct	Totals	Debt Service Fund	General	Totals	Debt Service Fund	General & Merger		
PROJECT EXPENDITURES									
Legal (out side)	8118	-	-	452210	-	-	452225	-	-
Financial fees and audit	8149	5,000	5,000	-	5,000	5,000	-	-	-
Planning	8164	-	-	-	31,250	-	31,250	-	-
Real estate acquisition	8166	-	-	-	-	-	-	-	-
Capital Project (Prior Year)		-	-	-	-	-	-	-	-
Operation of acquired property	8171	27,904	-	27,904	-	-	-	-	-
Rehabilitation	8172	-	-	-	-	-	-	-	-
Debt service - principal	8684	120,000	120,000	-	134,000	134,000	-	-	-
Debt service - interest	8677	726,989	726,989	-	60,358	60,358	-	-	-
Payment to City Advances	8680	7,000	7,000	-	-	-	-	-	-
Payment to COP 96	8683	-	-	-	47,716	47,716	-	-	-
Administration Costs	8165	95,627	-	95,627	95,029	-	95,029	-	-
Transfer for to Other funds	6722	93,061	93,061	-	166,230	166,230	-	-	-
Transfer to Affordable Housing Fd	8723	141,327	141,327	-	139,747	139,747	-	-	-
Total Expenditures		1,216,908	1,093,377	123,531	679,331	553,051	126,279		
REVENUE									
Projected fund balance (7/1/07)		(296,758)	1,355,830	(1,652,588)	1,216,910	1,216,910	-	-	-
Other Revenues									
Tax incremental property tax	6006	706,636	706,636	-	698,735	698,735	-	-	-
General fund (City)	6807	-	-	-	-	-	-	-	-
Rental income	6977	27,904	-	27,904	-	-	-	-	-
Investment earnings	6931	45,000	45,000	-	50,000	50,000	-	-	-
Reimbursement from Developers	7026	20,000		20,000	-	-	-	-	-
Transfer from DSF	6844	93,061		93,061	123,730	-	123,730		
Total other revenues		892,601	751,636	140,965	872,465	748,735	123,730		
Projected fund balance (6/30/08)		(621,065)	1,014,089	(1,635,154)	1,410,044	1,412,594	-	-	-

**PASADENA COMMUNITY DEVELOPMENT COMMISSION
FISCAL YEAR 2007-2008 PROPOSED OPERATING BUDGET**

	LINCOLN				VILLA PARKE				MEMO
	Acct	Totals	General & Merger	Lincoln PAC Support	Totals	Debt Service Fund	General & Merger	Storefront Improvement Program	
PROJECT EXPENDITURES									
Legal (out side)	8118	-	-	452254	-	-	-	-	452245
Financial fees and audit	8149	-	-	-	-	-	-	-	-
Planning	8164	34,250	31,250	3,000	91,250	-	31,250	60,000	-
Real estate acquisition	8166	-	-	-	-	-	-	-	-
Capital Project (Prior Year)									1,000,000
Operation of acquired property	8171	-	-	-	-	-	-	-	-
Rehabilitation	8172	-	-	-	-	-	-	-	-
Public Improvement	8276	-	-	-	-	-	-	-	-
Debt service - principal	8684	-	-	-	211,000	211,000	-	-	-
Debt service - interest	8677	97,951	97,951	-	94,721	94,721	-	-	-
Payment to City Advances	8680	-	-	-	-	-	-	-	-
Payment to COP 96	8683	-	-	-	47,716	47,716	-	-	-
Administration Costs	8165	66,939	66,939	-	158,382	-	158,382	-	-
Transfer to other funds	8722	-	-	-	245,370	245,370	-	-	-
Transfer to Affordable Housing Fd	8723	50,716	50,716	-	233,171	233,171	-	-	-
Total Expenditures		249,856	246,856	3,000	1,086,610	836,978	189,632	60,000	1,000,000
REVENUE									
Projected fund balance (7/1/07)		1,275,495	1,272,495	3,000	2,695,170	2,670,170	25,000	-	1,000,000
Other Revenues									
Tax Incremental property tax	6006	253,580	253,580	-	1,165,854	1,165,854	-	-	-
Rental income	6977	-	-	-	-	-	-	-	-
Investment earnings	6931	30,000	30,000	-	85,000	85,000	-	-	-
Transfer from DSF	6844	-	-	-	220,383	-	160,383	60,000	-
Total other revenues		283,580	283,580	-	1,471,237	1,250,854	160,383	60,000	-
Projected fund balance (6/30/08)		1,309,219	1,309,219	-	3,079,797	3,084,046	(4,249)	-	-
Carry Over									

**PASADENA COMMUNITY DEVELOPMENT COMMISSION
FISCAL YEAR 2007-2008 PROPOSED OPERATING BUDGET**

LAKE WASHINGTON PROJECT AREA										
	Acct	Totals	Debt Service Fund	General	Merger	Parking Study	Washington Theater Retail	Lake Avenue Business District	MEMO Washington Theater Retail	
PROJECT EXPENDITURES										
Legal (out side)	8118	-	-	452215			452239	452251	452239	
Financial fees and audit	8149	5,000	5,000	-	-	-	-	-	-	-
Planning	8164	156,250	-	-	31,250	40,000	60,000	25,000	-	-
Real estate acquisition	8166	-	-	-	-	-	-	-	-	-
Capital Project (Prior Year)		-	-	-	-	-	-	-	300,000	
Operation of acquired property	8171	-	-	-	-	-	-	-	-	-
Rehabilitation	8172	-	-	-	-	-	-	-	-	-
Debt service - principal	8684	60,000	60,000	-	-	-	-	-	-	-
Debt service - interest	8677	463,235	463,235	-	-	-	-	-	-	-
Payment to City Advances	8680	130,000	-	130,000	-	-	-	-	-	-
Payment to COP 96	8683	22,974	22,974	-	-	-	-	-	-	-
Administration Costs	8165	48,710	-	48,710	-	-	-	-	-	-
Transfer for to Other funds	6722	-	-	-	-	-	-	-	-	-
Transfer to Affordable Housing Fd	8723	71,978	71,978	-	-	-	-	-	-	-
Total Expenditures		958,147	623,187	178,710	31,250	40,000	60,000	25,000	300,000	
REVENUE										
Projected fund balance (7/1/07)		629,430	249,132	224,048	31,250	40,000	60,000	25,000	300,000	
Other Revenues										
Tax Incremental property tax	6006	359,888	359,888	-	-	-	-	-	-	-
General fund (City)	6807	-	-	-	-	-	-	-	-	-
Rental income	6977	-	-	-	-	-	-	-	-	-
Investment earnings	6931	20,000	20,000	-	-	-	-	-	-	-
Reimbursement from Developers	7026	130,000	-	130,000	-	-	-	-	-	-
Transfer from DSF	6844	-	-	-	-	-	-	-	-	-
Total other revenues		509,888	379,888	130,000	-	-	-	-	-	-
Projected fund balance (6/30/08)		181,171	5,833	175,338	-	-	-	-	-	-

**PASADENA COMMUNITY DEVELOPMENT COMMISSION
FISCAL YEAR 2007-2008 PROPOSED OPERATING BUDGET**

DOWNTOWN PROJECT AREA										
	Acct	TOTALS	Debt Service Fund	General	Central Area			PLAYHOUSE DISTRICT		
					South Lake Recruitment & Survey	Storefront Improvement Program	Art Center South Campus	Retail Recruitment & Survey	Org. Support & Reg. Maktg	Business Development Totals (Pg.7)
PROJECT EXPENDITURES										
Legal and financial	8118	-	459,990	452,110	452,141	452,144	452,116	452,120	452,145	-
Financial fees and audit	8149	30,000	-	30,000	-	-	-	-	-	-
Planning	8164	395,000	-	-	15,000	25,000	15,000	115,000	225,000	-
Real estate acquisition	8166	-	-	-	-	-	-	-	-	-
Operation of acquired property	8171	-	-	-	-	-	-	-	-	-
Rehabilitation	8172	-	-	-	-	-	-	-	-	-
Public improvement	8276	1,000,000	-	-	-	-	-	1,000,000	-	-
Debt service - interest	8677	15,643,794	15,643,794	-	-	-	-	-	-	-
Payment to City Advances \$1.3M	8677	-	-	-	-	-	-	-	-	-
Payment to COP 96	8680	60,675	60,675	-	-	-	-	-	-	-
Administration Costs	8165	2,099,009	-	2,099,009	-	-	-	-	-	-
Transfer to DSF	8722	60,675	-	60,675	-	-	-	-	-	-
Transfer to Affordable Housing Fd	8723	800,000	800,000	-	-	-	-	-	-	-
Total Expenditures		20,089,153	16,504,469	2,189,684	15,000	25,000	15,000	115,000	225,000	-
REVENUE										
Projected fund balance (7/1/07)		6,195,440	-	5,195,440	-	-	-	1,000,000	-	-
Other Revenues										
Tax Incremental property tax	6006	16,443,794	16,443,794	-	-	-	-	-	-	-
General fund (transfer)	6807	800,000	-	800,000	-	-	-	-	-	-
Rental income	6977	950,902	-	555,902	15,000	25,000	15,000	115,000	225,000	-
Investment earnings	6931	150,000	-	150,000	-	-	-	-	-	-
Transfer from Capital Fund	6844	60,675	60,675	-	-	-	-	-	-	-
Miscellaneous revenue	7023	-	-	-	-	-	-	-	-	-
Total other revenues		18,405,371	16,504,469	1,505,902	15,000	25,000	15,000	115,000	225,000	-
Projected fund balance (6/30/08)		4,511,658	-	4,511,658	-	-	-	-	-	-

**PASADENA COMMUNITY DEVELOPMENT COMMISSION
FISCAL YEAR 2007-2008 PROPOSED OPERATING BUDGET**

DOWNTOWN PROJECT AREA						
	BUSINESS DEVELOPMENT PROGRAM - Memo Only					
	Acct	Totals	Business Outreach	Economic Collaboration	Marketing Advertising	Technology Initiatives
PROJECT EXPENDITURES						
Legal and financial	8118	-	-	-	-	-
Financial fees and audit	8149	-	-	-	-	-
Planning	8164	225,000	40,000	10,000	90,000	85,000
Real estate acquisition	8166	-	-	-	-	-
Operation of acquired property	8171	-	-	-	-	-
Rehabilitation	8172	-	-	-	-	-
Public improvement	8276	-	-	-	-	-
Debt service - interest	8677	-	-	-	-	-
Payment to City Advances	8677	-	-	-	-	-
Payment to COP 96	8680	-	-	-	-	-
Administration Costs	8165	-	-	-	-	-
Transfer to Affordable Housing Fd	8717	-	-	-	-	-
Total Expenditures		225,000	40,000	10,000	90,000	85,000
REVENUE						
Projected fund balance (7/1/07)		-	-	-	-	-
Other Revenues		-	-	-	-	-
Tax Incremental property tax	6006	-	-	-	-	-
General fund (transfer)	6807	-	-	-	-	-
Rental income	6977	225,000	40,000	10,000	90,000	85,000
Investment earnings	6931	-	-	-	-	-
Miscellaneous revenue	7023	-	-	-	-	-
Total other revenues		225,000	40,000	10,000	90,000	85,000
Projected fund balance (6/30/08)		-	-	-	-	-

**PASADENA COMMUNITY DEVELOPMENT COMMISSION
FISCAL YEAR 2007-2008 PROPOSED OPERATING BUDGET**

CENTRAL AREA - OLD PASADENA										HALSTEAD/SYCAMORE			
	Acct	Totals	General	Retail Recruitment & Survey	Management Support	Development/ Parking Opportunities	Memo		Totals	General	Auto Dealer Expansion	Symes Rebate	
							Right of Way Capital Imp.						
PROJECT EXPENDITURES													
Legal and financial	8149	-	-	-	-	452,147	452,146	-	-	-	-	-	
Planning	8164	159,204	-	20,000	89,204	50,000	-	-	-	15,000	-	-	
Real estate acquisition	8166	-	-	-	-	-	-	-	-	-	-	-	
Operation of acquired property	8166	-	-	-	-	-	222,000	-	-	-	-	-	
Capital Project (Prior Year)	8171	-	-	-	-	-	-	-	-	-	-	-	
Rehabilitation	8171	-	-	-	-	-	-	-	-	-	-	-	
Public improvement	8276	904,441	904,441	-	-	-	-	-	-	-	-	600,000	
Sales Tax Rebate		-	-	-	-	-	-	-	-	-	-	-	
Interest / City Advances	8677	43,902	43,902	-	-	-	-	-	-	-	-	-	
Administration Costs	8165	424,643	424,643	-	-	-	-	-	-	-	-	-	
Transfer to Affordable Housing Fd	8723	1,087,999	1,087,999	-	-	-	-	-	-	-	-	-	
Total Expenditures		2,620,189	2,460,985	20,000	89,204	50,000	222,000	-	-	15,000	-	600,000	
REVENUE													
Projected fund balance (7/1/07)		3,432,416	3,273,212	20,000	89,204	50,000	222,000	-	-	-	-	-	
Other Revenues													
Tax Incremental property tax	6006	3,626,662	3,626,662	-	-	-	-	-	-	-	-	-	
Sales Tax	6008	-	-	-	-	-	-	-	-	15,000	-	600,000	
Investment earnings	6931	85,000	85,000	-	-	-	-	-	-	-	-	-	
Total other revenues		3,711,662	3,711,662	-	-	-	-	-	-	15,000	-	600,000	
Projected fund balance (6/30/08)		4,523,889	4,523,889	-	-	-	-	-	-	-	-	-	

**DEPARTMENT
SUMMARY**
Police

Mission Statement

To be a world-class public safety agency that embraces the values of excellence, innovation, and integrity; to maintain public trust, dedicating Department efforts to being a part of the community through improved communication, mutual setting of priorities and shared commitment to community policing; to seek to improve the quality of life for all residents of Pasadena through a proactive team approach to timely and innovative interventions in community problems.

Program Description

The Police Department provides law enforcement services to the community of Pasadena. Through the Community Service Policing model, each division in the Department is focused on providing effective, quality service to assure a secure community. By using such diverse resources as the Air Operations Section, K-9 Officers, NAT (Neighborhood Action Team) and HOPE (Homeless Outreach and Psychiatric Evaluation) team, the Department has the ability to respond to calls for service in numerous dimensions. Each Section — Patrol, Community Services, Administrative Services, Event Planning, Traffic, Special Enforcement, Air Operations, Crimes Against Persons, Crimes Against Property, Communications, Technical Services, Records, Evidence and Property, Jail, and Counter Terrorism provides a distinct service, oriented to the community policing effort. In addition, these programs provide law enforcement services mandated by State and Federal agencies.

Departmental Relationship to City Council Goals:

• **Assure a Safe and Secure Community**

The Police Department directly supports the City Council Goal to Assure a Safe and Secure Community. It is accomplishing this directive by providing effective, quality service. The Police Department is continuing to enhance Community Service Policing and decentralizing traditional law enforcement services. Problem solving and partnerships with community organizations and residents will be the focus of community safety and crime prevention efforts. In addition, regional partnerships such as FAST (Foothill Air Support Team), TRAP (Taskforce for Regional Auto Theft Prevention), LA IMPACT (Los Angeles Interagency Metropolitan Police Apprehension Crime Team), Los Angeles Regional Internet Crimes Against Children (ICAC) Task Force, and LA HIDTA (Los Angeles High Intensity Drug Traffic Area) are helping to ensure that the Department can maximize the services provided. The area of Internet crime is one the Department anticipates devoting an increased amount of time and resources to in the years ahead.

Major Accomplishments

Once again, reported major crimes remain at or near 50-year lows. The events of September 11, 2001, continue to impact the City's policing activities. The Counter Terrorism Section maintains critical information links that will help to ensure that the Department has access to all available information from Federal, State and Local law enforcement agencies to ensure the safety and security of the community. Grant funding in the amount of \$1.7 million has been obtained to provide equipment, training, and security enhancements to better protect the community and first responders. Unprecedented levels of planning continued into this year's Tournament of Roses Parade. Parade Watch remains a viable community partnership to aid in providing for a safe environment for all along the parade route. The Community Mediation Program became operational this year. A partnership with the Pasadena Police Department, Western Justice Center, and Dispute Resolution Services aims to more effectively mediate disputes between residents and the police employees who serve them through face to face mediation facilitated by a trained neutral party. Initial reports indicate that the program is very successful. A civilian jail

Police

administrator was hired to replace a sworn lieutenant who had served in that role and expand the civilian career ladder opportunities for civilians. Three additional cities, San Marino, South Pasadena, and Glendora joined FAST (Foothill Air Support Team) and another has expressed interest as we continue to grow this regional partnership. The Police Assessment Resource Center (PARC) conducted an historic study of the Department and the community, concluding that police officers and residents have great respect for each other, the Department, and the type of services provided. Finally, the value of the Pasadena policing model and the staff that implements it was demonstrated when two of four commanders were selected by area cities to serve as the new Chiefs of Police.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	387.05	387.05	394.05	394.05	401.05
Appropriations	48,084,234	50,627,660	55,217,144	55,545,973	58,688,844
Sources by Fund					
General Fund	45,146,622	47,705,647	51,919,240	52,248,069	55,416,426
Burglar Alarm Fines	315,835	245,766	353,855	353,855	256,679
Old Pasadena Parking Meter	287,446	301,693	313,661	313,661	328,707
Fund Transfer					
Asset Forfeiture Fund	246,735	234,709	336,212	336,212	342,273
L A Impact Fund	116,776	90,641	118,887	118,887	120,582
Justice Assistance/Local Law	206,624	199,551	64,877	64,877	44,877
Enforcement Block Grant					
Public Safety Augmentation	1,162,733	1,278,576	1,463,190	1,463,190	1,517,937
Fund					
Foothill Air Support Fund	289,671	265,909	300,034	300,034	302,790
Supplemental Law	311,792	305,168	347,188	347,188	358,573
Enforcement Fund					
Total Sources	48,084,234	50,627,660	55,217,144	55,545,973	58,688,844

Police

Departmental Results Statements

Result 1: A safe community for those who live, work and play in Pasadena.

		FY 2006			FY 2007	FY 2008
		Actual	Target	% Target	Target	Target
Measure 1.1 Survey of residents regarding how safe they feel in Pasadena						
	A. 75% of residents feel "safe" or "very safe" within the City	The survey of Pasadena residents is performed bi-annually			75%	75%
Measure 1.2 Survey of residents regarding satisfaction with Police services						
	A. 85% of residents feel "satisfied" or "very satisfied" with the overall service provided by the Police Department	The survey of Pasadena residents is performed biennially			85%	85%
Measure 1.3 Number of specialized traffic enforcement programs to reduce traffic accidents throughout the City						
	A. Perform 1,000 hours of specialized traffic programs to include enforcement, traffic surveys, and public education programs per quarter	4,961	4,000	100%	4,000	4,000
Measure 1.4 Facilitate community meetings to inform residents about traffic hazards						
	A. Attend one community meeting per quarter in each of the five Community Service Areas	63	20	100%	20	20
Measure 1.5 Number of Neighborhood Services programs designed to inform residents/business watches about crime prevention and Homeland Security						
	A. Schedule six Neighborhood – Business Watches per quarter to discuss their assistance with homeland security	25	24	100%	24	N/A
Measure 1.5 Number of Neighborhood Services programs designed to inform residents/business watches about crime prevention and emergency preparedness						
	A. Conduct 25 Neighborhood/ Business Watch programs per quarter to inform residents and/or businesses about emergency preparedness	New measure beginning in FY 2008				25

Police

Measure 1.6 Number of Neighborhood Outreach Programs designed to enhance park safety						
	A. Create one Park Watch Program per year (2 in FY2006)	1	2	50%	2	N/A
Measure 1.6 Number of Neighborhood Outreach Programs designed to enhance park safety						
	A. Maintain existing number of Park Watches and schedule one Park Watch meeting each quarter	New measure beginning in FY 2008				4

Result 2: Absence of violence by youth in Pasadena.

		FY 2006			FY 2007	FY 2008
		Actual	Target	% Target	Target	Target
Measure 2.1 Identify and monitor hard core gang members						
	A. 50 hard-core gang members per year will be identified and closely monitored	50	50	100%	50	50
Measure 2.2 Seize unlawfully possessed firearms						
	A. Confiscate and recover at least 100 firearms for the year	171	100	100%	100	100
Measure 2.3 Number of youth participating in police sponsored programs						
	A. Average 125 youth per quarter to participate in the following: Youth Advisor At Risk Program, PAL, Junior Public Safety Academy, Summer Youth Leadership Conference, CPA – Teen Edition, and Police Explorer Post (average 100 youth in FY2006)	578	400	100%	500	500
Measure 2.4 Number of first-time offenders referred to the Youth Accountability Board						
	A. 72 first-time offenders will be referred to the Youth Accountability Board per year	70	72	97%	72	72
	B. Maintain a recidivism rate of less than 20% for program graduates referred to the Youth Accountability Board	16.81%	20%	100%	20%	N/A
	B. Maintain a recidivism rate of less than 16% for program graduates referred to the Youth Accountability Board	New target beginning in FY 2008				16%

Police

Result 3: High quality, cost-effective community safety and crime prevention for the people who live and work in, and visit Pasadena.

		FY 2006			FY 2007	FY 2008
		Actual	Target	% Target	Target	Target
Measure 3.1 Neighborhood Action Team to establish Special Policing Districts to address problematic liquor stores and their impact on quality of life						
	A. Identify one non-conforming problem liquor store per quarter as a project	4	4	100%	4	N/A
	A. Conduct quarterly audits to determine status of non-conforming liquor stores	New measure beginning in FY 2008				100%
Measure 3.2 Alternate service options for police responses						
	A. Redirect 750 reports per quarter to non-sworn personnel for processing	3,291	3000	100%	3,000	3,000
Measure 3.3 Encourage volunteers to assist where needed within the organization						
	A. Volunteers to provide 2,500 hours of service per quarter (2,000 hours in FY2006)	7,483	8,000	94%	10,000	10,000

Changes From Prior Year

- **Cost Changes:** The change from the fiscal year 2007 revised budget is \$3,142,871, primarily attributable to the following:
 1. The Personnel budget increased \$2,103,439 for anticipated salary and benefit rate changes. Additions included \$334,745 for four Police Specialist V positions for Communication dispatchers, and \$370,689 for three Police Officers to replenish Patrol forces. In addition, \$60,000 was transferred from the training budget in Services & Supplies to Personnel to restore benefit funding for a Police Administrator position previously occupied by a retiree.
 2. The Services and Supplies budget increased \$65,000 for the debt service on in-car video systems for 60 vehicles financed with the 2006 Equipment Lease Line of Credit. Decreases included (\$60,000) from reallocation of funds to the Personnel budget and (\$7,052) resulting from the elimination of one-time costs that were added to the budget during fiscal year 2007.
 3. The Equipment budget increased \$374,140 for the purchase of in-car video systems for 60 vehicles to be financed with the 2006 Equipment Lease Line of Credit. A net decrease of (\$65,600) in automotive equipment resulted from the elimination of one-time costs for four vehicles included in the fiscal year 2007 budget and the addition of two patrol cars in the fiscal year 2008 budget.
 4. The Internal Service Charges budget decreased (\$44,440) for Citywide cost adjustments in various internal service charges and (\$30,000) for carpeting. Increases included \$41,950 for vehicle maintenance, replacement and fuel costs.

- **FTE Changes:** There was an increase of 7.00 FTEs from the fiscal year 2007 revised budget. Four Police Specialist V positions were added for Communications dispatchers to free supervisors from answering calls

Police

and allow them to provide necessary oversight, address increased cellular 911 calls and significantly higher numbers of calls to the business lines. Three Police Officer positions were added to Patrol to replace officers transferred to special details and new programs in response to emerging issues. This supports the continued ability of the Department to provide timely responses, remain proactive at suppressing crime and enhance community policing efforts.

- *Organization/Program Changes:* A new Criminal Investigation Division was created to improve distribution of managerial and supervisory responsibilities, which increases accountability and efficiency within the Department. The Criminal Investigation Division replaces the Special Operations Division and is comprised of the Special Enforcement Section, Crimes Against Persons Section and Crimes Against Property Section, which together encompass the duties of detectives and special investigations. In addition, Air Operations was transferred to Administration. These are administrative issues and have no impact on the overall budget.

Future Outlook

The Police Department is addressing the future policing needs of the community by: decentralizing law enforcement service delivery in an effort to reduce crime and provide a more secure community; implementation of the third 5-year Public Safety Strategic Plan; utilizing new methods of deployment and modifying service requirements; and coordinating the total resources of the Department in implementing the Community Service Policing concept. The major goals outlined in the 5-year Strategic Plan are: Implementation of Values Based Policing, Expansion of Community Policing, Improve Traffic and Transportation Related Issues, Provide Security From Acts of Terrorism, Increase Civilian Career Development, Improve Employee Training and Development, and Pursue Effective and Necessary Technology. In 2007, the Police Department has begun work on the next 5-year strategic plan covering the years 2008 to 2012. The Police Department is committed to providing measured public safety services, ensuring that the rights of all are respected and protected. The Department will continue to assess new and better ways to prepare for the future policing needs of the community. One of the Department's major challenges will be the review and possible reallocation of priorities given existing resources. Traffic and neighborhood quality of life issues will be at the forefront of the Department's policing efforts. The safety and security of students in the PUSD are a major concern. Regional partnerships will continue to be developed to leverage cost effective services. The Department anticipates that the use of DNA technology will allow it to revisit unsolved murder cases and bring closure to many victims' families.

**DIVISION
SUMMARY**
Administration

Mission Statement

The mission of the Chief's Office is to provide overall leadership, planning, staff assistance, control and management for the Pasadena Police Department. It is also responsible for maintaining effective liaison with various residents, community and civic groups and other City departments for the mutual goal of public safety. The establishment of Community Service Policing will further the ultimate mission of providing a safe community.

Program Description

The Chief's Office coordinates the activities of all divisions within the Police Department. This office also provides staff support to the divisions and to the City Council Public Safety Committee.

Major Accomplishments

The Department strengthened its concept in the delivery of police service through Community Service Policing, which divides the City into five geographic areas each with its own Lieutenant and cadre of assigned officers. The objective of the program is to deliver optimum service and involve the community in problem solving.

Community involvement with the Department continues at high levels. Over 150 volunteers provide a total of 18,000 hours of service to the Department in areas such as clerical support, help with special events, and patrolling and reporting quality of life issues such as abandoned vehicles and bulky trash in residential neighborhoods.

Succession planning has been facilitated through the training of all management staff. This has been invaluable as in fiscal year 2006 there was a 75% turnover at the command level and a 32% turnover at the rank of Lieutenant/Section Administrator.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	46.00	47.00	45.00	45.00	46.00
Appropriations	6,052,765	6,622,904	7,042,124	7,042,124	7,283,339
Sources by Fund					
General Fund	4,124,881	4,604,900	4,895,534	4,895,534	5,064,556
Asset Forfeiture Fund	246,735	234,709	336,212	336,212	342,273
Justice Assistance Grant	206,624	199,551	0	0	0
Public Safety Augmentation Fund	1,162,733	1,278,576	1,463,190	1,463,190	1,517,937
Supplemental Law Enforcement Fund	311,792	305,168	347,188	347,188	358,573
Total Sources	6,052,765	6,622,904	7,042,124	7,042,124	7,283,339

Police

Changes From Prior Year

- *Cost Changes:* The Personnel budget increased \$233,851 for anticipated salary and benefit rate changes and \$65,937 resulting from the transfer in a Police Specialist II from Patrol. The Service and Supplies budget decreased (\$60,000) from reallocation of funds to the Strategic Services budget to restore benefit funding for a Police Administrator position previously occupied by a retiree.
- *FTE Changes:* There was an increase of 1.00 FTE from the fiscal year 2007 budget. One Police Specialist II was transferred from Patrol to the Chief's Office for administrative purposes, aligning the budget for better supervision and tracking.

Future Outlook

This Office will continue to focus on its primary objective to reduce youth violence by striving to fulfill the Chief's stated goal of "no more dead children" on the streets of Pasadena. Through Community Service Policing and a coordinated series of partnerships, that goal is attainable. The economic picture will necessitate that the Police Department continue to seek ways and means in which service delivery is not compromised. Grant funding and regional partnerships will be closely monitored toward that end. The development of our new management team and future leaders will be at the forefront of our efforts this year. The Department will continue to seek ways to enhance career opportunities for civilian personnel as well. Traffic and neighborhood quality of life issues will continue to be the focus of our field policing efforts through the year.

**DIVISION
SUMMARY**
Air Operations

Mission Statement

The mission of the Air Operations Section is to provide support to ground officers and to proactively identify criminal activity and problem areas from its airborne platform to the Pasadena community and its regional law enforcement partners.

Program Description

Air Operations provides aerial patrol and response to emergency calls for service, and is also used to monitor day-to-day traffic, as well as traffic around major events. Air Operations supports several City departments including the Pasadena Fire Department in brush surveys and fire management, Public Works, Code Compliance, Planning Division and the City Attorney's Office with aerial photography. This Section participates in the Los Angeles Interagency Metropolitan Police Apprehension Crime Task Force (LA IMPACT), managing and maintaining its air operations on a cost recovery basis. Additionally, the Section provides regional helicopter service to neighboring cities through the Foothill Air Support Team (FAST) and works annually with the San Gabriel Valley Mosquito Control District to eradicate standing water and the West Nile Virus. Last year the district rented the City's aircraft and the operation covered the entire San Gabriel Valley. This year the district will again contract with Pasadena to provide aircraft for locating dirty pools and standing water throughout the San Gabriel Valley.

Major Accomplishments

The Air Operations Section has completed a sixth year of providing police air patrols to the cities of Alhambra, Arcadia, Azusa, Covina, Monrovia and West Covina. Last year the section added San Marino and South Pasadena and this year has added the City of Glendora to the FAST program. The regional patrol program continues to be a great success as a resource to assist these agencies in reducing crime and providing a quick response to crimes in progress. The FAST program allows for the dilution of costs for each of the cities, including Pasadena.

The section has received \$460,000 in funds that the FAST program applied for through the State Homeland Security Grant Program (SHSGP). These funds will be used to replace the aging forward looking infrared system and upgrade all the aircraft radios to support digital, trunked and multi-band communications. This new versatile communications system delivers maximum performance and the most up to date technology as may be required by Federal, Military, State and Local agencies for first responders.

The section received the Phoenix Insurance Aviation Safety Excellence Award and the Helicopter Association International Safety Award. This continues the tradition of Pasadena's reputation as a "beacon on the hill" in law enforcement air operations. This operation will continue to bring additional revenue to the City.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	16.00	15.00	15.00	15.00	15.00
Appropriations	2,483,192	2,488,857	2,784,484	2,784,484	2,867,670
Sources by Fund					
General Fund	2,076,745	2,132,307	2,365,563	2,365,563	2,444,298
L A Impact Fund	116,776	90,641	118,887	118,887	120,582
Foothill Air Support Fund	289,671	265,909	300,034	300,034	302,790
Total Sources	2,483,192	2,488,857	2,784,484	2,784,484	2,867,670

Changes From Prior Year

- *Cost Changes:* The Personnel budget increased \$82,280 for anticipated salary and benefit rate changes.
- *Organization/Program Changes:* Air Operations was transferred to Administration to improve distribution of managerial and supervisory responsibilities within the Department. This is an administrative issue and has no impact on the overall budget.

Future Outlook

Air Operations will continue to work towards updating its fleet by developing a strategic plan to replace its aging military and commercial helicopters. The future fleet will be structured around providing safer and more capable aircraft.

**DIVISION
SUMMARY**
Support Operations

Mission Statement

The Support Operations Division exists to enforce traffic related issues, planning and staffing of all outside events that require police services, and the continued effort to enlist residents to participate in proactive neighborhood crime prevention and maintain homeland security.

Program Description

The Support Operations Division consists of three sections: Traffic, Event Planning, and Community Services.

The Traffic Section serves as the principal traffic facilitator and enforcement body relating to traffic matters for the Police Department. This Section investigates all fatal collisions and those collisions involving City property damage, and processes taxicab driver and taxi business applications. The Traffic Section is also involved in educational programs in the local high schools emphasizing driver safety.

The Event Planning Section is responsible for planning and staffing a variety of City sponsored and privately funded events, which require police services ensuring the safety of the community and a successful and trouble-free environment.

The Community Services Section implements the Department's community outreach and crime prevention programs. This Section is also responsible for youth programs, which provide a safe environment for youths to participate in after school activities. Additionally, public education is a key element to what this Section does. Keeping the public apprised in relation to current events is also a key component. The unit closely monitors racial harmony and sensitivity issues closely. Emergency response and disaster preparedness are offered as well.

Major Accomplishments

The Traffic Section has continued its outreach program aimed at high school students to promote driver safety. Due to the continued housing development in the City, additional training has been provided to all officers in the Section to create a greater pool of expertise while enforcing traffic laws, investigating traffic collisions and determining hazardous traffic areas in the City. The Section was able to secure two grants through the Office of Traffic Safety. The first grant totals \$196,000 and is The Airborne Driving Under The Influence Enforcement and Teen Education grant. Through this grant, the helicopter will be utilized to identify potential DUI drivers from the air. The Teen Education component will allow us to purchase a trailer equipped with computers and required software to simulate driving under the influence. The second grant is for \$38,000 and is for seatbelt compliance.

The Event Planning Section continues to collaborate with Local, State and Federal law enforcement to ensure the safety of visitors to UCLA football games and the New Year's Tournament of Roses Parade and National Championship BCS Football Game. The Section has continued to provide greater security measures to all of the public events staffed.

The Community Services Section provides leadership and guidance to the successful Pasadena Police Activities League (PAL). The program is a partnership with the Salvation Army – Pasadena Tabernacle. To date, the program has directly impacted the lives of over 1,200 Pasadena area youth by providing avenues for educational, recreational, athletic and creative expression.

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The Citizen Police Academy remains a popular community outreach program. The class offers the public an insider's view of departmental operations and provides opportunities for participants to interact with, and communicate their concerns to, officers who are the instructors. To be active as a volunteer for the Police Department, one must first successfully complete the Citizen's Police Academy. The tremendously positive effect of the program is reflected by the fact that graduates of the 20 CPA classes logged 12,000 volunteer hours. The second edition of the Teen Citizen Police Academy concluded in March of 2007.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	46.00	47.00	47.00	47.00	47.00
Appropriations	5,137,882	5,372,050	5,703,657	5,923,101	6,144,556
General Fund	5,137,882	5,372,050	5,703,657	5,923,101	6,144,556

Changes From Prior Year

- *Cost Changes:* The Personnel budget increased \$231,516 for anticipated salary and benefit rate changes. The Services and Supplies budget decreased (\$10,061) resulting from the elimination of one-time costs that were added to the budget during fiscal year 2007.

Future Outlook

The Traffic Section will work closely with neighborhood groups, public works and traffic management teams to mitigate the negative impacts of traffic and traffic violators in the community.

The Event Planning Section will continue to plan for the UCLA Football season, New Year's 2008 celebration and provide staffing for filming in Pasadena. The Section will also work closely with the Rose Bowl staff in its efforts to attract an NFL team to play its home games at the stadium.

Finally, the Community Services Section will facilitate residents and community involvement through outreach programs and educational opportunities. With the addition of Traffic and Community Services Sections to the Support Operations Division, the hope is to have a greater impact on neighborhood traffic problems. Since the PUSD Police Department has been disbanded, this will require a greater involvement of our School Resource Officer with the school population.

**DIVISION
SUMMARY**
Criminal Investigation

Mission Statement

The mission of the Criminal Investigation Division is to provide a coordinated investigation to all matters of criminal activity through the application of highly trained and specialized resources. The Division is responsible for follow-up investigations from initial police reports, the investigation of illegal narcotics networks operating in Pasadena, reducing alcoholic beverage violations, prostitution and other vice related activity. The Division is also responsible for gathering information about criminals and criminal enterprises to proactively intervene in emerging crime problems.

Program Description

The Criminal Investigation Division is made up of the Special Enforcement, Crimes Against Persons, and Crimes Against Property Sections.

The Special Enforcement Section is responsible for the suppression of street level crimes, especially the suppression of gang and youth violence. This Section also monitors serious habitual offenders and serves as the Special Weapons and Tactics (SWAT) team for barricaded suspects and high-risk search warrant service.

The Crimes Against Persons Section provides follow-up investigations for criminal activity committed directly against residents (homicide, rape, robbery and assaults). The objective of the investigations is to obtain as much information as possible so that the District Attorney's or City Prosecutor's Office can decide whether or not to prosecute the case. This Section is also responsible for tracking and ensuring that sex registrants are complying with State law regarding residency requirements. The Forensic Unit and Photo Lab provide support for these investigations.

The Crimes Against Property Section provides follow-up investigations for criminal activity that is engaged in the theft of personal property (auto theft, burglary, fraud, larceny, identity theft.) The objective of the investigations is to obtain as much information as possible so that the District Attorney's or City Prosecutor's Office can decide whether or not to prosecute the case. The section is also responsible for the coordination and enforcement of narcotics and vice-related offenses in Pasadena and for monitoring and formulating covert enforcement programs for restricted use businesses.

Major Accomplishments

The Special Enforcement Section targeted individuals and locations with a high incidence of criminal activity and made a significant number of arrests of serious offenders. Although incidents of gang violence continued sporadically in the City there were fewer major incidents of violence, while gang violence from Pasadena gangs increased in neighboring cities.

The Youth Accountability Board (YAB) continues to be successful in reducing repeat juvenile offenders, with a recidivism rate of less than 20%. Detective personnel continued to focus on all facets of emerging crime, aggressively track sex registrants to protect the City's population, a program that most police departments do not provide.

The Section successfully investigated and prosecuted a homicide and attempted homicide for the City of Sierra Madre. This case led to the development of a Memorandum of Understanding (MOU) between Sierra Madre and the Pasadena Police Department to investigate complex cases when needed. This MOU recovers the cost of supplying personnel and positions for additional regional services in the future.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	77.00	77.00	80.00	80.00	81.00
Appropriations	9,485,538	9,860,483	10,805,528	10,895,528	11,515,963
Sources by Fund					
General Fund	9,485,538	9,860,483	10,740,651	10,830,651	11,471,086
Justice Assistance Grant	0	0	64,877	64,877	44,877
Total Sources	9,485,538	9,860,483	10,805,528	10,895,528	11,515,963

Changes From Prior Year

- *Cost Changes:* The Personnel budget increased \$483,939 for anticipated salary and benefit rate changes and \$136,496 resulting from the transfer in of a Police Corporal from Patrol.
- *FTE Changes:* There was an increase of 1.00 FTE from the fiscal year 2007 revised budget. One Police Corporal was transferred from Patrol to the Crimes Against Property Section to meet current business needs.
- *Organization/Program Changes:* A new Criminal Investigation Division was created to improve distribution of managerial and supervisory responsibilities, which increases accountability and efficiency within the Department. The Criminal Investigation Division replaces the Special Operations Division and is comprised of the Special Enforcement Section, Crimes Against Persons Section and Crimes Against Property Section, which encompass the duties of detectives and special investigations. These are administrative issues and have no impact on the overall budget.

Future Outlook

The Criminal Investigation Division will continue to provide especially skilled resources in support of the mission of the Police Department. To accomplish this mission, each of the Division's sections will be utilized as necessary.

The Special Enforcement Section will deploy its personnel into Pasadena neighborhoods to address chronic criminal problems and quality of life issues with the flexibility to handle any emerging crime trend that affects the City at any time.

The Crimes Against Persons Section will vigorously perform assigned follow up functions along with the proactive tracking and updating of individuals required to register as sexual offenders. The Section will identify and adapt to changing crime trends affecting the City. The Section will increase the use of the Youth Accountability Board in an effort to deter youth criminal offenders from committing subsequent criminal offenses. The Section will also look towards new ideas in technology as a way of improving service and expanding investigative potential.

The Crimes Against Property Section will strive to reduce the numbers of incidents involving residential and commercial burglaries, auto thefts, auto burglaries, and identity thefts. As part of the Crimes Against Property Section, the Vice/Narcotics Unit will enforce all narcotics and prostitution activity and expand its efforts to monitor all sexually orientated businesses, alcohol establishments, and massage parlor licensees.

**DIVISION
SUMMARY**
Field Operations

Mission Statement

- To solve neighborhood problems while demonstrating adherence to the core values of the Pasadena Way
- To respond rapidly and effectively to calls for service while balancing the well being and care of Pasadena's citizenry with issues of homeland security

While servicing and respecting the Constitutional rights and privileges of all, the Field Operations Division is the first responder to most calls for service and the provider of preventative patrol services. The Division is comprised of the Patrol Section, whose primary responsibility is preserving public safety. Division personnel also work to promote and develop partnerships using both public and private resources. Division personnel provide the highest levels of ethical public safety to the community and employ innovative problem solving techniques in the pursuit of achieving the Divisional mission.

Program Description

Under the Community Service Area (CSA) policing program, personnel assigned to the Patrol Section are responsible for responding to calls for service and for working with the community to develop permanent solutions to problems that impact the quality of life in their respective neighborhoods. In addition to Patrol, specialized units including Park Safety Specialists (PSS), Neighborhood Action Team (NAT), Homeless Outreach Psychiatric Evaluation (HOPE) team, and K-9s work to support the Department's overall mission.

Major Accomplishments

The first NAT was implemented in August 2000. To date, NAT has worked more than 15 Special Policing Districts and has been instrumental in solving neighborhood problems by dedicating resources for 30 to 60 days in designated problem areas. NAT achieved remarkable results mitigating the impact of nuisance liquor stores by working with residents, liquor storeowners, and community groups in 2004. Through ongoing and continued monitoring of the problem NAT continues to be a major success.

Through the cooperation of neighbors and City staff, the Park Safety Specialist Unit created two Park Watch programs to enhance safety at La Pintoresca and Washington Parks.

In July of 2006, Council provided funding for police services on Pasadena Unified School District campuses located within city limits. The Safe Schools Team (SST) was created and consists of one lieutenant, one sergeant, five officers, one detective and a gang specialist. This team has been tasked with balancing outreach and enforcement, while establishing relationships with students and partnerships with campus administrators. Accordingly, police officers assigned to the school campuses utilized the principles of community policing.

The Safe Schools Team has been highly praised by students, teachers, administrators and the PUSD Board of Directors for its high level of services and engagement with the students. The team was successful in reducing crime on campus and providing other elements of the department with much needed information from the local campuses.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	125.25	125.25	131.25	131.25	132.25
Appropriations	14,602,123	15,828,909	17,687,362	17,687,362	19,114,836
Sources by Fund					
General Fund	13,998,842	15,527,216	17,373,701	17,373,701	18,786,129
Burglar Alarm Fines	315,835	0	0	0	0
Old Pasadena Parking Meter	287,446	301,693	313,661	313,661	328,707
Fund Transfer					
Total Sources	14,602,123	15,828,909	17,687,362	17,687,362	19,114,836

Changes From Prior Year

- Cost Changes:* The Personnel budget increased \$885,678 for anticipated salary and benefit rate changes and decreased (\$202,433) for the transfer out of personnel. Additions included \$370,689 for three Police officers to replenish Patrol forces. The Services and Supplies budget increased \$65,000 for the debt service on in-car video systems for 60 vehicles financed with the 2006 Equipment Lease Line of Credit and the Equipment budget increased \$374,140 for the purchase of the in-car video systems. A net decrease of (\$65,600) in automotive equipment resulted from the elimination of one-time costs for four vehicles included in the fiscal year 2007 budget and the addition of one patrol car in the fiscal year 2008 budget.
- FTE Changes:* There was a net increase of 1.00 FTE from the fiscal year 2007 revised budget. One Police Specialist II was transferred from Patrol to Chief's Office and one Police Corporal was transferred from Patrol to the Crimes Against Property Section to meet current business needs. Three Police Officer positions were added to Patrol to replace officers transferred to special details and new programs in response to emerging issues. This supports the continued ability of the Department to provide timely responses, remain proactive at suppressing crime and enhance community policing efforts.

Future Outlook

The Patrol Section will continue to analyze and improve the concept of Community Service Area policing. Service Area Commanders will continue to refine and interpret crime data within their respective areas in the ongoing effort to more effectively utilize and deploy available resources.

**DIVISION
SUMMARY**
Strategic Services

Mission Statement

The mission of the Strategic Services Division is to ensure that all essential support functions of policing are provided expeditiously, concentrating on a high level of customer service in order to meet the needs of residents, businesses and the criminal justice system. This Division is responsible for a wide range of services including crime analysis, maintenance and storage of evidence and property, information, evidence and property processing, information systems management, data entry and retrieval, receiving and dispatching 9-1-1 calls, as well as receiving other calls for police service and assigning the appropriate police resource. The Division maintains custody of prisoners in a safe and humane environment, managing a court sanctioned inmate worker program within standards established by the California State Board of Corrections. This Division serves as an emerging hub for high technology systems and regional services.

Program Description

The Strategic Services Division is responsible for property and evidence management, computer information services to 300 Police Department users of a Computer Aided Dispatch (CAD) Records Management System (RMS) along with desktop support and other non-emergency police services; provides for the booking, processing, detention and transportation of 10,000 arrestees per year, serving as a regional Type I Jail booking and housing facility for other agencies which generates an average of \$400,000 in revenue per year. The Division provides data entry to State and Federal mandated police records systems as well as oversight of warrant and extradition systems, dissemination of police records information pursuant to the Public Records Act, while it processes and distributes over 100,000 incoming records, police reports and citations each year. The Communications Section processes approximately 360,000 incoming and outgoing emergency and non-emergency telephone calls including over 50,000 9-1-1 calls.

Major Accomplishments

The Technical Services Section continues the CAD/RMS/MDC Replacement project implementation, still using the department-wide support model that was so successful in selecting the vendor. The Jail Section increased its revenues from the previous year and has already benefited from the State's new revenue replacement fund for Type I jail facilities. Additionally, the Jail Section has become a certified DNA collection point for the County of Los Angeles. Replacement of the Department's digital radios was nearly completed during the year and it is anticipated the next influx of Homeland Security funds will allow for this to occur in fiscal year 2008.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	76.80	75.80	75.80	75.80	79.80
Appropriations	10,322,734	10,454,457	11,193,989	11,213,374	11,762,480
Sources by Fund					
General Fund	10,322,734	10,208,691	10,840,134	10,859,519	11,505,801
Burglar Alarm Fines	0	245,766	353,855	353,855	256,679
Total Sources	10,322,734	10,454,457	11,193,989	11,213,374	11,762,480

Changes From Prior Year

- *Cost Changes:* The Personnel budget increased \$186,175 for anticipated salary and benefit rate changes and \$60,000 from reallocation of funds from the Administration budget to restore benefit funding for a Police Administrator position previously occupied by a retiree. Additions included \$334,745 for four Police Specialist V positions for Communication dispatchers. The Internal Service Charges budget decreased (\$46,764) for Citywide cost adjustments in various internal service charges and (\$30,000) for carpeting. Increases included \$41,950 for vehicle maintenance, replacement and fuel costs.
- *FTE Changes:* Four Police Specialist V positions were added for Communications dispatchers to free supervisors from answering calls and allow them to provide necessary oversight, address increased cellular 911 calls and significantly higher numbers of calls to the business lines.

Future Outlook

The Strategic Services Division will continue to pursue regional police services by enhancing the technology within the Department and engaging in partnerships with other public and private agencies to reduce the cost of services. The Division will continue to pursue systems interoperability, including emergency preparedness, particularly for radio systems and technology transfer opportunities with Federal, State and Local agencies.

GRAIL ANALYSIS

MSI:

DEPARTMENT: Police Department

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	378,800	378,800	385,800	385,800	392,800	7,000	
NON-REGULAR	8,250	8,250	8,250	8,250	8,250	0,000	
TOTAL EMPLOYEES	387,050	387,050	394,050	394,050	401,050	7,000	
PERSONNEL							
8005 Regular Pay - PERS	5,531,915	5,540,199	7,265,986	7,265,986	7,723,158	457,172	6.2
8007 Regular Pay - FPRS	272,993	235,222	0	0	0	0	0.0
8008 Regular Pay-SPERS	15,548,781	16,712,283	21,851,523	21,851,523	23,481,356	1,629,833	7.4
8010 Non Benefit Employees	85,997	104,584	0	0	0	0	0.0
8011 Overtime Pay	1,576,732	1,541,647	1,501,860	1,699,736	1,821,008	121,272	7.1
8012 Overtime Subject to PERS	147,848	156,698	154,826	154,826	159,884	5,058	3.2
8013 FirePolice Post Retirement	518,581	562,983	674,972	674,972	686,900	11,928	1.7
Medical Benefit							
8014 Position Coverage	574,046	582,759	627,490	627,490	665,531	38,041	6.0
8016 Holiday Sched Pay-SPERS	244,399	279,776	474,069	474,069	503,641	29,572	6.2
8018 PST-Part Time Employees - PARS	548,679	442,876	187,304	187,304	192,944	5,640	3.0
8020 Management Benefit	7,906	1,856	0	0	0	0	0.0
8023 Auto Allowance	4,512	5,553	4,512	4,512	6,768	2,256	50.0
8024 Personal Dvlpmt Allowance	46,750	45,969	49,875	49,875	49,875	0	0.0
8027 Workers' Compensation	2,675,284	3,455,640	3,159,058	3,159,058	2,555,755	-603,303	-19.0
8031 General Liability	328,536	481,538	586,095	586,095	533,757	-52,338	-8.9
8037 Miscellaneous Pay	0	1,196	0	0	0	0	0.0
8038 PERS-Employee Portion	387,672	390,436	508,620	508,620	540,623	32,003	6.2
8039 SPERS-Employee Portion	1,599,757	1,663,030	2,185,153	2,185,153	2,348,135	162,982	7.4
8040 PERS-City Portion	134,468	444,845	533,321	533,321	595,457	62,136	11.6
8041 PARS-City Portion	15,641	17,648	7,493	7,493	7,718	225	3.0
8042 SPERS-City Portion	4,113,079	3,634,933	4,986,518	4,986,518	5,529,862	543,344	10.8
8043 FPRS-City Portion	31,929	31,169	0	0	0	0	0.0
8044 Life Insurance	12,832	15,640	29,118	29,118	31,201	2,083	7.1
8045 Dental Insurance	189,287	192,202	180,196	180,196	194,617	14,421	8.0
8046 Medicare-City Contributn	279,156	296,689	462,028	462,028	498,142	36,114	7.8
8047 Long Term Disability	134,863	134,852	43,677	43,677	53,046	9,369	21.4
8049 Emp Opt Ben Fd (EOBF)	2,361,962	2,561,389	3,128,325	3,128,325	3,429,390	301,065	9.6
8050 Benefits (VHS)	4,024,251	3,620,145	0	0	0	0	0.0
8051 FPRS Retirement	2,230	0	0	0	0	0	0.0
8054 Vision Care	116	69	0	0	0	0	0.0
8056 Accrued payroll	163,093	108,428	0	0	0	0	0.0
8057 Defunded Positions	0	0	-60,000	-60,000	0	60,000	-100.0
8058 Benefits Administration	608,833	1,225,454	0	0	0	0	0.0
*** TOTAL PERSONNEL	42,172,128	44,487,708	48,542,019	48,739,895	51,608,768	2,868,873	5.8
SERVICES AND SUPPLIES							
8101 Materials & Supplies	823,592	744,141	880,485	893,985	915,492	21,507	2.4
8103 Uniforms	53,188	100,474	177,821	177,821	177,080	-741	-0.4
8105 Lease Payments	25,529	22,263	46,032	46,032	46,032	0	0.0
8106 Rent Expense	15,297	17,388	0	0	0	0	0.0
8107 Equipment Lease Payments	2,930	2,133	0	0	65,000	65,000	0.0
8108 Computer Related Supplies	22,968	1,957	26,457	26,457	21,457	-5,000	-18.8

MSI:

DEPARTMENT: Police Department

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8109 Equipmt Purchases Under \$10,000	62,945	103,255	123,210	123,210	123,210	0	0.0
8110 Outside Printing and Duplicating	3,555	12,451	12,000	12,000	12,000	0	0.0
8112 Legal Advertising	102	541	0	0	0	0	0.0
8113 Photo Copy Machine Maint	66,466	65,255	62,536	62,536	65,536	3,000	4.7
8114 Other Contract Services	514,514	519,606	485,233	594,618	578,368	-16,250	-2.7
8115 Consultant Services	-20,469	11,750	15,000	15,000	15,000	0	0.0
8117 Data Processing Operations	79,485	75,327	106,500	106,500	106,500	0	0.0
8124 Dues and Memberships	3,351	4,631	2,226	2,226	1,726	-500	-22.4
8125 Special Civic Events	1,505	9	0	0	0	0	0.0
8126 Conf & Mtgs - Comm & Committees	159	13	72	72	72	0	0.0
8127 Conferences & Meetings	45,173	67,771	25,263	25,263	25,986	723	2.8
8128 Mileage	124	58	0	0	0	0	0.0
8129 Education	7,606	2,316	4,373	4,373	1,150	-3,223	-73.7
8130 Training Costs	65,387	65,972	63,956	72,024	3,956	-68,068	-94.5
8133 Medicl Pay Doctors-Workr Comp	90	0	0	0	0	0	0.0
8135 Reference Matls Subscriptions	1,306	1,905	500	500	500	0	0.0
8136 Library Books	0	93	0	0	0	0	0.0
8137 Gas and Lubricants	95,886	134,837	135,130	135,130	135,130	0	0.0
8138 Gas	146	157	0	0	0	0	0.0
8140 Telephone	60,459	47,241	41,600	56,600	56,600	0	0.0
8141 Refuse Collection	9,167	9,813	7,000	7,000	8,500	1,500	21.4
8142 Electric	17,063	5,142	5,500	5,500	5,500	0	0.0
8144 Postage	20,372	22,258	20,450	20,450	20,450	0	0.0
8150 Cash Over and Short	-32	0	0	0	0	0	0.0
8154 Audio Visual Materials	0	0	1,125	1,125	1,125	0	0.0
8156 Insurance	49,637	46,776	37,400	37,400	37,400	0	0.0
8163 City Cost Abatement	55,224	26,208	26,208	26,208	26,208	0	0.0
8177 Program Expenditures	23,137	26,031	31,000	31,000	31,000	0	0.0
8178 Program Expenditure Recovery	-31,491	-44,635	0	0	0	0	0.0
8212 Permits and Fees	1,127	0	0	0	0	0	0.0
8218 Vehicle Rental	554	59	1,272	1,272	1,272	0	0.0
8288 Recruitment	1,250	2,000	4,740	4,740	4,740	0	0.0
8290 Cell Phone Reimbsmnt	-11,212	-6,694	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	2,066,090	2,088,502	2,343,089	2,489,042	2,486,990	-2,052	-0.0
EQUIPMENT							
8504 Equipment	14,800	10,000	0	0	374,140	374,140	0.0
8505 Automotive Equipment	23,765	74,073	160,600	160,600	95,000	-65,600	-40.8
*** TOTAL EQUIPMENT	38,565	84,073	160,600	160,600	469,140	308,540	192.1
*** SUBTOTAL	44,276,783	46,660,283	51,045,708	51,389,537	54,564,898	3,175,361	6.1
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	387,452	435,274	477,072	477,072	464,938	-12,134	-2.5

GRAIL ANALYSIS

MSI:

DEPARTMENT: Police Department

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8602 IS-Tenant Improvements	31,980	18,266	20,693	20,693	20,693	0	0.0
8603 IS-Lockshop	3,460	1,688	10,000	10,000	10,000	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	229,728	250,476	252,156	252,156	235,733	-16,423	-6.5
8605 IS-Housekeeping Serv	239,453	231,272	240,436	240,436	207,079	-33,357	-13.8
8606 IS-Floors and Windows	48,972	39,071	43,817	43,817	13,817	-30,000	-68.4
8607 IS-Printing	79,961	74,125	72,705	72,705	72,705	0	0.0
8608 IS-Mail Services	51,611	56,892	64,250	64,250	65,412	1,162	1.8
8609 IS-Telephones	239,141	232,011	220,509	220,509	281,109	60,600	27.4
8611 IS-Application Devel & Support	0	0	25,092	25,092	25,092	0	0.0
8612 IS-PC&Net Service Center	90,292	121,933	105,048	105,048	52,457	-52,591	-50.0
8613 IS-Radio and Data Communicatn	201,839	183,775	254,754	254,754	207,623	-47,131	-18.5
8615 IS-Auto Body Repair	13,431	19,021	12,527	12,527	12,527	0	0.0
8616 IS-Fleet Maint - Equip Maintenance	527,775	514,703	550,432	550,432	555,232	4,800	0.8
8617 IS-Fleet Maint - Equip Replacement	661,722	682,401	705,534	705,534	725,884	20,350	2.8
8618 IS-Fleet Fuel/Lubricant	280,666	338,003	321,144	321,144	337,944	16,800	5.2
8620 Bldg Preventive Maintenanc e	139,348	151,952	151,952	151,952	139,093	-12,859	-8.4
8621 IS-Radio - Direct Request	11,080	9,630	17,000	17,000	17,000	0	0.0
8622 IS-Telephone - Usage	81,829	87,910	109,412	94,412	94,412	0	0.0
8623 IS-PC Training	0	0	5,122	5,122	5,122	0	0.0
8624 IS-Enterprise Network	405,350	468,631	461,591	461,591	531,642	70,051	15.1
8632 IS-GIS (Geographic Info)	82,361	5,485	6,574	6,574	4,710	-1,864	-28.3
8641 IS-MS Licensing	0	44,858	43,616	43,616	43,722	106	0.2
*** TOTAL INTERNAL SERVICE CHARGES	3,807,451	3,967,377	4,171,436	4,156,436	4,123,946	-32,490	-0.7
*** TOTAL BUDGET	48,084,234	50,627,660	55,217,144	55,545,973	58,688,844	3,142,871	5.6
REVENUE							
6225 Justice Assistance/Local Law Enforcement Grant	206,624	199,551	64,877	64,877	44,877	-20,000	-30.8
6406 Public Safety Augmentation Fund	1,162,733	1,278,576	1,463,190	1,463,190	1,517,937	54,747	3.7
6407 Supplemental Law Enforcem ent (AB 3229)	311,792	305,168	347,188	347,188	358,573	11,385	3.2
6545 L.A. Impact Fund	116,776	90,641	118,887	118,887	120,582	1,695	1.4
6717 Foothill Air Support	289,671	265,909	300,034	300,034	302,790	2,756	0.9
6852 Old Pasadena Parking Meter Fund Transfer	287,446	301,693	313,661	313,661	328,707	15,046	4.7
9030 Asset Forfeiture Fund	246,735	234,709	336,212	336,212	342,273	6,061	1.8
9165 General Fund-Unspecified	45,146,622	47,705,647	51,919,240	52,248,069	55,416,426	3,168,357	6.0
9168 Burglar Alarm Fines	315,835	245,766	353,855	353,855	256,679	-97,176	-27.4
*** TOTAL FUNDING	48,084,234	50,627,660	55,217,144	55,545,973	58,688,844	3,142,871	5.6

GRAIL ANALYSIS

MSI:

DEPARTMENT: Police Department
SUB-DEPARTMENT: Administration

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	46,000	47,000	45,000	45,000	46,000	1,000	
NON-REGULAR	0,000	0,000	0,000	0,000	0,000	0,000	
TOTAL EMPLOYEES	46,000	47,000	45,000	45,000	46,000	1,000	
PERSONNEL							
8005 Regular Pay - PERS	652,483	673,914	845,491	845,491	912,415	66,924	7.9
8007 Regular Pay - FPRS	129,656	129,081	0	0	0	0	0.0
8008 Regular Pay-SPERS	2,209,295	2,355,584	3,048,186	3,048,186	3,226,245	178,059	5.8
8011 Overtime Pay	81,356	58,387	121,970	121,970	127,921	5,951	4.8
8012 Overtime Subject to PERS	335	350	0	0	0	0	0.0
8013 FirePolice Post Retirement Medical Benefit	73,639	78,436	91,709	91,709	94,629	2,920	3.1
8014 Position Coverage	6,492	5,869	4,125	4,125	4,334	209	5.0
8016 Holiday Sched Pay-SPERS	24,593	25,213	70,706	70,706	74,061	3,355	4.7
8018 PST-Part Time Employees - PARS	274	47	0	0	0	0	0.0
8020 Management Benefit	5,968	1,607	0	0	0	0	0.0
8024 Personal Dvlpmt Allowance	11,375	10,156	11,750	11,750	11,750	0	0.0
8027 Workers' Compensation	354,844	476,004	419,738	419,738	336,888	-82,850	-19.7
8031 General Liability	44,876	66,331	77,873	77,873	70,357	-7,516	-9.6
8037 Miscellaneous Pay	0	735	0	0	0	0	0.0
8038 PERS-Employee Portion	44,861	47,329	59,184	59,184	63,870	4,686	7.9
8039 SPERS-Employee Portion	226,406	236,807	304,819	304,819	322,624	17,805	5.8
8040 PERS-City Portion	15,529	54,325	62,058	62,058	70,348	8,290	13.3
8041 PARS-City Portion	-3,875	2	0	0	0	0	0.0
8042 SPERS-City Portion	569,153	516,981	695,596	695,596	759,781	64,185	9.2
8043 FPRS-City Portion	17,187	14,135	0	0	0	0	0.0
8044 Life Insurance	2,660	2,978	3,894	3,894	4,137	243	6.2
8045 Dental Insurance	24,556	25,301	20,520	20,520	22,264	1,744	8.4
8046 Medicare-City Contributn	24,987	28,231	59,312	59,312	63,002	3,690	6.2
8047 Long Term Disability	18,657	19,339	5,842	5,842	7,035	1,193	20.4
8049 Emp Opt Ben Fd (EOBF)	306,065	350,747	355,500	355,500	386,400	30,900	8.6
8050 Benefits (VHS)	562,124	508,149	0	0	0	0	0.0
8051 FPRS Retirement	1,079	0	0	0	0	0	0.0
8056 Accrued payroll	11,977	14,835	0	0	0	0	0.0
8058 Benefits Administration	82,531	172,013	0	0	0	0	0.0
*** TOTAL PERSONNEL	5,499,083	5,872,886	6,258,273	6,258,273	6,558,061	299,788	4.7
SERVICES AND SUPPLIES							
8101 Materials & Supplies	185,757	233,288	217,905	217,905	214,905	-3,000	-1.3
8103 Uniforms	2,572	94,965	170,821	170,821	170,080	-741	-0.4
8105 Lease Payments	25,529	22,263	29,280	29,280	29,280	0	0.0
8107 Equipment Lease Payments	0	1,635	0	0	0	0	0.0
8109 Equipt Purchases Under \$10,000	13,623	77,824	76,000	76,000	76,000	0	0.0
8110 Outside Printing and Duplicating	97	0	1,000	1,000	1,000	0	0.0
8114 Other Contract Services	183,006	123,978	126,805	126,805	129,805	3,000	2.3

GRAIL ANALYSIS

MSI:

DEPARTMENT: Police Department
SUB-DEPARTMENT: Administration

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8115 Consultant Services	3,625	11,750	15,000	15,000	15,000	0	0.0
8124 Dues and Memberships	2,275	3,817	0	0	0	0	0.0
8125 Special Civic Events	300	47	0	0	0	0	0.0
8126 Conf & Mtgs - Comm & Committees	127	13	72	72	72	0	0.0
8127 Conferences & Meetings	17,519	49,673	15,795	15,795	15,795	0	0.0
8128 Mileage	101	23	0	0	0	0	0.0
8129 Education	1,158	-510	0	0	0	0	0.0
8130 Training Costs	60,941	64,337	60,000	60,000	0	-60,000	-100.0
8135 Reference Mats	273	313	0	0	0	0	0.0
8137 Gas and Lubricants	20	0	0	0	0	0	0.0
8140 Telephone	9,931	11,230	12,000	12,000	12,000	0	0.0
8142 Electric	2,554	2,924	3,000	3,000	3,000	0	0.0
8144 Postage	74	612	0	0	0	0	0.0
8218 Vehicle Rental	432	11	0	0	0	0	0.0
8288 Recruitment	1,250	2,000	4,740	4,740	4,740	0	0.0
*** TOTAL SERVICES AND SUPPLIES	511,164	700,193	732,418	732,418	671,677	-60,741	-8.2
EQUIPMENT							
8505 Automotive Equipment	23,765	24,941	25,000	25,000	25,000	0	0.0
*** TOTAL EQUIPMENT	23,765	24,941	25,000	25,000	25,000	0	0.0
*** SUBTOTAL	6,034,012	6,598,020	7,015,691	7,015,691	7,254,738	239,047	3.4
INTERNAL SERVICE CHARGES							
8602 IS-Tenant Improvements	0	680	0	0	0	0	0.0
8607 IS-Printing	0	696	0	0	0	0	0.0
8608 IS-Mail Services	2,128	2,352	2,324	2,324	2,324	0	0.0
8616 IS-Fleet Maint - Equip Maintenance	0	0	5,000	5,000	5,000	0	0.0
8618 IS-Fleet Fuel/Lubricant	0	0	835	835	835	0	0.0
8624 IS-Enterprise Network	16,625	19,301	16,696	16,696	18,888	2,192	13.1
8641 IS-MS Licensing	0	1,855	1,578	1,578	1,554	-24	-1.5
*** TOTAL INTERNAL SERVICE CHARGES	18,753	24,884	26,433	26,433	28,601	2,168	8.2
*** TOTAL BUDGET	6,052,765	6,622,904	7,042,124	7,042,124	7,283,339	241,215	3.4
REVENUE							
6225 Justice Assistance/Local Law Enforcement Grant	206,624	199,551	0	0	0	0	0.0
6406 Public Safety Augmentation Fund	1,162,733	1,278,576	1,463,190	1,463,190	1,517,937	54,747	3.7
6407 Supplemental Law Enforcement (AB 3229)	311,792	305,168	347,188	347,188	358,573	11,385	3.2
9030 Asset Forfeiture Fund	246,735	234,709	336,212	336,212	342,273	6,061	1.8
9165 General Fund-Unspecified	4,124,881	4,604,900	4,895,534	4,895,534	5,064,556	169,022	3.4
*** TOTAL FUNDING	6,052,765	6,622,904	7,042,124	7,042,124	7,283,339	241,215	3.4

MSI:

PROGRAM: Air Operations

DEPARTMENT: Police Department
SUB-DEPARTMENT: Administration

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	16.000	15.000	15.000	15.000	15.000	0.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	16.000	15.000	15.000	15.000	15.000	0.000	
PERSONNEL							
8005 Regular Pay - PERS	199,200	173,404	255,216	255,216	262,329	7,113	2.7
8008 Regular Pay-SPERS	807,097	826,111	1,002,102	1,002,102	1,060,654	58,552	5.8
8011 Overtime Pay	93,966	107,468	88,865	88,865	92,082	3,217	3.6
8012 Overtime Subject to PERS	1,961	534	1,234	1,234	1,267	33	2.6
8013 FirePolice Post Retirement Medical Benefit	22,631	25,765	30,063	30,063	31,561	1,498	4.9
8014 Position Coverage	17,175	22,352	34,746	34,746	36,322	1,576	4.5
8016 Holiday Sched Pay-SPERS	18,101	17,162	36,627	36,627	38,524	1,897	5.1
8018 PST-Part Time Employees - PARS	0	11,025	0	0	0	0	0.0
8020 Management Benefit	657	249	0	0	0	0	0.0
8024 Personal Dvlpmt Allowance	1,625	1,625	2,125	2,125	2,125	0	0.0
8027 Workers' Compensation	120,126	152,288	135,539	135,539	107,691	-27,848	-20.5
8031 General Liability	15,094	21,221	25,146	25,146	22,490	-2,656	-10.5
8038 PERS-Employee Portion	11,051	12,160	17,866	17,866	18,362	496	2.7
8039 SPERS-Employee Portion	82,514	82,243	100,210	100,210	106,065	5,855	5.8
8040 PERS-City Portion	3,826	13,987	18,732	18,732	20,226	1,494	7.9
8041 PARS-City Portion	0	441	0	0	0	0	0.0
8042 SPERS-City Portion	214,291	179,546	228,680	228,680	249,784	21,104	9.2
8044 Life Insurance	469	511	1,256	1,256	1,322	66	5.2
8045 Dental Insurance	8,305	7,716	6,840	6,840	7,260	420	6.1
8046 Medicare-City Contributn	13,639	13,335	20,573	20,573	21,622	1,049	5.0
8047 Long Term Disability	6,351	6,035	1,886	1,886	2,250	364	19.3
8049 Emp Opt Ben Fd (EOBF)	99,086	95,009	118,700	118,700	126,750	8,050	6.7
8050 Benefits (VHS)	189,081	160,922	0	0	0	0	0.0
8056 Accrued payroll	7,882	9,442	0	0	0	0	0.0
8058 Benefits Administration	27,775	54,473	0	0	0	0	0.0
*** TOTAL PERSONNEL	1,961,903	1,995,024	2,126,406	2,126,406	2,208,686	82,280	3.8
SERVICES AND SUPPLIES							
8101 Materials & Supplies	228,871	238,723	408,888	408,888	408,888	0	0.0
8103 Uniforms	178	1,232	0	0	0	0	0.0
8108 Computer Related Supplies	515	32	0	0	0	0	0.0
8109 Equipt Purchases Under \$10,000	19,188	11,868	0	0	0	0	0.0
8110 Outside Printing and Duplicating	2,789	1,085	0	0	0	0	0.0
8112 Legal Advertising	0	491	0	0	0	0	0.0
8114 Other Contract Services	12,887	14,765	11,100	11,100	11,850	750	6.7
8115 Consultant Services	1,000	0	0	0	0	0	0.0
8124 Dues and Memberships	490	490	926	926	926	0	0.0
8125 Special Civic Events	410	14	0	0	0	0	0.0
8127 Conferences & Meetings	6,104	894	0	0	0	0	0.0

GRAIL ANALYSIS

MSI:

PROGRAM: Air Operations

DEPARTMENT: Police Department
SUB-DEPARTMENT: Administration

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8128 Mileage	0	35	0	0	0	0	0.0
8129 Education	1,745	828	0	0	0	0	0.0
8130 Training Costs	1,419	1,635	3,956	3,956	3,956	0	0.0
8135 Reference Matls Subscriptions	0	0	500	500	500	0	0.0
8136 Library Books	0	30	0	0	0	0	0.0
8137 Gas and Lubricants	95,629	134,555	135,130	135,130	135,130	0	0.0
8141 Refuse Collection	1,286	1,377	0	0	0	0	0.0
8144 Postage	2,507	2,700	1,500	1,500	1,500	0	0.0
8156 Insurance	49,637	46,776	37,400	37,400	37,400	0	0.0
8163 City Cost Abatement	55,224	26,208	26,208	26,208	26,208	0	0.0
8177 Program Expenditures	23,137	17,973	31,000	31,000	31,000	0	0.0
8178 Program Expenditure Recovery	0	-12,333	0	0	0	0	0.0
8212 Permits and Fees	1,127	0	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	504,143	489,378	656,608	656,608	657,358	750	0.1
EQUIPMENT							
8504 Equipment	14,800	0	0	0	0	0	0.0
*** TOTAL EQUIPMENT	14,800	0	0	0	0	0	0.0
*** SUBTOTAL	2,480,846	2,484,402	2,783,014	2,783,014	2,866,044	83,030	2.9
INTERNAL SERVICE CHARGES							
8607 IS-Printing	0	190	0	0	0	0	0.0
8608 IS-Mail Services	267	295	166	166	166	0	0.0
8621 IS-Radio - Direct Request	0	1,298	0	0	0	0	0.0
8622 IS-Telephone - Usage	0	28	0	0	0	0	0.0
8624 IS-Enterprise Network	2,079	2,412	1,192	1,192	1,350	158	13.2
8641 IS-MS Licensing	0	232	112	112	110	-2	-1.7
*** TOTAL INTERNAL SERVICE CHARGES	2,346	4,455	1,470	1,470	1,626	156	10.6
*** TOTAL BUDGET	2,483,192	2,488,857	2,784,484	2,784,484	2,867,670	83,186	2.9
REVENUE							
6545 L.A. Impact Fund	116,776	90,641	118,887	118,887	120,582	1,695	1.4
6717 Foothill Air Support	289,671	265,909	300,034	300,034	302,790	2,756	0.9
9165 General Fund-Unspecified	2,076,745	2,132,307	2,365,563	2,365,563	2,444,298	78,735	3.3
*** TOTAL FUNDING	2,483,192	2,488,857	2,784,484	2,784,484	2,867,670	83,186	2.9

MSI:
FUND: General Fund

DEPARTMENT: Police Department
SUB-DEPARTMENT: Support Operations Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	40.000	41.000	41.000	41.000	41.000	0.000	
NON-REGULAR	6.000	6.000	6.000	6.000	6.000	0.000	
TOTAL EMPLOYEES	46.000	47.000	47.000	47.000	47.000	0.000	
PERSONNEL							
8005 Regular Pay - PERS	407,067	338,704	400,858	400,858	411,569	10,711	2.6
8007 Regular Pay - FPRS	11,243	0	0	0	0	0	0.0
8008 Regular Pay-SPERS	2,142,651	2,311,531	2,902,556	2,902,556	3,076,256	173,700	5.9
8011 Overtime Pay	143,449	160,964	125,336	323,212	329,727	6,515	2.0
8012 Overtime Subject to PERS	0	444	0	0	0	0	0.0
8013 FirePolice Post Retirement Medical Benefit	70,447	76,443	87,075	87,075	91,511	4,436	5.0
8014 Position Coverage	1,609	1,283	0	0	0	0	0.0
8016 Holiday Sched Pay-SPERS	4,538	7,230	6,037	6,037	6,339	302	5.0
8018 PST-Part Time Employees - PARS	105,468	106,649	137,888	137,888	142,054	4,166	3.0
8024 Personal Dvlpmt Allowance	4,375	4,375	4,375	4,375	4,375	0	0.0
8027 Workers' Compensation	312,856	415,462	370,972	370,972	295,472	-75,500	-20.3
8031 General Liability	39,997	57,894	68,826	68,826	61,708	-7,118	-10.3
8038 PERS-Employee Portion	22,113	22,402	28,061	28,061	28,810	749	2.6
8039 SPERS-Employee Portion	228,166	217,381	290,256	290,256	307,625	17,369	5.9
8040 PERS-City Portion	7,655	26,603	29,423	29,423	31,732	2,309	7.8
8041 PARS-City Portion	4,237	4,267	5,516	5,516	5,682	166	3.0
8042 SPERS-City Portion	595,268	474,574	662,363	662,363	724,459	62,096	9.3
8043 FPRS-City Portion	0	7,562	0	0	0	0	0.0
8044 Life Insurance	1,444	1,846	3,304	3,304	3,488	184	5.5
8045 Dental Insurance	22,905	22,664	21,432	21,432	22,748	1,316	6.1
8046 Medicare-City Contributn	34,680	34,833	49,805	49,805	55,446	5,641	11.3
8047 Long Term Disability	16,269	15,967	4,955	4,955	5,929	974	19.6
8049 Emp Opt Ben Fd (EOBF)	272,005	303,086	371,300	371,300	394,800	23,500	6.3
8050 Benefits (VHS)	482,373	426,687	0	0	0	0	0.0
8051 FPRS Retirement	84	0	0	0	0	0	0.0
8056 Accrued payroll	19,626	3,121	0	0	0	0	0.0
8058 Benefits Administration	75,023	144,438	0	0	0	0	0.0
*** TOTAL PERSONNEL	5,025,548	5,186,410	5,570,338	5,768,214	5,999,730	231,516	4.0
SERVICES AND SUPPLIES							
8101 Materials & Supplies	47,635	56,035	51,309	64,809	62,816	-1,993	-3.0
8103 Uniforms	32	3,022	7,000	7,000	7,000	0	0.0
8107 Equipment Lease Payments	2,930	119	0	0	0	0	0.0
8108 Computer Related Supplies	0	86	0	0	0	0	0.0
8109 Equipt Purchases Under \$10,000	222	102	0	0	0	0	0.0
8112 Legal Advertising	102	50	0	0	0	0	0.0
8114 Other Contract Services	57,235	72,606	71,850	71,850	71,850	0	0.0
8124 Dues and Memberships	130	90	400	400	400	0	0.0
8125 Special Civic Events	0	58	0	0	0	0	0.0

GRAIL ANALYSIS

MSI:
FUND: General Fund

DEPARTMENT: Police Department
SUB-DEPARTMENT: Support Operations Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8127 Conferences & Meetings	1,488	730	363	363	363	0	0.0
8129 Education	0	1,435	0	0	0	0	0.0
8130 Training Costs	20	0	0	8,068	0	-8,068	-100.0
8133 Medicl Pay Doctors-Workr Comp	90	0	0	0	0	0	0.0
8137 Gas and Lubricants	118	117	0	0	0	0	0.0
8144 Postage	2	0	0	0	0	0	0.0
8154 Audio Visual Materials	0	0	1,125	1,125	1,125	0	0.0
8177 Program Expenditures	0	8,058	0	0	0	0	0.0
8218 Vehicle Rental	0	0	1,272	1,272	1,272	0	0.0
*** TOTAL SERVICES AND SUPPLIES	110,004	142,508	133,319	154,887	144,826	-10,061	-6.4
EQUIPMENT							
8504 Equipment	0	10,000	0	0	0	0	0.0
8505 Automotive Equipment	0	24,910	0	0	0	0	0.0
*** TOTAL EQUIPMENT	0	34,910	0	0	0	0	0.0
*** SUBTOTAL	5,135,552	5,363,828	5,703,657	5,923,101	6,144,556	221,455	3.7
INTERNAL SERVICE CHARGES							
8607 IS-Printing	2,330	7,870	0	0	0	0	0.0
8613 IS-Radio and Data Communicatn	0	352	0	0	0	0	0.0
*** TOTAL INTERNAL SERVICE CHARGES	2,330	8,222	0	0	0	0	0.0
*** TOTAL BUDGET	5,137,882	5,372,050	5,703,657	5,923,101	6,144,556	221,455	3.7
REVENUE							
9165 General Fund-Unspecified	5,137,882	5,372,050	5,703,657	5,923,101	6,144,556	221,455	3.7
*** TOTAL FUNDING	5,137,882	5,372,050	5,703,657	5,923,101	6,144,556	221,455	3.7

MSI:
FUND: General Fund

DEPARTMENT: Police Department
SUB-DEPARTMENT: Criminal Investigation Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	77.000	77.000	80.000	80.000	81.000	1.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	77.000	77.000	80.000	80.000	81.000	1.000	
PERSONNEL							
8005 Regular Pay - PERS	683,414	708,189	904,434	904,434	933,005	28,571	3.1
8007 Regular Pay - FPRS	110,323	27,528	0	0	0	0	0.0
8008 Regular Pay-SPERS	3,998,423	4,228,371	5,482,094	5,482,094	5,924,460	442,366	8.0
8011 Overtime Pay	433,762	444,192	385,358	385,358	409,664	24,306	6.3
8012 Overtime Subject to PERS	16,669	17,322	3,551	3,551	3,654	103	2.9
8013 FirePolice Post Retirement Medical Benefit	131,185	138,591	172,906	172,906	174,014	1,108	0.6
8014 Position Coverage	14,828	38,914	73,325	73,325	77,545	4,220	5.7
8016 Holiday Sched Pay-SPERS	11,842	11,236	68,837	68,837	73,062	4,225	6.1
8018 PST-Part Time Employees - PARS	41	0	0	0	0	0	0.0
8024 Personal Dvlpmt Allowance	7,375	6,875	7,875	7,875	7,875	0	0.0
8027 Workers' Compensation	579,133	748,093	688,469	688,469	558,198	-130,271	-18.9
8031 General Liability	71,883	104,245	127,730	127,730	116,577	-11,153	-8.7
8038 PERS-Employee Portion	47,729	46,520	63,311	63,311	65,311	2,000	3.1
8039 SPERS-Employee Portion	402,746	421,219	548,210	548,210	592,447	44,237	8.0
8040 PERS-City Portion	16,471	52,825	66,386	66,386	71,934	5,548	8.3
8041 PARS-City Portion	2	0	0	0	0	0	0.0
8042 SPERS-City Portion	1,048,272	921,525	1,251,014	1,251,014	1,395,211	144,197	11.5
8043 FPRS-City Portion	14,742	2,869	0	0	0	0	0.0
8044 Life Insurance	2,250	2,842	6,387	6,387	6,857	470	7.3
8045 Dental Insurance	43,271	43,549	36,480	36,480	39,204	2,724	7.4
8046 Medicare-City Contributn	62,894	66,485	100,305	100,305	107,611	7,306	7.2
8047 Long Term Disability	29,484	29,043	9,579	9,579	11,657	2,078	21.6
8049 Emp Opt Ben Fd (EOBF)	499,680	526,100	632,000	632,000	680,400	48,400	7.6
8050 Benefits (VHS)	897,526	799,225	0	0	0	0	0.0
8051 FPRS Retirement	1,133	0	0	0	0	0	0.0
8056 Accrued payroll	40,362	29,342	0	0	0	0	0.0
8058 Benefits Administration	135,183	270,546	0	0	0	0	0.0
*** TOTAL PERSONNEL	9,300,623	9,685,646	10,628,251	10,628,251	11,248,686	620,435	5.8
SERVICES AND SUPPLIES							
8101 Materials & Supplies	75,202	39,717	58,552	58,552	58,552	0	0.0
8103 Uniforms	207	867	0	0	0	0	0.0
8107 Equipment Lease Payments	0	379	0	0	0	0	0.0
8108 Computer Related Supplies	359	541	0	0	0	0	0.0
8109 Equipt Purchases Under \$10,000	908	0	0	0	0	0	0.0
8110 Outside Printing and Duplicating	54	263	0	0	0	0	0.0
8114 Other Contract Services	122,298	160,902	111,247	201,247	201,247	0	0.0
8124 Dues and Memberships	261	70	100	100	100	0	0.0

GRAIL ANALYSIS

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MSI:

FUND: General Fund

DEPARTMENT: Police Department

SUB-DEPARTMENT: Criminal Investigation Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8125 Special Civic Events	450	-450	0	0	0	0	0.0
8127 Conferences & Meetings	14,472	4,595	7,228	7,228	7,228	0	0.0
8129 Education	816	0	150	150	150	0	0.0
8130 Training Costs	205	0	0	0	0	0	0.0
8137 Gas and Lubricants	11	15	0	0	0	0	0.0
8144 Postage	185	121	0	0	0	0	0.0
8178 Program Expenditure Recovery	-31,491	-32,302	0	0	0	0	0.0
8218 Vehicle Rental	11	0	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	183,948	174,718	177,277	267,277	267,277	0	0.0
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	9,484,571	9,860,364	10,805,528	10,895,528	11,515,963	620,435	5.6
INTERNAL SERVICE CHARGES							
8605 IS-Housekeeping Serv	350	0	0	0	0	0	0.0
8607 IS-Printing	400	119	0	0	0	0	0.0
8609 IS-Telephones	217	0	0	0	0	0	0.0
*** TOTAL INTERNAL SERVICE CHARGES	967	119	0	0	0	0	0.0
*** TOTAL BUDGET	9,485,538	9,860,483	10,805,528	10,895,528	11,515,963	620,435	5.6
REVENUE							
6225 Justice Assistance/Local Law Enforcement Grant	0	0	64,877	64,877	44,877	-20,000	-30.8
9165 General Fund-Unspecified	9,485,538	9,860,483	10,740,651	10,830,651	11,471,086	640,435	5.9
*** TOTAL FUNDING	9,485,538	9,860,483	10,805,528	10,895,528	11,515,963	620,435	5.6

MSI:
FUND: General Fund

DEPARTMENT: Police Department
SUB-DEPARTMENT: Field Operations

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	123,000	123,000	129,000	129,000	130,000	1,000	
NON-REGULAR	2,250	2,250	2,250	2,250	2,250	0,000	
TOTAL EMPLOYEES	125,250	125,250	131,250	131,250	132,250	1,000	
PERSONNEL							
8005 Regular Pay - PERS	641,594	709,158	788,344	788,344	764,718	-23,626	-2.9
8007 Regular Pay - FPRS	21,771	78,613	0	0	0	0	0.0
8008 Regular Pay-SPERS	6,100,452	6,752,835	9,197,042	9,197,042	9,961,738	764,696	8.3
8010 Non Benefit Employees	85,997	81,787	0	0	0	0	0.0
8011 Overtime Pay	728,804	700,731	704,261	704,261	769,803	65,542	9.3
8012 Overtime Subject to PERS	18,120	35,281	0	0	0	0	0.0
8013 FirePolice Post Retirement Medical Benefit	212,340	237,772	286,633	286,633	288,484	1,851	0.6
8014 Position Coverage	332,079	269,163	385,096	385,096	413,313	28,217	7.3
8016 Holiday Sched Pay-SPERS	185,325	213,582	291,862	291,862	311,655	19,793	6.7
8018 PST-Part Time Employees - PARS	424,786	267,508	49,416	49,416	50,890	1,474	2.9
8020 Management Benefit	1,281	0	0	0	0	0	0.0
8024 Personal Dvlpmt Allowance	12,125	13,063	13,000	13,000	13,000	0	0.0
8027 Workers' Compensation	903,541	1,176,681	1,081,751	1,081,751	877,276	-204,475	-18.9
8031 General Liability	107,829	163,969	200,696	200,696	183,215	-17,481	-8.7
8037 Miscellaneous Pay	0	206	0	0	0	0	0.0
8038 PERS-Employee Portion	50,066	43,042	55,184	55,184	53,530	-1,654	-2.9
8039 SPERS-Employee Portion	626,119	681,843	919,704	919,704	996,174	76,470	8.3
8040 PERS-City Portion	17,292	51,047	57,864	57,864	58,960	1,096	1.8
8041 PARS-City Portion	14,422	10,545	1,977	1,977	2,036	59	2.9
8042 SPERS-City Portion	1,605,771	1,490,923	2,098,765	2,098,765	2,345,990	247,225	11.7
8043 FPRS-City Portion	0	6,603	0	0	0	0	0.0
8044 Life Insurance	3,215	4,759	9,985	9,985	10,726	741	7.4
8045 Dental Insurance	59,745	64,877	59,850	59,850	64,009	4,159	6.9
8046 Medicare-City Contributn	100,167	110,840	164,643	164,643	177,208	12,565	7.6
8047 Long Term Disability	44,668	46,212	14,978	14,978	18,235	3,257	21.7
8049 Emp Opt Ben Fd (EOBF)	685,470	782,430	1,036,875	1,036,875	1,110,900	74,025	7.1
8050 Benefits (VHS)	1,283,338	1,214,038	0	0	0	0	0.0
8051 FPRS Retirement	-66	0	0	0	0	0	0.0
8054 Vision Care	92	45	0	0	0	0	0.0
8056 Accrued payroll	66,235	32,732	0	0	0	0	0.0
8058 Benefits Administration	199,063	410,963	0	0	0	0	0.0
*** TOTAL PERSONNEL	14,531,641	15,651,248	17,417,926	17,417,926	18,471,860	1,053,934	6.0
SERVICES AND SUPPLIES							
8101 Materials & Supplies	13,253	35,217	21,977	21,977	21,977	0	0.0
8105 Lease Payments	0	0	16,752	16,752	16,752	0	0.0
8106 Rent Expense	15,297	17,388	0	0	0	0	0.0
8107 Equipment Lease Payments	0	0	0	0	65,000	65,000	0.0
8108 Computer Related Supplies	170	108	0	0	0	0	0.0
8109 Equipt Purchases Under	170	11,632	47,210	47,210	47,210	0	0.0

GRAIL ANALYSIS

MSI:
FUND: General Fund

DEPARTMENT: Police Department
SUB-DEPARTMENT: Field Operations

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
\$10,000							
8110 Outside Printing and Duplicating	87	43	0	0	0	0	0.0
8114 Other Contract Services	58,093	71,140	45,397	45,397	45,397	0	0.0
8115 Consultant Services	-25,094	0	0	0	0	0	0.0
8125 Special Civic Events	100	0	0	0	0	0	0.0
8127 Conferences & Meetings	595	10,113	0	0	0	0	0.0
8128 Mileage	23	0	0	0	0	0	0.0
8129 Education	267	0	0	0	0	0	0.0
8130 Training Costs	2,802	0	0	0	0	0	0.0
8135 Reference Matls Subscriptions	998	1,592	0	0	0	0	0.0
8137 Gas and Lubricants	0	150	0	0	0	0	0.0
8138 Gas	146	157	0	0	0	0	0.0
8142 Electric	1,882	2,218	2,500	2,500	2,500	0	0.0
8218 Vehicle Rental	11	0	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	68,800	149,758	133,836	133,836	198,836	65,000	48.5
EQUIPMENT							
8504 Equipment	0	0	0	0	374,140	374,140	0.0
8505 Automotive Equipment	0	24,222	135,600	135,600	70,000	-65,600	-48.3
*** TOTAL EQUIPMENT	0	24,222	135,600	135,600	444,140	308,540	227.5
*** SUBTOTAL	14,600,441	15,825,228	17,687,362	17,687,362	19,114,836	1,427,474	8.0
INTERNAL SERVICE CHARGES							
8602 IS-Tenant Improvements	90	0	0	0	0	0	0.0
8605 IS-Housekeeping Serv	263	0	0	0	0	0	0.0
8607 IS-Printing	726	0	0	0	0	0	0.0
8613 IS-Radio and Data Communicatn	0	2,431	0	0	0	0	0.0
8621 IS-Radio - Direct Request	603	1,250	0	0	0	0	0.0
*** TOTAL INTERNAL SERVICE CHARGES	1,682	3,681	0	0	0	0	0.0
*** TOTAL BUDGET	14,602,123	15,828,909	17,687,362	17,687,362	19,114,836	1,427,474	8.0
REVENUE							
6852 Old Pasadena Parking Meter Fund Transfer	287,446	301,693	313,661	313,661	328,707	15,046	4.7
9165 General Fund-Unspecified	13,998,842	15,527,216	17,373,701	17,373,701	18,786,129	1,412,428	8.1
9168 Burglar Alarm Fines	315,835	0	0	0	0	0	0.0
*** TOTAL FUNDING	14,602,123	15,828,909	17,687,362	17,687,362	19,114,836	1,427,474	8.0

MSI:
FUND: General Fund

DEPARTMENT: Police Department
SUB-DEPARTMENT: Strategic Services Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	76.800	75.800	75.800	75.800	79.800	4.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	76.800	75.800	75.800	75.800	79.800	4.000	
PERSONNEL							
8005 Regular Pay - PERS	2,948,157	2,936,830	4,071,643	4,071,643	4,439,122	367,479	9.0
8008 Regular Pay-SPERS	290,863	237,851	219,543	219,543	232,003	12,460	5.6
8010 Non Benefit Employees	0	22,797	0	0	0	0	0.0
8011 Overtime Pay	95,395	69,905	76,070	76,070	91,811	15,741	20.6
8012 Overtime Subject to PERS	110,763	102,767	150,041	150,041	154,963	4,922	3.2
8013 FirePolice Post Retirement Medical Benefit	8,339	5,976	6,586	6,586	6,701	115	1.7
8014 Position Coverage	201,863	245,178	130,198	130,198	134,017	3,819	2.9
8016 Holiday Sched Pay-SPERS	0	5,353	0	0	0	0	0.0
8018 PST-Part Time Employees - PARS	18,110	57,647	0	0	0	0	0.0
8023 Auto Allowance	4,512	5,553	4,512	4,512	6,768	2,256	50.0
8024 Personal Dvlpmt Allowance	9,875	9,875	10,750	10,750	10,750	0	0.0
8027 Workers' Compensation	404,784	487,112	462,589	462,589	380,230	-82,359	-17.8
8031 General Liability	48,857	67,878	85,824	85,824	79,410	-6,414	-7.4
8037 Miscellaneous Pay	0	255	0	0	0	0	0.0
8038 PERS-Employee Portion	211,852	218,983	285,014	285,014	310,740	25,726	9.0
8039 SPERS-Employee Portion	33,806	23,537	21,954	21,954	23,200	1,246	5.6
8040 PERS-City Portion	73,695	246,058	298,858	298,858	342,257	43,399	14.5
8041 PARS-City Portion	855	2,393	0	0	0	0	0.0
8042 SPERS-City Portion	80,324	51,384	50,100	50,100	54,637	4,537	9.0
8044 Life Insurance	2,794	2,704	4,292	4,292	4,671	379	8.8
8045 Dental Insurance	30,505	28,095	35,074	35,074	39,132	4,058	11.5
8046 Medicare-City Contributn	42,789	42,965	67,390	67,390	73,253	5,863	8.7
8047 Long Term Disability	19,434	18,256	6,437	6,437	7,940	1,503	23.3
8049 Emp Opt Ben Fd (EOBF)	499,656	504,017	613,950	613,950	730,140	116,190	18.9
8050 Benefits (VHS)	609,809	511,124	0	0	0	0	0.0
8054 Vision Care	24	24	0	0	0	0	0.0
8056 Accrued payroll	17,011	18,956	0	0	0	0	0.0
8057 Defunded Positions	0	0	-60,000	-60,000	0	60,000	-100.0
8058 Benefits Administration	89,258	173,021	0	0	0	0	0.0
*** TOTAL PERSONNEL	5,853,330	6,096,494	6,540,825	6,540,825	7,121,745	580,920	8.8
SERVICES AND SUPPLIES							
8101 Materials & Supplies	272,874	141,161	121,854	121,854	148,354	26,500	21.7
8103 Uniforms	50,199	388	0	0	0	0	0.0
8108 Computer Related Supplies	21,924	1,190	26,457	26,457	21,457	-5,000	-18.8
8109 Equipt Purchases Under \$10,000	28,834	1,829	0	0	0	0	0.0
8110 Outside Printing and Duplicating	528	11,060	11,000	11,000	11,000	0	0.0
8113 Photo Copy Machine Maint	66,466	65,255	62,536	62,536	65,536	3,000	4.7

MSI:
FUND: General Fund

DEPARTMENT: Police Department
SUB-DEPARTMENT: Strategic Services Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8114 Other Contract Services	80,995	76,215	118,834	138,219	118,219	-20,000	-14.4
8117 Data Processing Operations	79,485	75,327	106,500	106,500	106,500	0	0.0
8124 Dues and Memberships	195	164	800	800	300	-500	-62.5
8125 Special Civic Events	245	340	0	0	0	0	0.0
8126 Conf & Mtgs - Comm & Committees	32	0	0	0	0	0	0.0
8127 Conferences & Meetings	4,995	1,766	1,877	1,877	2,600	723	38.5
8129 Education	3,620	563	4,223	4,223	1,000	-3,223	-76.3
8135 Reference Matls Subscriptions	35	0	0	0	0	0	0.0
8136 Library Books	0	63	0	0	0	0	0.0
8137 Gas and Lubricants	108	0	0	0	0	0	0.0
8140 Telephone	50,528	36,011	29,600	44,600	44,600	0	0.0
8141 Refuse Collection	7,881	8,436	7,000	7,000	8,500	1,500	21.4
8142 Electric	12,627	0	0	0	0	0	0.0
8144 Postage	17,604	18,825	18,950	18,950	18,950	0	0.0
8150 Cash Over and Short	-32	0	0	0	0	0	0.0
8218 Vehicle Rental	100	48	0	0	0	0	0.0
8290 Cell Phone Reimbsmnt	-11,212	-6,694	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	688,031	431,947	509,631	544,016	547,016	3,000	0.5
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	6,541,361	6,528,441	7,050,456	7,084,841	7,668,761	583,920	8.2
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	387,452	435,274	477,072	477,072	464,938	-12,134	-2.5
8602 IS-Tenant Improvements	31,890	17,586	20,693	20,693	20,693	0	0.0
8603 IS-Lockshop	3,460	1,688	10,000	10,000	10,000	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	229,728	250,476	252,156	252,156	235,733	-16,423	-6.5
8605 IS-Housekeeping Serv	238,840	231,272	240,436	240,436	207,079	-33,357	-13.8
8606 IS-Floors and Windows	48,972	39,071	43,817	43,817	13,817	-30,000	-68.4
8607 IS-Printing	76,505	65,250	72,705	72,705	72,705	0	0.0
8608 IS-Mail Services	49,216	54,245	61,760	61,760	62,922	1,162	1.8
8609 IS-Telephones	238,924	232,011	220,509	220,509	281,109	60,600	27.4
8611 IS-Application Devel & Support	0	0	25,092	25,092	25,092	0	0.0
8612 IS-PC&Net Service Center	90,292	121,933	105,048	105,048	52,457	-52,591	-50.0
8613 IS-Radio and Data Communicatn	201,839	180,992	254,754	254,754	207,623	-47,131	-18.5
8615 IS-Auto Body Repair	13,431	19,021	12,527	12,527	12,527	0	0.0
8616 IS-Fleet Maint - Equip Maintenance	527,775	514,703	545,432	545,432	550,232	4,800	0.8
8617 IS-Fleet Maint - Equip Replacement	661,722	682,401	705,534	705,534	725,884	20,350	2.8
8618 IS-Fleet Fuel/Lubricant	280,666	338,003	320,309	320,309	337,109	16,800	5.2

MSI:
FUND: General Fund

DEPARTMENT: Police Department
SUB-DEPARTMENT: Strategic Services Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8620 Bldg Preventive Maintenance	139,348	151,952	151,952	151,952	139,093	-12,859	-8.4
8621 IS-Radio - Direct Request	10,477	7,082	17,000	17,000	17,000	0	0.0
8622 IS-Telephone - Usage	81,829	87,882	109,412	94,412	94,412	0	0.0
8623 IS-PC Training	0	0	5,122	5,122	5,122	0	0.0
8624 IS-Enterprise Network	386,646	446,918	443,703	443,703	511,404	67,701	15.2
8632 IS-GIS (Geographic Info)	82,361	5,485	6,574	6,574	4,710	-1,864	-28.3
8641 IS-MS Licensing	0	42,771	41,926	41,926	42,058	132	0.3
*** TOTAL INTERNAL SERVICE CHARGES	3,781,373	3,926,016	4,143,533	4,128,533	4,093,719	-34,814	-0.8
*** TOTAL BUDGET	10,322,734	10,454,457	11,193,989	11,213,374	11,762,480	549,106	4.8
REVENUE							
9165 General Fund-Unspecified	10,322,734	10,208,691	10,840,134	10,859,519	11,505,801	646,282	5.9
9168 Burglar Alarm Fines	0	245,766	353,855	353,855	256,679	-97,176	-27.4
*** TOTAL FUNDING	10,322,734	10,454,457	11,193,989	11,213,374	11,762,480	549,106	4.8

**DEPARTMENT
SUMMARY**
Public Health

Mission Statement

The Pasadena Public Health Department exists to ensure and promote a healthy community with healthy people and to work with others to assure opportunities for optimal health for present and future generations. Health is broadly defined to mean both the absence of disease, and the presence of well-being -- physical, social, economic, mental and spiritual. The Public Health Department provides legally mandated services, enforces the state Health and Safety Code, and administers other policies, statutes, regulations and programs that promote quality of life, community health, and well being.

Program Description

Public health is an organized community-wide effort. When successfully practiced, it is largely invisible. As guardians of the public's health, the Pasadena Public Health Department (PPHD) provides many imperceptible activities that promote the health of individuals and the community and protect citizens from illness, injury and environmental hazards. As one of only three city-based health jurisdictions in the State, PPHD is able to be more responsive to local and community health issues. To accomplish the fundamental functions of health assessment, health assurance, and policy development, the Department provides highly visible public health programmatic and clinical services. Tailored to the unique characteristics and assets of Pasadena, the scope of services spans the ten essential public health services, which are national standards that define public health practice:

1. Monitor health status to identify community problems.
2. Diagnose and investigate health problems and health hazards in the community.
3. Inform, educate, and empower people about health issues.
4. Mobilize community partnerships and action to identify and solve health problems.
5. Develop policies and plans that support individual and community health efforts.
6. Enforce laws and regulations that protect health and ensure safety.
7. Link people to needed personal health services and assure the provision of health care when otherwise unavailable.
8. Assure a competent public health and personal health care workforce.
9. Evaluate effectiveness, accessibility, and quality of personal and population-based health services.
10. Research for new insights and innovative solutions to health problems.

Working with a host of local and regional partners and stakeholders, the Department champions interventions and strategies that resolve public health problems and create long term, sustainable improvements in community health.

Departmental Relationship to City Council Goals:

The Department is comprised of five divisions engaged in public health activities that support the accomplishment of major citywide goals. Since public health encourages comprehensive approaches to community issues, the Department provides leadership, engages in partnerships, and develops and supports policies that facilitate attainment of City Council priorities. The Department also strives to achieve outcomes in support of local, state and national public health goals. Listed below are examples of achievements related to two City Council priorities.

• **Protect and Enhance Neighborhood Vitality and Livability**

1. The Department actively supports the Community Health Alliance of Pasadena (CHAP). Senior managers collaborated to improve services for prenatal and pediatric patients and initiated shared information systems to support the CHAP expansion plans, leverage limited resources and maximize reimbursements.

2. The MAP Campaign, a strategic planning effort to improve community health and quality of life, developed and implemented its first year Community Health Action Plan, based on the community's highest ranked priorities: 1) Increasing Access to Health & Social Services; 2) Integrating Wellness and Healthy Lifestyles in the Community; 3) Improving Workforce Development in Public Health and Healthcare; and 4) Engaging Youth and Community in Civic Participation. The MAP Campaign, along with the MAP Community Health Action Plan, integrates with City and community strategic planning efforts currently underway.
3. The Environmental Health Division participated in the development of the Green City Action Plan by submitting a plan to address the reduced use of toxic chemicals by the City and to promote locally grown organic foods.
4. As an early implementer of smoke-free parks, the City of Pasadena's Tobacco Control Program continues to respond to requests from other cities and communities for technical assistance on our efforts to improve outdoor quality of air. Additionally, as a result of successful outcomes from collaborative efforts with two multiple-unit homeowners association groups interested in establishing voluntary 100% smoke-free policies for their multiple-unit buildings, other area Home Owners Associations and tenants have contacted the program for additional information on implementing similar efforts in their buildings or complexes.

- **Assure a Safe and Secure Community**

1. The Pasadena Public Health Department's Bioterrorism and Emergency Preparedness Project continued to work with city departments, community organizations, businesses, schools, faith based organizations, residents, and other partners to prepare the local area for public health emergencies or acts of bioterrorism. Grant funds supported the development of preparedness and response plans, education and outreach materials, enhanced surveillance tools, additional emergency equipment, medical supplies, and stockpiles of medications. Strengthening our local area preparedness ensures that our communities remain vital and are able to respond appropriately and in a coordinated effort to minimize the impact of a potential public health disaster.

- **Protect and Enhance Pasadena's Economic, Ethnic and Cultural Diversity**

Public Health Department staff continue to partner with area youth in order to integrate public health and youth leadership.

1. The MAP Campaign, in collaboration with regional youth coalitions, helped to launch the 2006 Youth Summit, training over 130 youth to be leaders and participants in the Neighborhood Connections conference and in other community efforts.
2. Partnering with the Blair Health Academy during April's National Public Health Week, the Department raised awareness among students about the public health field and career opportunities. Over 45 students participated in a series of weeklong activities, including a display case contest at the Department and a special "Public Health 101" school assembly with public health staff.
3. Over the past year, the Department has provided practical, program-level internship opportunities to 30 youth interns, including high school, college and graduate level students.

Major Accomplishments

In addition to the activities detailed above, examples of other major accomplishments are discussed in the program summary sections of the Department Division descriptions that follow.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	93.14	109.40	104.27	116.37	103.65
Appropriations	10,727,069	11,430,250	12,300,359	13,106,072	12,829,997
Sources by Category:					
Building Licenses & Permits	38,700	38,700	39,000	39,000	30,000
Charges For Services	983,160	1,024,762	914,751	973,402	785,710
Charges For Services-External	44,000	44,000	44,000	44,000	44,000
Federal Grants Direct	5,000	895,328	90,619	90,619	0
Federal Grants indirect State	3,728,399	3,832,723	4,016,930	4,862,468	4,568,184
Use of Fund Balance	0	0	197,534	197,534	0
Intergovernmental-Local	27,233	27,233	26,925	26,925	27,233
Miscellaneous Revenue	138,244	105,423	812,235	812,235	957,941
Non Bldg Licenses & Permit	592,000	632,475	670,380	670,380	619,622
Operating Transfers	1,020,361	1,049,561	1,007,114	1,007,114	1,086,985
Sales Tax	926,157	644,942	644,290	644,290	869,998
State Grant Direct	433,144	441,004	434,920	434,920	436,478
State Non Grant Direct	2,649,548	3,583,217	3,401,661	3,437,898	3,403,846
Total Sources	10,586,946	12,319,368	12,300,359	13,240,785	12,829,997

Departmental Results Statements

Result 1: Healthy mothers who deliver healthy babies.

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 1.1 Infant mortality rates					
A. The overall infant mortality rate for PPHD prenatal clients is less than 4.0 per 1,000 births in 2007, as compared to Pasadena's overall infant mortality rate of 1.6 per 1,000 births in 2005.	1.5	4.0	100%	4.0	4.0
B. The infant mortality rate for African-Americans in PPHD's Black Infant Health program is less than 11 per 1,000 births in 2007, as compared to Pasadena's 5-year average (1997-2001) African-American infant mortality rate of 13.6 per 1,000.	0	11	100%	11	11
Measure 1.2 Low birth weight rates					
A. The overall low birth weight rate for PPHD prenatal clients is less than the Healthy People 2010 goal of 5%, as compared to Pasadena's low birth weight of 2.6 in 2005.	3.6%	5%	100%	5%	5%

Public Health

		FY 2006			FY 2007	FY 2008
		Actual	Target	% Target	Target	Target
	B. The low birth weight rates for African-Americans in PPHD's Black Infant Health program is less than 11% of PPHD's live births in 2006, as compared to Pasadena's overall African-American low birth weight rate of 10.7% in 2004.	9.8%	11%	100%	11%	11%
Measure 1.3 Access to care.						
	A. 95% of PPHD's new prenatal clients will receive an initial appointment within two weeks of request.	98%	95%	100%	95%	95%
Measure 1.4 Breastfeeding rates						
	A. The overall postpartum breastfeeding rate for PPHD's WIC clients is 38% as compared to the State of California's WIC program rate of 34%.	39.2%	38%	100%	38%	38%
Result 2: Increase the proportion of persons with health insurance.						
Measure 2.1 Health insurance enrollment and retention.						
	A. PPHD will enroll 1,600 children, youth and their parents in free or low cost health insurance.	1,762	1,600	100%	1,600	1,600
	B. PPHD will assist 500 children, youth and their parents to retain their current health insurance program.	428	500	86%	500	500
Result 3: No occurrence of preventable disease in Pasadena residents.						
Measure 3.1 Incidence rate of preventable disease						
	A. The number of tuberculosis cases in Pasadena per 100,000 in 2008 is 11 or less compared to the 2006 rate of 14.	11 per 100,000	11	100%	11	11
	B. 90% of persons exposed to active tuberculosis cases will be identified, followed and screened to prevent additional cases of tuberculosis.	95%	90%	100%	90%	90%
	C. The number of reportable sexually transmitted disease cases in Pasadena per 100,000 in 2007 is 200 or less compared with 243 in 2006.	33	200	100%	200	200

Public Health

		FY 2006	FY 2007	FY 2008	Target
		Actual	Target	% Target	Target
D. 80% of locatable contacts to reported priority sexually transmitted disease will be identified, followed, screened and treated to prevent additional cases of sexually transmitted disease.		85%	80%	100%	80%
Result 4: Youth (11 to 17 years old) live a tobacco-free lifestyle.					
Measure 4.1 Retailer compliance					
A. Achieve a Tobacco Control Program sales to minors compliance rate of 95%		91%	95%	96%	95%
Measure 4.2 Retailer signage compliance					
Result 5: Pasadena restaurants will be clean and safe for residents to dine.					
Measure 5.1 Restaurant cleanliness					
A. 87% of all restaurant inspections will receive a score of 90 points or higher, as compared with 84% for restaurants inspected that are inspected by the County of Los Angeles Department of Health Services.		92%	87%	100%	87%
Measure 5.2 Incidence of food borne illness involving restaurants.					
A. The number of food borne illness cases involving two or more individuals is two or less per quarter during FY 2007.		2	8	100%	<=8
Measure 5.3 Safe food handling					
A. Thirty food service workers will be provided food safety training on a quarterly basis under the Food Safety Recognition Program.		174	160	100%	120
Measure 5.4 Critical Risk Violations					
A. 93% of food establishments inspected will have no critical risk violations that may lead to food borne illness		New for fiscal year 2008			93%
Result 6: The Community is receiving responsive, high-quality Pasadena Public Health Department services.					
Measure 6.1 Environmental Health					
A. 95% of non-emergency environmental health complaints will be handled within one business day.		94%	95%	99%	95%
B. 95% of emergency environmental health complaints will be handled within one hour.		98%	95%	100%	95%
Measure 6.2 Department-wide					

Public Health

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
A. Of those community members receiving PPHD services who receive randomly distributed postcard surveys, 85% who reply will respond that they were "satisfied" or very "satisfied" with the service received. (Minimum of 3,000 cards to be distributed annually)	93%	85%	100%	85%	85%
Result 7: The public has a growing awareness of the City of PPHD as a local resource.					
Measure 7.1 Outreach and follow-up					
A. 55% of respondents to the Pasadena Residents Survey indicating awareness of PPHD infectious disease control and immunization services.	47%	55%	85%	55%	55%

Fiscal Year 2008 Budget Highlights

During fiscal year 2008, the Department will continue its interdisciplinary approach to identifying and solving public health problems in the face of increasing costs and declining resources with input from the MAP Campaign and the Pasadena Healthcare Consortium. Greater emphases will be placed on working with numerous partners to implement and fund effective service delivery strategies and alternatives for the medically underserved; expanding partnerships and seeking new funding sources to sustain long-term health improvement efforts and to underwrite rising core operating costs; leveraging support, relationships and assets to more effectively accomplish the public health mission.

- *Cost Changes:* Total appropriations have decreased 2.5% to \$12,829,997. The Public Health Fund remains balanced; however, estimated appropriations from individual revenue sources continue to be volatile.
- *FTE Changes:* As a result of change in selected programs and resources, total FTEs have decreased by a net 12.72 FTEs. The decrease is comprised of limited term, grant funded positions.
- *Revenues:* In fiscal year 2008, total revenues are forecasted to balance with expenses.

Future Outlook

PPHD will focus on improving capacity to address the fundamental and essential public health services that ensure a safe and healthy community, including bioterrorism and emergency response capacity. Relying on the strengths and interdependencies among all components of the local public health system, PPHD is better prepared than five years ago; however, additional enhanced public health preparedness is needed due to decades of underfunding. Following the guidance of the Centers for Diseases Control and the Office of Homeland Security, we will continue to build capacity and capability in core competencies, with concentrated attention on pandemic flu planning; staff and provider education and training; public health and medical provider coordination; public health surveillance, detection and epidemiologic investigation and reporting; and risk communication and health information dissemination.

PPHD will continue to pursue other infrastructure goals, such as: (a) increasing community awareness of public health and the Public Health Department; (b) assessing and upgrading public health information systems that facilitate planning, policy development, quality assurance and public health service coordination across the public and private sectors; (c) enhancing academic partnerships that support participatory research projects; (d) workforce development and training; (e) fund development and creative financing of public health efforts; and (e) assessing customer service and methods for maintaining and strengthening service to the community.

Public Health

The MAP Campaign Community Health Action Plan will be driven by and sustained with broad community involvement to attain the vision for the entire public health system. Results and information from MAP will be integrated with City-wide strategic planning efforts.

In light of economic and funding challenges, the Department will concentrate on maintaining essential services while developing and leveraging diverse and sufficient resources to achieve public health goals of the community.

**PROGRAM
SUMMARY**

Administration Division

Mission Statement

The Administration Division supports the Department mission by providing executive and medical direction and leadership to the Department and maintaining an infrastructure that supports and motivates successful planning, evaluation, service delivery and community partnerships.

Program Description

The Division supports and guides the operations of all divisions and programs, facilitating activities that contribute to achieving citywide goals and fulfilling the Department mission. The Division directs the development, planning, financing, administration, staffing and execution of programs, activities, and services that value and support public health and improve community linkages and partnerships. The Administration Division helps establish and communicate the Department vision, and advocates for resources, policy and legislation that facilitate organizational development, high quality, effective service delivery and improved community health status. In addition to general administrative functions and staff, the Division includes three operating programs with a combined budget of \$1,496,055 – fully 51.8% of the Administration Division budget. The Bioterrorism and Emergency Preparedness program develops, coordinates and implements activities to accomplish community-wide preparedness, surveillance, response and recovery objectives. Vital Records is an operating unit of the Administration Division responsible for maintaining permanent vital statistics records, and issuing burial permits and certified copies of birth and death records. The Pasadena Healthcare Link and Consortium provides 24/7 nurse advice, healthcare and social service referrals and appointments and develops, coordinates and implements integrated and coordinated efforts to improve access and services for the uninsured and underinsured. The Division also encompasses billing and cashiering functions and information technology coordination for the Department.

Major Accomplishments

- Facilitated and staffed the Pasadena Healthcare Consortium to fully implement the Pasadena Healthcare Link (PHiL), a call center that provides callers with medical triage nurse advice, social services referrals and appointments with Consortium members. During the first seven months of operation, over 415 callers were provided with nurse triage advice, while 671 calls were received by Care Managers. The Care Managers, located at six Consortium sites, worked closely throughout the year to enhance the referral and information sharing processes. In addition, Care Managers updated and populated the call center database and made follow-up calls to support individuals' efforts access to healthcare and social services. During the past year, the Pasadena Healthcare Consortium strengthened integration of the local healthcare infrastructure to improve access to care for the uninsured and underinsured through better coordinated healthcare services and referrals in the greater Pasadena area. The Consortium focused on sustainability efforts to ensure that this pilot program will continue.
- Fifth year of the Centers for Disease Control (CDC) bioterrorism and emergency response preparedness grant activities were undertaken by the program team including the Health Officer, Epidemiologist, Program Coordinator and Management Analyst, and with the support of senior management staff. The Bioterrorism and Emergency Preparedness Project secured \$344,978 in grants from the Centers for Disease Control and the State of California to prepare Pasadena in the event of a pandemic influenza. Pasadena also received over \$500,000 in federally funded financial assistance through the Center for Disease Control and the United States Department of Homeland Security to address overall planning, enhance disease surveillance and control, improve communication and alert systems, conduct community outreach, develop public risk communication, perform drills and exercises, and train local public health, medical and behavioral health providers.
- Organized Department program participation in 15 community/neighborhood events and 34 community presentations, including the third Public Health Week Collaboration with the Pasadena Unified School District Blair

Public Health

Health Academy.

- Ensured leadership for and provided focused coordination of the MAP Campaign, including reviewing and editing the Community Health Action Plan and facilitating the priority area workgroups to implement the action cycle.
- Guided the department to manage cost increases via staffing reallocations and service realignments, implementing a proactive fiscal monitoring program for timely responses to programmatic and budget changes in order to avoid the need for further cuts.
- Provided leadership and modeled responsiveness to Requests for Proposals in applying for new funding and sustainability funding, reviewing and editing four applications for grants.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	10.90	17.90	17.86	21.11	18.70
Appropriations	1,863,095	2,393,756	2,549,514	2,810,369	2,886,326

Changes From Prior Year

- *Cost Changes:* Decreases in personnel costs are primarily related to the shift of the MAP Campaign from this Division to the Health Promotion and Policy Development Division and elimination of a part time position in the Bioterrorism and Emergency Preparedness program that is no longer supported by the grant funding.
- *FTE Changes:* FTEs will decrease 2.41 as a result of changes in resources and programs.

Future Outlook

In addition to priorities discussed in the Departmental Summary, the Administration Division will coordinate and direct planning, decision making, and execution of strategies to sustain critical public health and safety net services. Staff will work with other stakeholders to assess and monitor urgent care access and identify possible community solutions to unmet need. Administration will continue to identify and implement additional department-wide operational efficiencies to assure optimal budget performance. Exploration into developing and establishing a health indicators/health status data clearinghouse to provide up-to-date, comprehensive and useful data, including neighborhood level data will continue. Ongoing leadership, coordination and oversight for bioterrorism and emergency response preparedness mitigation, planning, response and recovery will be provided. Evaluation results from and changes to the MAP Campaign will be the filter through which future decisions will be made, including funding allocation, program development and program evaluation.

**PROGRAM
SUMMARY**
Environmental Health
Division

Mission Statement

The Environmental Health Division supports the Department mission by influencing, promoting and maintaining a healthy environment, ensuring that all homes are safe and healthy, our air and water are clean, retail food facilities are safe and clean and vector-borne diseases are eliminated.

Program Description

This Division is responsible for enforcing California Health and Safety Codes and Municipal Codes related to all food facilities, street vending of food, public swimming pools, noise control and vector control.

Major Accomplishments

- The Environmental Health Division completed the purchase of a new vector control truck outfitted with up-to-date spray equipment. The new truck will be used in the event of a disease outbreak caused by adult mosquitoes.
- Increased restaurant employee awareness of food safety practices and ensured compliance with State codes by conducting seven food handler training sessions at the Pasadena Community Health Center. Initiated in Fiscal Year 2006, the Certified Food Handler training program awarded food safety certification to fifty-five food workers.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Adopted
FTEs	8.850	8.850	8.870	8.870	8.88
Appropriations	1,789,707	1,885,974	1,921,399	1,923,718	1,990,640

Changes From Prior Year

- *Cost Changes:* Increases in services and supplies contracts and increases to internal service charges are offset by increases in health service realignment funding subsidy.
- *FTE Changes:* FTEs will increase 0.01 as a result of changes in resources and programs.

Future Outlook

In addition to priorities discussed in the Departmental summary, the Environmental Health Division will continue to focus on efforts to improve the health of the community through education and health code enforcement. The Division will continue to strengthen connections with residents to address neighborhood issues, such as animal control and vector control. The Division will begin to implement the Green City Action Plan to reduce the use of toxic chemicals used by the Vector Control program and to promote the increase of locally grown organic foods. The Environmental Health Division will be a major participant in the City's bioterrorism and emergency response preparedness efforts and an integral part of the MAP Campaign.

**PROGRAM
SUMMARY**

Disease Prevention and Control Division

Mission Statement

The Disease Prevention and Control Division supports the Department mission by seeking to improve the health and wellness of Pasadena residents by conducting epidemiological investigations and outbreak control for known and suspected cases of communicable diseases. The Division also provides access to immunizations for vaccine preventable diseases, provides access to medical treatment for communicable diseases, including operation of the HIV/AIDS medical outpatient clinic, and educates the public on safe health practices in order to decrease the incidence of communicable disease in the community.

Program Description

The activities of this Division include: public health field nursing to conduct epidemiological investigation of communicable diseases, counsel and educate infected individuals; tuberculosis control program; sexually transmitted disease surveillance, HIV/AIDS surveillance, testing, education and prevention activities and HIV/AIDS medical outpatient services; public health laboratory testing and analysis; travel and adult immunizations; childhood lead poisoning prevention and treatment; Targeted Case Management; and, improving childhood immunization rates.

Major Accomplishments

- The Targeted Case Management (TCM) program, which assists Medi-Cal beneficiaries in gaining access to needed social, medical, educational and other necessary services, was fully implemented by the Public Health Nurses. These case management services ensure that the changing needs of vulnerable clients are addressed in an on-going manner and that they are provided appropriate choices among varied options to meet daily needs. Through face-to-face encounters the Public Health Nurses assess the needs of the clients; complete a comprehensive service plan with goals that need to be achieved during the provision of case management; provide assistance in accessing services such as: arranging for appointments or transportation to medical, social or educational activities and arranging for translation services to facilitate communication between the client, case manager or service providers; providing linkages, referrals and consultations; providing crisis assistance; and conducting periodic review of the client's progress. Some of the successes that the PHNs have encountered in the provision of TCM are: averting the removal of a newborn from the mother by Family Protective Services due to improved mothering skills after being referred to parenting classes; co-managing of a client with mental health issues that ensured a safe delivery and environment for the newborn through maintenance of her psychotropic treatment regimen; and the safe haven provided in a shelter to a pregnant client who was a victim of domestic violence. These successes are further rewarded through a financial gain from the Federal government that matches 50% of these billable Medi-Cal visits. Further expansion of the program will be achieved upon successful recruitment and retention of qualified PHNs.
- The Pasadena HIV Counseling and Testing Program initiated "Testing On Demand" in September of 2006 to increase accessibility of HIV testing services in Pasadena. This effort was in response to an assessment that indicated a local need as well as to the Centers for Disease Control's (CDC) initiative to broaden HIV testing nationwide. To accomplish this goal, time was increased by adding a part-time test counselor and increasing the testing hours for existing test counselors. On-site HIV testing was increased from four hours per week to thirty-six hours per week. While offering Testing On Demand (TOD), the Program has also maintained regular testing services at partnering agencies such as Impact House, the Pasadena Recovery Center, the AIDS Service Center, Pasadena City College, Grandview Foundation, Casa de Las Amigas residential substance abuse recovery home for women, and California Drug Consultants and Union Station. Since TOD implementation, the Program has experienced an increase of over 200% in HIV tests conducted. For the first six months of calendar 2006, 282 rapid HIV tests were conducted with an average of 47 tests per month. From July through December of 2006, the

Public Health

number of tests conducted totaled 646, an average of 108 tests per month. The Program has also targeted at-risk groups in response to the CDC statistics in 2005, which showed that 68% of people diagnosed with HIV/AIDS were people of color. Of those tested at PPHD in 2006, 63% were people of color (15% African-American, 15% Asian/Pacific Islander and 33% Latino).

- Despite early season alarms about possible flu vaccine shortage resulting from an anticipated manufacturing shortage, staff organized an effective campaign to reach at-risk residents and healthcare workers. The available vaccine supply was more than sufficient and community education and vaccine distribution were facilitated in collaboration with other community-based agencies.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Adopted
FTEs	31.24	35.60	29.94	36.44	30.02
Appropriations	3,095,758	3,389,169	3,350,753	3,763,116	3,490,066

Changes From Prior Year

- *Cost Changes:* Decreases in personnel costs due to reductions in grant funded programs.
- *FTE Changes:* FTEs will decrease by 6.42 as a result of changes in resources and programs.

Future Outlook

In addition to priorities discussed in the Departmental Summary, the Communicable Disease Prevention and Control Division will continue to vigilantly monitor the health status of the community, stay abreast of new developments or current trends in bioterrorism and emergency preparedness, focus on needs identified in the 2002 Quality of Life Index, the evolving Healthy People 2010 goals and the MAP Campaign. The continued threat of bioterrorism, anticipated Pandemic Influenza, and advent of Extremely Resistant Tuberculosis are shaping and shifting the practice of public health by demanding increased capacity to perform expert communicable disease surveillance and monitoring, meeting adequate surge capacity needs, and expanding community collaborations. Through improved case management services, staff will: provide continuity of care for low-income clients, disenfranchised clients, the elderly, the homeless, and individuals with chronic diseases; contribute to decreased mortality and morbidity among vulnerable target populations; and, generate sustainable funding for potential program expansion. Through on-going community partnerships, the Division will work collaboratively to assure and/or provide the necessary immunizations throughout the life span from birth to senior years and ensure that vaccine-preventable diseases are abated. The Travel and Adult Immunization Clinic will further enhance marketing and outreach efforts to the surrounding communities and increase service hours to meet the needs of travelers and keep adults up-to-date with their immunization status. Staff will emphasize increasing compliance among Long Term Care Facility (LTCF) healthcare workers in taking the annual flu vaccine since they provide direct service to the elderly and immune-compromised; the current compliance rate among LTCF healthcare workers in California is 40%. The Childhood Lead Poisoning Prevention Program will work closely with the City's Housing Division to proactively address the threat of lead poisoning among the very young vulnerable population through joint grant seeking efforts for lead abatement in the community's older homes.

**PROGRAM
SUMMARY**

Maternal and Child Health
Division

Mission Statement

The Maternal and Child Health Division (MCH) supports the Department mission by providing outreach and access to health services and related clinical and referral services for low-income pregnant women, their infants, children and families in order to decrease maternal and child morbidity and mortality in the city.

Program Description

This Division provides clinical services, outreach and education and operates the Women, Infants and Children (WIC) nutrition program to improve maternal and child health in the community. The Division also provides consultation and certification to other community providers of comprehensive prenatal services and child health disability prevention services, and participates in a community Health Access Task Force which works to address the issue of uninsured or underinsured children in our community.

Major Accomplishments

- All clinical staff in this Division were cross trained in order to provide more comprehensive services to women and children through the MCH Clinic. The Clinic implemented a practice management system (an electronic software system) to efficiently schedule clients, create a client database with contact and demographic information and facilitate accurate medical billing. The new appointment system decreased client wait time substantially and client information is now easily accessible electronically versus pulling patient files.
- The Child Health Disability Prevention (CHDP) program reorganized in order to better comply with State standards for funding. With a Public Health Nurse as the lead, the program has the expert guidance to ensure that the local participating pediatric providers (currently numbering 21) meet the State requirements which result in quality care. Program capacity was further enhanced by the addition of a Community Services Representative III to increase and standardize health insurance outreach efforts within the CHDP Gateway program.
- The Black Infant Health (BIH) Program created and initiated an employment program in partnership with Vons/Safeway Corporation. Over twenty-one women were assisted through the application and interview process. BIH staff coordinated with Vons Human Resources department to conduct the interviews at PPHD so that babysitting and support would be available to the applicants. Eleven women were hired on the spot to work in various positions in stores throughout Pasadena. BIH continues to work closely with Vons to explore ways to expand this employment partnership to include other local businesses.
- The success of the 10th Annual African American Women's Health Conference underscored PPHD's commitment to model and motivate for healthier lifestyles, a community health priority identified by the MAP Campaign. The purpose of the 2007 health conference was to empower women to care for themselves body, soul and spirit, by providing them with current healthcare information and ideas for healthy lifestyle changes, with the goal of living and leaving a legacy of health for future generations. Over 220 women attended the conference, which included four major presentations, optional breakout sessions and 35 hosted booths.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Adopted
FTEs	31.65	36.63	37.43	39.78	34.25
Appropriations	3,119,177	2,999,197	3,573,918	3,756,472	3,388,516

Changes From Prior Year

- *Cost Changes:* Decreases in personnel costs due to changes in grant funded programs and restructuring of clinical operations.
- *FTE Changes:* FTEs will decrease by 5.53 as a result of changes in resources and programs.

Future Outlook

In addition to priorities discussed in the Departmental summary, the Maternal and Child Health (MCH) Division will undertake the second year of implementing a five-year Maternal Child and Adolescent Health (MCAH) plan to guide overall program and funding decisions by the Division and its collaborating partners. The top issues identified in this plan are: obesity in children, access to healthcare, low birth weight and mental health. These issues will continue to be collaboratively addressed with members of the MCAH Collaborative, which includes the Pasadena Unified School District (PUSD), Young & Healthy Pasadena, the Community Health Alliance of Pasadena (CHAP), Bill Moore Clinic, Huntington Memorial Hospital and the Health promotion and Policy Development Division. MCH Division programs will continue to strengthen coordination efforts with CHAP to provide continuity of services for low-income pregnant women and their infants. In response to Proposition 98, the MCH Division will collaborate with PUSD and Young & Healthy to obtain dental screening for all children entering kindergarten and to identify and obtain resources to ensure these children receive the necessary treatment identified during the initial dental assessment. The Division will continue to partner with the Pasadena Healthcare Consortium and the MAP Campaign to address current and future efforts, such as the PHIL line, towards assisting clients to navigate and access the health care system effectively in the Pasadena community.

**PROGRAM
SUMMARY**

Health Promotion
and Policy Development Division

Mission Statement

The Health Promotion and Policy Development Division supports the Department mission and seeks to improve the health and wellness of the Pasadena community through the promotion of healthy behavior, the development of policies to promote health, assessment of community needs and assets, the mobilization of communities for action, and through monitoring population health status.

Program Description

This Division addresses the broad scope of behaviors and conditions which impact personal and community health issues such as: tobacco, alcohol and other drug use; nutrition and physical activity; and, community safety. The Division facilitates community assessments and planning, coordinates marketing and public information, organizes grant seeking strategies and seeds community-based research and demonstration projects.

Major Accomplishments

In addition to Pasadena Youth Radio, discussed earlier in the Department Relationship to City Council Goals, this Division made progress in a number of programmatic areas:

- The fourth annual session of Healthy Ambitions, an 8-week public health internship program, coordinated in partnership with Blair Academy and NATHA neighborhood group, was held over the summer. A total of 12 students participated in weekly interactive educational sessions and "shadowing" staff in the field, with six students participating in 30 hour/week internships with various public health programs.
- Pasadena Youth Radio (PYR), a pilot project in partnership with Pasadena Unified School District's Blair Health Academy and Waverly High School, was initiated to give students the opportunity to frame and express their thoughts in fun, creative and articulate ways, while giving them needed tools to advocate for themselves on local quality of life issues important to them. Fourteen students participated in the inaugural 10-week session, with youth hosted radio stories and interviews to be streamed on the City website by Summer 2007.
- The Tobacco Control Program staff continue to work closely with the Business License section and Police Department to monitor the Tobacco Retailing Licensing Ordinance implemented last year. Since March 2005, when enforcement of the ordinance began, the illegal sales rate has dropped from a baseline of 20% to a relatively stable rate of 6.0%. Over half of the conducted compliance checks have resulted in zero illegal sales. As one of the first cities to adopt such an ordinance, staff continues to be asked for technical assistance from other communities, including the cities of Los Angeles, Burbank, Sierra Madre and Glendale.
- The Nutrition and Physical Activity (N&PA) program continues to grow, reaching more people with information on eating better and moving more. Nutrition education PACE classes, taught in English and Spanish, reached over 2,000 participants. The program also reached over 18,000 individuals through conferences, health fairs and other outreach events. To help expand program efforts, ten community members and/or agency representatives participated in a train-the-trainer PACE course to serve as future teachers and four students completed internships with the program. On a policy-level, the N&PA provided technical assistance for the planning of the 2006 Adelante Mujer Latina Conference, including menu planning and program topics.
- The Pasadena Recovery Center, one of the longest running substance abuse recovery programs serving the Pasadena community, continues to provide drunk driver/DUI classes, individual counseling, recovery discussion groups and other interventions and supportive-service referrals. The community prevention and recovery program

Public Health

(individual and group counseling) targets individuals who might not otherwise receive recovery services due to an inability to pay. Over 250 clients accessed the Recovery Center in the past year.

- The Division provides assistance to Department programs as well as reviews all public relations and communications materials for all its programs, services and special events. Over the course of the past year, the Division has reviewed over 190 flyers, brochures, newsletters, and other outreach materials with an additional 50 different new materials distributed as parts of media campaign efforts, including news articles, media alerts and press releases and paid advertising (through print, radio, electronic and other media forms). An estimated 145,000 people have been reached with these various health education and outreach communications.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Adopted
FTEs	10.50	10.43	10.17	10.17	11.80
Appropriations	859,332	762,154	904,775	906,874	1,074,449

Changes From Prior Year

- *Cost Changes:* Increases in personnel costs related to shift of the MAP Campaign to this Division from the Administration Division.
- *FTE Changes:* FTEs will increase by 1.63 as a result of the shift of MAP Campaign to this Division from the Administration Division (1.50 FTE) and changes in grant funded programs (0.13 FTE).

Future Outlook

In addition to Departmental priorities, the Health Promotion and Policy Division will continue to pursue funding for projects and activities consistent with its mission and key programmatic areas. Planning for an online update to the Quality of Life Index will be a priority. The Division will continue to take the lead in coordinating department-wide efforts around grant development, convening grant writing teams and providing training and staff to improve outcomes of funding requests. The Division will enhance and expand partnerships with the community and will oversee the MAP Campaign. By periodically evaluating the department's strategic marketing and communications efforts, the Division will continue to help increase visibility of the department and its many programs and services. The Division will also participate in the department's bioterrorism and emergency response preparedness and planning efforts, with a particular emphasis on risk communication and public information dissemination. Policy and program development and evaluation in tobacco control and food security and physical activity will continue.

MSI:
FUND: Health Services Fund
DEPARTMENT: Health Department

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	93.140	109.400	104.070	116.170	102.950	13.220	
NON-REGULAR	0.000	0.000	0.200	0.200	0.700	0.500	
TOTAL EMPLOYEES	93.140	109.400	104.270	116.370	103.650	12.720	
PERSONNEL							
8005 Regular Pay - PERS	4,103,850	4,372,702	6,243,272	6,828,138	6,332,301	-495,837	-7.2
8011 Overtime Pay	19,013	28,974	10,609	10,609	664	-9,945	-93.7
8018 PST-Part Time Employees - PARS	1,409	56,638	7,214	7,214	35,029	27,815	385.5
8023 Auto Allowance	15,459	16,633	15,060	15,231	15,060	-171	-1.1
8024 Personal Dvlpmnt Allowance	24,500	29,494	31,250	31,250	28,900	-2,350	-7.5
8027 Workers' Compensation	234,821	178,780	101,259	110,728	70,677	-40,051	-36.1
8031 General Liability	0	53,104	112,509	123,030	115,277	-7,753	-6.3
8036 Vacation Pay	0	44	0	0	0	0	0.0
8037 Miscellaneous Pay	0	9,392	0	0	0	0	0.0
8038 PERS-Employee Portion	289,272	316,876	437,029	477,969	443,261	-34,708	-7.2
8040 PERS-City Portion	99,977	357,536	464,469	532,658	494,431	-38,227	-7.1
8041 PARS-City Portion	57	2,266	289	289	1,401	1,112	384.7
8044 Life Insurance	3,865	4,042	6,244	6,829	6,333	-496	-7.2
8045 Dental Insurance	40,062	42,544	47,552	53,070	50,165	-2,905	-5.4
8046 Medicare-City Contributn	54,693	59,965	90,679	99,158	91,824	-7,334	-7.3
8047 Long Term Disability	16,378	22,466	9,365	11,608	10,767	-841	-7.2
8048 Child Care Subsidies	60	0	0	0	0	0	0.0
8049 Emp Opt Ben Fd (EOBF)	646,497	721,885	844,668	888,201	893,929	5,728	0.6
8050 Benefits (VHS)	775,157	704,005	0	0	0	0	0.0
8053 Severance Pay	45,067	0	0	0	0	0	0.0
8054 Vision Care	167	370	0	0	0	0	0.0
8055 Health Care Spending	1,604	33	0	0	0	0	0.0
8058 Benefits Administration	109,288	238,313	0	0	0	0	0.0
*** TOTAL PERSONNEL	6,481,196	7,216,062	8,421,468	9,195,982	8,590,019	-605,963	-6.5
SERVICES AND SUPPLIES							
8101 Materials & Supplies	491,012	394,248	431,865	440,593	453,721	13,128	2.9
8103 Uniforms	0	117	0	0	0	0	0.0
8104 Nutrition Education	89	3,089	500	500	500	0	0.0
Materials							
8105 Lease Payments	257,999	258,000	199,473	199,473	199,474	1	0.0
8107 Equipment Lease Payments	207	1,900	0	0	0	0	0.0
8108 Computer Related Supplies	33,462	1,290	2,332	2,332	1,432	-900	-38.5
8109 Equipt Purchases Under \$10,000	52,456	47,495	2,450	2,450	17,450	15,000	612.2
8110 Outside Printing and Duplicating	13,622	16,567	17,755	17,755	17,788	33	0.1
8112 Legal Advertising	1,978	1,113	0	0	0	0	0.0
8113 Photo Copy Machine Maint	12,944	14,563	19,339	19,339	19,740	401	2.0
8114 Other Contract Services	2,349,389	2,247,535	1,842,752	1,857,752	2,080,446	222,694	11.9
8115 Consultant Services	0	68,520	51,000	51,000	20,750	-30,250	-59.3
8117 Data Processing	89	62	0	0	0	0	0.0

GRAIL ANALYSIS

MSI:

FUND: Health Services Fund

DEPARTMENT: Health Department

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
Operations							
8118 Outside Legal Services	51,020	55,707	0	0	0	0	0.0
8124 Dues and Memberships	12,221	13,081	8,995	8,995	11,585	2,590	28.7
8125 Special Civic Events	2,696	3,303	0	0	0	0	0.0
8126 Conf & Mtgs - Comm & Committees	241	0	1,599	1,599	1,600	1	0.0
8127 Conferences & Meetings	55,601	63,510	42,603	47,603	50,056	2,453	5.1
8128 Mileage	23,059	19,045	23,785	26,256	25,263	-993	-3.7
8129 Education	4,513	6,488	4,400	4,400	13,096	8,696	197.6
8130 Training Costs	4,916	1,662	6,415	6,415	11,319	4,904	76.4
8131 Health Grants - Special Needs	20,503	19,014	197,860	197,860	273,341	75,481	38.1
8134 Data Processing Development	8,660	5,372	13,000	13,000	13,000	0	0.0
8135 Reference Mats Subscriptions	1,258	862	4,450	4,450	6,050	1,600	35.9
8136 Library Books	186	723	0	0	0	0	0.0
8137 Gas and Lubricants	114	51	0	0	0	0	0.0
8140 Telephone	341	0	18,357	18,357	16,200	-2,157	-11.7
8141 Refuse Collection	6,116	6,547	6,000	6,000	6,600	600	10.0
8144 Postage	11,383	9,681	17,490	17,490	16,715	-775	-4.4
8150 Cash Over and Short	0	-82	0	0	0	0	0.0
8162 Refund of Funds Held by City	36	0	0	0	0	0	0.0
8177 Program Expenditures	575	3,613	2,200	2,200	2,200	0	0.0
8186 Discounts Lost	0	-254	0	0	0	0	0.0
8187	-2,406	0	0	0	0	0	0.0
8218 Vehicle Rental	349	169	100	100	100	0	0.0
*** TOTAL SERVICES AND SUPPLIES	3,414,629	3,262,991	2,914,720	2,945,919	3,258,426	312,507	10.6
EQUIPMENT							
8504 Equipment	0	0	3,409	3,409	0	-3,409	-100.0
8505 Automotive Equipment	0	60,088	0	0	0	0	0.0
8506 Computer Equipment	0	0	17,144	17,144	0	-17,144	-100.0
*** TOTAL EQUIPMENT	0	60,088	20,553	20,553	0	-20,553	-100.0
*** SUBTOTAL	9,895,825	10,539,141	11,356,741	12,162,454	11,848,445	-314,009	-2.5
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	179,864	186,121	203,994	203,994	198,806	-5,188	-2.5
8602 IS-Tenant Improvements	10,226	8,446	1,550	1,550	500	-1,050	-67.7
8603 IS-Lockshop	285	1,090	1,215	1,215	607	-608	-50.0
8604 IS-Utilities & Insurance - HSEKPING	106,644	107,113	107,821	107,821	100,799	-7,022	-6.5
8605 IS-Housekeeping Serv	144,302	146,237	152,158	152,158	131,049	-21,109	-13.8
8606 IS-Floors and Windows	0	0	2,600	2,600	2,600	0	0.0
8607 IS-Printing	27,054	22,763	28,156	28,156	21,513	-6,643	-23.5
8608 IS-Mail Services	12,049	13,956	17,164	17,164	17,310	146	0.8
8609 IS-Telephones	113,332	117,395	120,620	120,620	151,326	30,706	25.4
8611 IS-Application Devel &	7,975	6,493	1,500	1,500	1,500	0	0.0

GRAIL ANALYSIS

MSI:
FUND: Health Services Fund
DEPARTMENT: Health Department

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
6356 LA Co Alcoholism CAL/Wks	21,473	21,473	19,465	19,465	19,675	210	1.0
6358 HIV Early Intervention 3/99 - 2/00	929,015	933,042	929,015	929,015	933,042	4,027	0.4
6364 Bioterrorism and ER	323,606	348,981	348,981	715,597	411,128	-304,469	-42.5
6378 Motor Vehicle In Lieu Tax	1,389,253	1,989,945	2,165,603	2,109,340	2,030,002	-79,338	-3.7
6394 Medi-Cal Escajeda Clinic	7,000	7,000	7,000	7,000	7,000	0	0.0
6395 Medi-Cal Chest Clinic	7,500	7,500	3,432	3,432	7,500	4,068	118.5
6396 Medi-Cal Immunization	400	400	0	0	0	0	0.0
6397 Medi-Cal Prenatal Clinic	857,815	951,422	931,826	1,024,326	1,137,715	113,389	11.0
6399 Medi-Cal Child Hlh Clinic	75,000	7,000	90,000	90,000	0	-90,000	-100.0
6400 Child Health Disability Prevention (CHDP)	16,000	135,000	16,000	16,000	0	-16,000	-100.0
6401 AIDS Drug Assistant Program (ADA)	10,401	10,401	8,500	8,500	8,000	-500	-5.8
6402 AIDS - A.T.S.	60,000	60,000	60,000	60,000	60,000	0	0.0
6403 State Assistance AB 8 Fun ds	9,500	9,300	9,300	9,300	9,000	-300	-3.2
6416 Immunization Collaboratio	119,000	120,000	90,000	90,000	90,000	0	0.0
6431 Medicare Andrew Esceda Clinic	0	0	0	0	54,629	54,629	0.0
6453 TB Local Assistance	31,316	33,030	33,030	33,030	32,825	-205	-0.6
6454 Lead Prevention Grant	85,237	127,375	120,186	120,186	110,433	-9,753	-8.1
6455 Tobacco Control	150,641	150,000	151,907	151,907	161,879	9,972	6.5
6457 AIDS State Block Grant	34,000	34,000	34,000	34,000	34,000	0	0.0
6458 AIDS- Education Grant	115,306	79,955	79,955	79,955	81,234	1,279	1.5
6470 TB Homeless Grant	8,953	8,953	8,151	8,151	8,416	265	3.2
6473 Chlamydia Grant	7,691	7,691	7,691	7,691	7,691	0	0.0
6559 Alcohol Recovery-Gen Rel	27,233	27,233	26,925	26,925	27,233	308	1.1
6564 Immunization Registry	61,192	35,000	33,333	33,333	23,553	-9,780	-29.3
6568 Healthy Kids	50,000	50,000	50,000	50,000	50,000	0	0.0
6569 Minority Immunization	275,870	264,190	62,333	62,333	0	-62,333	-100.0
6636 Vital Statistics Fees	100,000	113,000	120,000	120,000	123,000	3,000	2.5
6639 STD Clinic Fees	10,000	12,000	0	0	0	0	0.0
6640 HIV Testing Fees	0	5,035	5,448	5,448	26,600	21,152	388.2
6641 Chest Clinic Fees	18,000	18,000	19,000	19,000	18,000	-1,000	-5.2
6642 Child Health Clinic Fees	2,354	5,000	17,000	17,000	0	-17,000	-100.0
6643 Travel Clinic Fees	339,199	394,070	472,459	531,110	422,489	-108,621	-20.4
6644 Alcoholism Fees & Charges	13,899	14,071	4,617	4,617	1,500	-3,117	-67.5
6646 First Offender Program	75,352	86,868	109,012	109,012	91,000	-18,012	-16.5
6685 Vital Statistics Improvmt	17,756	7,740	14,549	14,549	17,308	2,759	18.9
6712 DUI Wet/Reckless AB762	19,538	19,788	0	0	1,500	1,500	0.0
6728 Medicare Adult Vaccines	0	0	0	0	8,000	8,000	0.0
6731 HealthNet Child Health Clinic	0	0	7,000	7,000	0	-7,000	-100.0
6734 Pre Employment Screening	0	0	0	0	960	960	0.0
6736 Pregnancy Testing	0	0	0	0	1,800	1,800	0.0
6752 Services to Water & Power Environmental Health	44,000	44,000	44,000	44,000	44,000	0	0.0
6806 Contributions From GF	1,020,361	1,049,561	1,007,114	1,007,114	1,086,985	79,871	7.9
6969 Property Rental - Misc.	0	0	0	0	12,000	12,000	0.0

GRAIL ANALYSIS

MSI:

FUND: Health Services Fund

DEPARTMENT: Health Department

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
7052 Partnership 4 Pub Hlth In	40,244	0	0	0	0	0	0.0
7054 Miscellaneous Health Revs	91,720	105,423	200,728	200,728	161,419	-39,309	-19.5
9154 Fund Raising - Health	6,280	0	611,507	611,507	784,522	173,015	28.2
*** TOTAL FUNDING	10,585,946	12,319,368	12,300,359	13,240,785	12,829,998	-410,787	-3.1

**DEPARTMENT
SUMMARY
Public Works**

Mission Statement

The Department of Public Works strives to continuously support and improve a world-class quality of life in Pasadena. Using sound management practices, it provides innovative, proactive, and responsive services to its customers— Pasadena's citizens, businesses, visitors, and fellow employees.

The Department is the caretaker of the community's infrastructure. Its goal is to preserve and enhance Pasadena's resources for existing and future generations.

Program Description

The Department of Public Works performs the following services: 1) Maintenance of the City's buildings, facilities, vehicles and equipment; 2) Building security, housekeeping and fleet replacement; 3) Management and oversight (including design, inspection and permit issuance) for the City's capital improvement projects, major remodeling projects, street lights and traffic signal engineering, and design of all park and non-park landscaped areas; 4) Preparation, management and oversight of Pasadena's Capital Improvement Program (CIP) budget; 5) Maintenance and development of the Arroyo Seco for trail, stream and habitat restoration, and the enhancement of active and passive recreation; 6) Maintenance of the City's urban forest, including tree maintenance and planting; 7) Maintenance and improvements of Pasadena's parks; 8) Refuse and recycling collection, street and roadway maintenance, sewer and storm drain cleaning, street lights and traffic signal maintenance, and street painting; and 9) Oversight and construction management of the City Hall seismic retrofit project to ensure the longevity and structural integrity of this historic City building.

Departmental Relationship to City Council Goals:

• **Foster Economic Prosperity**

The Engineering Division fosters economic prosperity by providing design oversight and coordination of the City's infrastructure and capital improvement projects.

The Facilities Capital Projects Division fosters economic prosperity by managing and providing capital project design, overseeing construction for new and major remodeling of City-owned building projects.

• **Protect and Enhance Neighborhood Vitality and Livability**

To address this goal, the Engineering Division: designs roads, bridges, sanitary sewers with sufficient capacity and storm drainage systems to prevent flooded streets; designs traffic signals at appropriate intersections; manages the use of the public right-of-way; and oversees the City's infrastructure and capital improvement projects to assure high-quality and safe public infrastructure.

The Street Maintenance and Integrated Waste Management Division creates neighborhood vitality and livability by providing effective and timely residential and commercial refuse collection and recycling collection, waste reduction planning and programming, street sweeping, and street lights, roadway repair and traffic signal maintenance.

The Parks and Natural Resources Division maintains and trims street trees and manages contracts for the upkeep of median islands.

Public Works

- **Focus on Planning, Programming and Reinvesting in Pasadena's Parks and Open Space**

The Parks and Natural Resources Division maintains the City's urban forest, parks (including the Arroyo Seco) and non-park landscaped areas; develops park master plans to guide the development of improvements at various parks; designs, manages and oversees all park capital improvement projects; and actively seeks funding opportunities to enhance the redevelopment of existing park assets as well as the acquisition or development of new park facilities and open space.

- **Operate an Effective and Cost Efficient Government**

By providing safe and clean workplaces, reliable vehicles and equipment, repairing and constructing public spaces, the Building Systems and Fleet Management Division lays the foundation for City employees to meet City Council's goal of "operating an effective and cost efficient government."

The Finance and Management Services Division supports the City Council goal by producing the City's CIP budget, the Department's operating budget, and insuring proper financial management of the resources provided to the Department; it also tracks legislation related to Public Works which could potentially impact the City of Pasadena.

The Facilities Capital Projects Division manages the City's capital improvement projects in a manner that ensures cost efficiency and quality comparable to private enterprise.

Major Accomplishments

The Department of Public Works accomplished the following during Fiscal Year 2007:

- Substantially completed City Hall and began returning staff and services to the building;
- Completed the Raymond Avenue widening and Raymond Ave to SR 110 connector traffic improvement project;
- Completed the Master Sewer Plan and presented it to the City Council for adoption;
- Renovated athletic fields at Victory Park, Allendale Park, Villa Parke and Oak Grove field in Hahamongna Watershed Park;
- Enhanced park and non-park landscape areas by resurfacing ten tennis courts at John Muir High School and two tennis courts at Grant Park;
- Installed new playground equipment and renovated the picnic area at Allendale Park;
- Completed the Flint Wash Bride Restoration project;
- Presented the Hahamongna Watershed Park Annex Conceptual Plan to the City Council for approval;
- Collected over 16,000 gallons of household hazardous waste, 30,490 pounds of electronic waste and 1,000 batteries;
- Flushed and /or root cut over 336 miles of the sewer collection system;
- Installed the GPS hardware necessary to receive real time data from the residential refuse and recycling trucks; and
- Completed the interior painting of Police Department jail, Robinson Park Center, and Fire Station 38.

Public Works

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Operating FTEs	261.150	261.740	262.780	262.780	267.680
Capital FTEs (Memo only)	94.660	95.570	97.530	97.530	97.630
Total FTEs	355.810	357.310	360.310	360.310	365.310
Appropriations					
Operating	40,808,055	46,089,973	46,565,141	46,651,214	48,926,297
Capital (Memo only)*			10,366,656	10,585,351	10,870,505
Sources by Fund					
General	17,723,901	19,767,785	20,241,576	20,300,130	21,140,880
Gas Tax	541,743	607,549	704,430	704,430	728,072
Refuse	8,050,452	9,188,468	9,171,363	9,184,363	9,792,827
Sewer	1,061,760	1,178,793	1,241,252	1,241,252	1,264,370
Building Maintenance.	6,109,402	6,775,685	6,851,645	6,866,164	7,578,436
Fleet Maintenance	7,320,797	8,571,693	8,354,875	8,354,875	8,421,712
Total Sources by Fund	40,808,055	46,089,973	46,565,141	46,651,214	48,926,297

* For information only, amount not included in total.

DEPARTMENT RESULTS STATEMENTS

Result 1: Private development and capital improvement projects are supportive of Pasadena's strategic vision of growth and sustainability.

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 1.1 Permits issued for City's public right-of-way infrastructure					
A. Number of permits issued for public right-of-way	3,856	1,150	100%	1,150	1,150
Measure 1.2 Responsiveness to the Water and Power Department's permit and plan checking process					
A. Number of permits issues internally to Water and Power Department	653	250	100%	250	250

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	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 1.3 Implementation of the City's capital improvement program (Public Works Projects only)					
A. Number of active capital projects					Pending adoption of FY 2008 CIP budget
Number in design stage	31	31	100%	31	
Number in construction stage	70	70	100%	70	
B. Percent of Projects on schedule per CIP Workplan	90%	90%	100%	90%	90%

Result 2: City maintained parks and open spaces beautify Pasadena and are safe, functional and durable.

Measure 2.1 Maintenance of City parks					
*A. Percent of restrooms cleaned twice a day					100%
*B. Percent of park areas on which trash pickup occurred on a daily basis					100%
*C. Percent of turf area mowed weekly					100%
*D. Percent of playground inspections completed monthly					100%
Measure 2.2 Restoration of park trails					
A. Number of linear feet of trails restored	8,165	600	100%	600	600
Measure 2.3 Maintain and enhance City trees					
A. Number of tree prunings conducted (all prune types)	16,245	15,500	100%	15,500	15,500

Result 3. City buildings and facilities are safe, modern and aesthetically pleasing.

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 3.1 Perform maintenance and repair of City buildings					
A. Percent of total structural maintenance work orders completed	95%	95%	100%	95%	95%

Public Works

	FY 06			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 3.2 Annual CIP Building Maintenance Workplan					
A. Percent of the annual capital Building Maintenance Workplan Projects completed	88%	100%	88%	100%	100%
Measure 3.3 Level of satisfaction with the quality of housekeeping services for City-maintained buildings and facilities					
A. Percent of customers satisfied with Housekeeping services	94%	90%	100%	90%	90%

Result 4: Pasadena's residents, business and visitors benefit from refuse collection, parks, and street cleaning services that reflect a world-class quality of life.

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 4.1 City streets are well maintained					
A. Miles of streets slurried	15	14	100%	10	10
B. Miles of streets resurfaced	3.80	3	100%	3	3
C. Number of sidewalk elevation repairs completed	526	1,500	35%	1,500	1,500
D. Percent of curb miles swept bi-weekly	97%	100%	97%	100%	100%
E. Percent of curb miles swept per enhanced sweeping schedule (Enhanced curb miles swept above and beyond the normal bi-weekly schedule)	77%	100%	77%	100%	100%
Measure 4.2 Sewers and storm drains are well maintained					
A Linear feet of sewer pipe repaired/replaced	4,087	2,500	100%	2,500	5,000
B. Linear feet of pipe cleaned/flushed	1,751,014	1,636,800	100%	1,636,800	1,636,800
C. Number of sewer spills (does not include private property spills)	7	0	n/a	0	0
Measure 4.3 Streets are sufficiently lit for traffic and pedestrian safety					
A. Number of new street lights installed	106	190	56%	190	190

Public Works

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 4.4 Efficient trash and recycling collection that reduces the City's waste stream					
A. Number of tons of curbside recycling collected	9,869	11,500	86%		
B. Number of tons of waste disposed	43,959	61,500	71%		
C. Percent of waste diverted from landfills	56%	54%	100%		
*A. Number of tons recycling collected (Includes all City-managed programs).				139,070	139,070
*B. Number of tons of waste disposed (Includes all City-managed programs).				115,900	115,900
*C. Calif. Integ. Wst. Mgmt. Board Certified percent of waste diverted from landfills (Includes City and non-City managed programs).				56%	56%

Result 5: City vehicles provide safe, reliable and cost-efficient support for municipal programs and services.

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 5.1 Provide customers with a basic level of service vehicles					
A. Percent of City service fleet vehicles available (Police, Fire, Street Sweepers and refuse)	92%	90%	100%	90%	90%

*New targets for FY 2008

Changes from Prior Year

- Cost Changes:** The net increase of \$2,275,083 is attributable to: higher personnel costs for negotiated salary and benefit changes including equity adjustments for the classification of engineers (\$910,247); an increase in contract service adjustments (\$290,395); added budget enhancements for all funds (\$1,125,065); the elimination of a one-time cost in equipment for an Easement Machine in the Sewer Maintenance Program (\$40,000); citywide internal services rate adjustments excluding an internal service enhancement that is discussed separately below (\$15,865); and General Fund budget reductions (\$26,489). The details for these cost changes are provided separately below.

The following contract adjustments were included in the Services and Supplies category: \$179,140 increase in landfill disposal for the residential and commercial collection operations; \$53,185 increase for park

Public Works

restrooms cleaning and landscape maintenance at the Norton Simon Museum; \$37,863 for the Used Oil Recycling Block Grant; \$11,000 with Truecycle for services to hold electronic waste collection events in the City; \$33,107 increase in the housekeeping contract cost; and the elimination of a one-time cost of \$23,900 to inspect/record sewer line and storm drain collection system via closed circuit TV.

The following General Fund budget enhancements were added for fiscal year 2008: a net increase of \$10,018 for a 1.0 PW Crew Supervisor II instead of a paid contractor to supervise & direct contract work on landscaping including contracts that were under the auspices of Water & Power and Transportation (net increase of \$18,368 for Water & Power and \$3,182 for Transportation); \$54,678 increase in water and refuse collection usage for the Vina Vieja park, the Hahamongna Annex and the Karl Johnson Field; \$131,306 for 2.0 PW Maintenance Worker II to be fully reimbursed by the Prop A Maintenance and Servicing Fund; \$75,000 to purchase a mid-size tractor for the Hahamongna Watershed Park from 2006 Equipment Lease Line of Credit Financing and \$13,000 in debt service to repay the financing; \$5,000 increase in contract maintenance cost for the Arlington Garden; a one-time cost of \$30,000 to enhance the irrigation system by providing lateral lines, irrigation valves and sprinkler heads at the Arlington Garden; \$20,000 in maintenance cost for the recent installation of five In-Roadway Warning Lights (IRWL) systems in the Street Light/Traffic Signals program; and \$20,000 for contract maintenance for repair and maintenance of fire station apparatus doors.

Additionally, the following Non-General Funds items were added to the Public Works Department: \$45,400 in Refuse Funds to replace rusted out trash metal bins with plastic bins; \$24,000 to cover telemetry communication costs associated with the new refuse asset tracking system; \$18,000 in Refuse Fund to purchase two auto tarpers to cover the tops of roll off trucks as required by law; \$132,723 to cover the interest and principal payment on debt service for refuse vehicles; \$267,422 in Building Maintenance Funds to restore 13,065 annual service hours to the housekeeping contract upon the return to City Hall plus \$32,824 in the utilities account for green power at City Hall; \$210,827 in Building Maintenance Funds for a net increase of 2.0 positions (see FTE Changes) as well as \$28,000 for a utility truck including \$6,867 in internal service charges related to fuel and maintenance cost for the truck.

The following changes were included for fiscal year 2008 as part of General Fund reductions: \$18,877 decrease for the downgrade of 1.45 FTE Senior Engineer Aides to Engineering Aides; \$7,612 for the transfer of a 0.10 FTE from the General Fund to Capital Projects; and \$3,104 increase in abatement transfers to the General Fund from the Refuse, Sewer, and Building and Fleet Funds. In addition, a rebate of \$250,646 from the Fleet Equipment Replacement Reserve to the General Fund (\$211,958) and other funds (\$38,688) is included for fiscal year 2008 as Interfund Transfers. The City has been replacing its fleet vehicles at a less frequent rate based on longer vehicle life span than anticipated by the replacement schedule.

- *FTE Changes:* 1.0 Public Works Crew Supervisor II and 2.0 FTE Public Worker Maintenance Worker IIs were added to the Parks and Natural Resources Division. A 1.0 Senior Auto Technician, 1.0 Automation Technician, and 1.0 Electrician were added to the Building Maintenance program. A 1.0 Heating and Refrigeration Technician was eliminated to offset the cost for the Automation Technician. Additionally, a 0.10 Operation Assistant position was transferred to Capital projects and 2.0 budgeted Senior Engineer Aide positions were changed to 2.0 Engineering Aides in the Engineering Division.

**DIVISION
SUMMARY**

Finance and Management Services

Mission Statement

The mission of the Finance and Management Services (FMS) Division is to provide timely, high-quality financial and management reports, information and support services. Further, it helps the Department of Public Works meet its primary goal of serving the citizens of Pasadena.

Program Description

The FMS Division provides the following services: 1) Production of the Department's operating budget and monthly revenue and expenditure reports; 2) Preparation of the City's Capital Improvement Program budget; 3) Projection and monitoring of department revenues; 4) Maintenance and administration of employee personnel files, reports and information; 5) Processing of purchasing-related documents and monitoring of purchase order balance status; 6) Procurement and management of information technology resources and training of staff on software; 7) Monitoring of state and federal legislation that may impact the Department of Public Works; 8) Centralized word-processing for the Department and other City officials; and 9) Preparation of miscellaneous reports, studies and analysis as needed.

Major Accomplishments

During fiscal year 2007, FMS provided the following financial, management and administrative support: 1) Prepared the Department's fiscal year 2008 operating budget; 2) Prepared the fiscal years 2008-2012 Capital Improvement Program budget; 3) Provided financial information to the Department's divisions; 4) Prepared and distributed the Department's Annual Report; 5) Managed the Public Works department's return move to City Hall; and 6) Managed the department's conversion from manual timecards to the City's automated payroll system.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Operating FTEs	4.750	4.590	4.540	4.540	4.540
Capital FTEs (Memo only)	8.250	8.410	8.460	7.460	7.460
Total FTEs	13.000	13.000	13.000	12.000	12.000
Appropriations	440,965	503,909	543,837	543,837	593,586
Capital (Memo only)*	-	-	793,017	729,942	732,583
General Fund	440,965	503,909	543,837	543,837	593,586

* For information only, amount not included in total.

Changes from Prior Year

- *Cost Changes:* The net increase of \$49,749 is attributable to negotiated salary and benefit rate adjustments (\$14,427) and an increase in internal services adjustments related to Building Maintenance, Mail Services and Information Technology (\$35,322). Additionally, an interfund transfer of \$3,104 in increased abatements from the Refuse, Sewer, and Building & Fleet Funds was allocated to the Finance and Management Services General Fund program.

Future Outlook

The FMS Division will continue to provide the Department with the requisite support services to ensure that the Division meets its ultimate goal of serving the City's citizens and customers. FMS provides integral support services with high quality division management reports and key division program revenue and expenditure reports.

**DIVISION
SUMMARY**

Engineering

Mission Statement

The mission of the Engineering Division is to ensure quality design, oversight, construction and renovation of the City's infrastructure to secure a high quality of life for Pasadena's residents, businesses and visitors.

Program Description

The Engineering Division performs the following services: 1) Design of roads and bridges; 2) Installation of traffic signals at appropriate intersections; 3) Design of sanitary sewers with sufficient capacity and storm drainage systems to prevent flooded streets; 4) Management of the use of the public right-of-way through issuance of permits and imposition of conditional requirements on individuals and parties wishing to access the public right-of-way; 5) Design oversight and coordination of the City's infrastructure/capital improvement projects to assure high-quality and safe City infrastructure; and 6) Post-design engineering work, surveying, project inspection and contract administrative functions for capital improvements.

Major Accomplishments

The Engineering Division accomplished the following during fiscal year 2007: 1) Completed the Lake Avenue right turn lane at Walnut Street; 2) Completed the California Boulevard right turn lane at Raymond Avenue; 3) Completed the Raymond Avenue Widening project; 4) Completed the Raymond Avenue to SR 110 Connector project; 5) Completed the La Loma Bridge EIR; 6) Completed the resurfacing of 3.3 miles of street and the slurry seal of 13.5 miles of street; 7) Completed the 2007 Drainage Improvements of Flat Street Project; 8) Completed the Sewer Master Plan project; 9) Completed the Avenue 64 Street Lighting project; 10) Completed the installation of pedestrian style street lighting on North Fair Oaks Avenue; 11) Completed the Parkview Avenue Street repair project; 12) Completed the Palisade Street Light project; 13) Completed Phase III of the Sewer Inspection program; and 14) Completed the Central and Memorial Parks Walkway Lighting projects.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Operating FTEs	13.150	14.400	13.890	13.890	13.790
Capital FTEs (Memo only)	46.410	47.160	47.670	47.670	47.770
Total FTEs	59.560	61.560	61.560	61.560	61.560
Appropriations	1,623,525	1,914,686	1,896,034	1,896,034	1,951,521
Capital (Memo only)*	-	-	5,772,243	5,937,741	6,149,699
Sources by Fund					
General	1,623,525	1,914,686	1,896,034	1,896,034	1,951,521
Total Sources by Fund	1,623,525	1,914,686	1,896,034	1,896,034	1,951,521

* For information only, amount not included in total.

Public Works

Changes from Prior Year

- *Cost Change:* The net increase of \$55,487 is related to higher personnel costs for negotiated salary and benefit adjustment changes including equity adjustments for the classification of engineers (\$25,151); and a net increase in internal services adjustments related to Building Maintenance Services, Mail Services, and Information Technology Services (\$30,336). Additionally, the following reduction changes were included for fiscal year 2008: a 1.45 Senior Engineer Aide was re-budgeted to Engineer Aide (\$15,877) and the transfer of a General Funded 0.10 Operations Assistant was transferred to Capital Projects (\$7,612).
- *FTE Changes:* A 0.10 Operation Assistant in the Engineering Services program was transferred to Capital Projects and 2.0 FTE Senior Engineer Aides in the General Fund and Capital Projects were changed to Engineer Aides.

Future Outlook

Engineering will continue to provide high-quality and safe City infrastructure by maintaining outstanding design and a qualified inspection staff.

**DIVISION
SUMMARY**

Parks and Natural Resources

Mission Statement

The Parks and Natural Resources (PNR) Division is committed to planning, protecting, maintaining and enhancing the City's parks, open spaces, natural parklands and urban forest. This commitment also includes providing for the preservation and sensitive management of these precious resources. The PNR Division is dedicated to protecting these unique public assets for the pleasure of present and future generations.

Program Description

The PNR Division performs the following services on an on-going basis: 1) Maintenance and enhancement of the City's park and non-park landscaped areas, using both park and turf enhancement maintenance programs, irrigation and playground equipment replacement and retrofit programs, and on-going maintenance; 2) Preservation of habitat for the enjoyment of humans and wildlife through the restoration of natural habitats and streamcourses, through the careful development and operation of the Arroyo Seco; 3) Regeneration and maintenance of the City's urban forest, including public education outreach, small tree care, tree pruning, insect and disease monitoring, removal, and replanting efforts using neighborhood volunteers; 4) Community outreach on tree, park and natural resource issues; 5) Park planning and design; and 6) Administration of park-based capital projects.

Major Accomplishments

During fiscal year 2007, the PNR Division accomplished the following: 1) Renovated athletic fields at Victory Park, Allendale Park, Villa Park and Oak Grove field in Hahamongna Watershed Park; 2) Resurfaced sports courts, including 10 tennis courts at Muir High School and 2 tennis courts at Grant Park; 3) Completed Phase II of the Washington Park Master Plan; 4) Created the Lower Arroyo Trails Map; 5) Completed the Flint Wash Bridge Restoration project; 6) Completed an amendment to the Hahamongna Watershed Park Master Plan to incorporate the 30-acre Hahamongna Annex property; 8) Planted 450 trees throughout the City's urban forest; 9) Replaced the athletic field lighting at the Villa Parke softball field; 10) Completed Phase I of the improvements to Madison Elementary School and assumed maintenance duties associated with the joint-use area; 11) Applied for six grants totaling \$2,377,014; 12) Completed a landscape beautification project at Linda Vista library; and 13) Installed new playground equipment and lighting, and renovated the picnic area at Allendale Park.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Operating FTEs	75.800	75.800	77.400	77.400	80.400
Capital FTEs (Memo only)	8.200	8.200	9.600	9.600	9.600
Total FTEs	84.000	84.000	87.000	87.000	90.000
Appropriations	9,154,265	10,173,927	10,256,236	10,256,236	10,920,043
Capital (Memo only)*			876,211	876,211	892,814
General Fund	9,154,265	10,173,927	10,256,236	10,256,236	10,920,043

* For information only, amount not included in total.

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Changes from Prior Year

- *Cost Changes:* The net increase of \$663,807 is attributable to negotiated salary and benefit rate adjustments (\$298,811), an increase adjustment in contract services for park restroom cleaning and landscape maintenance at the Norton Simon Museum (\$53,185), and a net decrease in internal service rate adjustments primarily related to Building Maintenance (\$7,191), and added budget enhancements (\$319,002) as detailed in the next paragraph.

The following enhancements were added for Fiscal Year 2008: a net increase of \$10,018 for a 1.0 PW Crew Supervisor II instead of a paid contractor to supervise and direct contract work on landscaping including contracts that were under the auspices of Water & Power and Transportation (net increase of \$18,368 for Water & Power and \$3,182 for Transportation); \$54,678 increase in water and refuse collection usage for the Vina Vieja Park, the Hahamongna Annex and the Karl Johnson Field; \$131,306 for 2.0 PW Maintenance Worker II to be fully reimbursed by the Prop A Maintenance and Servicing Fund; \$75,000 to purchase a mid-size tractor for the Hahmongna Watersheld Park from 2006 Equipment Lease Line of Credit Financing and \$13,000 to cover the debt service; and \$5,000 in additional funding for the Arlington Garden maintenance contract along with a one-time cost of \$30,000 to enhance the irrigation system by providing lateral lines, irrigation valves and sprinkler heads at the Mediterranean Garden.

- *FTE Changes:* The following positions were added: a 1.0 PW Crew Supervisor to the Non-Park Maintenance program, a 1.0 PW Maintenance Worker II to Park Maintenance, a 0.5 PW Maintenance Worker II to Brookside/Lower Arroyo Maintenance program and a 0.5 PW Maintenance Worker II to the Hahamongna Annex program.

Future Outlook

The PNR Division continues to provide a high level of service to the community. Staff, in coordination and communication with the City commissions, committees, and neighborhoods, will continue to support one of the seven major goals of the City Council, which is: "Focus on planning and reinvesting in our parks and parklands".

**DIVISION
SUMMARY**

Street Maintenance and Integrated Waste Management

Mission Statement

The Street Maintenance and Integrated Waste Management (SMIWM) Division is committed to ensuring a safe and healthy city by providing accessible streets and efficient trash and recycling collection. Quality maintenance of the City's roadway infrastructure ensures longevity, function and enhances the City's aesthetic value. Efficient street sweeping, refuse and recycling collection along with litter and abandoned item removal programs help to reduce the City's waste stream.

Program Description

The SMIWM Division performs the following services: 1) Residential and commercial refuse collection; 2) Waste reduction planning and programming, recycling collection and non-exclusive solid waste franchise management and oversight; 3) Street and roadway maintenance, including street sweeping, storm drain and sewer cleaning and repair; 4) Street light and traffic signal maintenance and street sign maintenance and replacement; and 5) Street striping and marking.

Major Accomplishments

The SMIWM Division accomplished the following during fiscal year 2007: 1) Entered into a contract with an electronics waste recycler to hold quarterly electronics waste collections events in the City of Pasadena; 2) Implemented a battery recycling program and collected 530 pounds of batteries; 3) Conducted a household hazardous waste collection event that collected 16,845 gallons of household hazardous waste, 30,490 pounds of electronics waste, and 1,000 batteries; 4) Became a registered member of the Industrial Oil Generator and collected 4,050 gallons of oil; 5) Recycled 56,677 pounds of beverage containers during the New Year's day event; 6) Implemented a florescent light and HID light recycling program with 5,562 lights recycled; 7) Swept over 49,000 curb miles; 8) Flushed and/or root cut over 336 miles of the sewer collection system; 9) Collected 227 tons of street sweeping debris; 10) Completed the repair and re-painting of the street light standards in the Linda Vista area; 11) Converted two residential refuse trucks from diesel to dual fuel incorporating compressed natural gas and diesel; 12) Restructured the residential waste collection routes and balanced the daily driver assignments; 13) Installed GPS hardware on residential refuse and recycling trucks; and 14) Purchased six automated residential side-load trucks powered completely by compressed natural gas.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	104.250	105.750	105.750	105.750	105.750
Appropriations	15,803,452	17,668,063	18,151,243	18,222,797	18,967,672
Sources by Fund					
General	6,149,497	6,693,253	7,034,198	7,092,752	7,182,403
Gas Tax	541,743	607,549	704,430	704,430	728,072
Refuse	8,050,452	9,188,468	9,171,363	9,184,363	9,792,827
Sewer	1,061,760	1,178,793	1,241,252	1,241,252	1,264,370
Total Sources by Fund	15,803,452	17,668,063	18,151,243	18,222,797	18,967,672

Changes from Prior Year

- *Cost Changes:* The net increase of \$744,875 is primarily attributable to negotiated salary/benefit rate adjustments (\$358,098); increased adjustments in contract services (\$204,103); a one-time cost reduction in the Equipment category for an Easement Machine in the Sewer Maintenance Program (\$40,000); a net decrease in internal service rate adjustments for the Division (\$17,449); and added budget enhancements (\$240,123) as detailed below.

The following contract adjustments were included in the Services and Supplies category: \$179,140 increase in landfill disposal for the Residential and Commercial Collection programs; \$37,863 allocation for Used Oil Recycling Block Grant to promote used motor oil recycling projects in the City; \$11,000 in additional funding with Truecycle for services to hold electronic waste collection events in the City and to collect, transport, and recycle electronic waste from the City Yard; and \$23,900 in reduction cost in contract services to inspect and record sewer line and storm drain collection system via closed circuit TV.

The following enhancements were included for Fiscal Year 2008: \$20,000 in maintenance cost for the recent installation of five In Roadway Warning Lights (IRWL) systems in the City; \$45,400 to replace trash metal bins with plastic bins; \$24,000 to cover telemetry communication costs associated with the new refuse asset tracking system; \$18,000 to purchase two auto tarpers to cover the tops of roll off refuse trucks as required by law; and \$132,723 to cover the interest and principal payment on debt service for refuse vehicles.

Future Outlook

The SMIWM Division will continue to maintain the City's extensive street, sidewalk, sewer, lighting and traffic control infrastructure while providing the best customer service possible in the most efficient and cost-effective manner. Street maintenance, traffic control, and refuse and recycling collection will continue to emphasize excellent service within budgetary constraints. Traffic control and street maintenance activities will continue to search for new technologies such as LEDs and thermoplastic to maintain and improve the City's infrastructure in the most efficient and cost-effective way possible. The primary focus in fiscal year 2008 will be providing Public Works services in the most environmentally responsible manner possible. Accordingly, emphasis will continue to be placed on recycling street sweeping material, recycling bulky and abandoned items, implementation of the Construction and Demolition Debris Ordinance, increasing franchise diversion rates, and outreach and education to the public.

**DIVISION
SUMMARY**

Building Systems and Fleet Management

Mission Statement

The Building Systems and Fleet Management Division (BSFMD) is committed to the protection and preservation of the City's investment in buildings, vehicles and rolling equipment. The Division strives to maximize facility and vehicle life cycles through a comprehensive team approach to management and operations that sustain consistent and high-quality maintenance and repair. The Division utilizes an aggressive and proactive customer service program to ensure structurally sound and safe infrastructure and equipment.

Program Description

BSFMD performs the following services: 1) Maintenance and repair of all City-owned facilities and centers, including infrastructure repair and modification, and structural and cosmetic remodeling; 2) Maintenance of a durable and reliable fleet of fuel-powered vehicles and equipment; 3) Timely and cost-efficient replacement of City vehicles and equipment; 4) Provision of security at the City Yards, modular complex in the Centennial Plaza Square, and Villa Parke Community Center; and 5) Provision of a safe, presentable and clean environment for the occupants and users of the City's most widely used buildings and facilities.

Major Accomplishments

BSFMD accomplished the following during fiscal year 2007: 1) Completed the interior painting of the jail, the gym at Robinson Park Center, and Fire Station 38; 2) Pressure-washed the exterior north and east walls at the Police Department; 3) Completed the conversion of the existing HVAC system to a variable air volume system for the Centennial and Southeast rooms at Central Library; 4) Completed the interior repairs and ADA modifications at El Centro de Accion; 5) Completed exterior ADA ramps at El Centro de Accion and Allendale Library; 6) Installed HVAC automated controls at Lamanda Park Library; 7) Replaced deteriorated plumbing in the Fleet Maintenance building; 8) Replaced the exterior balcony/deck at the Rose Bowl Aquatic Center; 9) Completed the roof installation at Hastings Library; 10) Began the construction of a female dormitory at Fire Station 33; and 11) Implemented a centralized review process for all vehicle purchases to ensure that preference is given to environmentally friendly and fuel efficient vehicles.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Operating FTEs	61.500	59.500	59.500	59.500	61.500
Capital FTEs (Memo)	27.500	27.500	27.500	27.500	27.500
Total FTEs	89.000	87.000	87.000	87.000	89.000
Appropriations	13,430,199	15,347,378	15,206,520	15,221,039	16,000,148
Capital (Memo only)*	-	-	2,079,217	2,124,585	2,184,230
Sources by Fund					
Building Maintenance	6,109,402	6,775,685	6,851,645	6,866,164	7,578,436
Fleet Maintenance	7,320,797	8,571,693	8,354,875	8,354,875	8,421,712
Total Sources by Fund	13,430,199	15,347,378	15,206,520	15,221,039	16,000,148

* For information only, amount not included in total.

Changes from the Prior Year

- *Cost Changes:* The increase of \$779,109 is attributable to negotiated salary and benefit rate adjustments (\$183,436), an increase adjustment in the housekeeping contract (\$33,107); a decrease in citywide internal services rate adjustment excluding an internal service enhancement that is discussed separately below (\$3,374); and added budget enhancement costs (\$565,940).

The following enhancements were included: \$210,827 for 2.0 positions (see FTE Changes); \$267,422 to restore funding for 13,065 annual service hours to the housekeeping contract upon the return to City Hall; \$32,824 to the electric account for green power at City Hall; \$28,000 for a utility truck including \$6,867 in internal service charges related to fuel and maintenance cost for the truck; and \$20,000 in contract maintenance cost for repair and maintenance of fire station apparatus doors. In addition, a rebate of \$250,646 from the Fleet Equipment Replacement Reserve to the General Fund (\$211,958) and other funds (\$38,688) is included for fiscal year 2008 as Interfund Transfers. The City has been replacing its fleet vehicles at a less frequent rate based on longer vehicle life span than anticipated by the replacement schedule.

- *FTE Changes:* A 1.0 Senior Automation Technician (\$109,389) and a 1.0 Automation Technician (\$102,850) were added to support the use of the Building Automation Systems (BAS). As "green buildings" and energy efficiencies become a priority for municipalities, the industry is utilizing Building Automation System as the standard to achieve maximum efficiencies. The cost for the Automation Technician position was offset by eliminating a 1.0 Heating and Refrigeration Technician (\$97,071). Additionally, a 1.0 Electrician (\$95,659) eliminated in fiscal year 2005 was added back to the budget for the return back to City Hall.

Future Outlook

The BSFMD Division looks forward to fiscal year 2008 with an eye toward fulfilling its mission by continuing to play a key role in the protection and preservation of the City's investment in buildings, facilities, vehicles and equipment. This will be done by reinforcing and strengthening the Division's Business Principles of: 1) Providing cost-effective, efficient services coupled with excellent customer service; 2) Providing an environment of opportunity for all employees; and 3) Fostering an atmosphere that promotes and teaches safe work habits through an employee driven team approach.

BSFMD will continue its planned Building Maintenance Program to address building deficiencies and to ensure facilities meet current maintenance requirements, and building and safety standards. Planned building maintenance projects for fiscal year 2008 include: 1) Prepare/paint the first and fourth floor hallways, the copy room, records lobby, and the property room lobby of the Police Building; 2) Conduct repair to the apparatus ceiling at Fire Station 38; 3) Prepare/paint the main lobby, hallway, rest rooms, and the kitchen and senior lunch areas at Robinson Park Center; 4) Replace apparatus doors at Fire Station 32; 5) Replace exterior lighting on the east side of the building and pool area at Villa-Parke Community Center; 6) Install ADA drinking fountains at Allendale, Lamanda Park, La Pintoresca, and Santa Catalina libraries; 7) Replace cooling towers at the Hale Building and the Community Health Center; 8) Provide roof repairs at the Central and Lamanda Park libraries and Fire Station #39; 9) Replace pool boiler and related piping to meet SCAQMD requirements at Robinson Park Center; 10) Construct an ADA restroom at Lamanda Park Library; 11) Repair/replace exterior pole lighting at the Rose Bowl Aquatic Center; 12) Complete the construction of the female dormitory at Fire Station #33.

In addition, BSFMD will continue to do its part to improve air quality by meeting the goals outlined in the Urban Accords initiative. Division efforts in fiscal year 2008 will include the completion of a Compressed Natural Gas (CNG) station at the City Yards. The station, which will include twenty CNG time fill dispensers, five fast fill dispensers, and a storage area for CNG fuel vessels, will serve approximately 30 City vehicles and comply with SCAQMD's clean fuel initiatives. In an on-going effort to reduce emission pollutants into the atmosphere, this

Public Works

division will continue purchasing bio-diesel fuel. BSFMD will also continue to identify and begin replacement of the oldest, most inefficient City vehicles for maximum fuel efficiency. Furthermore, BSFMD will implement the purchase and installation of green light bulbs and begin utilizing green janitorial paper products in City buildings. Finally, the Division will increase its recycling efforts in coordination with the SMIWM Division.

**DIVISION
SUMMARY**

Facilities Capital Projects

Mission Statement

Facilities Capital Projects ensures the timely construction of cost-effective and aesthetically pleasing facilities that meet multiple needs and are consistent with the City's strategic vision of growth and world-class quality of life.

Program Description

The Facilities Capital Projects Division manages and provides capital project design, construction, timelines and project budgets for new and major remodeling projects as well as management and oversight of seismic strengthening projects.

Major Accomplishments

During fiscal year 2007, Facilities Capital Projects accomplished the following: 1) Completed design work for Pasadena Ice Rink Facility; 2) Completed concept plan design and architectural programming work for Fire Station 33/Fire Administration Building; 3) Completed concept plan and architectural programming work for Water and Power Warehouse/Emergency Operation Center; 4) Completed construction document work for Glenarm Power Plant – Phase 2; 5) Completed parking option evaluation, preliminary budget evaluation and preliminary architectural programming work for new Water and Power Administration Building; and 6) Completed design work for the Pasadena Bicycle Station.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Capital FTEs Appropriations	4.000	4.000	4.000	5.000	5.000
Capital projects (Memo only)	-	-	740,539	811,443	804,557
Sources by Fund	-	-	-	-	-
Capital projects (Memo only)	-	-	740,539	811,443	804,557

Changes from the Prior Year

- **Cost Change:** The net decrease of \$6,886 is primarily attributable to reduced personnel cost resulting from a lower rate for workers' compensation and general liability costs (\$15,417). This cost is offset by higher citywide internal services adjustments (\$8,531).

Future Outlook

The Division will continue to manage/or coordinate several capital projects: 1) Commence construction on the Pasadena Ice Rink Facility; 2) Begin construction for the Water and Power Warehouse/EOC; 3) Begin construction on Glenarm Power Plant – Phase 2; 4) Complete design work for Fire Station 33/Fire Administration Building; 5) Begin construction work for the Pasadena Bicycle Station; and 6) Complete design work for the New Water and Power Administration Facility.

GRAIL ANALYSIS

MSI:

DEPARTMENT: Public Works Department

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	257.190	257.780	258.820	258.820	263.720	4.900	
NON-REGULAR	3.960	3.960	3.960	3.960	3.960	0.000	
TOTAL EMPLOYEES	261.150	261.740	262.780	262.780	267.680	4.900	
PERSONNEL							
8005 Regular Pay - PERS	10,514,370	11,174,141	13,906,403	13,957,744	14,986,540	1,028,796	7.3
8010 Non Benefit Employees	74,480	95,256	0	0	0	0	0.0
8011 Overtime Pay	861,234	1,008,534	618,569	621,085	631,417	10,332	1.6
8012 Overtime Subject to PERS	46,373	40,681	49,385	49,385	58,762	9,377	18.9
8018 PST-Part Time Employees - PARS	605,811	724,844	217,789	217,789	223,758	5,969	2.7
8020 Management Benefit	1,895	1,843	0	0	0	0	0.0
8023 Auto Allowance	9,276	13,786	10,728	10,728	15,044	4,316	40.2
8024 Personal Dvlpmt Allowance	27,950	33,863	31,535	31,535	31,535	0	0.0
8027 Workers' Compensation	886,010	1,479,758	1,251,833	1,257,890	1,433,348	175,458	13.9
8031 General Liability	945,548	1,106,496	1,327,687	1,332,513	806,160	-526,353	-39.5
8037 Miscellaneous Pay	0	8,758	0	0	0	0	0.0
8038 PERS-Employee Portion	745,592	815,402	973,450	977,044	1,049,059	72,015	7.3
8040 PERS-City Portion	255,857	914,134	1,020,730	1,024,278	1,155,465	131,187	12.8
8041 PARS-City Portion	25,968	31,503	8,712	8,712	8,951	239	2.7
8044 Life Insurance	7,666	7,940	13,908	13,959	14,985	1,026	7.3
8045 Dental Insurance	126,433	124,896	119,828	119,828	129,556	9,728	8.1
8046 Medicare-City Contributn	125,969	138,191	211,329	212,110	227,313	15,203	7.1
8047 Long Term Disability	143,033	149,957	20,859	21,218	25,478	4,260	20.0
8048 Child Care Subsidies	211	223	0	0	0	0	0.0
8049 Emp Opt Ben Fd (EOBF)	1,713,335	1,872,078	2,103,935	2,103,935	2,424,691	320,756	15.2
8050 Benefits (VHS)	2,021,238	1,798,962	0	0	0	0	0.0
8054 Vision Care	176	277	0	0	0	0	0.0
8055 Health Care Spending	150	0	0	0	0	0	0.0
8056 Accrued payroll	71,930	77,781	0	0	0	0	0.0
8058 Benefits Administration	279,323	608,982	0	0	0	0	0.0
*** TOTAL PERSONNEL	19,489,828	22,228,286	21,886,680	21,959,753	23,222,062	1,262,309	5.7
SERVICES AND SUPPLIES							
8101 Materials & Supplies	3,201,035	3,463,048	2,489,411	2,489,411	2,572,811	83,400	3.3
8103 Uniforms	7,491	4,374	9,400	9,400	9,400	0	0.0
8104 Nutrition Education Materials	438	0	0	0	0	0	0.0
8107 Equipment Lease Payments	17,583	17,449	691,641	691,641	704,641	13,000	1.8
8108 Computer Related Supplies	44,245	46,735	61,563	61,563	61,563	0	0.0
8109 Equipt Purchases Under \$10,000	45,320	101,606	75,000	75,000	75,000	0	0.0
8110 Outside Printing and Duplicating	18,084	10,183	2,630	2,630	2,630	0	0.0
8112 Legal Advertising	6,275	6,920	834	834	834	0	0.0
8113 Photo Copy Machine Maint	11,198	10,234	21,405	21,405	21,405	0	0.0
8114 Other Contract Services	5,936,371	6,994,417	5,785,861	5,798,861	6,383,278	584,417	10.0
8115 Consultant Services	131,999	114,784	84,800	84,800	84,800	0	0.0
8116 Contract Maintenance	1,920	0	0	0	0	0	0.0

MSI:

DEPARTMENT: Public Works Department

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8117 Data Processing Operations	1,275	11,241	5,747	5,747	5,747	0	0.0
8118 Outside Legal Services	25,511	27,856	0	0	0	0	0.0
8121 Computer(PC) Maint/Repair	0	94	200	200	200	0	0.0
8122 Support to Advisory Committees	0	101	870	870	870	0	0.0
8124 Dues and Memberships	6,778	6,449	13,170	13,170	15,170	2,000	15.1
8125 Special Civic Events	6,674	4,906	0	0	0	0	0.0
8126 Conf & Mtgs - Comm & Committees	81	6,307	2,000	2,000	2,000	0	0.0
8127 Conferences & Meetings	9,076	9,591	20,549	20,549	20,549	0	0.0
8128 Mileage	257	382	1,345	1,345	1,345	0	0.0
8129 Education	10,304	17,018	47,331	47,331	47,331	0	0.0
8130 Training Costs	743	30	2,372	2,372	2,372	0	0.0
8134 Data Processing Development	0	0	2,600	2,600	2,600	0	0.0
8135 Reference Matls Subscriptions	5,839	6,869	6,566	6,566	6,566	0	0.0
8136 Library Books	0	1,314	0	0	0	0	0.0
8137 Gas and Lubricants	1,726,223	2,318,927	2,039,215	2,039,215	2,039,215	0	0.0
8138 Gas	149,606	185,445	179,820	179,820	179,820	0	0.0
8139 Water	759,269	760,003	703,899	703,899	751,474	47,575	6.7
8140 Telephone	41,708	49,545	21,879	21,879	45,879	24,000	109.6
8141 Refuse Collection	109,573	109,941	106,470	106,470	113,573	7,103	6.6
8142 Electric	3,223,489	3,113,418	3,329,929	3,329,929	3,362,753	32,824	0.9
8144 Postage	20,963	25,089	20,101	20,101	20,101	0	0.0
8150 Cash Over and Short	-5	0	0	0	0	0	0.0
8154 Audio Visual Materials	0	0	1,020	1,020	1,020	0	0.0
8156 Insurance	161,150	120,574	164,000	164,000	164,000	0	0.0
8178 Program Expenditure Recovery	-2,238,208	-2,094,595	0	0	0	0	0.0
8180 Billed Costs	90,438	0	0	0	0	0	0.0
8186 Discounts Lost	0	-431	0	0	0	0	0.0
8187	-49	-1	0	0	0	0	0.0
8212 Permits and Fees	0	113,184	125,000	125,000	125,000	0	0.0
8218 Vehicle Rental	232	704	2,270	2,270	2,270	0	0.0
8290 Cell Phone Reimbsmnt	-11,167	-8,360	0	0	0	0	0.0
8677 Interest	115,095	84,592	204,030	204,030	336,753	132,723	65.0
*** TOTAL SERVICES AND SUPPLIES	13,636,814	15,639,943	16,222,928	16,235,928	17,162,970	927,042	5.7
EQUIPMENT							
8504 Equipment	122,721	28,614	104,425	104,425	139,425	35,000	33.5
8505 Automotive Equipment	2,262,275	1,652,103	2,263,837	2,263,837	2,291,837	28,000	1.2
8506 Computer Equipment	0	0	13,550	13,550	13,550	0	0.0
8507 Contra Capital	-2,328,622	-1,693,097	0	0	0	0	0.0
8801 Depreciation	2,120,889	2,234,580	0	0	0	0	0.0
*** TOTAL EQUIPMENT	2,177,263	2,222,200	2,381,812	2,381,812	2,444,812	63,000	2.6
*** SUBTOTAL	35,303,905	40,090,429	40,491,420	40,577,493	42,829,844	2,252,351	5.5

INTERNAL SERVICE CHARGES

MSI:

DEPARTMENT: Public Works Department

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8601 IS-Structural Maintenance	453,416	447,024	491,264	491,264	502,103	10,839	2.2
8602 IS-Tenant Improvements	169,271	135,377	12,600	12,600	12,600	0	0.0
8603 IS-Lockshop	1,864	861	2,500	2,500	2,500	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	244,764	233,148	234,666	234,666	232,036	-2,630	-1.1
8605 IS-Housekeeping Serv	150,645	136,093	127,977	127,977	128,472	495	0.3
8606 IS-Floors and Windows	685	0	6,100	6,100	6,100	0	0.0
8607 IS-Printing	55,883	68,598	67,292	67,292	67,292	0	0.0
8608 IS-Mail Services	40,602	39,544	44,860	44,860	45,265	405	0.9
8609 IS-Telephones	140,155	141,786	117,237	117,237	136,614	19,377	16.5
8610 IS-System Management HP3000-HP957	3,601	0	0	0	0	0	0.0
8611 IS-Application Devel & Support	0	0	754	754	754	0	0.0
8612 IS-PC&Net Service Center	10,867	29,620	11,861	11,861	10,473	-1,388	-11.7
8613 IS-Radio and Data Communicatn	154,008	144,765	94,505	94,505	72,948	-21,557	-22.8
8615 IS-Auto Body Repair	25,113	17,044	18,050	18,050	18,050	0	0.0
8616 IS-Fleet Maint - Equip Maintenance	1,974,458	2,152,669	2,255,829	2,255,829	2,256,929	1,100	0.0
8617 IS-Fleet Maint - Equip Replacement	882,251	877,244	849,386	849,386	852,853	3,467	0.4
8618 IS-Fleet Fuel/Lubricant	639,340	838,662	902,154	902,154	904,454	2,300	0.2
8620 Bldg Preventive Maintenanc e	163,027	156,055	161,786	161,786	143,829	-17,957	-11.0
8621 IS-Radio - Direct Request	4,578	7,861	0	0	0	0	0.0
8622 IS-Telephone - Usage	33,903	31,741	61,705	61,705	61,705	0	0.0
8623 IS-PC Training	0	0	3,415	3,415	3,415	0	0.0
8624 IS-Enterprise Network	311,608	358,095	354,726	354,726	404,589	49,863	14.0
8626 IS-Mail - Direct Request	375	753	0	0	0	0	0.0
8632 IS-GIS (Geographic Info)	24,316	124,222	196,507	196,507	173,216	-23,291	-11.8
8634 IS-Security Srvcs City Ha ll	19,420	23,976	25,028	25,028	26,979	1,951	7.7
8641 IS-MS Licensing	0	34,406	33,519	33,519	33,277	-242	-0.7
*** TOTAL INTERNAL SERVICE CHARGES	5,504,150	5,999,544	6,073,721	6,073,721	6,096,453	22,732	0.3
*** TOTAL BUDGET	40,808,055	46,089,973	46,565,141	46,651,214	48,926,297	2,275,083	4.8
REVENUE							
6541 LA Co-Proposition A-Parks Reimbursements	0	0	0	0	131,307	131,307	0.0
6751 Services to Power	41,580	42,827	44,540	44,540	65,499	20,959	47.0
6755 Svcs-Sewer Fund	168,782	193,460	198,000	198,000	201,539	3,539	1.7
6757 Services to Civic Center Pkng Mtr Fund	16,695	17,196	17,884	17,884	18,421	537	3.0
6758 Services to Gas Tax Fund	458,840	497,971	516,464	516,464	530,888	14,424	2.7
6767 Svcs-Refuse Collctn Fund	0	49,534	51,515	51,515	53,061	1,546	3.0
6779 Services to Water Fund	22,389	23,508	24,448	24,448	64,426	39,978	163.5
6783 Services to Parking Ops Fund	0	0	0	0	1,061	1,061	0.0
6788 Services to Playhouse	0	0	0	0	2,122	2,122	0.0

GRAIL ANALYSIS

MSI:

DEPARTMENT: Public Works Department

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
Parking Fund							
6807 Transfer From GF	48,935	50,403	52,419	52,419	73,992	21,573	41.1
6814 Trns Fr Underground Util Fund	40,467	41,681	43,348	43,348	44,649	1,301	3.0
6843 Transfer from Parking Ope rations	0	99,740	109,480	109,480	117,000	7,520	6.8
6963 Prking Mtr - Old Pasa	23,876	24,592	25,576	25,576	26,343	767	2.9
6969 Property Rental - Misc.	540,000	540,000	540,000	540,000	540,000	0	0.0
7023 Misc Revenue Prog. Income	0	0	0	13,000	24,000	11,000	84.6
7059 Vending Machine Revenue	45,000	45,000	45,000	45,000	0	-45,000	-100.0
7208 Security Services City Ha ll	141,599	153,367	159,503	159,503	262,978	103,475	64.8
9163 Gas Tax - Maintenance	541,743	607,549	704,430	704,430	728,072	23,642	3.3
9165 General Fund-Unspecified	14,520,982	16,497,497	16,855,013	16,913,567	17,514,634	601,067	3.5
9219 Light and Power Fund	76,635	83,004	86,324	86,324	88,914	2,590	3.0
9403 Refuse Collection Fees	8,050,452	9,188,468	9,171,363	9,171,363	9,768,827	597,464	6.5
9406 Refuse Fund	347,238	359,435	376,283	376,283	388,549	12,266	3.2
9457 Sales Tax - Prop. A	7,098	7,311	7,603	7,603	7,831	228	2.9
9475 Sewer Fund	2,603,164	2,753,108	2,903,648	2,903,648	2,971,614	67,966	2.3
9565 Water Fund	41,281	44,712	46,500	46,500	47,895	1,395	3.0
9600 Building Maintenance Fund	5,672,958	6,118,046	6,147,860	6,162,379	6,744,814	582,435	9.4
9700 Fleet Maintenance Fund	7,398,341	8,651,564	8,437,940	8,437,940	8,507,861	69,921	0.8
*** TOTAL FUNDING	40,808,055	46,089,973	46,565,141	46,651,214	48,926,297	2,275,083	4.8

FUND: Project Management Fund

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	86.660	87.570	89.530	89.530	89.630	0.100	
NON-REGULAR	8.000	8.000	8.000	8.000	8.000	0.000	
TOTAL EMPLOYEES	94.660	95.570	97.530	97.530	97.630	0.100	
PERSONNEL							
8005 Regular Pay - PERS	0	0	6,516,557	6,548,062	6,800,680	252,618	3.8
8018 PST-Part Time Employees - PARS	0	0	124,397	283,514	293,274	9,760	3.4
8023 Auto Allowance	0	0	9,417	9,417	9,417	0	0.0
8024 Personal Dvlpmt Allowance	0	0	15,825	15,825	15,825	0	0.0
8027 Workers' Compensation	0	0	585,782	599,604	580,752	-18,852	-3.1
8031 General Liability	0	0	624,476	627,437	375,979	-251,458	-40.0
8038 PERS-Employee Portion	0	0	456,157	458,363	476,046	17,683	3.8
8040 PERS-City Portion	0	0	478,316	480,298	524,332	44,034	9.1
8041 PARS-City Portion	0	0	4,976	11,341	11,731	390	3.4
8044 Life Insurance	0	0	6,518	6,550	6,800	250	3.8
8045 Dental Insurance	0	0	44,474	44,474	47,252	2,778	6.2
8046 Medicare-City Contributn	0	0	94,489	94,945	98,609	3,664	3.8
8047 Long Term Disability	0	0	9,774	10,023	11,560	1,537	15.3
8049 Emp Opt Ben Fd (EOBF)	0	0	789,993	789,993	893,316	103,323	13.0
*** TOTAL PERSONNEL	0	0	9,761,151	9,979,846	10,145,573	165,727	1.6
SERVICES AND SUPPLIES							
8101 Materials & Supplies	0	0	37,400	37,400	37,400	0	0.0
8107 Equipment Lease Payments	0	0	37,634	37,634	37,634	0	0.0
8108 Computer Related Supplies	0	0	16,230	16,230	16,230	0	0.0
8110 Outside Printing and Duplicating	0	0	1,220	1,220	1,220	0	0.0
8113 Photo Copy Machine Maint	0	0	8,100	8,100	8,100	0	0.0
8114 Other Contract Services	0	0	55,970	55,970	55,970	0	0.0
8115 Consultant Services	0	0	11,731	11,731	11,731	0	0.0
8124 Dues and Memberships	0	0	1,812	1,812	1,812	0	0.0
8127 Conferences & Meetings	0	0	8,006	8,006	8,006	0	0.0
8128 Mileage	0	0	1,020	1,020	1,020	0	0.0
8129 Education	0	0	10,240	10,240	10,240	0	0.0
8130 Training Costs	0	0	6,960	6,960	6,960	0	0.0
8135 Reference Matls Subscriptions	0	0	4,650	4,650	4,650	0	0.0
8144 Postage	0	0	80	80	80	0	0.0
8676 Principal	0	0	49,911	49,911	49,911	0	0.0
*** TOTAL SERVICES AND SUPPLIES	0	0	250,964	250,964	250,964	0	0.0
EQUIPMENT							
8504 Equipment	0	0	3,200	3,200	3,200	0	0.0
8506 Computer Equipment	0	0	3,000	3,000	3,000	0	0.0
*** TOTAL EQUIPMENT	0	0	6,200	6,200	6,200	0	0.0
*** SUBTOTAL	0	0	10,018,315	10,237,010	10,402,737	165,727	1.6
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	0	0	45,073	45,073	80,091	35,018	77.6

GRAIL ANALYSIS

FUND: Project Management Fund

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8603 IS-Lockshop	0	0	120	120	120	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	0	0	23,824	23,824	40,608	16,784	70.4
8605 IS-Housekeeping Serv	0	0	21,476	21,476	42,335	20,859	97.1
8607 IS-Printing	0	0	15,323	15,323	15,323	0	0.0
8608 IS-Mail Services	0	0	14,453	14,453	14,546	93	0.6
8609 IS-Telephones	0	0	31,320	31,320	39,406	8,086	25.8
8611 IS-Application Devel & Support	0	0	18,838	18,838	18,838	0	0.0
8613 IS-Radio and Data Communicatn	0	0	4,623	4,623	2,245	-2,378	-51.4
8616 IS-Fleet Maint - Equip Maintenance	0	0	41,788	41,788	41,788	0	0.0
8618 IS-Fleet Fuel/Lubricant	0	0	17,357	17,357	17,357	0	0.0
8620 Bldg Preventive Maintenanc ce	0	0	14,356	14,356	30,446	16,090	112.0
8622 IS-Telephone - Usage	0	0	13,339	13,339	13,339	0	0.0
8623 IS-PC Training	0	0	546	546	546	0	0.0
8624 IS-Enterprise Network	0	0	71,400	71,400	81,531	10,131	14.1
8634 IS-Security Srvcs City Ha ll	0	0	7,758	7,758	22,543	14,785	190.5
8641 IS-MS Licensing	0	0	6,747	6,747	6,706	-41	-0.6
*** TOTAL INTERNAL SERVICE CHARGES	0	0	348,341	348,341	467,768	119,427	34.2
*** TOTAL BUDGET	0	0	10,366,656	10,585,351	10,870,505	285,154	2.6
REVENUE							
9073 Capital Projects Fund	0	0	10,366,656	10,585,351	10,870,505	285,154	2.6
*** TOTAL FUNDING	0	0	10,366,656	10,585,351	10,870,505	285,154	2.6

MSI:

DEPARTMENT: Public Works Department
SUB-DEPARTMENT: Finance and Management

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	4.750	4.590	4.540	4.540	4.540	0.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	4.750	4.590	4.540	4.540	4.540	0.000	
PERSONNEL							
8005 Regular Pay - PERS	238,882	256,953	333,472	333,472	354,957	21,485	6.4
8011 Overtime Pay	318	0	0	0	0	0	0.0
8012 Overtime Subject to PERS	0	263	0	0	0	0	0.0
8018 PST-Part Time Employees - PARS	0	36	0	0	0	0	0.0
8020 Management Benefit	0	120	0	0	0	0	0.0
8023 Auto Allowance	2,544	1,566	2,544	2,544	2,544	0	0.0
8024 Personal Dvlpmt Allowance	1,250	500	1,075	1,075	1,075	0	0.0
8027 Workers' Compensation	11,538	36,439	29,913	29,913	25,663	-4,250	-14.2
8031 General Liability	20,305	24,181	31,346	31,346	18,813	-12,533	-39.9
8037 Miscellaneous Pay	0	255	0	0	0	0	0.0
8038 PERS-Employee Portion	17,817	21,766	23,343	23,343	24,847	1,504	6.4
8040 PERS-City Portion	6,166	18,080	24,477	24,477	27,367	2,890	11.8
8041 PARS-City Portion	0	1	0	0	0	0	0.0
8044 Life Insurance	288	246	333	333	355	22	6.6
8045 Dental Insurance	1,979	1,738	2,070	2,070	2,197	127	6.1
8046 Medicare-City Contributn	2,750	2,970	4,835	4,835	5,147	312	6.4
8047 Long Term Disability	1,370	1,310	500	500	603	103	20.6
8049 Emp Opt Ben Fd (EOBF)	33,913	31,992	36,774	36,774	41,541	4,767	12.9
8050 Benefits (VHS)	44,788	41,782	0	0	0	0	0.0
8056 Accrued payroll	439	-1,773	0	0	0	0	0.0
8058 Benefits Administration	6,691	14,144	0	0	0	0	0.0
*** TOTAL PERSONNEL	391,038	452,569	490,682	490,682	505,109	14,427	2.9
SERVICES AND SUPPLIES							
8101 Materials & Supplies	3,128	2,604	4,617	4,617	4,617	0	0.0
8108 Computer Related Supplies	2,527	2,740	4,500	4,500	4,500	0	0.0
8110 Outside Printing and Duplicating	226	0	0	0	0	0	0.0
8112 Legal Advertising	201	269	0	0	0	0	0.0
8113 Photo Copy Machine Maint	3,658	2,962	3,000	3,000	3,000	0	0.0
8114 Other Contract Services	756	1,197	1,100	1,100	1,100	0	0.0
8124 Dues and Memberships	709	389	500	500	500	0	0.0
8127 Conferences & Meetings	397	1,950	467	467	467	0	0.0
8128 Mileage	0	68	50	50	50	0	0.0
8129 Education	608	0	250	250	250	0	0.0
8130 Training Costs	0	0	500	500	500	0	0.0
8135 Reference Matls Subscriptions	43	0	50	50	50	0	0.0
8144 Postage	0	4	0	0	0	0	0.0
8218 Vehicle Rental	6	0	50	50	50	0	0.0
*** TOTAL SERVICES AND SUPPLIES	12,259	12,183	15,084	15,084	15,084	0	0.0

GRAIL ANALYSIS

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MSI:

DEPARTMENT: Public Works Department
SUB-DEPARTMENT: Finance and Management

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	403,297	464,752	505,766	505,766	520,193	14,427	2.8
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	6,904	7,144	7,830	7,830	19,292	11,462	146.3
8602 IS-Tenant Improvements	90	0	0	0	0	0	0.0
8603 IS-Lockshop	65	0	0	0	0	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	4,092	4,116	4,139	4,139	9,782	5,643	136.3
8605 IS-Housekeeping Serv	5,776	5,603	5,841	5,841	12,717	6,876	117.7
8606 IS-Floors and Windows	0	0	150	150	150	0	0.0
8607 IS-Printing	2,810	3,112	457	457	457	0	0.0
8608 IS-Mail Services	765	698	762	762	754	-8	-1.0
8609 IS-Telephones	5,784	6,192	4,656	4,656	7,356	2,700	57.9
8620 Bldg Preventive Maintenanc ce	2,483	2,494	2,494	2,494	5,772	3,278	131.4
8622 IS-Telephone - Usage	341	328	2,250	2,250	2,250	0	0.0
8623 IS-PC Training	0	0	172	172	172	0	0.0
8624 IS-Enterprise Network	5,975	5,730	5,474	5,474	6,125	651	11.8
8634 IS-Security Srvcs City Ha ll	2,583	3,189	3,329	3,329	8,062	4,733	142.1
8641 IS-MS Licensing	0	551	517	517	504	-13	-2.5
*** TOTAL INTERNAL SERVICE CHARGES	37,668	39,157	38,071	38,071	73,393	35,322	92.7
*** TOTAL BUDGET	440,965	503,909	543,837	543,837	593,586	49,749	9.1
REVENUE							
6758 Services to Gas Tax Fund	7,769	8,002	8,322	8,322	8,572	250	3.0
9165 General Fund-Unspecified	218,728	275,005	303,306	303,306	342,735	39,429	12.9
9406 Refuse Fund	65,916	67,893	73,080	73,080	76,250	3,170	4.3
9475 Sewer Fund	73,663	75,873	78,908	78,908	82,329	3,421	4.3
9600 Building Maintenance Fund	33,565	34,572	35,955	35,955	37,514	1,559	4.3
9700 Fleet Maintenance Fund	41,324	42,564	44,266	44,266	46,186	1,920	4.3
*** TOTAL FUNDING	440,965	503,909	543,837	543,837	593,586	49,749	9.1

MSI:
FUND: Project Management Fund

DEPARTMENT: Public Works Department
SUB-DEPARTMENT: Finance and Management

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	8.250	8.410	8.460	7.460	7.460	0.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	8.250	8.410	8.460	7.460	7.460	0.000	
PERSONNEL							
8005 Regular Pay - PERS	0	0	508,804	465,826	482,534	16,708	3.5
8023 Auto Allowance	0	0	763	763	763	0	0.0
8027 Workers' Compensation	0	0	45,640	41,785	34,887	-6,898	-16.5
8031 General Liability	0	0	47,828	43,788	25,574	-18,214	-41.5
8038 PERS-Employee Portion	0	0	35,616	32,608	33,777	1,169	3.5
8040 PERS-City Portion	0	0	37,346	37,346	37,203	-143	-0.3
8044 Life Insurance	0	0	509	466	483	17	3.6
8045 Dental Insurance	0	0	3,858	3,402	3,611	209	6.1
8046 Medicare-City Contributn	0	0	7,378	6,754	6,997	243	3.5
8047 Long Term Disability	0	0	763	792	820	28	3.5
8049 Emp Opt Ben Fd (EOBF)	0	0	68,526	60,426	68,259	7,833	12.9
*** TOTAL PERSONNEL	0	0	757,031	693,956	694,908	952	0.1
SERVICES AND SUPPLIES							
8101 Materials & Supplies	0	0	2,000	2,000	2,000	0	0.0
8108 Computer Related Supplies	0	0	1,800	1,800	1,800	0	0.0
8114 Other Contract Services	0	0	8,153	8,153	8,153	0	0.0
8115 Consultant Services	0	0	3,058	3,058	3,058	0	0.0
8124 Dues and Memberships	0	0	250	250	250	0	0.0
8127 Conferences & Meetings	0	0	700	700	700	0	0.0
8129 Education	0	0	1,500	1,500	1,500	0	0.0
8135 Reference Matls Subscriptions	0	0	75	75	75	0	0.0
*** TOTAL SERVICES AND SUPPLIES	0	0	17,536	17,536	17,536	0	0.0
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	0	0	774,567	711,492	712,444	952	0.1
INTERNAL SERVICE CHARGES							
8607 IS-Printing	0	0	3,595	3,595	3,595	0	0.0
8608 IS-Mail Services	0	0	1,396	1,396	1,404	8	0.5
8609 IS-Telephones	0	0	1,270	1,270	1,576	306	24.0
8622 IS-Telephone - Usage	0	0	1,125	1,125	1,125	0	0.0
8623 IS-PC Training	0	0	86	86	86	0	0.0
8624 IS-Enterprise Network	0	0	10,030	10,030	11,414	1,384	13.7
8641 IS-MS Licensing	0	0	948	948	939	-9	-0.9
*** TOTAL INTERNAL SERVICE CHARGES	0	0	18,450	18,450	20,139	1,689	9.1
*** TOTAL BUDGET	0	0	793,017	729,942	732,583	2,641	0.3

GRAIL ANALYSIS

MSI:

FUND: Project Management Fund

DEPARTMENT: Public Works Department

SUB-DEPARTMENT: Finance and Management

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
REVENUE							
9073 Capital Projects Fund	0	0	793,017	729,942	732,583	2,641	0.3
*** TOTAL FUNDING	0	0	793,017	729,942	732,583	2,641	0.3

GRAIL ANALYSIS

MSI:

DEPARTMENT: Public Works Department
SUB-DEPARTMENT: Engineering Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	12.940	14.190	13.680	13.680	13.580	0.100	
NON-REGULAR	0.210	0.210	0.210	0.210	0.210	0.000	
TOTAL EMPLOYEES	13.150	14.400	13.890	13.890	13.790	0.100	
PERSONNEL							
8005 Regular Pay - PERS	789,625	878,522	1,083,634	1,083,634	1,138,227	54,593	5.0
8010 Non Benefit Employees	13,831	9,098	0	0	0	0	0.0
8011 Overtime Pay	3,856	6,349	0	0	0	0	0.0
8012 Overtime Subject to PERS	142	638	0	0	0	0	0.0
8018 PST-Part Time Employees - PARS	35	4,429	18,419	18,419	19,165	746	4.0
8020 Management Benefit	0	89	0	0	0	0	0.0
8024 Personal Dvlpmt Allowance	3,750	5,488	4,810	4,810	4,810	0	0.0
8027 Workers' Compensation	38,252	122,871	98,858	98,858	83,684	-15,174	-15.3
8031 General Liability	67,228	81,946	103,605	103,605	61,354	-42,251	-40.7
8037 Miscellaneous Pay	0	855	0	0	0	0	0.0
8038 PERS-Employee Portion	56,586	72,429	75,854	75,854	79,676	3,822	5.0
8040 PERS-City Portion	19,571	65,420	79,539	79,539	87,758	8,219	10.3
8041 PARS-City Portion	1	161	737	737	767	30	4.0
8044 Life Insurance	612	590	1,083	1,083	1,138	55	5.0
8045 Dental Insurance	7,139	6,711	6,334	6,334	6,674	340	5.3
8046 Medicare-City Contributn	7,996	8,459	15,713	15,713	16,504	791	5.0
8047 Long Term Disability	4,822	4,914	1,626	1,626	1,935	309	19.0
8049 Emp Opt Ben Fd (EOBF)	100,017	114,946	112,509	112,509	126,180	13,671	12.1
8050 Benefits (VHS)	149,856	141,030	0	0	0	0	0.0
8054 Vision Care	19	29	0	0	0	0	0.0
8056 Accrued payroll	1,130	9,555	0	0	0	0	0.0
8058 Benefits Administration	20,652	47,740	0	0	0	0	0.0
*** TOTAL PERSONNEL	1,285,120	1,582,269	1,602,721	1,602,721	1,627,872	25,151	1.5
SERVICES AND SUPPLIES							
8101 Materials & Supplies	20,089	19,621	19,852	19,852	19,852	0	0.0
8107 Equipment Lease Payments	1,930	1,790	245	245	245	0	0.0
8108 Computer Related Supplies	3,781	4,527	8,725	8,725	8,725	0	0.0
8109 Equipt Purchases Under \$10,000	1,091	481	0	0	0	0	0.0
8110 Outside Printing and Duplicating	251	2,631	830	830	830	0	0.0
8112 Legal Advertising	22	806	0	0	0	0	0.0
8113 Photo Copy Machine Maint	285	194	3,755	3,755	3,755	0	0.0
8114 Other Contract Services	73,825	64,691	26,025	26,025	26,025	0	0.0
8115 Consultant Services	110,855	102,373	84,100	84,100	84,100	0	0.0
8121 Computer(PC) Maint/Repair	0	94	200	200	200	0	0.0
8124 Dues and Memberships	1,461	1,263	1,000	1,000	1,000	0	0.0
8126 Conf & Mtgs - Comm & Committees	0	0	500	500	500	0	0.0
8127 Conferences & Meetings	153	1,071	624	624	624	0	0.0
8128 Mileage	38	29	15	15	15	0	0.0

MSI:

DEPARTMENT: Public Works Department
SUB-DEPARTMENT: Engineering Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8129 Education	188	0	276	276	276	0	0.0
8130 Training Costs	488	30	1,872	1,872	1,872	0	0.0
8135 Reference Matls Subscriptions	90	568	510	510	510	0	0.0
8136 Library Books	0	799	0	0	0	0	0.0
8139 Water	145	139	0	0	0	0	0.0
8140 Telephone	2,363	2,930	0	0	0	0	0.0
8144 Postage	-18	98	100	100	100	0	0.0
8180 Billed Costs	-611	0	0	0	0	0	0.0
8218 Vehicle Rental	0	11	0	0	0	0	0.0
8290 Cell Phone Reimbsmnt	-744	-316	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	215,682	203,830	148,629	148,629	148,629	0	0.0
EQUIPMENT							
8506 Computer Equipment	0	0	9,550	9,550	9,550	0	0.0
*** TOTAL EQUIPMENT	0	0	9,550	9,550	9,550	0	0.0
*** SUBTOTAL	1,500,802	1,786,099	1,760,900	1,760,900	1,786,051	25,151	1.4
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	26,611	27,539	27,394	27,394	37,844	10,450	38.1
8602 IS-Tenant Improvements	68	0	0	0	0	0	0.0
8603 IS-Lockshop	0	90	0	0	0	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	15,780	15,840	15,952	15,952	21,444	5,492	34.4
8605 IS-Housekeeping Serv	22,266	21,597	20,433	20,433	27,881	7,448	36.4
8607 IS-Printing	7,544	8,691	13,294	13,294	13,294	0	0.0
8608 IS-Mail Services	1,948	1,933	2,390	2,390	2,305	-85	-3.5
8609 IS-Telephones	11,086	11,000	8,464	8,464	12,612	4,148	49.0
8613 IS-Radio and Data Communicatn	785	831	0	0	0	0	0.0
8620 Bldg Preventive Maintenanc e	9,571	9,614	9,614	9,614	6,167	-3,447	-35.8
8621 IS-Radio - Direct Request	182	191	0	0	0	0	0.0
8622 IS-Telephone - Usage	1,981	1,579	5,907	5,907	5,907	0	0.0
8623 IS-PC Training	0	0	57	57	57	0	0.0
8624 IS-Enterprise Network	14,943	15,864	17,174	17,174	18,740	1,566	9.1
8634 IS-Security Srvcs City Ha ll	9,958	12,294	12,833	12,833	17,677	4,844	37.7
8641 IS-MS Licensing	0	1,524	1,622	1,622	1,542	-80	-4.9
*** TOTAL INTERNAL SERVICE CHARGES	122,723	128,587	135,134	135,134	165,470	30,336	22.4
*** TOTAL BUDGET	1,623,525	1,914,686	1,896,034	1,896,034	1,951,521	55,487	2.9
REVENUE							
6751 Services to Power	41,580	42,827	44,540	44,540	45,876	1,336	2.9
6758 Services to Gas Tax Fund	10,000	10,000	10,000	10,000	10,000	0	0.0
6779 Services to Water Fund	22,389	23,508	24,448	24,448	25,181	733	2.9
6814 Trns Fr Underground Util Fund	40,467	41,681	43,348	43,348	44,649	1,301	3.0

GRAIL ANALYSIS

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MSI:

DEPARTMENT: Public Works Department
SUB-DEPARTMENT: Engineering Division

	FY 2005	FY 2006	FY 2007	FY 2007	FY 2008		
	ACTUAL	ACTUAL	ADOPTED	REVISED	RECOMMENDED	\$ CHANGE	%
9165 General Fund-Unspecified	1,097,525	1,405,680	1,332,832	1,332,832	1,371,723	38,891	2.9
9457 Sales Tax - Prop. A	7,098	7,311	7,603	7,603	7,831	228	2.9
9475 Sewer Fund	404,466	383,679	433,263	433,263	446,261	12,998	3.0
*** TOTAL FUNDING	1,623,525	1,914,686	1,896,034	1,896,034	1,951,521	55,487	2.9

MSI:

FUND: Project Management Fund

DEPARTMENT: Public Works Department

SUB-DEPARTMENT: Engineering Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	44.410	45.160	45.670	45.670	45.770	0.100	
NON-REGULAR	2.000	2.000	2.000	2.000	2.000	0.000	
TOTAL EMPLOYEES	46.410	47.160	47.670	47.670	47.770	0.100	
PERSONNEL							
8005 Regular Pay - PERS	0	0	3,680,048	3,680,048	3,852,802	172,754	4.6
8018 PST-Part Time Employees - PARS	0	0	0	159,117	163,878	4,761	2.9
8023 Auto Allowance	0	0	5,088	5,088	5,088	0	0.0
8024 Personal Dvlpmt Allowance	0	0	15,525	15,525	15,525	0	0.0
8027 Workers' Compensation	0	0	330,151	330,151	290,406	-39,745	-12.0
8031 General Liability	0	0	346,034	346,034	212,883	-133,151	-38.4
8038 PERS-Employee Portion	0	0	257,603	257,603	269,697	12,094	4.6
8040 PERS-City Portion	0	0	270,116	270,132	297,051	26,919	9.9
8041 PARS-City Portion	0	0	0	6,365	6,555	190	2.9
8044 Life Insurance	0	0	3,681	3,681	3,853	172	4.6
8045 Dental Insurance	0	0	21,737	21,737	23,120	1,383	6.3
8046 Medicare-City Contributn	0	0	53,360	53,360	55,865	2,505	4.6
8047 Long Term Disability	0	0	5,519	5,519	6,549	1,030	18.6
8049 Emp Opt Ben Fd (EOBF)	0	0	386,127	386,127	437,097	50,970	13.2
*** TOTAL PERSONNEL	0	0	5,374,989	5,540,487	5,640,369	99,882	1.8
SERVICES AND SUPPLIES							
8101 Materials & Supplies	0	0	29,400	29,400	29,400	0	0.0
8107 Equipment Lease Payments	0	0	37,634	37,634	37,634	0	0.0
8108 Computer Related Supplies	0	0	12,230	12,230	12,230	0	0.0
8110 Outside Printing and Duplicating	0	0	1,220	1,220	1,220	0	0.0
8113 Photo Copy Machine Maint	0	0	6,900	6,900	6,900	0	0.0
8114 Other Contract Services	0	0	11,640	11,640	11,640	0	0.0
8124 Dues and Memberships	0	0	1,412	1,412	1,412	0	0.0
8127 Conferences & Meetings	0	0	4,106	4,106	4,106	0	0.0
8128 Mileage	0	0	1,020	1,020	1,020	0	0.0
8129 Education	0	0	8,240	8,240	8,240	0	0.0
8130 Training Costs	0	0	6,960	6,960	6,960	0	0.0
8135 Reference Matls Subscriptions	0	0	1,500	1,500	1,500	0	0.0
8144 Postage	0	0	80	80	80	0	0.0
8676 Principal	0	0	49,911	49,911	49,911	0	0.0
*** TOTAL SERVICES AND SUPPLIES	0	0	172,253	172,253	172,253	0	0.0
EQUIPMENT							
8504 Equipment	0	0	3,200	3,200	3,200	0	0.0
8506 Computer Equipment	0	0	3,000	3,000	3,000	0	0.0
*** TOTAL EQUIPMENT	0	0	6,200	6,200	6,200	0	0.0
*** SUBTOTAL	0	0	5,553,442	5,718,940	5,818,822	99,882	1.7

MSI:
FUND: Project Management Fund

DEPARTMENT: Public Works Department
SUB-DEPARTMENT: Engineering Division

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	0	0	16,603	16,603	50,607	34,004	204.8
8603 IS-Lockshop	0	0	120	120	120	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	0	0	8,776	8,776	25,659	16,883	192.3
8605 IS-Housekeeping Serv	0	0	12,384	12,384	33,358	20,974	169.3
8607 IS-Printing	0	0	11,240	11,240	11,240	0	0.0
8608 IS-Mail Services	0	0	7,828	7,828	7,913	85	1.0
8609 IS-Telephones	0	0	16,506	16,506	20,491	3,985	24.1
8611 IS-Application Devel & Support	0	0	300	300	300	0	0.0
8613 IS-Radio and Data Communicatn	0	0	4,623	4,623	2,245	-2,378	-51.4
8616 IS-Fleet Maint - Equip Maintenance	0	0	41,788	41,788	41,788	0	0.0
8618 IS-Fleet Fuel/Lubricant	0	0	17,357	17,357	17,357	0	0.0
8620 Bldg Preventive Maintenanc e	0	0	5,288	5,288	21,626	16,338	308.9
8622 IS-Telephone - Usage	0	0	8,276	8,276	8,276	0	0.0
8623 IS-PC Training	0	0	230	230	230	0	0.0
8624 IS-Enterprise Network	0	0	56,242	56,242	64,315	8,073	14.3
8634 IS-Security Srvcs City Ha ll	0	0	5,926	5,926	20,062	14,136	238.5
8641 IS-MS Licensing	0	0	5,314	5,314	5,290	-24	-0.4
*** TOTAL INTERNAL SERVICE CHARGES	0	0	218,801	218,801	330,877	112,076	51.2
*** TOTAL BUDGET	0	0	5,772,243	5,937,741	6,149,699	211,958	3.5
REVENUE							
9073 Capital Projects Fund	0	0	5,772,243	5,937,741	6,149,699	211,958	3.5
*** TOTAL FUNDING	0	0	5,772,243	5,937,741	6,149,699	211,958	3.5

MSI:

DEPARTMENT: Public Works Department
SUB-DEPARTMENT: Park Division

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	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	73.800	73.800	75.400	75.400	78.400	3.000	
NON-REGULAR	2.000	2.000	2.000	2.000	2.000	0.000	
TOTAL EMPLOYEES	75.800	75.800	77.400	77.400	80.400	3.000	
PERSONNEL							
8005 Regular Pay - PERS	2,559,393	2,855,434	3,821,245	3,821,245	4,171,003	349,758	9.1
8010 Non Benefit Employees	60,322	86,158	0	0	0	0	0.0
8011 Overtime Pay	205,363	243,036	136,236	136,236	141,739	5,503	4.0
8012 Overtime Subject to PERS	574	1,892	0	0	0	0	0.0
8018 PST-Part Time Employees - PARS	260,541	342,763	110,319	110,319	113,320	3,001	2.7
8023 Auto Allowance	2,544	2,544	2,544	2,544	2,544	0	0.0
8024 Personal Dvlpmt Allowance	8,750	10,000	8,400	8,400	8,400	0	0.0
8027 Workers' Compensation	120,269	110,478	107,332	107,332	180,798	73,466	68.4
8031 General Liability	239,859	297,209	369,567	369,567	227,070	-142,497	-38.5
8037 Miscellaneous Pay	0	2,587	0	0	0	0	0.0
8038 PERS-Employee Portion	181,877	206,433	267,488	267,488	291,971	24,483	9.1
8040 PERS-City Portion	62,911	234,815	280,480	280,480	321,585	41,105	14.6
8041 PARS-City Portion	10,846	15,428	4,413	4,413	4,533	120	2.7
8044 Life Insurance	2,030	2,068	3,822	3,822	4,170	348	9.1
8045 Dental Insurance	33,746	33,826	35,295	35,295	38,913	3,618	10.2
8046 Medicare-City Contributn	30,812	36,538	57,384	57,384	62,535	5,151	8.9
8047 Long Term Disability	29,614	31,983	5,732	5,732	7,091	1,359	23.7
8049 Emp Opt Ben Fd (EOBF)	451,390	503,098	626,940	626,940	735,660	108,720	17.3
8050 Benefits (VHS)	498,615	459,648	0	0	0	0	0.0
8054 Vision Care	52	46	0	0	0	0	0.0
8055 Health Care Spending	150	0	0	0	0	0	0.0
8056 Accrued payroll	15,784	20,741	0	0	0	0	0.0
8058 Benefits Administration	68,601	155,609	0	0	0	0	0.0
*** TOTAL PERSONNEL	4,844,043	5,652,334	5,837,197	5,837,197	6,311,332	474,135	8.1
SERVICES AND SUPPLIES							
8101 Materials & Supplies	499,276	577,407	461,101	461,101	461,101	0	0.0
8104 Nutrition Education	438	0	0	0	0	0	0.0
Materials							
8107 Equipment Lease Payments	6,174	5,289	5,000	5,000	18,000	13,000	260.0
8108 Computer Related Supplies	8,687	9,863	4,200	4,200	4,200	0	0.0
8109 Equipt Purchases Under \$10,000	606	1,138	0	0	0	0	0.0
8110 Outside Printing and Duplicating	10,594	5,485	0	0	0	0	0.0
8112 Legal Advertising	3,407	1,938	0	0	0	0	0.0
8113 Photo Copy Machine Maint	0	0	1,000	1,000	1,000	0	0.0
8114 Other Contract Services	1,365,894	1,475,723	1,567,331	1,567,331	1,619,516	52,185	3.3
8115 Consultant Services	8,867	121	0	0	0	0	0.0
8116 Contract Maintenance	1,920	0	0	0	0	0	0.0
8117 Data Processing Operations	1,275	1,039	0	0	0	0	0.0

MSI:

DEPARTMENT: Public Works Department
SUB-DEPARTMENT: Park Division

Park Maintenan

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8122 Support to Advisory Committees	0	101	870	870	870	0	0.0
8124 Dues and Memberships	2,271	1,870	5,745	5,745	7,745	2,000	34.8
8125 Special Civic Events	6,369	2,861	0	0	0	0	0.0
8126 Conf & Mtgs - Comm & Committees	62	4,600	1,500	1,500	1,500	0	0.0
8127 Conferences & Meetings	2,135	1,729	5,142	5,142	5,142	0	0.0
8128 Mileage	219	285	600	600	600	0	0.0
8129 Education	2,280	6,406	12,425	12,425	12,425	0	0.0
8135 Reference Matls Subscriptions	389	564	1,220	1,220	1,220	0	0.0
8137 Gas and Lubricants	1,239	2,898	0	0	0	0	0.0
8138 Gas	666	939	1,800	1,800	1,800	0	0.0
8139 Water	621,623	609,313	590,799	590,799	638,374	47,575	8.0
8140 Telephone	19,263	21,732	15,079	15,079	15,079	0	0.0
8141 Refuse Collection	93,285	99,010	93,456	93,456	100,559	7,103	7.6
8142 Electric	185,023	185,493	223,930	223,930	223,930	0	0.0
8144 Postage	2,772	4,887	1,374	1,374	1,374	0	0.0
8150 Cash Over and Short	-5	0	0	0	0	0	0.0
8154 Audio Visual Materials	0	0	210	210	210	0	0.0
8156 Insurance	127	94	0	0	0	0	0.0
8178 Program Expenditure Recovery	-3,044	-1,783	0	0	0	0	0.0
8218 Vehicle Rental	11	0	0	0	0	0	0.0
8290 Cell Phone Reimbsmnt	-5,564	-5,025	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	2,836,259	3,013,977	2,992,782	2,992,782	3,114,645	121,863	4.0
EQUIPMENT							
8504 Equipment	0	0	7,425	7,425	82,425	75,000	1010.1
8505 Automotive Equipment	56,374	11,842	35,760	35,760	35,760	0	0.0
8506 Computer Equipment	0	0	4,000	4,000	4,000	0	0.0
*** TOTAL EQUIPMENT	56,374	11,842	47,185	47,185	122,185	75,000	158.9
*** SUBTOTAL	7,736,676	8,678,153	8,877,164	8,877,164	9,548,162	670,998	7.5
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	107,190	110,922	125,674	125,674	122,581	-3,093	-2.4
8602 IS-Tenant Improvements	121,117	105,243	1,600	1,600	1,600	0	0.0
8603 IS-Lockshop	1,568	676	800	800	800	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	39,528	39,684	39,960	39,960	37,356	-2,604	-6.5
8605 IS-Housekeeping Serv	30,886	27,393	27,901	27,901	24,033	-3,868	-13.8
8607 IS-Printing	7,393	9,328	9,554	9,554	9,554	0	0.0
8608 IS-Mail Services	10,906	12,298	13,944	13,944	14,442	498	3.5
8609 IS-Telephones	30,601	29,624	29,628	29,628	23,119	-6,509	-21.9
8613 IS-Radio and Data Communicatn	40,518	37,818	24,654	24,654	24,689	35	0.1
8615 IS-Auto Body Repair	7,107	4,691	4,200	4,200	4,200	0	0.0
8616 IS-Fleet Maint - Equip Maintenance	393,703	415,638	417,037	417,037	417,037	0	0.0

MSI:

DEPARTMENT: Public Works Department
SUB-DEPARTMENT: Park Division

Park Maintenan

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8617 IS-Fleet Maint - Equip Replacement	347,466	346,981	354,416	354,416	354,416	0	0.0
8618 IS-Fleet Fuel/Lubricant	144,357	192,459	159,518	159,518	159,518	0	0.0
8620 Bldg Preventive Maintenance	38,550	38,722	44,483	44,483	35,445	-9,038	-20.3
8621 IS-Radio - Direct Request	1,040	2,165	0	0	0	0	0.0
8622 IS-Telephone - Usage	10,804	10,313	14,908	14,908	14,908	0	0.0
8623 IS-PC Training	0	0	1,151	1,151	1,151	0	0.0
8624 IS-Enterprise Network	84,480	101,331	100,178	100,178	117,378	17,200	17.1
8626 IS-Mail - Direct Request	375	753	0	0	0	0	0.0
8641 IS-MS Licensing	0	9,735	9,466	9,466	9,654	188	1.9
*** TOTAL INTERNAL SERVICE CHARGES	1,417,589	1,495,774	1,379,072	1,379,072	1,371,881	-7,191	-0.5
*** TOTAL BUDGET	9,154,265	10,173,927	10,256,236	10,256,236	10,920,043	663,807	6.4
REVENUE							
6541 LA Co-Proposition A-Parks Reimbursements	0	0	0	0	131,307	131,307	0.0
6751 Services to Power	0	0	0	0	19,623	19,623	0.0
6755 Svcs-Sewer Fund	80,000	80,000	80,000	80,000	80,000	0	0.0
6779 Services to Water Fund	0	0	0	0	39,245	39,245	0.0
6783 Services to Parking Ops Fund	0	0	0	0	1,061	1,061	0.0
6788 Services to Playhouse Parking Fund	0	0	0	0	2,122	2,122	0.0
6969 Property Rental - Misc.	540,000	540,000	540,000	540,000	540,000	0	0.0
7059 Vending Machine Revenue	45,000	45,000	45,000	45,000	0	-45,000	-100.0
9165 General Fund-Unspecified	8,489,265	9,508,927	9,591,236	9,591,236	10,106,685	515,449	5.3
*** TOTAL FUNDING	9,154,265	10,173,927	10,256,236	10,256,236	10,920,043	663,807	6.4

GRAIL ANALYSIS

MSI:
FUND: Project Management Fund

DEPARTMENT: Public Works Department
SUB-DEPARTMENT: Park Division

Park Maintenanac

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	8.200	8.200	9.600	9.600	9.600	0.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	8.200	8.200	9.600	9.600	9.600	0.000	
PERSONNEL							
8005 Regular Pay - PERS	0	0	619,547	619,547	635,434	15,887	2.5
8027 Workers' Compensation	0	0	16,914	16,914	26,815	9,901	58.5
8031 General Liability	0	0	58,237	58,237	33,678	-24,559	-42.1
8038 PERS-Employee Portion	0	0	43,368	43,368	44,480	1,112	2.5
8040 PERS-City Portion	0	0	45,475	45,475	48,992	3,517	7.7
8044 Life Insurance	0	0	620	620	635	15	2.4
8045 Dental Insurance	0	0	4,378	4,378	4,646	268	6.1
8046 Medicare-City Contributn	0	0	8,983	8,983	9,214	231	2.5
8047 Long Term Disability	0	0	929	929	1,080	151	16.2
8049 Emp Opt Ben Fd (EOBF)	0	0	77,760	77,760	87,840	10,080	12.9
*** TOTAL PERSONNEL	0	0	876,211	876,211	892,814	16,603	1.8
SERVICES AND SUPPLIES							
*** TOTAL SERVICES AND SUPPLIES	0	0	0	0	0	0	0.0
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	0	0	876,211	876,211	892,814	16,603	1.8
INTERNAL SERVICE CHARGES							
*** TOTAL INTERNAL SERVICE CHARGES	0	0	0	0	0	0	0.0
*** TOTAL BUDGET	0	0	876,211	876,211	892,814	16,603	1.8
REVENUE							
9073 Capital Projects Fund	0	0	876,211	876,211	892,814	16,603	1.8
*** TOTAL FUNDING	0	0	876,211	876,211	892,814	16,603	1.8

MSI:

DEPARTMENT: Public Works Department
SUB-DEPARTMENT: Street Maintenance and Integrated Wast

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	102.500	104.000	104.000	104.000	104.000	0.000	
NON-REGULAR	1.750	1.750	1.750	1.750	1.750	0.000	
TOTAL EMPLOYEES	104.250	105.750	105.750	105.750	105.750	0.000	
PERSONNEL							
8005 Regular Pay - PERS	3,795,290	3,977,802	5,313,936	5,354,908	5,697,400	342,492	6.3
8010 Non Benefit Employees	327	0	0	0	0	0	0.0
8011 Overtime Pay	409,803	514,556	393,748	395,812	397,548	1,736	0.4
8012 Overtime Subject to PERS	41,022	33,869	35,246	35,246	43,783	8,537	24.2
8018 PST-Part Time Employees - PARS	155,345	194,636	89,051	89,051	91,273	2,222	2.4
8020 Management Benefit	1,596	0	0	0	0	0	0.0
8023 Auto Allowance	0	2,332	0	0	2,756	2,756	0.0
8024 Personal Dvlpmt Allowance	7,750	8,250	7,500	7,500	7,500	0	0.0
8027 Workers' Compensation	453,527	788,174	646,738	651,643	665,698	14,055	2.1
8031 General Liability	335,804	388,038	507,882	511,733	306,800	-204,933	-40.0
8037 Miscellaneous Pay	0	2,765	0	0	0	0	0.0
8038 PERS-Employee Portion	267,467	281,579	371,976	374,844	398,818	23,974	6.3
8040 PERS-City Portion	91,251	326,148	390,043	393,202	439,270	46,068	11.7
8041 PARS-City Portion	7,608	9,587	3,562	3,562	3,651	89	2.4
8044 Life Insurance	2,492	2,678	5,315	5,356	5,699	343	6.4
8045 Dental Insurance	47,747	47,864	48,222	48,222	51,183	2,961	6.1
8046 Medicare-City Contributn	46,379	50,112	83,273	83,897	89,011	5,114	6.0
8047 Long Term Disability	65,901	69,890	7,970	8,040	9,686	1,646	20.4
8048 Child Care Subsidies	211	223	0	0	0	0	0.0
8049 Emp Opt Ben Fd (EOBF)	656,302	720,985	831,992	831,992	943,030	111,038	13.3
8050 Benefits (VHS)	724,521	640,426	0	0	0	0	0.0
8054 Vision Care	0	17	0	0	0	0	0.0
8056 Accrued payroll	32,320	23,752	0	0	0	0	0.0
8058 Benefits Administration	101,537	216,792	0	0	0	0	0.0
*** TOTAL PERSONNEL	7,244,200	8,300,475	8,736,454	8,795,008	9,153,106	358,098	4.0
SERVICES AND SUPPLIES							
8101 Materials & Supplies	515,090	543,154	664,233	664,233	747,633	83,400	12.5
8103 Uniforms	367	0	0	0	0	0	0.0
8107 Equipment Lease Payments	1,179	1,428	686,396	686,396	686,396	0	0.0
8108 Computer Related Supplies	21,242	16,471	42,558	42,558	42,558	0	0.0
8109 Equipt Purchases Under \$10,000	1,475	24,918	52,900	52,900	52,900	0	0.0
8110 Outside Printing and Duplicating	1,459	237	1,400	1,400	1,400	0	0.0
8112 Legal Advertising	118	73	700	700	700	0	0.0
8113 Photo Copy Machine Maint	6,097	6,833	6,800	6,800	6,800	0	0.0
8114 Other Contract Services	2,526,978	2,901,271	2,292,790	2,305,790	2,509,893	204,103	8.8
8115 Consultant Services	0	0	700	700	700	0	0.0
8118 Outside Legal Services	20,410	22,284	0	0	0	0	0.0
8124 Dues and Memberships	2,012	1,520	4,775	4,775	4,775	0	0.0
8125 Special Civic Events	230	1,610	0	0	0	0	0.0

MSI:

DEPARTMENT: Public Works Department
SUB-DEPARTMENT: Street Maintenance and Integrated Wast

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8126 Conf & Mtgs - Comm & Committees	19	1,707	0	0	0	0	0.0
8127 Conferences & Meetings	2,868	2,222	9,904	9,904	9,904	0	0.0
8128 Mileage	0	0	30	30	30	0	0.0
8129 Education	5,098	8,470	23,587	23,587	23,587	0	0.0
8134 Data Processing Development	0	0	2,600	2,600	2,600	0	0.0
8135 Reference Matls Subscriptions	0	959	3,236	3,236	3,236	0	0.0
8136 Library Books	0	49	0	0	0	0	0.0
8137 Gas and Lubricants	1,034	748	0	0	0	0	0.0
8138 Gas	21	0	1,100	1,100	1,100	0	0.0
8139 Water	17,975	18,193	13,100	13,100	13,100	0	0.0
8140 Telephone	10,988	13,944	0	0	24,000	24,000	0.0
8141 Refuse Collection	320	0	0	0	0	0	0.0
8142 Electric	1,764,260	1,720,786	1,885,861	1,885,861	1,885,861	0	0.0
8144 Postage	3,219	15,046	13,100	13,100	13,100	0	0.0
8154 Audio Visual Materials	0	0	560	560	560	0	0.0
8178 Program Expenditure Recovery	-3,937	-1,272	0	0	0	0	0.0
8186 Discounts Lost	0	-230	0	0	0	0	0.0
8187	-1	0	0	0	0	0	0.0
8212 Permits and Fees	0	111,235	125,000	125,000	125,000	0	0.0
8218 Vehicle Rental	138	682	2,200	2,200	2,200	0	0.0
8290 Cell Phone Reimbsmnt	-1,636	-828	0	0	0	0	0.0
8677 Interest	115,095	74,873	204,030	204,030	336,753	132,723	65.0
*** TOTAL SERVICES AND SUPPLIES	5,012,118	5,486,383	6,037,560	6,050,560	6,494,786	444,226	7.3
EQUIPMENT							
8504 Equipment	0	0	40,000	40,000	0	-40,000	-100.0
8505 Automotive Equipment	517,332	0	0	0	0	0	0.0
8507 Contra Capital	-517,332	0	0	0	0	0	0.0
8801 Depreciation	690,779	685,319	0	0	0	0	0.0
*** TOTAL EQUIPMENT	690,779	685,319	40,000	40,000	0	-40,000	-100.0
*** SUBTOTAL	12,947,097	14,472,177	14,814,014	14,885,568	15,647,892	762,324	5.1
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	96,022	99,363	108,907	108,907	106,136	-2,771	-2.5
8602 IS-Tenant Improvements	5,349	8,480	8,500	8,500	8,500	0	0.0
8603 IS-Lockshop	231	95	700	700	700	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	56,952	57,228	57,563	57,563	53,811	-3,752	-6.5
8605 IS-Housekeeping Serv	50,894	49,954	41,270	41,270	35,543	-5,727	-13.8
8606 IS-Floors and Windows	685	0	2,500	2,500	2,500	0	0.0
8607 IS-Printing	32,162	37,374	35,405	35,405	35,405	0	0.0
8608 IS-Mail Services	13,932	15,325	17,555	17,555	17,555	0	0.0
8609 IS-Telephones	26,319	28,091	23,277	23,277	29,950	6,673	28.6
8611 IS-Application Devel & Support	0	0	754	754	754	0	0.0

MSI:

DEPARTMENT: Public Works Department
SUB-DEPARTMENT: Street Maintenance and Integrated Wast

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8613 IS-Radio and Data Communicatn	78,456	73,847	60,606	60,606	43,022	-17,584	-29.0
8615 IS-Auto Body Repair	13,697	7,571	13,500	13,500	13,500	0	0.0
8616 IS-Fleet Maint - Equip Maintenance	1,473,888	1,638,118	1,710,154	1,710,154	1,710,154	0	0.0
8617 IS-Fleet Maint - Equip Replacement	425,069	422,538	390,749	390,749	390,749	0	0.0
8618 IS-Fleet Fuel/Lubricant	425,494	567,682	672,004	672,004	672,004	0	0.0
8620 Bldg Preventive Maintenanc e	34,535	34,688	34,658	34,658	31,751	-2,907	-8.3
8621 IS-Radio - Direct Request	3,223	5,409	0	0	0	0	0.0
8622 IS-Telephone - Usage	4,583	4,851	12,762	12,762	12,762	0	0.0
8623 IS-PC Training	0	0	574	574	574	0	0.0
8624 IS-Enterprise Network	108,846	125,758	126,118	126,118	142,675	16,557	13.1
8634 IS-Security Srvcs City Ha ll	6,018	7,430	7,756	7,756	0	-7,756	-100.0
8641 IS-MS Licensing	0	12,084	11,917	11,917	11,735	-182	-1.5
*** TOTAL INTERNAL SERVICE CHARGES	2,856,355	3,195,886	3,337,229	3,337,229	3,319,780	-17,449	-0.5
*** TOTAL BUDGET	15,803,452	17,668,063	18,151,243	18,222,797	18,967,672	744,875	4.0
REVENUE							
6755 Svcs-Sewer Fund	88,782	113,460	118,000	118,000	121,539	3,539	2.9
6757 Services to Civic Center Pkng Mtr Fund	16,695	17,196	17,884	17,884	18,421	537	3.0
6758 Services to Gas Tax Fund	441,071	479,969	498,142	498,142	512,316	14,174	2.8
6767 Svcs-Refuse Collctn Fund	0	49,534	51,515	51,515	53,061	1,546	3.0
6963 Prking Mtr - Old Pasa	23,876	24,592	25,576	25,576	26,343	767	2.9
7023 Misc Revenue Prog. Income	0	0	0	13,000	24,000	11,000	84.6
9163 Gas Tax - Maintenance	541,743	607,549	704,430	704,430	728,072	23,642	3.3
9165 General Fund-Unspecified	4,361,331	4,734,638	5,007,392	5,065,946	5,101,641	35,695	0.7
9403 Refuse Collection Fees	8,050,452	9,188,468	9,171,363	9,171,363	9,768,827	597,464	6.5
9406 Refuse Fund	212,200	218,566	227,308	227,308	234,127	6,819	2.9
9475 Sewer Fund	2,067,302	2,234,091	2,329,633	2,329,633	2,379,325	49,692	2.1
*** TOTAL FUNDING	15,803,452	17,668,063	18,151,243	18,222,797	18,967,672	744,875	4.0

MSI:

DEPARTMENT: Public Works Department
SUB-DEPARTMENT: Building Systems and Fleet Management

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	61.500	59.500	59.500	59.500	61.500	2.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	61.500	59.500	59.500	59.500	61.500	2.000	
PERSONNEL							
8005 Regular Pay - PERS	2,983,754	3,067,272	3,183,429	3,193,798	3,446,710	252,912	7.9
8011 Overtime Pay	241,894	244,593	88,585	89,037	92,130	3,093	3.4
8012 Overtime Subject to PERS	4,635	4,019	14,139	14,139	14,979	840	5.9
8018 PST-Part Time Employees - PARS	189,890	182,980	0	0	0	0	0.0
8020 Management Benefit	299	1,634	0	0	0	0	0.0
8023 Auto Allowance	848	2,544	2,400	2,400	2,400	0	0.0
8024 Personal Dvlpmt Allowance	5,250	8,125	7,750	7,750	7,750	0	0.0
8027 Workers' Compensation	255,303	402,592	353,681	354,833	464,618	109,785	30.9
8031 General Liability	269,821	302,273	299,242	300,217	182,676	-117,541	-39.1
8037 Miscellaneous Pay	0	2,041	0	0	0	0	0.0
8038 PERS-Employee Portion	210,486	221,665	222,841	223,567	241,270	17,703	7.9
8040 PERS-City Portion	72,103	256,303	233,663	234,052	265,742	31,690	13.5
8041 PARS-City Portion	7,513	6,326	0	0	0	0	0.0
8044 Life Insurance	1,927	2,058	3,184	3,194	3,445	251	7.8
8045 Dental Insurance	34,762	33,841	27,132	27,132	29,766	2,634	9.7
8046 Medicare-City Contributn	35,686	37,818	47,649	47,806	51,531	3,725	7.7
8047 Long Term Disability	40,132	40,237	4,775	5,064	5,860	796	15.7
8049 Emp Opt Ben Fd (EOBF)	457,826	488,186	481,950	481,950	562,725	80,775	16.7
8050 Benefits (VHS)	575,081	493,832	0	0	0	0	0.0
8054 Vision Care	105	185	0	0	0	0	0.0
8056 Accrued payroll	20,321	25,201	0	0	0	0	0.0
8058 Benefits Administration	78,449	167,167	0	0	0	0	0.0
*** TOTAL PERSONNEL	5,486,085	5,990,892	4,970,420	4,984,939	5,371,602	386,663	7.7
SERVICES AND SUPPLIES							
8101 Materials & Supplies	2,157,553	2,317,068	1,328,471	1,328,471	1,328,471	0	0.0
8103 Uniforms	7,124	4,374	9,400	9,400	9,400	0	0.0
8107 Equipment Lease Payments	8,300	6,768	0	0	0	0	0.0
8108 Computer Related Supplies	7,028	12,546	1,080	1,080	1,080	0	0.0
8109 Equipt Purchases Under \$10,000	42,148	75,069	22,100	22,100	22,100	0	0.0
8110 Outside Printing and Duplicating	5,554	1,830	0	0	0	0	0.0
8112 Legal Advertising	2,527	3,834	134	134	134	0	0.0
8113 Photo Copy Machine Maint	0	0	5,350	5,350	5,350	0	0.0
8114 Other Contract Services	1,966,886	2,546,694	1,893,615	1,893,615	2,221,744	328,129	17.3
8115 Consultant Services	12,277	12,290	0	0	0	0	0.0
8117 Data Processing Operations	0	10,202	5,747	5,747	5,747	0	0.0
8118 Outside Legal Services	5,101	5,572	0	0	0	0	0.0
8124 Dues and Memberships	55	1,266	450	450	450	0	0.0
8125 Special Civic Events	75	435	0	0	0	0	0.0

MSI:

DEPARTMENT: Public Works Department
 SUB-DEPARTMENT: Building Systems and Fleet Management

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8127 Conferences & Meetings	593	839	1,412	1,412	1,412	0	0.0
8128 Mileage	0	0	640	640	640	0	0.0
8129 Education	2,130	2,142	10,575	10,575	10,575	0	0.0
8130 Training Costs	255	0	0	0	0	0	0.0
8135 Reference Matls Subscriptions	5,317	4,617	1,300	1,300	1,300	0	0.0
8136 Library Books	0	466	0	0	0	0	0.0
8137 Gas and Lubricants	1,723,950	2,315,281	2,039,215	2,039,215	2,039,215	0	0.0
8138 Gas	148,919	184,506	176,920	176,920	176,920	0	0.0
8139 Water	119,526	132,358	100,000	100,000	100,000	0	0.0
8140 Telephone	9,094	10,939	6,800	6,800	6,800	0	0.0
8141 Refuse Collection	15,968	10,931	13,014	13,014	13,014	0	0.0
8142 Electric	1,274,206	1,207,139	1,220,138	1,220,138	1,252,962	32,824	2.6
8144 Postage	9,850	273	337	337	337	0	0.0
8154 Audio Visual Materials	0	0	250	250	250	0	0.0
8156 Insurance	161,023	120,480	164,000	164,000	164,000	0	0.0
8178 Program Expenditure Recovery	-2,231,227	-2,091,540	0	0	0	0	0.0
8180 Billed Costs	91,049	0	0	0	0	0	0.0
8186 Discounts Lost	0	-201	0	0	0	0	0.0
8187	-48	-1	0	0	0	0	0.0
8212 Permits and Fees	0	1,949	0	0	0	0	0.0
8218 Vehicle Rental	77	11	0	0	0	0	0.0
8290 Cell Phone Reimbsmnt	-3,223	-2,191	0	0	0	0	0.0
8677 Interest	0	9,719	0	0	0	0	0.0
*** TOTAL SERVICES AND SUPPLIES	5,542,087	6,905,665	7,000,948	7,000,948	7,361,901	360,953	5.1
EQUIPMENT							
8504 Equipment	122,721	28,614	57,000	57,000	57,000	0	0.0
8505 Automotive Equipment	1,688,569	1,640,261	2,228,077	2,228,077	2,256,077	28,000	1.2
8507 Contra Capital	-1,811,290	-1,693,097	0	0	0	0	0.0
8801 Depreciation	1,430,110	1,549,261	0	0	0	0	0.0
*** TOTAL EQUIPMENT	1,430,110	1,525,039	2,285,077	2,285,077	2,313,077	28,000	1.2
*** SUBTOTAL	12,458,282	14,421,596	14,256,445	14,270,964	15,046,580	775,616	5.4
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	214,388	199,675	218,849	218,849	213,282	-5,567	-2.5
8602 IS-Tenant Improvements	42,647	21,609	2,500	2,500	2,500	0	0.0
8603 IS-Lockshop	0	0	1,000	1,000	1,000	0	0.0
8604 IS-Utilities & Insurance - HSEKPING	127,044	114,912	115,672	115,672	108,138	-7,534	-6.5
8605 IS-Housekeeping Serv	38,898	29,678	30,585	30,585	26,342	-4,243	-13.8
8606 IS-Floors and Windows	0	0	3,300	3,300	3,300	0	0.0
8607 IS-Printing	5,633	5,395	6,458	6,458	6,458	0	0.0
8608 IS-Mail Services	12,692	9,040	9,877	9,877	9,877	0	0.0
8609 IS-Telephones	49,359	49,789	45,287	45,287	55,695	10,408	22.9
8610 IS-System Management HP3000-HP957	196	0	0	0	0	0	0.0
8613 IS-Radio and Data	8,338	8,165	9,245	9,245	5,237	-4,008	-43.3

GRAIL ANALYSIS

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MSI:

DEPARTMENT: Public Works Department
SUB-DEPARTMENT: Building Systems and Fleet Management

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
Communicatn							
8615 IS-Auto Body Repair	4,309	4,782	350	350	350	0	0.0
8616 IS-Fleet Maint - Equip Maintenance	106,867	98,913	128,638	128,638	129,738	1,100	0.8
8617 IS-Fleet Maint - Equip Replacement	109,716	107,725	104,221	104,221	107,688	3,467	3.3
8618 IS-Fleet Fuel/Lubricant	69,489	78,521	70,632	70,632	72,932	2,300	3.2
8620 Bldg Preventive Maintenan ce	77,060	69,706	69,706	69,706	63,806	-5,900	-8.4
8621 IS-Radio - Direct Request	133	96	0	0	0	0	0.0
8622 IS-Telephone - Usage	10,590	10,100	19,127	19,127	19,127	0	0.0
8623 IS-PC Training	0	0	1,068	1,068	1,068	0	0.0
8624 IS-Enterprise Network	94,558	107,361	103,755	103,755	117,377	13,622	13.1
8641 IS-MS Licensing	0	10,315	9,805	9,805	9,653	-152	-1.5
*** TOTAL INTERNAL SERVICE CHARGES	971,917	925,782	950,075	950,075	953,568	3,493	0.3
*** TOTAL BUDGET	13,430,199	15,347,378	15,206,520	15,221,039	16,000,148	779,109	5.1
REVENUE							
6807 Transfer From GF	48,935	50,403	52,419	52,419	73,992	21,573	41.1
6843 Transfer from Parking Ope rations	0	99,740	109,480	109,480	117,000	7,520	6.8
7208 Security Services City Ha ll	141,599	153,367	159,503	159,503	262,978	103,475	64.8
9165 General Fund-Unspecified	164,257	261,984	286,553	286,553	281,427	-5,126	-1.7
9219 Light and Power Fund	76,635	83,004	86,324	86,324	88,914	2,590	3.0
9406 Refuse Fund	33,522	36,308	37,760	37,760	38,893	1,133	3.0
9565 Water Fund	41,281	44,712	46,500	46,500	47,895	1,395	3.0
9600 Building Maintenance Fund	5,603,173	6,046,167	6,073,106	6,087,625	6,667,337	579,712	9.5
9700 Fleet Maintenance Fund	7,320,797	8,571,693	8,354,875	8,354,875	8,421,712	66,837	0.8
*** TOTAL FUNDING	13,430,199	15,347,378	15,206,520	15,221,039	16,000,148	779,109	5.1

MSI:

FUND: Project Management Fund

DEPARTMENT: Public Works Department

SUB-DEPARTMENT: Building Systems and Fleet Management

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	21.500	21.500	21.500	21.500	21.500	0.000	
NON-REGULAR	6.000	6.000	6.000	6.000	6.000	0.000	
TOTAL EMPLOYEES	27.500	27.500	27.500	27.500	27.500	0.000	
PERSONNEL							
8005 Regular Pay - PERS	0	0	1,195,156	1,220,654	1,262,378	41,724	3.4
8018 PST-Part Time Employees - PARS	0	0	124,397	124,397	129,396	4,999	4.0
8027 Workers' Compensation	0	0	147,061	160,344	187,611	27,267	17.0
8031 General Liability	0	0	124,155	126,551	73,764	-52,787	-41.7
8038 PERS-Employee Portion	0	0	83,660	85,445	88,365	2,920	3.4
8040 PERS-City Portion	0	0	87,725	89,691	97,329	7,638	8.5
8041 PARS-City Portion	0	0	4,976	4,976	5,176	200	4.0
8044 Life Insurance	0	0	1,195	1,221	1,262	41	3.3
8045 Dental Insurance	0	0	12,540	12,540	13,310	770	6.1
8046 Medicare-City Contributn	0	0	17,330	17,700	18,304	604	3.4
8047 Long Term Disability	0	0	1,793	1,837	2,146	309	16.8
8049 Emp Opt Ben Fd (EOBF)	0	0	222,750	222,750	251,625	28,875	12.9
*** TOTAL PERSONNEL	0	0	2,022,738	2,068,106	2,130,666	62,560	3.0
SERVICES AND SUPPLIES							
*** TOTAL SERVICES AND SUPPLIES	0	0	0	0	0	0	0.0
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	0	0	2,022,738	2,068,106	2,130,666	62,560	3.0
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	0	0	24,162	24,162	23,547	-615	-2.5
8604 IS-Utilities & Insurance - HSEKPING	0	0	12,771	12,771	11,939	-832	-6.5
8605 IS-Housekeeping Serv	0	0	5,879	5,879	5,063	-816	-13.8
8608 IS-Mail Services	0	0	4,565	4,565	4,565	0	0.0
8620 Bldg Preventive Maintenance	0	0	7,696	7,696	7,044	-652	-8.4
8622 IS-Telephone - Usage	0	0	1,406	1,406	1,406	0	0.0
*** TOTAL INTERNAL SERVICE CHARGES	0	0	56,479	56,479	53,564	-2,915	-5.1
*** TOTAL BUDGET	0	0	2,079,217	2,124,585	2,184,230	59,645	2.8
REVENUE							
9073 Capital Projects Fund	0	0	2,079,217	2,124,585	2,184,230	59,645	2.8
*** TOTAL FUNDING	0	0	2,079,217	2,124,585	2,184,230	59,645	2.8

**DEPARTMENT
SUMMARY**

Transportation

Mission Statement

The Department of Transportation is committed to achieving the safe, efficient and convenient movement of people and goods within Pasadena, while concurrently ensuring a balance between land use and transportation to maintain a livable community in which cars are not necessary to travel within the City.

The Department has identified five core values to achieve its mission by guiding both program design and project development. These core values are:

- *Connectivity*: To promote ease of access to local and regional transportation services
- *Safety*: To promote programs and transportation design features to enhance user safety
- *Quality*: To promote environmentally friendly and convenient transportation services
- *Partnership*: To inform and engage the community in the collaborative development of services and programs
- *Diversity*: Recognize the distinctive needs of the community and deliver appropriate services

Program Description

The Department of Transportation is a complementary team designed to execute a variety of diverse, interrelated activities that sustain, promote, and enhance the community. The team performs services in these key areas: 1) management and operation of efficient traffic mobility and circulation utilizing the Traffic Management Center (TMC) 300 traffic signals; 2) neighborhood protection from non-local traffic, speeding and parking intrusion; 3) management and planning for Dial-A-Ride (DAR), Pasadena Area Rapid Transit System (ARTS), and city-wide public transit access; 4) manage the employee rideshare program (Prideshare) and provide leadership to the Pasadena Transportation Management Association (TMA); 5) oversight, management and operation of city-wide parking facilities, both on and off street, including eight parking garages, four surface lots, over 1,200 parking meters, and enhancement of municipal parking code enforcement; 6) review, negotiate and recommend transportation measures for city-wide developments, inclusive of traffic, parking, Congestion Management Program (CMP) and Transportation Demand Management (TDM) compliance; and 7) review and identify issues/impacts caused by mobility and land use city-wide and prescribe appropriate mitigation measures.

One of the guiding principles to the General Plan states that "Pasadena will be a city where people can circulate without cars." To advance this goal, the Department developed a Pedestrian Plan that consists of policies, guidelines and implementation that encourages pedestrian activity, promotes pedestrian-friendly places and enhances pedestrian safety at signalized intersections.

Departmental Relationship to City Council Goals:

• **Foster Economic Prosperity**

The Department of Transportation fosters economic prosperity by management of efficient traffic mobility and circulation throughout the City as well as securing grants to enhance traffic mobility and safety.

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- **Protect and Enhance Neighborhood Vitality and Livability**

The Department of Transportation ensures the balance between land use and transportation to maintain a livable community in which cars are not necessary for mobility throughout the City.

Major Accomplishments

In the area of operations, the Department of Transportation team answered the needs of the business and residential community by performing the following activities in fiscal year 2007: 1) awarded \$2.8 million in grant funds from SAFETEA-LU (Safe, Accountable, Flexible, Efficient, Transportation Equity Act: A legacy for Users) for the expansion of the City's Traffic Management Center, including multi-modal elements such as parking guidance system, and vehicle transit arrival information and other Intelligent Transportation Systems (ITS) elements; 2) awarded \$193,000 in grant funds from the Office of Traffic Safety for the Bicycle and Pedestrian Safety Program called Safe Rides and Strides (SRS) Phase 2; 3) awarded \$152,000 in grant funds from the Caltrans' Safe Routes to School (SR2S) program for the installation of a traffic signal at Washington Boulevard and Catalina Street; 4) completed the installation of five In-Road Warning Lights (IRWL) as part of the SR2S and SRS programs; 5) upgraded school area signs around most public elementary schools in Pasadena as part of the SR2S program; 6) coordinated the implementation of the Universal Valet Parking service in Old Pasadena; 7) completed extending Gold Line train arrival circuits one block east of Arroyo Parkway and one block west of Raymond Avenue along California Boulevard and Del Mar Boulevard to improve dissipation of traffic buildup during extended gate downs; 8) obtained permission from Federal Highway Administration (FHWA) to implement the Pedestrian Enhanced Delineation System (PEDS) at Arroyo Parkway and Fillmore Street and the citywide implementation for Flashing Yellow Arrow turn signals; 9) obtained Caltrans permits to install the remaining Red Light Cameras at Pasadena/Walnut and Marengo/Union Streets, and the installation of Flashing Yellow Turn arrows at Marengo/Glenarm; 10) enhanced parking operations by replacing the existing parking access revenue control system (PARCS) in two of the City-owned garages allowing for automated 24-hour operation; 11) initiated an automated temporary overnight parking exemption (TOPE) program which includes five kiosks throughout the City as well as online access for payment through the City's web page; 12) initiated the purchase of 32 multi-space parking meters to replace the current single space meters along Colorado Boulevard in Parking Meter Districts; 13) acquired a mobile license plate reader that amplified revenues collected by parking enforcement; 14) completed a city-wide parking rate study and market analysis and recommended increases at various on-street meter locations; 15) installed new security cameras in the cashier booths at Paseo Colorado Parking Structure; 16) developed a marketing strategy to promote the Pasadena Area Rapid Transit System (ARTS), that includes a continuous outreach program, installation of transit maps in bus shelters throughout the City and development of new bus stop signs and bus stop maps/schedules for major ARTS time point locations; 17) continued to exceed the South Coast Air Quality Management District (SCAQMD) rideshare average vehicle ridership (AVR) mandate 1.5 AVR; 18) continued to provide excellent leadership to the City-wide Transportation Management Association as acknowledgement by the receipt of the prestigious "Corporate Rideshare Diamond Award" from L.A. County Metropolitan Transportation Authority for its unsurpassed excellence in promoting Transportation Demand Management (TDM) to City employees, local business and residents; 19) secured City Council adoption of the Traffic Reduction and Transportation Improvement Fee; the fee will generate over \$65 million over the next 15 years and will be used to provide increased ARTS service and facilities as well as funding eight major road improvements; 20) presented to the City Council the "Pasadena Traffic Reduction Strategies Study" which identified twelve strategies that could reduce PM Peak hour traffic in the City of Pasadena by 25%; 21) jointly hosted a community workshop with the City Council and the Transportation Advisory Commission that presented traffic reduction strategies and developed implementation strategies.

In 2007 the Transportation Team, completed the following planning elements: 1) prepared the Pasadena Pedestrian Plan which Council adopted in July 2006; 2) actively conducted extensive public outreach in four Neighborhood Traffic Management Program (NTMP) areas, which included several public meetings, informational mailings and three resident surveys; 3) installed one new electronic driver feedback sign; 4) designed two new

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pedestrian medians, a partial road closure, and chokers at two locations; 5) managed the development of the grant funded Bicycle Transit Station project at the Gold Line Memorial Park station; 6) received a grant for \$500,000 to design/construct a Bicycle Boulevard on North Marengo Avenue between Orange Grove Boulevard and Washington Boulevard.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Operating FTEs	38.550	39.250	39.250	39.250	41.250
Capital FTEs (Memo only)	4.4500	4.750	4.750	4.750	4.750
	43.000	44.000	44.000	44.000	46.00
Appropriations	23,027,907	24,450,507	26,387,150	26,863,255	28,089,982
Capital (Memo only)*	-	-	487,412	490,916	519,829
Sources by Fund					
General	3,565,168	3,730,038	4,230,954	4,265,350	4,635,851
Parking Operation	593,256	469,192	596,718	700,718	717,417
Sales Tax - Prop A	2,235,087	2,303,065	2,396,017	2,396,017	2,473,885
Prop C Sales Tax	4,009,844	4,427,686	4,458,206	4,458,206	4,591,564
Parking Meter-Old Pasadena	902,662	999,717	1,003,285	1,003,285	1,051,121
Parking Meter- Civic Center	222,551	345,868	286,323	303,032	338,748
So Lake Parking District	199,451	205,325	217,925	217,925	385,504
West Gateway Prkg Dstrct	217,696	247,680	250,147	250,147	262,639
Playhouse Parking	129,873	249,021	182,851	347,851	368,196
Plaza Las Fuentes Parking	2,084,571	2,433,922	2,991,626	2,991,626	3,029,348
Old Pasadena Prkng Structure	4,363,895	3,989,547	4,788,924	4,788,924	4,877,845
Paseo Colorado Prkng Structures	4,503,853	5,049,446	4,984,174	5,140,174	5,357,864
Total Sources by Fund	23,027,907	24,450,507	26,387,150	26,863,255	28,089,982

* For information only, amount not included in total.

Department Results Statements

Result 1: Pasadena's residents, businesses and visitors benefit from transit mobility, public transit and parking services that reflect a world-class quality of life.

	Actual	FY 2006 Target	% Target	FY 2007 Target	FY 2008 Target
Measure 1.1 Ensure that citizens' requests concerning citywide traffic related matters are completed in a reasonable period of time					
A. 85% of citizens' requests for traffic investigations will be completed within 7 weeks	85%	80%	100%	85%	85%

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	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 1.2 Improve the efficiency and accessibility of transit services throughout the City					
A. Carry an average of 26 passengers per hour on Local ARTS lines	33	26	100%	26	26
B. Carry an average of 10 passengers per hour on Feeder ARTS lines	9	10	89%	10	10
C. Carry an average of 3 passengers per hour on the Dial-A-Ride service	3	3	100%	3	3
Measure 1.3 Ensure that citizens' inquiries and requests on parking related matters are responded to in a reasonable period of time					
A. 90% of all inquiries to the parking call center will be responded to within 24 hours	97%	90%	100%	90%	90%
B. 80% of all overnight parking permit field investigations will be completed within 3 weeks	79%	80%	98%	80%	80%
Measure 1.4 Inspect all parking meters and ensure that they are in good working condition					
A. Routinely check 100 parking meters per week	1,174	4,800	98%	4,800	4800

Changes from Prior Year

- **Cost Change:** The net increase of \$1,226,727 is primarily attributable to higher personnel costs for anticipated salary/benefit increases including equity adjustments for the classification of engineers (\$229,623); increases in contract services and debt service adjustments (\$447,973); added budget enhancements for all funds (\$553,602); city-wide internal services adjustments excluding internal service enhancements (fuel) that is discussed separately below (\$20,529); and the elimination of a one-time cost in parking equipment (\$25,000). The details for the contract, debt service and enhancement adjustments are provided below.

The following contract/debt adjustments were included in the Department's budget: \$39,603 increase for lease payments at the Park Center; \$12,722 net increase in city abatements; \$30,411 increase in the Plaza Las Fuentes Parking Garage contract; \$135,000 for the purchase and installation of multi-space parking meters to be placed along South Lake Ave; \$10,320 increase adjustment to the Rusnak Lease contract; \$49,987 allocated to debt service for multi-space parking meters; \$209,930 increase in debt service for the Paseo Colorado Parking Operations; and the elimination of two one-time costs of \$15,000 for Disaster Preparedness supplies and \$25,000 for a Ridership Survey in the ARTS program.

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The following General Fund enhancements were added: \$101,966 for 1.0 Associate Planner to assist in the timely development and implementation of various traffic reduction plans and strategies; \$60,000 to purchase an Auto Vu License Plate Reader that will be offset by the added revenue it generates; \$14,144 for 0.20 FTE Meter Mechanic position in the Parking Enforcement program to support the expansion of metered districts plus \$1,500 in lease payments for a van for the position (see Non-General Fund for rest of the FTE); and \$25,000 added to contract services for overnight parking operations in the Parking Enforcement program.

The Non-General Fund enhancements were added as follow: \$50,000 in Prop C funds for increased fuel cost for the ARTS Circulator; \$93,725 in Prop C Funds for the increased ARTS service contract cost with First Transit; \$45,580 In Prop A Funds to cover the increased contract cost for the Dial-A-Ride operations; \$4,014 in Prop A Funds to cover the costs of fuel in the Dial-A-Ride program; \$10,000 in Parking Operation Funds for increased marketing & outreach and to cover the increased cost of Foothill Transit bus passes; \$5,000 in Prop A Funds for training and development in the Transit program; \$80,089 in Old Pasadena Parking Structure Funds for an increase in insurance, parking management, security and public relations; and \$56,584 in various parking funds for a 0.80 FTE Meter Mechanic to support the expansion of metered districts along with \$6,000 in lease payments for a van.

- FTE Changes: A 1.0 Associate Planner position was added to the Administration program and a 1.0 Meter Mechanic to the various Parking programs. The Meter Mechanic position funding is divided among the Parking Enforcement, Old Pasadena Parking Meter, Civic Center Parking Meter, South Lake Parking, and the Playhouse Parking programs.

Future Outlook

The Transportation team is committed to maintaining a very active role in the community through efforts in planning, development and operations, which address the concerns and needs of the City and its residents. Operational enhancements for fiscal year 2008 will include: 1) complete the installation of temporary traffic calming measures on South El Molino Avenue and work on the four NTMP areas; install approximately 20 new speed humps citywide; 2) conduct routine drills in accordance with the newly released Transportation System Security Awareness and Emergency Response Plan; 3) complete the installation of multi-space meters to replace existing current single space meters along Colorado Boulevard; 4) install new pay and display machine meters in the South Lake parking lots; form a South Lake parking meter district and install parking meters on Lake Avenue; 5) initiate painting of portions of the Holly Street garage; 6) provide marketing outreach to community groups and Pasadena Transportation Management Association members; 7) work with the Pasadena Transportation Management Association to improve reporting compliance; 8) update the Trip Reduction Program regulations; 9) prepare a study analyzing the feasibility of implementing a congestion pricing program in the City of Pasadena; 10) work with various Parking Commissions to determine the appropriate rates for on-street parking meter to achieve an 85% vacancy rate during peak parking periods; 11) as part of the City's Prideshare Program the Department will host a Rideshare Fair in October 2007 to encourage City employees to commute to work utilizing alternative modes of transportation.

MSI:

DEPARTMENT: Transportation Department

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	38.200	39.250	39.250	39.250	41.250	2.000	
NON-REGULAR	0.350	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	38.550	39.250	39.250	39.250	41.250	2.000	
PERSONNEL							
8005 Regular Pay - PERS	2,069,795	2,128,609	2,933,594	2,957,162	3,228,005	270,843	9.1
8011 Overtime Pay	6,428	20,426	0	0	0	0	0.0
8012 Overtime Subject to PERS	0	192	0	0	0	0	0.0
8018 PST-Part Time Employees - PARS	27,846	8,798	0	0	0	0	0.0
8023 Auto Allowance	7,029	7,055	5,177	5,177	5,400	223	4.3
8024 Personal Dvlpmt Allowance	14,250	12,750	11,913	11,913	11,913	0	0.0
8027 Workers' Compensation	95,291	40,395	15,595	15,721	34,227	18,506	117.7
8031 General Liability	12,582	14,963	26,426	26,639	22,617	-4,022	-15.0
8037 Miscellaneous Pay	0	4,590	0	0	0	0	0.0
8038 PERS-Employee Portion	145,664	158,751	205,354	207,004	225,961	18,957	9.1
8040 PERS-City Portion	50,420	171,625	215,610	217,427	248,877	31,450	14.4
8041 PARS-City Portion	170	34	0	0	0	0	0.0
8044 Life Insurance	1,850	1,803	2,934	2,958	3,227	269	9.0
8045 Dental Insurance	19,171	18,069	17,899	17,899	19,964	2,065	11.5
8046 Medicare-City Contributn	28,265	29,063	42,535	42,876	46,806	3,930	9.1
8047 Long Term Disability	12,719	12,974	4,401	4,441	5,487	1,046	23.5
8049 Emp Opt Ben Fd (EOBF)	269,768	278,820	318,390	318,390	377,440	59,050	18.5
8050 Benefits (VHS)	387,049	342,705	0	0	0	0	0.0
8054 Vision Care	38	39	0	0	0	0	0.0
8056 Accrued payroll	13,461	9,492	0	0	0	0	0.0
8058 Benefits Administration	58,982	116,009	0	0	0	0	0.0
*** TOTAL PERSONNEL	3,220,778	3,377,162	3,799,828	3,827,607	4,229,924	402,317	10.5
SERVICES AND SUPPLIES							
8101 Materials & Supplies	117,895	107,255	139,671	139,671	144,671	5,000	3.5
8103 Uniforms	0	171	2,100	2,100	2,100	0	0.0
8105 Lease Payments	332,311	330,661	386,650	386,650	406,172	19,522	5.0
8106 Rent Expense	278,299	303,238	200,598	200,598	240,201	39,603	19.7
8108 Computer Related Supplies	28,158	16,996	10,500	10,500	10,500	0	0.0
8109 Equipt Purchases Under \$10,000	5,498	25,451	97,071	97,071	97,071	0	0.0
8110 Outside Printing and Duplicating	996	75	1,988	1,988	1,988	0	0.0
8111 Educational Printing and Duplicating	0	266	0	0	0	0	0.0
8112 Legal Advertising	901	1,004	1,200	1,200	1,200	0	0.0
8113 Photo Copy Machine Maint	5,124	2,170	3,109	3,109	3,109	0	0.0
8114 Other Contract Services	11,665,057	10,385,192	10,709,600	11,074,600	11,274,640	200,040	1.8
8115 Consultant Services	87,020	204,137	253,227	253,227	211,086	-42,141	-16.6
8117 Data Processing Operations	0	137	0	0	0	0	0.0
8118 Outside Legal Services	20,408	22,288	0	0	0	0	0.0
8122 Support to Advisory	2,922	1,975	4,000	4,000	4,000	0	0.0

MSI:

DEPARTMENT: Transportation Department

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
Committees							
8124 Dues and Memberships	44,170	45,483	50,700	50,700	50,700	0	0.0
8125 Special Civic Events	90	705	0	0	0	0	0.0
8126 Conf & Mtgs - Comm & Committees	303	184	2,500	2,500	2,500	0	0.0
8127 Conferences & Meetings	11,995	9,191	16,595	16,595	16,595	0	0.0
8128 Mileage	578	118	750	750	750	0	0.0
8129 Education	3,742	451	0	0	0	0	0.0
8130 Training Costs	5,501	4,190	16,000	16,000	21,000	5,000	31.2
8135 Reference Mats	1,037	2,363	800	800	800	0	0.0
Subscriptions							
8136 Library Books	102	0	0	0	0	0	0.0
8139 Water	16,412	18,539	18,100	18,100	18,100	0	0.0
8140 Telephone	7,424	8,652	5,200	5,200	5,200	0	0.0
8141 Refuse Collection	12,440	11,026	10,000	10,000	10,000	0	0.0
8142 Electric	679,683	573,243	657,450	657,450	657,450	0	0.0
8144 Postage	6,672	7,052	7,725	7,725	7,725	0	0.0
8145 Taxes, Payroll and other	16,990	14,002	17,050	17,050	17,050	0	0.0
8149 Fiscal Agent/Bank Fees & Charges	235,747	190,013	254,500	254,500	254,500	0	0.0
8150 Cash Over and Short	-76	0	0	0	0	0	0.0
8154 Audio Visual Materials	0	0	500	500	500	0	0.0
8156 Insurance	277,443	232,031	343,959	343,959	348,935	4,976	1.4
8163 City Cost Abatement	1,054,432	1,118,825	1,105,659	1,105,659	1,118,381	12,722	1.1
8177 Program Expenditures	26,347	0	0	0	0	0	0.0
8178 Program Expenditure Recovery	-150	-263	0	0	0	0	0.0
8212 Permits and Fees	0	34,357	0	0	0	0	0.0
8218 Vehicle Rental	94	66	0	0	0	0	0.0
8290 Cell Phone Reimbsmnt	-6,634	-4,790	0	0	0	0	0.0
8296 Parking Management	0	790,941	907,500	907,500	947,728	40,228	4.4
8297 Security	0	344,719	371,000	371,000	396,000	25,000	6.7
8298 Repairs & Maintenance	0	190,457	93,229	93,229	93,229	0	0.0
8299 Trash Compactor	0	48,253	94,500	94,500	94,500	0	0.0
8300 Public Relations	0	30,591	15,000	15,000	25,000	10,000	66.6
8676 Principal	0	0	2,567,172	2,567,172	2,567,172	0	0.0
8677 Interest	2,418,252	0	2,198,000	2,281,326	2,541,243	259,917	11.3
8678 Amortized Discount	248,707	0	68,600	68,600	68,600	0	0.0
*** TOTAL SERVICES AND SUPPLIES	17,605,890	15,071,415	20,632,203	21,080,529	21,660,396	579,867	2.7
EQUIPMENT							
8503 Improvements Non-Building	212,372	814,721	0	0	135,000	135,000	0.0
8505 Automotive Equipment	0	24,568	40,000	40,000	75,000	35,000	87.5
8507 Contra Capital	-212,372	-814,721	0	0	0	0	0.0
8801 Depreciation	1,413,959	0	972,000	972,000	972,000	0	0.0
*** TOTAL EQUIPMENT	1,413,959	24,568	1,012,000	1,012,000	1,182,000	170,000	16.7
*** SUBTOTAL	22,240,627	18,473,145	25,444,031	25,920,136	27,072,320	1,152,184	4.4
INTERNAL SERVICE CHARGES							
8602 IS-Tenant Improvements	73,672	100,428	43,000	43,000	43,000	0	0.0

MSI:

DEPARTMENT: Transportation Department

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8603 IS-Lockshop	723	183	0	0	0	0	0.0
8605 IS-Housekeeping Serv	33,996	32,518	38,180	38,180	38,180	0	0.0
8607 IS-Printing	70,377	68,599	107,169	107,169	107,169	0	0.0
8608 IS-Mail Services	5,322	6,323	7,139	7,139	7,305	166	2.3
8609 IS-Telephones	39,814	30,020	41,900	41,900	53,070	11,170	26.6
8611 IS-Application Devel & Support	0	600	2,598	2,598	2,598	0	0.0
8612 IS-PC&Net Service Center	3,218	5,538	928	928	183	-745	-80.2
8613 IS-Radio and Data Communicatn	10,474	10,390	13,354	13,354	10,475	-2,879	-21.5
8615 IS-Auto Body Repair	3,413	2,788	0	0	0	0	0.0
8616 IS-Fleet Maint - Equip Maintenance	39,566	93,292	20,027	20,027	20,027	0	0.0
8617 IS-Fleet Maint - Equip Replacement	30,623	31,740	17,005	17,005	17,005	0	0.0
8618 IS-Fleet Fuel/Lubricant	389,141	503,445	513,011	513,011	567,025	54,014	10.5
8621 IS-Radio - Direct Request	0	1,456	0	0	0	0	0.0
8622 IS-Telephone - Usage	39,182	43,514	50,103	50,103	50,103	0	0.0
8623 IS-PC Training	0	0	1,288	1,288	1,288	0	0.0
8624 IS-Enterprise Network	42,605	51,871	51,281	51,281	59,365	8,084	15.7
8632 IS-GIS (Geographic Info)	5,154	22,160	31,290	31,290	35,987	4,697	15.0
8641 IS-MS Licensing	0	4,986	4,846	4,846	4,882	36	0.7
8677 Interest	0	3,200,343	0	0	0	0	0.0
8678 Amortized Discount	0	203,695	0	0	0	0	0.0
8705 Transfers to General Fund	0	135,000	0	0	0	0	0.0
8801 Depreciation	0	1,428,473	0	0	0	0	0.0
*** TOTAL INTERNAL SERVICE CHARGES	787,280	5,977,362	943,119	943,119	1,017,662	74,543	7.9
*** TOTAL BUDGET	23,027,907	24,450,507	26,387,150	26,863,255	28,089,982	1,226,727	4.5
REVENUE							
6004 Lake/Wash Spcl Assmt Dist	27,620	27,620	27,620	27,620	27,620	0	0.0
6527 Proposition C Sales Tax	3,302,162	3,665,497	3,201,427	3,201,427	3,224,532	23,105	0.7
6542 Pasadena Community Devel Comm	852,275	869,321	886,707	886,707	904,441	17,734	2.0
6761 Srvcs to Trans Sales Tax Prop A	230,464	242,505	225,425	225,425	215,246	-10,179	-4.5
6762 Srvcs to So, Lake Parking	6,324	27,138	28,222	28,222	29,116	894	3.1
6763 Srvcs to Sales Tax Prop C	66,350	68,340	54,490	54,490	56,124	1,634	2.9
6768 Srvcs to Old Pas Prkg Str	32,566	33,543	72,010	72,010	74,171	2,161	3.0
6781 Services to Building Srvc	0	52,094	129,120	129,120	132,994	3,874	3.0
6788 Services to Playhouse Parking Fund	28,033	28,874	30,029	30,029	33,098	3,069	10.2
6807 Transfer From GF	0	0	0	0	10,320	10,320	0.0
6815 Trnsfr fr Trnsprt Sls Tax	25,000	25,000	510,000	510,000	610,000	100,000	19.6
6816 Old Pas Structure Prkg Fd	46,546	47,942	0	0	0	0	0.0
6837 Transfer from Air Quality	157,109	152,069	175,000	175,000	179,408	4,408	2.5
6840 Transfer from Downtown	0	0	0	115,000	115,000	0	0.0
6851 Paseo Colorado Parking Fu d	4,503,853	5,049,446	4,984,174	5,140,174	5,357,864	217,690	4.2
6909 Photo Red Light Traffic	407,230	412,352	682,000	682,000	0	-682,000	-100.0

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MSI:

DEPARTMENT: Transportation Department

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
Fines							
6951 Plaza Las Fuentes Parking	2,136,963	2,487,886	3,047,746	3,047,746	3,087,198	39,452	1.2
6957 Parking Operations Fund	431,931	296,177	400,772	504,772	517,263	12,491	2.4
6963 Prking Mtr - Old Pasa	922,649	1,020,303	1,010,873	1,010,873	1,058,937	48,064	4.7
6964 Prking Mtr - Civic Ctr	245,659	368,865	310,240	326,949	363,382	36,433	11.1
6992 West Gateway Parking	217,696	247,680	250,147	250,147	252,319	2,172	0.8
6999 Playhouse Parking Fund	129,873	249,021	182,851	232,851	251,074	18,223	7.8
7064 ARTS Farebox	358,935	420,412	405,000	405,000	405,000	0	0.0
9165 General Fund-Unspecified	2,952,511	3,029,806	3,257,138	3,291,534	4,352,082	1,060,548	32.2
9320 Old Pas. Structure Parkin g Fund	3,511,620	3,120,226	3,902,217	3,902,217	3,973,404	71,187	1.8
9457 Sales Tax - Prop. A	2,235,087	2,303,065	2,396,017	2,396,017	2,473,885	77,868	3.2
9493 So. Lake Parking District	199,451	205,325	217,925	217,925	385,504	167,579	76.8
*** TOTAL FUNDING	23,027,907	24,450,507	26,387,150	26,863,255	28,089,982	1,226,727	4.5

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FUND: Project Management Fund

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	4.250	4.750	4.750	4.750	4.750	0.000	
NON-REGULAR	0.200	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	4.450	4.750	4.750	4.750	4.750	0.000	
PERSONNEL							
8005 Regular Pay - PERS	0	0	378,678	381,651	399,467	17,816	4.6
8024 Personal Dvlpmt Allowance	0	0	1,925	1,925	1,925	0	0.0
8027 Workers' Compensation	0	0	2,011	2,027	4,238	2,211	109.0
8031 General Liability	0	0	3,417	3,443	2,805	-638	-18.5
8038 PERS-Employee Portion	0	0	26,507	26,716	27,963	1,247	4.6
8040 PERS-City Portion	0	0	27,795	28,024	30,799	2,775	9.9
8044 Life Insurance	0	0	379	382	399	17	4.4
8045 Dental Insurance	0	0	2,166	2,166	2,299	133	6.1
8046 Medicare-City Contributn	0	0	5,491	5,534	5,792	258	4.6
8047 Long Term Disability	0	0	568	573	679	106	18.4
8049 Emp Opt Ben Fd (EOBF)	0	0	38,475	38,475	43,463	4,988	12.9
*** TOTAL PERSONNEL	0	0	487,412	490,916	519,829	28,913	5.8
SERVICES AND SUPPLIES							
*** TOTAL SERVICES AND SUPPLIES	0	0	0	0	0	0	0.0
EQUIPMENT							
*** TOTAL EQUIPMENT	0	0	0	0	0	0	0.0
*** SUBTOTAL	0	0	487,412	490,916	519,829	28,913	5.8
INTERNAL SERVICE CHARGES							
*** TOTAL INTERNAL SERVICE CHARGES	0	0	0	0	0	0	0.0
*** TOTAL BUDGET	0	0	487,412	490,916	519,829	28,913	5.8
REVENUE							
9073 Capital Projects Fund	0	0	487,412	490,916	519,829	28,913	5.8
*** TOTAL FUNDING	0	0	487,412	490,916	519,829	28,913	5.8

**DEPARTMENT
SUMMARY**
Water and Power

Mission Statement

As a community-owned utility, Pasadena Water and Power's (PWP) mission is to provide superior customer service, reliable electricity and quality water, at reasonable rates to its customers.

PWP will be an integral part of the City's resources and will improve the quality of life in Pasadena. PWP will be a valued community asset, and a partner in Pasadena's prosperous future.

Program Description

PWP supplies electricity and water to residents and businesses in Pasadena. In addition, PWP supplies water to some residents and businesses outside the city limits. Maintaining high quality of service and reasonable rates is PWP's main purpose. One of the attractions of the City of Pasadena as a whole is that it has a community-owned, full-service utility that maintains competitive rates and provides a transfer to the General Fund.

Departmental Relationship to City Council Goals:

- **Assure a Safe and Secure Community**

PWP will continue to ensure the delivery of high quality water by monitoring, sampling, and testing its water in accordance with all applicable laws and regulations. Ongoing implementation of the Water Master Plan will maintain and improve the water system infrastructure to ensure the reliability of the distribution system and maintain high quality water. In addition, PWP has placed a greater emphasis on safety, power reliability, and its emergency response capabilities.

An Electric Distribution System Inspection Program has been implemented that is consistent with the California Public Utilities Commission's General Order 165. This inspection program has been implemented in order to ensure safety for employees and the public, enhance the reliability of the power distribution system, and to extend the useful life of the power distribution system assets. In addition, data collecting techniques have been implemented that will provide increased data quality and quantity.

- **Focus on Planning, Programming and Reinvesting in Our Parks and Open Space**

PWP has assumed responsibility for the management of the spreading grounds within the Hahamongna Watershed Park, helping to enhance and improve the environment as well as making the best and most efficient use of the natural resources in Pasadena.

- **Operate A More Effective and Cost Efficient Government**

Improve efficiencies and facilitate appropriate management decisions related to costs. Decision support systems have been developed and implemented to ensure that necessary information is available. Long term historical trends and future looking financial plans are being used to make strategic changes whenever necessary. A strategic marketing group has been created to improve customer service with a focus on customer satisfaction and retention. In addition, PWP continues to support the Fiber Optics Communication Program, demonstrating the PWP's commitment to technology that will enable it to better serve the community's needs.

Major Accomplishments

Water and Power major accomplishments include the following:

Water and Power

- Successfully issued the Series 2007 Water Revenue Bond to fund the on-going implementation of the Water Master Plan
- Successfully received council approval on the utilization plan of the Stranded Investment Reserved Fund to mitigate short and long term stranded cost
- Completed construction of substation unit IV at Glenarm
- Completed construction of Avenue 64 underground district
- Successfully installed and implemented the nMarket Software System to facilitate energy scheduling, bidding and settlement validation with the California Independent System Operator (CAISO)
- Completed the CAISO energy and ancillary services scheduling and settlement system implementation
- Started Geographical Information System data conversion project for both electric and water data
- Completed the building of the department's data center at the Dispatch Center
- Continued the implementation of the Water Distribution System Master Plan
- Partnered with Metropolitan Water District and California Urban Water Conservation Council to secure funding of Prop 50 funds for technical resources, high efficiency washer, synthetic turf and cooling tower conductivity meters
- Selected vendor to provide equipment for the Monk Hill Perchlorate Treatment Plant, which will initially treat four of the five groundwater wells that flow into Sunset Reservoir
- Created a strategic outreach campaign to inform residents of the new Electric Utility Assistance Program (EUAP)
- Created a strategic marketing plan and increased the residential Green Power Program initiative to over 1200 PWP participants
- Conducted distribution of various water saving rebates, water controllers and equipment resulting in total water savings of about 28,679,200 gallons
- Participated in the development of the City of Pasadena's Green City Action Plan and continued to market the Green Power Programs to residential and commercial customers
- Assisted the City Hall retrofit project team in the incorporation of energy, water efficiency and sustainable measures that were certified by Leadership in Energy and Environmental Design (LEED)
- Provided funds for demonstrating and encouraging various emerging energy technologies in cooperation with various electric and government entities
- Provided funds to encourage residential customers and city facilities in installing renewable energy projects such as photovoltaic programs
- Upgraded the Itron Multi Vendor Reading System (MV-RS) to v7.5.3 to accommodate the Automatic Meter Read (AMR)
- Completed the installation of selective catalytic reduction emissions controls for two local generation units as part of the Strategic Resource Plan
- Continued pursuing renewable energy sources by adding new geothermal energy plant near the Salton Sea; landfill gas to energy projects in West Covina and Santa Clarita; and wind energy project in Utah increasing the fulfillment of the City's Renewable Portfolio Standard for PWP
- Continued implementation and monitoring of the Taxpayer Protection Amendment of 2000 (Oaks Initiative)
- Completed major water main replacement and/or rehabilitation program by replacing nearly eight miles of aging water mains annually
- Revised and updated the City of Pasadena Urban Water Management Plan.

Water and Power

Summary of Appropriations and Revenues

	FY2005 Actual	FY2006 Actual	FY2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs					
Operating	279.02	280.32	286.92	287.92	290.92
Capital (Memo)	109.68	121.68	126.08	127.08	132.08
Total FTEs	388.70	402.00	413.00	415.00	423.00
Appropriations					
Operating	176,983,164	192,570,414	191,787,823	192,250,169	204,347,822
Capital (Memo)*	17,236,936	18,425,842	12,719,817	13,034,103	14,551,779
Revenues by Fund					
Power Fund (Incl. PBC)	155,117,309	163,487,549	171,089,771	171,089,771	181,041,926
Water Fund	38,926,663	40,657,313	42,279,875	42,279,875	45,055,190
Total Revenues	194,043,972	204,144,862	213,369,646	213,369,646	226,097,116

*This line item not included in total.

Departmental Results Statements

Result 1: The City-owned power utility will be competitive.

	Actual	FY 2006 Target	% Target	FY 2007 Target	FY 2008 Target
Measure 1.1 Rates of the City-owned power utility compared with competitors (Annualized Average)					
A. Residential electric rates will be comparable with those of selected neighboring utilities.	\$71.88	\$68.14	94.8%	\$72.27	\$75.01

Result 2: Electrical power interruptions will be minimal.

Measure 2.1 System Average Interruption Duration Index (SAIDI)					
A. 120 minutes (SAIDI)	0.5759	120	100%	120	120
Measure 2.2 System Average Interruption Frequency Index (SAIFI)					
A. 1.5 service interruptions per year (SAIFI)	0.0868	1.5	100%	1.5	1.5

Result 3: The City's water utility will be competitive.

Measure 3.1 Rates of the City water customers compared with competitors. (Annualized Average)					
A. Residential water rates will be comparable with those of selected neighboring utilities.	\$37.68	\$34.03	90.3%	\$35.85	\$39.54

Water and Power

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Result 4: The City's water supply will be safe and free of contamination.					
Measure 4.1 Compliance with primary drinking water regulation					
A. 100% compliance	100%	100%	100%	100%	100%
Measure 4.2 Number of chemical and bacteriological analyses annually					
A. More than 20,000 per year	36,441	20,800	100.0%	20,000	20,000
Measure 4.3 Required certificates maintained					
A. 100% at all times	100%	100%	100%	100%	100%
Result 5: Residential and commercial electric and water customers will receive excellent service.					
Measure 5.1 Timeliness of plan checks					
A. 90% of all plans check requests will be completed two working days before the customer's required date.	83.3%	80%	100.0%	80%	90%
Measure 5.2 Accuracy of meter readings					
A. 99.95% of meter readings will be accurate	99.96%	99.95%	100%	99.95%	99.95%
Measure 5.3 Cycle time from meter reading to billing					
A. Average 5 working days turnaround time from meter reading to billing	5	5	100%	5	5
Measure 5.4 Cycle time for high-bill complaint investigation					
A. Average 5 working days turnaround time for high-bill complaint investigation	5	5	100%	5	5
Result 6: The City's water mains shall be upgraded on a continual basis.					
Measure 6.1 Number of miles upgraded on an annual basis					
A. 8.0 miles per year beginning in FY05	8.2	8	100%	8	8
Measure 6.2 Number of valves exercised on annual basis					
A. 5,000 valves per year	5543	5000	100%	5,000	5,000
Measure 6.3 Number of water meters replaced on an annual basis					
A. 7,000 meters per year	7115	7000	100%	7,000	7,000

Water and Power

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Result 7: The Electric Distribution Master Plan Goals shall be implemented.					
Measure 7.1 Number of new Feeders and Communication Circuits installed.					
A. Feeders & Communication Circuits installed.	New For FY 2007			4	4
Measure 7.2 Number of fault indicators installed.					
A. Fault indicators installed.	New For FY 2007			60	30
Measure 7.3 Number of Switchgear Upgrades for Power System Facilities.					
A. 34kV Circuit Breakers to be replaced.	New For FY 2007			14	12
B. 4kV & 17kV Circuit Breakers to be replaced.	New For FY 2007			28	No Further Replacement
Measure 7.4 Number of Wood Utility Pole Replacement/Reinforcement.					
A. Overhead Poles to be replaced.	New For FY 2007			65	30
B. Number feet of overhead conductors to be replaced.	New For FY 2007			58,000	40,000
Measure 7.5 Number of Oil Containment Facilities to Construct.					
A. Oil Containment Facility to be constructed.	New For FY 2007			2	2
Measure 7.6 Number of miles of Cable Replacement and testing.					
A. Miles of cable replaced.	New For FY 2007			10	5
Measure 7.7 Number of Capacity & Reliability Equipment installed.					
A. Substation Switches replaced.	New For FY 2007			10	5
B. Miles of Underground Cables replaced.	New For FY 2007			4	2
C. Underground Transformers replaced.	New For FY 2007			30	30
D. Underground Switches replaced.	New For FY 2007			14	10
Measure 7.8 Number of Electric Meters Installed/Replaced.					
A. Electric meters Installed.	New For FY 2007			6,000	6,000
Measure 7.9 Number of Underground Vaults Replaced.					
A. Underground vaults replaced.	New For FY 2007			20	20

Changes from Prior Year

- *Cost Changes:* The net increase from the fiscal year 2007 revised operating budget, \$12,097,653, is due to higher personnel costs as a result of negotiated salary and benefit adjustments, an increase of 8.00 FTEs, an increase in service and supplies due mainly to increases in the cost of purchased power and water, an increase in equipment due mainly to higher depreciation and an increase in internal service charges due mainly to higher fuel costs.
- *FTE Changes:* There are 3.0 additional FTEs approved for the fiscal year 2008 operating budget as well as 5.0 FTEs approved for the capital budget.

Future Outlook

As a partner in Pasadena's prosperous future, PWP will continue to focus on financial health and stability by implementing the appropriate measurements, controls and procedures, and maintain a General Fund transfer that provides the City a reasonable return on capital. PWP will also continually conduct competitive analysis to position or reposition itself within the market.

The Electric Distribution System Master Plan (EDSMP) implementation and spending plan for specific projects are in the second year of the five year construction plan. EDSMP projects were prioritized based on the State of the System report and PWP will work on projects with the highest priority starting in fiscal year 2008. PWP will continue to invest in technology, GIS and automated meter technology programs. PWP will continue to maintain an aggressive program of inspections and maintenance on distribution equipment in order to maintain a high level of reliability.

PWP will also continue to meet the goals of an aggressive Capital Improvement Program as outlined in the Water Distribution System Master Plan. The Cross Town Well Collector Pipeline will begin construction in fiscal year 2008 that will transport water supply from west of the City to the Jones Reservoir in the east. Following the result of the seismic and structural study of the City's reservoirs, it is anticipated that major repairs and upgrades will be needed on nearly all of the City's 13 reservoirs. Substantial resources will be required in the future years to upgrade the water storage facilities. In fiscal year 2008, seismic retrofit work will continue on Windsor and Sheldon reservoirs. In fiscal year 2008, the Water Delivery Business Unit will continue its third year of the five-year replacement program on all old meters with new automatic meter read meters (AMR). AMR meters will provide an efficient method of meter reading and will be more accurate than the old meters.

PROGRAM SUMMARY
General Manager's Office

Program Description

The General Management function of the utility provides general administration, guidance and oversight to the five operational business units of PWP and direct responsibility for the Customer Relations and Legislative/Regulatory Affairs affecting PWP. It also functions as the intermediary between PWP and the other departments of the City, the City Manager, and City Council, and external private and public agencies. The General Manager's Office is committed to ensuring that PWP succeeds in a competitive marketplace and has continually restructured PWP to effectively address core business concerns.

Major Accomplishments

In fiscal year 2007, the General Manager's Office filled two key positions to manage Employee/Labor Relations and Legislative/Regulatory Affairs affecting PWP. The General Manger's Office will continue to provide strong direction in major infrastructure upgrade endeavors, including both Water and Power Distribution master plans. The division continued to modify PWP's business plan and manage PWP to improve internal and external communication, reduce costs, and maintain competitiveness in the ever-changing California energy market. For additional accomplishments, please refer to the Major Accomplishments under the Department Summary.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Operating FTEs	12.35	18.45	18.45	18.45	18.45
Appropriations	1,623,631	2,578,136	3,559,300	3,565,236	3,759,546

Changes from Prior Year

- *Cost Changes:* The net change from the fiscal year 2007 revised operating budget is due mainly to anticipated negotiated increases in salaries and benefits.

Future Outlook

Recent legislative and regulatory developments have increased PWP's focus on reliability and environmental compliance affecting the utility industry. PWP will continually conduct competitive analysis to appropriately position or reposition itself within the market while addressing important environmental issues through its resource investment, procurement and operating decisions. Potential alliances with companies specialized in certain aspects of utility operations will continue to be explored in order to ensure that the Utility will be able to take advantage of every opportunity that can result in environmental protection, better service and lower costs to the customers. For additional information, please refer to the Future Outlook section under the Department Summary.

PROGRAM SUMMARY
General Manager's Office
Customer Relations

Program Description

The Customer Relations section creates an "easy to do business with" atmosphere for Pasadena electric and water customers, providing value added customer service, effective communication, and products which meet customers' needs, while matching and exceeding offerings of other utility service providers. The Customer Relations Section monitors market conditions in order to readily respond to the changing needs of customers. The Customer Relations Section is also dedicated to the implementation and promotion of environmental products and services and the deployment of energy and water efficient technologies that improve the efficiency of our current electric and water systems. Using various media sources, the Customer Relations Section will brand the utility through communication and community outreach programs that promote conservation, environmental programs, and assist in the economic growth of the City. The Customer Relations Section includes the Public Benefits Program which provides various energy programs for all customer segments as well as assistance to low-income and senior customers.

Major Accomplishments

- Assisted the City Hall retrofit project team in the incorporation of energy, water efficiency and sustainable measures that were certified by Leadership in Energy and Environmental Design (LEED)
- Implemented commercial water rebates with various customers that resulted in an average of over 40 acre feet or approximately 13 million gallons of water
- Conducted distributions of Weather Based Irrigation Controllers to water residential customers, conducted landscaping classes, and provided rebates for high efficiency toilets and washers resulting in estimated annual water savings of 3.5 acre feet or over 1 million gallons of water
- Installed 209 dual flush toilets through the Multi Family Direct Install Program, representing an estimated annual water savings of 1.5 acre feet or 488,000 gallons of water. Also partnered with Caltech to install 150 dual flush toilet retrofits which contributed to a water savings of over 488,000 gallons annually
- Participated in the development of the City of Pasadena's Green City Action Plan. The plan provides the city with a roadmap for the incorporation of sustainable practices in all city operations.
- Partnered with local developer to complete the first LEED (Leadership in Energy and Environmental Design) Gold commercial building in Pasadena. This building incorporated several energy and water efficiency measures that resulted in a more efficient usage of water and energy compared to California energy standards
- Continued to promote the Green Power Program in which PWP has signed up 1470 residential customers and 37 commercial customers. Two large customers, Kaiser Permanente and Caltech housing have committed to about 3.8 mWh of green power
- Continued the use of Customer Relationship Management Software (CRM) as an account management tool which is pivotal in scheduling, tracking, and the creation of customer contacts and management reports. The number of contacts made in fiscal year 2007 was 4,130
- Created a strategic outreach campaign and promoted the Green Power Program, Rebate Programs, PWP's 100 years in the community and the new Electric Utility Assistance Program (EUAP) via bus shelters, newsprint ads, bill inserts, bus headers, flyers distributed at community centers, posters displayed at key city facilities and monthly newsletters

Water and Power

- Customer Relations coordinated 53 Community and Public events which included AmericaFest, Greening the Earth Day, Public Power Day, Black History Festival, National Night Out Event, and Water Awareness Day. Over 10,000 PWP customers participated in these events.
- Developed, printed and distributed about 350,000 bill inserts including EUAP, Green Power, Capital Improvement Charge (CIC) rates, Water Master Plan, Power Content Labels and Water Awareness Month.
- Partnered with Caltech Classroom Connections and the Pasadena Unified School District (PUSD) in the planning, development, and oversight of science classroom projects with Pasadena school students.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Operating FTEs					
Appropriations					

Note: Appropriations and FTEs for this unit are shown above under General Manager's Office.

Future Outlook

The Customer Relations section has positioned itself into a resource of information and customer service to PWP customers. The myriad of programs and customer support mechanisms offered by the Customer Relations section are of high quality and of great benefit to the PWP community. The Customer Relations Section continues to promote energy efficiency and water conservation through Public Benefits and other environmental programs. The Customer Relations Section will continue to provide environmental products and efficient services and will demonstrate a commitment to showcase new products that will contribute to a clean and green environment. The Customer Relations Section is a vital link between PWP and PWP customers.

PROGRAM SUMMARY
General Manager's Office
Public Benefit Charge Program

Program Description

In accordance with Assembly Bill 1890, the Public Benefit Charge Program was created in 1998 and its initial time frame was extended until 2011. The purpose of the program is to support electric customers by funding programs which improve energy efficiency, provide assistance to low-income households, promote renewable energy technology, and demonstrate emerging energy-related technologies.

Major Accomplishments

- **Energy Efficiency Business Programs** provided more than \$700,000 cash rebates to business customers for retrofits that are saving over 3.5 mWh and reducing load by 1.2 MW for the following: Energy Partnering, High Performance Building, new High Efficiency Compressor, and new Small Business Food Service programs. Conducted 13 energy surveys on site and provided customers with information on how to reduce their energy use.
- **Energy Efficiency Residential Programs** provided more than 1,400 customers with cash rebates over \$400,000 through the Energy Star, Efficient Cooling, Cool Trees, Refrigerator Recycling and new Pool Pump programs, saving customers 346,000 kWh's. Provided over 4,300 Compact Fluorescent Lightbulb (CFL) as part of the Residential Lighting Distribution. Conducted 60 on site and 105 online surveys via the Home Energy Suite and Southern California Public Power Authority (SCPPA).
- **Energy Efficiency School Programs** provided funds for energy conservation measured throughout the Pasadena Unified School District (PUSD) schools and co-sponsored the Armory Center for the Arts "Children Investigate the Environment Program".
- **Energy Efficiency Municipal Facility Programs** provided funding to the General Fund for contribution towards City Hall Seismic Retrofit energy efficiency upgrades. Continued working with City Hall Retrofit project manager to verify credits that earned green building designation (LEED). Set aside funds for proposed LED Street Signal Retrofit and the Ice Skating Center facility.
- **Income Qualified Residential Programs** implemented various programs including the new Electric Utility Assistance Programs (EUAP) program by providing electric rate relief of about \$200,000 to over 3,600 residential customers. The Project A.P.P.L.E. program provided over 400 low-income customers a one-time emergency financial assistance and the Torchieri Exchange Program provided efficient lighting fixtures and lamps. The Refrigerator Exchange Program picked up and replaced 200 old inefficient refrigerator units for recycling. PWP also reserved funds for the Efficient Affordable Housing Pilot program for efficient equipment and appliances as well as building design upgrades above Title 24 requirements (Fair Oaks Court).
- **Emerging Energy Technology (RD&D) Programs** provided funds of about \$400,000 for demonstrating and encouraging various emerging technologies, including Professional Wet Cleaning (SCPPA), Battery Stored Energy (SCPPA), EV TRIP (DOT), and PHEV Utility Trouble Truck (APPA/EPRI). PWP acquired four more Toyota RAV-4's for department's use bringing total Electric Vehicle units to eight. PWP supported the Department of Transportation in installing ARTS hybrid electric bus chargers at PUSD Yards. The department continued to provide incentives for the LEED (Leadership in Energy and Environmental Design) certification and designation of sustainable building design and construction.
- **Renewable Energy Projects** provided \$110,000 Residential Photovoltaic (PV) Program funds for 15 home system installations and reserved funds for Lake Ave. Station, Public Works PV Emergency Backup, and Eaton Canyon Nature Center PV systems. PWP also promoted the Green Power Program for potential new customers and supported demonstrations of PV technology at community events.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Operating FTEs	8.81	6.55	6.55	6.55	6.55
Appropriations	3,437,998	3,354,805	3,386,746	3,388,097	3,427,490

Changes from Prior Year

- *Cost Changes:* The net change from the fiscal year 2007 Revised Budget is due mainly to anticipated, negotiated increases in salaries and benefits.

Future Outlook

Increases in low income assistance expenditures are expected due to EUAP program outreach. The coming year will experience increased energy efficiency program funding for all business customer classes as a result of the completion of City Hall Seismic Retrofit Project funding commitment. PWP will continue to offer customers various programs and incentives such as Energy Star, Energy Partnering, and Efficient School and Municipal Building rebates. Customers will continue to receive assistance with high bill investigations and energy use assessments. PWP will continue to team up with SCPPA for regional research and development projects which showcase the commitment of municipal utilities. PWP will continue to work with other City departments and community based organizations to increase awareness and provide outreach to customers for environmentally friendly programs, including Kidspace Children's Museum and Eaton Canyon Nature Center. Current City and state legislation mandates additional funding for energy efficiency and solar programs, which may be funded from non PBC sources, such as the Energy Charge Fund. Results of studies conducted last year will provide recommendations for expanded energy efficiency programs.

PROGRAM SUMMARY

Finance, Administration and Customer Service Business Unit Finance and Administration Group

Program Description

The Finance and Administration Section plans and oversees the finance, administrative support, and cross-functional operations and systems for PWP. The overall goal is to implement a fiscally responsible and cost-effective manner; gather, organize and process data in order to supply relevant information to be used in decision making; provide financial analysis and administrative support to other business units on an as-needed basis; develop and execute an overall financial strategy for PWP that supports business strategies and captures maximum benefits for the City; and ensure PWP's financial integrity. Functions include budgeting, financial analysis and planning, rates, capital financing, risk management, information systems, warehousing and materials management, safety, training and management analysis.

The Energy Settlements Section validates the multitude of energy transactions required to support effective retail and wholesale operations. The Section interacts with the California Independent System Operator (CAISO) and other energy partners to process the daily transactions and confirm the economic agreements made between the transacting parties. The Section is also responsible for performing analysis on wholesale operations and providing reports to monitor and improve overall business unit performance.

The Strategic Planning Section is responsible for developing the long term resource plan, negotiating long term energy contracts, and monitoring energy industry regulatory changes. The Section provides the long term vision required to ensure adequate supply is available into the future to meet the energy requirements for Pasadena customers.

Major Accomplishments

- Successfully issued the Series 2007 Water Revenue Bonds to fund the on-going implementation of the Water Master Plan.
- Successfully received council approval on the utilization plan of the Stranded Investment Reserved Fund to mitigate short and long term stranded cost.
- Continued to implement water and electric rate adjustments to recover increasing operating cost.
- Successfully installed and implemented the nMarket Software System to facilitate energy scheduling, bidding and settlement validation with the CAISO. The nMarket software also creates shadow settlement statements to verify the CAISO's preliminary and final settlement statements for the power transactions.
- Implemented the Data Assessment Tool (DAT) software to manage energy data used for cost analysis and accounting purposes.
- Streamlined the energy accrual recording and third party energy settlement processes.
- Processed multi-year contracts for Water meters, parts and services for stable on-going inventory supplies.
- Established an informal Salvaged Material Bid Solicitation process resulting in increased salvaged sales return.
- Tested the new Warehouse Inventory Management System which will replace manual inventory practice with automated systems.
- Procured, configured and deployed the Life Cycle Architecture (LCA) Design hardware and software which will transform the GIS system to a highly developed enterprise GIS system, processes and workflows; new

Water and Power

digital and analog audio recorder system for the Call Center, dispatch and settlements operation and the VMware Infrastructure software to consolidate the existing servers.

- Started GIS data conversion project for both electric and water data.
- Completed the collection project of all GPS points and attributes for water fire hydrants and valves and electric poles and overhead service points.
- Successfully connected the Data Center to the City's fiber optic ring and assisted vendor in modification of the ECIS, MVRS and MV 90 data.
- Assisted PWP and ITSD staff in developing the interface between the Warehouse Management System and PeopleSoft System.
- Participated in the selection of vendor to implement WiFi technology.
- Worked with vendor in modifying ECIS, MV90 and MVS writing requirements to collect data from load profile meters.
- Continued monitoring the risk management procedure for mitigating exposure to fluctuating energy and natural gas prices
- Continued implementation of major modernization of PWP warehouse building including plans, seismic retrofit and space utilization study for effective warehouse operation.
- Continued to update and revise Power Cost Adjustment Charge, Transmission Access Charge, Purchased Water Adjustment Charge and the Capital Improvement Charge to enable PWP to adjust to changes in energy and water prices.
- Continued to implement a standard practice of cycle inventory count of fast moving, high cost material.
- Processed over 639 vendor purchase orders and contracts valued approximately \$29 million.
- Continued to monitor the Taxpayer Protection Amendment of 2000 (Oaks Initiative).

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Operating FTEs	30.00	32.00	35.00	35.00	35.00
Appropriations	11,869,397	9,254,247	19,261,602	19,271,151	27,672,578

Changes from Prior Year

- *Cost Changes:* The net change from the fiscal year 2007 Revised Budget is due mainly to anticipated, negotiated increases in salaries and benefits as well as an increase in the General Fund transfer to \$13,302,922.

Future Outlook

PWP continues to restructure its business systems and processes to effectively manage and comply with the ever-increasing business-critical legal, environmental, political requirements facing the utility. PWP also continues to update its business strategies, creating conducive environment for all its employees and stakeholders and seeking better ways to improve upon its services.

PWP continues to improve its financial decision-making system and financial and operations data integrity. This has resulted in increased monitoring and evaluation of expenses. In addition, PWP continues to update its financial plan to reflect adjustments to changing economy and department needs as necessary.

In fiscal year 2007 PWP will continue to monitor and recommend electric and water rate adjustments to support the rising cost of fuel, energy and the Capital Improvement Program for both water and electric. Water Capital

Water and Power

Improvement Charge (CIC) rate increase may be needed to finance the aggressive Water Capital Improvement Program for the next five years as called for by the Water Master Plan. Electric rates will be scrutinized as higher operations and maintenance activities in the Power Delivery Business Unit are planned to bolster power distribution system safety and reliability, and to better serve current and new customers. A revenue bond issuance is also proposed to provide necessary funds to implement the Electric Distribution Master Plan (EDMP) projects.

PWP is continuing to work with City staff and consultants in the implementation of a comprehensive plan detailing space usage and building seismic retrofitting of the warehouse. The Department will continue to pursue technological advances to aid PWP in work productivity, supply procurement, financial planning and security of electric and water infrastructures. The GIS project for both electric and water will continue to implement the eight applications, GIS infrastructure, and data conversion which will be completed in the next two years.

PROGRAM SUMMARY

Finance, Administration and Customer Service
Business Unit
Customer Service Group

Program Description

The Customer Services Group strives to provide the highest level of customer service to the customer. Customers can access their account information and make credit card payments through the automated phone service 24/7. Customers can also use our website at www.PWPWeb.com to access their accounts, make credit card payments 24/7, obtain rate information, utility rebate information and much more. Customer Service benchmarks meter reading, call center, billing, and credit operations to investor owned utilities across the country in an annual benchmarking survey with the objective of achieving the highest performance results. A state-of-the-art Customer Information System (CIS) is the backbone of the customer service operation. The CIS system holds customer accounts, billing, and credit and payment history on each customer. The CIS system integrates with meter reading software and handheld devices to provide meter reads for billing customer accounts. Customer Service is dedicated to providing the highest level of service to water and power customers. Working with our internal partners from Customer Relations, who provide customers with conservation and environmental solutions to reduce consumption; and the Water and Electric Meter Shops that install and maintain state of the art metering, our goal is to meet or exceed the customer's expectation in an accurate, timely, safe, reliable, and responsible manner, and facilitate the economic growth of the City.

Major Accomplishments

- Upgraded the Itron Multi Vendor Reading System (MV-RS) to version 7.5.7 to support the Water - Automatic Meter Read (AMR). This upgrade will allow for the reading of water meters with both the 50W Encoder Receiver Transmitter (ERT) and 60W ERT.
- Selected a city-wide vendor to upgrade the phone system and replace the existing Interactive Voice Response (IVR) and Web applications. The new system will improve customer service and enhance the ability of customers to communicate with PWP.
- Completed uploading meter account information for customers identified as part of the Load Research Program to MV-90xi for tracking and reporting of customer interval data to PWP Finance.
- Attained an overall first quartile ranking in the annual PA Consulting Benchmark Survey done on municipalities and investor owned utilities (IOU).
- Answered more than 99,000 calls, processed over 705,000 bills, completed 681,000 meter reads and processed 43,200 service orders during fiscal year 2007.
- Processed 14,300 credit card payments through the automated phone system and 29,000 credit card payments through PWPWeb.
- Collected \$201 million through bill remittance, payment center, and credit card transactions.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Operating FTEs	50.54	40.00	40.00	40.00	40.00
Appropriations	9,064,435	5,223,791	6,080,829	6,088,398	6,083,920

Changes from Prior Year

- *Cost Changes:* The net change from the fiscal year 2007 revised budget is due mainly to a decline in planned equipment purchases and Supplies and Services.

Future Outlook

Customer Service has positioned itself to be an effective service provider. The combination of top-flight call center, billing, credit, and field operations has resulted in PWP's ability to deliver high quality, cost-effective customer services. Future enhancements being evaluated to both the IVR and Web will include customers' ability to sign up or disconnect service via the web 24/7. Third party alternative payment methods are also being evaluated. Customer Service is a vital link between PWP and the customers of our community owned utility. Customer Service continues to administer the Lifeline and Low Income Programs. The Credit Group consistently promotes the A.P.P.L.E. program to customers requiring payment assistance for their utility bill. Customer Service, in partnership with Customer Relations, will continue to process Green Power applications and promote energy and water conservation programs.

PROGRAM SUMMARY

Power Supply Business Unit

Program Description

The Power Supply Business Unit procures and produces electric energy for PWP's customers, sells excess resources in wholesale markets, verifies energy transactions, manages energy contracts, and plans for future energy needs. The business unit is comprised of three sections:

- 1) Power Production (Operations, Maintenance and Engineering)
- 2) Wholesale Energy Trading and Scheduling
- 3) Environment and Resource

The Power Production Section operates and maintains Pasadena's local generation resources located at the Broadway and Glenarm properties. By maintaining high availability of these resources, Power Production provides electric customers with access to a flexible and cost-effective source of electric power. When not used for Pasadena loads, these resources are sold into wholesale energy markets and the California ISO ancillary services markets, providing additional value to customers from wholesale revenues.

The Wholesale Energy Trading and Scheduling Section is responsible for the procurement of power to serve customers and natural gas to use at the Broadway and Glenarm generation units. The section is also responsible for marketing excess energy effectively to optimize the assets owned by the City. PWP participates in the California Independent System Operator (CAISO) market as a Scheduling Coordinator and a Participating Transmission Owner. The Wholesale Energy Trading and Scheduling Section is responsible for communicating with the CAISO to provide reliable and economical energy to Pasadena customers.

The Environmental and Resource Section is responsible for developing the long term resource plan, negotiating long term energy contracts and monitoring energy industry regulatory changes. The section provides the long term vision required to ensure adequate supply is available into the future to meet the energy requirements for Pasadena customers.

Major Accomplishments

- Completed the installation of selective catalytic reduction emissions controls for two local generation units as part of the approved Strategic Resource Plan. The generation units were made available during peak summer need.
- The Magnolia Power Project in Burbank, CA, which PWP is a part-owner through the Southern California Public Power Authority, was completed and is operational.
- Selected and signed counterparty contracts for renewable energy sources which include new geothermal energy plant near the Salton Sea, landfill gas to energy projects in West Covina and Santa Clarita and wind energy project in Utah increasing the fulfillment of the City's Renewable Portfolio Standard for PWP.
- Completed the CAISO energy and ancillary services scheduling and settlement system implementation.
- Identified future energy requirements, energy efficiency opportunities and potential supply resources were significantly done on the 2007 Resource Plan.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Operating FTEs	62.00	43.00	43.80	44.80	46.80
Appropriations	99,252,731	110,589,396	108,974,528	109,156,643	109,628,302

Changes from Prior Year

- *Cost Changes:* The net change from the fiscal year 2007 Revised Budget is due mainly to anticipated, negotiated increases in salaries and benefits.
- *FTE Changes:* There is an increase of 2.00 FTEs in fiscal year 2008 for a Power Plant Instrument Foreman and an Assistant Electrical Mechanic.

Future Outlook

Energy, ancillary services, and natural gas markets continued to exhibit volatility particularly with the impact of the hurricanes on the gulf coast gas production system. This resulted in large swings in revenues and expenses related to purchased power costs and significant deviations from projected amounts. Natural gas prices hit historical highs in November and December but the combination of restoration to the production system and a mild winter, natural gas prices and consequently power prices leveled off and remained moderately stable.

The ongoing California market regulatory changes provide a reminder that local generation continues to be a valuable resource to maintain some independence from market dynamics. The high natural gas prices indicated an ongoing need to continue to improve and update the local generation units. Three of the five local natural gas units are over 40 years old and the Resource Plan should confirm the need to improve the efficiency of these units by replacement with newer generation technology.

PSBU continues to work on augmenting the renewable portfolio through evaluation of renewable projects including potential wind, bio-mass, solar and geothermal projects.

PROGRAM SUMMARY
Power Delivery Business Unit

Program Description

The purpose of the Power Delivery Business Unit is to deliver safe and reliable electric service to our customers; install, operate, and maintain overhead and underground lines, stations, customer meters, and associated equipment at the lowest possible cost and at the highest level of service, with minimal service interruptions.

Major Accomplishments

In fiscal year 2007, Power Delivery ramped up implementation of the Electric Distribution System Master Plan (EDSMP), delivery of the first State of the System (SOS) report and completion of two major projects. Despite an increase in capital projects, Power Delivery completed an average of 60 customer projects per month, and completed all necessary operation and maintenance projects.

Power Delivery Field Services (PDFS)

- Processed a total of 849 new customer generated work orders.
- Collected over \$2 million of customer aid to construction.
- Dispatched 656 active customer work orders.
- Added 715 new electric meters to accommodate system growth.
- Received the Tree Line USA Award for power line clearance practices for the fifth consecutive year.

Power Delivery Engineering and Construction Management Services (PDECM)

- Completed construction of substation unit IV at Glenarm.
- Completed installation of the Jungle Multiplexer (JMUX) communication line at the Dispatch Center and TM Goodrich receiving sub-station.
- Completed a study and model of the electric distribution system and prepared first State of the System report.
- Completed construction standards for overhead and underground construction.
- Created integrated master schedule of Master Plan projects to determine availability of resources.
- Developed a Spill Prevention, Control and Countermeasure Plan to prevent oil spills and institute proper clean up procedures in case of spill to meet Federal Environmental Protection Agency (EPA) requirements.
- Designed and installed a mini-substation and new circuit to alleviate the overloaded situation on circuit B-7 and end the moratorium on new electrical permits on that circuit ahead of schedule.
- Completed construction of Avenue 64 underground district.

Summary of Appropriations and Revenues

	FY2005 Actual	FY2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Operating FTEs	71.21	94.21	95.01	95.01	95.01
Appropriations	24,590,075	30,909,350	23,489,214	23,730,727	24,780,586

Changes from Prior Year

- *Cost Changes:* The net change from the fiscal year 2007 revised budget is due mainly to anticipated, negotiated increases in salaries and benefits as well as an increase in depreciation.

Future Outlook

Capital spending will continue to increase in fiscal year 2008. We have prioritized projects based on the SOS reports, and funds have been allocated for two more capital improvement projects: Conversion of 4 kV to a 17 kV system and electric distribution system automation. The installation of three new capacitor banks at Santa Anita will be completed and should provide sufficient reactive power needs for several years. Work will begin on new 17-kV Unit substations at Chester, Hastings and Eastern. Conversion projects are scheduled for the Fair Oaks, Santa Anita, Eastern and Chester circuits, and the distribution system will be expanded to support these conversions. Two new oil containment projects will be completed and work will increase on the vault repair/replacement project. Approximately \$8,000,000 is allocated for cable and switch replacement and other projects to improve the system capacity and reliability.

PROGRAM SUMMARY
Water Delivery Business Unit

Program Description

The Water Delivery Business Unit (WDBU) constructs, operates and maintains the water system infrastructure that enables it to provide and deliver the highest quality water at low and competitive rates in an environmentally responsible and cost-effective manner.

Major Accomplishments

- Continued the implementation of the Water Distribution System Master Plan.
- Completed major water main replacement and/or rehabilitation program by replacing nearly eight miles of aging water mains annually.
- Completed the water meter replacement program by replacing 7,000 water meters annually.
- Completed the design of the well collector pipeline that will collect water from seven wells for storage in the Jones Reservoir.
- Selected vendor to provide equipment for the Monk Hill Perchlorate Treatment Plant, which will initially treat four of the five groundwater wells that flow into Sunset Reservoir.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Operating FTEs	44.11	46.11	48.11	48.11	49.11
Appropriations	27,144,915	30,660,689	27,035,604	27,049,917	28,995,400

Changes from Prior Year

- *Cost Changes:* The net change from the fiscal year 2007 Revised Budget is due mainly to anticipated, negotiated increases in salaries and benefits as well as an increase in depreciation.
- *FTE Changes:* There is 1.00 FTE added in fiscal year 2008 for a Water System Operator.

Future Outlook

The Water Delivery Business Unit will continue to meet the goals of an aggressive Capital Improvement Program as outlined in the Water System Master Plan. The City's aging water infrastructure will be updated to provide the fire flow, water quality, and supply reliability demands of its customers.

Following the result of the seismic and structural study of the City's reservoirs, it is anticipated that major repairs and upgrades will be needed on nearly all of the City's 13 reservoirs. Substantial resources will be required in the next five years to upgrade the water storage facilities. In fiscal year 2008, work will commence on Windsor and Sheldon reservoirs.

The well collector pipeline will be installed and deliver water from seven City wells to the Jones reservoir. The 4.7 mile project will be included in the main replacement program's annual goal of replacing or rehabilitating eight miles of main.

Water and Power

Water quality regulations will continue to increase and impose more stringent requirements on water agencies. The Water Delivery Business Unit continues to be proactive in keeping abreast of upcoming regulations. New regulations may require substantial capital investments into the water infrastructure. PWP will be installing two new perchlorate treatment plants beginning in fiscal year 2008.

In FY 2008, the Water Delivery Business Unit will continue in its third of a five-year replacement program on all old meters with new automatic meter read meters (AMR). AMR meters will provide an efficient method of meter reading and will be more accurate than the old meters.

GRAIL ANALYSIS

MSI:

DEPARTMENT: Water and Power

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
EMPLOYEES							
REGULAR	388.700	402.000	413.000	415.000	423.000	8.000	
NON-REGULAR	0.000	0.000	0.000	0.000	0.000	0.000	
TOTAL EMPLOYEES	388.700	402.000	413.000	415.000	423.000	8.000	
PERSONNEL							
8005 Regular Pay - PERS	19,462,614	20,383,945	28,982,604	29,503,920	31,456,950	1,953,030	6.6
8011 Overtime Pay	2,330,807	2,579,981	2,166,598	2,166,598	2,593,814	427,216	19.7
8012 Overtime Subject to PERS	84,067	99,757	132,480	132,480	54,855	-77,625	-58.5
8014 Position Coverage	23	63	0	0	0	0	0.0
8018 PST-Part Time Employees - PARS	214,322	110,649	0	0	0	0	0.0
8020 Management Benefit	470	3,244	0	0	0	0	0.0
8023 Auto Allowance	32,992	32,890	22,235	22,235	34,504	12,269	55.1
8024 Personal Dvlpmt Allowance	51,375	60,750	29,500	29,500	29,500	0	0.0
8027 Workers' Compensation	1,017,842	1,948,073	1,617,229	1,646,319	1,582,283	-64,036	-3.8
8031 General Liability	192,024	327,745	579,652	590,079	786,422	196,343	33.2
8037 Miscellaneous Pay	2,765	35,737	0	0	0	0	0.0
8038 PERS-Employee Portion	1,271,747	1,572,653	2,028,781	2,065,273	2,201,986	136,713	6.6
8040 PERS-City Portion	452,496	1,675,073	2,127,322	2,274,753	2,425,330	150,577	6.6
8041 PARS-City Portion	9,058	4,733	0	0	0	0	0.0
8044 Life Insurance	14,547	15,224	28,983	29,505	31,456	1,951	6.6
8045 Dental Insurance	184,104	195,586	188,328	189,240	204,732	15,492	8.1
8046 Medicare-City Contributn	229,196	252,651	453,585	461,144	494,532	33,388	7.2
8047 Long Term Disability	491,560	92,481	43,474	50,157	53,475	3,318	6.6
8049 Emp Opt Ben Fd (EOBF)	2,254,030	2,945,167	3,345,300	3,361,500	3,870,454	508,954	15.1
8050 Benefits (VHS)	2,931,736	3,280,181	0	0	0	0	0.0
8054 Vision Care	159	392	0	0	0	0	0.0
8055 Health Care Spending	0	165	0	0	0	0	0.0
8056 Accrued payroll	3,331,825	70,457	0	0	0	0	0.0
8058 Benefits Administration	396,406	1,110,372	0	0	0	0	0.0
*** TOTAL PERSONNEL	34,956,165	36,797,969	41,746,071	42,522,703	45,820,293	3,297,590	7.7
SERVICES AND SUPPLIES							
8101 Materials & Supplies	3,187,672	4,705,681	2,044,559	2,044,559	2,136,022	91,463	4.4
8102 Tool Room Operation Exp.	0	3,868	0	0	0	0	0.0
8103 Uniforms	96,233	94,144	108,699	108,699	127,113	18,414	16.9
8104 Nutrition Education Materials	757	594	0	0	0	0	0.0
8105 Lease Payments	176	23,669	0	0	0	0	0.0
8106 Rent Expense	692,315	733,522	1,141,220	1,141,220	1,209,728	68,508	6.0
8107 Equipment Lease Payments	35,824	35,824	39,216	39,216	38,324	-892	-2.2
8108 Computer Related Supplies	55,605	78,835	102,672	102,672	84,220	-18,452	-17.9
8109 Equipt Purchases Under \$10,000	324,215	339,232	295,409	280,409	314,507	34,098	12.1
8110 Outside Printing and Duplicating	57,722	26,761	52,900	52,900	64,020	11,120	21.0
8112 Legal Advertising	782	4,166	2,000	2,000	4,650	2,650	132.5
8113 Photo Copy Machine Maint	16,655	35,600	62,074	62,074	71,089	9,015	14.5
8114 Other Contract Services	13,508,372	14,073,996	2,475,964	2,475,964	3,565,973	1,090,009	44.0

MSI:

DEPARTMENT: Water and Power

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8115 Consultant Services	1,615,944	1,524,337	1,503,635	1,503,635	2,008,385	504,750	33.5
8116 Contract Maintenance	590,848	1,009,362	1,335,864	1,335,864	1,433,762	97,898	7.3
8118 Outside Legal Services	537,537	452,171	756,165	756,165	768,427	12,262	1.6
8121 Computer(PC) Maint/Repair	3,275	1,656	44,425	44,425	38,575	-5,850	-13.1
8122 Support to Advisory Committees	12,000	12,000	12,000	12,000	12,000	0	0.0
8124 Dues and Memberships	136,806	173,829	242,820	242,820	238,255	-4,565	-1.8
8125 Special Civic Events	91,348	98,572	132,700	132,700	132,700	0	0.0
8126 Conf & Mtgs - Comm & Committees	7,289	11,576	5,500	5,500	7,026	1,526	27.7
8127 Conferences & Meetings	121,205	131,399	268,381	268,381	309,400	41,019	15.2
8128 Mileage	1,695	2,968	16,675	16,675	23,063	6,388	38.3
8129 Education	3,380	144	7,750	7,750	8,125	375	4.8
8130 Training Costs	170,762	254,310	440,000	440,000	509,898	69,898	15.8
8132 Video Productions	2,000	0	10,000	10,000	10,000	0	0.0
8134 Data Processing Development	1,127	1,707	0	0	2,000	2,000	0.0
8135 Reference Matls Subscriptions	25,015	20,921	65,033	65,033	70,116	5,083	7.8
8138 Gas	473,398	490,402	774,254	774,254	797,482	23,228	3.0
8139 Water	9,059,621	9,746,952	12,500,247	12,500,247	12,946,521	446,274	3.5
8140 Telephone	90,053	75,218	113,850	113,850	123,433	9,583	8.4
8141 Refuse Collection	11,523	12,468	16,363	16,363	16,763	400	2.4
8142 Electric	2,951,349	2,598,786	2,434,213	2,434,213	2,555,953	121,740	5.0
8144 Postage	199,652	188,834	271,652	271,652	294,970	23,318	8.5
8145 Taxes, Payroll and other	29,347	37,271	28,200	28,200	33,200	5,000	17.7
8149 Fiscal Agent/Bank Fees & Charges	0	6,450	4,500	4,500	3,000	-1,500	-33.3
8150 Cash Over and Short	-153	-1	0	0	0	0	0.0
8155	53,823	0	0	0	0	0	0.0
8156 Insurance	259,107	190,818	279,400	279,400	279,400	0	0.0
8172 Rehabilitation	13	0	0	0	0	0	0.0
8175 Material Overhead	-1,173,275	-1,389,079	-1,100,000	-1,100,000	-1,150,000	-50,000	4.5
8176 Utility Rebates	1,517,972	1,280,527	1,037,866	1,037,866	2,206,024	1,168,158	112.5
8177 Program Expenditures	4,064,409	4,139,542	4,386,980	4,386,980	4,577,456	190,476	4.3
8178 Program Expenditure Recovery	0	-16,860	0	0	0	0	0.0
8179 Prepayment of Costs	61,163	61,163	63,000	63,000	63,000	0	0.0
8180 Billed Costs	964	0	0	0	0	0	0.0
8186 Discounts Lost	0	-7,750	0	0	0	0	0.0
8187	0	-815	0	0	0	0	0.0
8212 Permits and Fees	828,367	1,001,127	175,600	175,600	199,100	23,500	13.3
8213 Purch. Power-Long term	40,451,336	42,656,536	47,068,532	47,068,532	46,669,590	-398,942	-0.8
8214 Overtime Meals	47,963	36,164	29,608	29,608	27,493	-2,115	-7.1
8216 Utility Assistance Rebate	192,470	250,872	502,000	502,000	500,000	-2,000	-0.3
8217 Litigation Expenses	6,855	0	0	0	0	0	0.0
8218 Vehicle Rental	2,558	25,408	70,200	70,200	72,100	1,900	2.7
8219	0	780	0	0	0	0	0.0
8222 Purch. Power-short term	17,755,651	22,232,670	18,984,220	18,984,220	7,043,757	-11,940,463	-62.8
8223 Purch. Power-Transmission	9,769,998	10,917,591	10,302,815	10,302,815	10,763,579	460,764	4.4
8224 Purch. Power-Ancillary Sv	785,119	836,633	1,059,100	1,059,100	1,112,055	52,955	5.0

MSI:

DEPARTMENT: Water and Power

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8226 Whls Energy for Resale	0	0	0	0	1,033,364	1,033,364	0.0
8228 Outside Services-intrafnd	294,281	-373,217	173,000	173,000	173,000	0	0.0
8229 Gas/Fuel-short term	6,269,004	5,415,749	5,506,591	5,506,591	8,321,663	2,815,072	51.1
8230 Advertising	240,127	122,938	237,906	237,906	237,906	0	0.0
8272 Tuition Reimbursement	0	35	0	0	0	0	0.0
8284 Fuel Burned for Whlse Sal	1,283,635	944,358	0	0	0	0	0.0
8290 Cell Phone Reimbsmt	-10,290	-8,673	0	0	-4,800	-4,800	0.0
8291 Purchased Power Renewbl	881,680	1,314,976	900,000	900,000	7,256,736	6,356,736	706.3
8292 ISO GMC Energy Exp	-283,425	288,226	867,239	867,239	501,648	-365,591	-42.1
8293 ISO Energy Services	682,795	1,066,685	0	0	826,288	826,288	0.0
8294 ISO GMC Transmission Exp	324,096	1,216,586	1,560,000	1,560,000	1,192,204	-367,796	-23.5
8295 ISO System TAC	2,205,582	3,678,325	3,400,000	3,400,000	3,983,687	583,687	17.1
8298 Repairs & Maintenance	0	525	0	0	0	0	0.0
8301 Gas/Fuel - Long Term	0	934,031	0	0	0	0	0.0
8677 Interest	8,637,428	8,205,094	8,270,000	8,270,000	8,792,152	522,152	6.3
8678 Amortized Discount	-17,163	-47,835	-102,633	-102,633	-47,835	54,798	-53.3
8705 Transfers to General Fund	18,573,505	23,223,145	7,795,085	7,795,085	13,302,922	5,507,837	70.6
8731 Transfers to Hahamongna	540,000	540,000	540,000	540,000	540,000	0	0.0
8802 Warehouse Store Issues	5,182,181	7,319,339	1,002,030	1,002,030	906,341	-95,689	-9.5
8803 Equipment Usage	9,246,264	7,551,695	191,725	191,725	267,052	75,327	39.2
8876 Bad Debt Expense	1,022,432	532,547	975,293	975,293	975,293	0	0.0
8877 Equipment Clearing	-547,822	-804,067	-530,000	-530,000	-700,000	-170,000	32.0
8879 Loss-Early Retrmt of Debt	108,464	108,464	108,464	108,464	108,464	0	0.0
*** TOTAL SERVICES AND SUPPLIES	163,368,616	180,451,477	141,062,961	141,047,961	149,988,339	8,940,378	6.3
EQUIPMENT							
8504 Equipment	281,668	521,843	482,000	497,000	321,000	-176,000	-35.4
8505 Automotive Equipment	1,258,417	582,769	1,148,000	1,148,000	1,038,000	-110,000	-9.5
8506 Computer Equipment	0	0	97,800	97,800	41,100	-56,700	-57.9
8507 Contra Capital	-23,412,096	-27,181,779	0	0	0	0	0.0
8801 Depreciation	15,402,641	16,995,190	17,251,173	17,251,173	18,728,396	1,477,223	8.5
*** TOTAL EQUIPMENT	-6,469,370	-9,081,977	18,978,973	18,993,973	20,128,496	1,134,523	5.9
*** SUBTOTAL	191,855,411	208,167,469	201,788,005	202,564,637	215,937,128	13,372,491	6.6
INTERNAL SERVICE CHARGES							
8601 IS-Structural Maintenance	194,333	201,097	220,407	220,407	217,397	-3,010	-1.3
8602 IS-Tenant Improvements	48,631	122,518	37,000	37,000	27,500	-9,500	-25.6
8603 IS-Lockshop	4,558	7,453	1,951	1,951	0	-1,951	-100.0
8604 IS-Utilities & Insurance - HSEKPING	115,224	115,740	116,497	116,497	108,908	-7,589	-6.5
8605 IS-Housekeeping Serv	73,717	66,848	69,683	69,683	61,722	-7,961	-11.4
8606 IS-Floors and Windows	7,498	0	0	0	0	0	0.0
8607 IS-Printing	80,365	120,206	97,842	97,842	111,692	13,850	14.1
8608 IS-Mail Services	48,277	53,360	66,732	66,732	67,284	552	0.8
8609 IS-Telephones	236,041	263,877	212,046	212,046	292,143	80,097	37.7
8611 IS-Application Devel & Support	14,541	10,008	27,550	27,550	19,428	-8,122	-29.4
8612 IS-PC&Net Service Center	513	28,959	3,301	3,301	4,299	998	30.2
8613 IS-Radio and Data Communicatn	130,347	132,994	139,190	139,190	96,142	-43,048	-30.9

MSI:

DEPARTMENT: Water and Power

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
8615 IS-Auto Body Repair	12,566	10,500	20,874	20,874	20,791	-83	-0.3
8616 IS-Fleet Maint - Equip Maintenance	460,546	488,013	534,306	534,306	575,133	40,827	7.6
8618 IS-Fleet Fuel/Lubricant	254,728	347,850	289,000	289,000	384,955	95,955	33.2
8620 Bldg Preventive Maintenance	69,893	70,202	70,202	70,202	65,035	-5,167	-7.3
8621 IS-Radio - Direct Request	9,258	7,663	2,747	2,747	0	-2,747	-100.0
8622 IS-Telephone - Usage	117,701	127,409	129,264	129,264	135,687	6,423	4.9
8623 IS-PC Training	0	0	3,572	3,572	2,101	-1,471	-41.1
8624 IS-Enterprise Network	377,201	437,885	479,420	479,420	557,209	77,789	16.2
8626 IS-Mail - Direct Request	11,392	19,617	13,756	13,756	22,100	8,344	60.6
8632 IS-GIS (Geographic Info)	37,266	87,361	77,035	77,035	60,476	-16,559	-21.4
8633 IS-IVR (Interactive Voice Response)	59,851	60,753	61,646	61,646	85,264	23,618	38.3
8634 IS-Security Srvcs City Hall	242	299	313	313	1,382	1,069	341.5
8641 IS-MS Licensing	0	48,175	45,301	45,301	45,825	524	1.1
*** TOTAL INTERNAL SERVICE CHARGES	2,364,689	2,828,787	2,719,635	2,719,635	2,962,473	242,838	8.9
*** TOTAL BUDGET	194,220,100	210,996,256	204,507,640	205,284,272	218,899,601	13,615,329	6.6
REVENUE							
6755 Svcs-Sewer Fund	24,758	24,519	25,500	25,500	26,265	765	3.0
6759 Svcs-Undrgrnd Utilities	31,738	33,048	34,370	34,370	35,401	1,031	2.9
6767 Svcs-Refuse Collectn Fund	157,503	164,363	170,937	170,937	176,065	5,128	2.9
6926 Investment Earnings	3,429,796	3,660,896	3,092,402	3,092,402	3,168,674	76,272	2.4
6929 Investment Earnings - Bonds	113,000	125,000	175,000	175,000	0	-175,000	-100.0
6933 Pool Invest-Unrealized Gn	230,000	250,000	0	0	0	0	0.0
6938 Invest Earn - Strand Inv	6,175,141	6,196,141	6,157,598	6,157,598	6,342,326	184,728	3.0
6939 SIS-Unrealized Gain/Loss	747,500	750,000	0	0	0	0	0.0
6950 Rental Income JPL Parking	532,520	540,000	540,000	540,000	540,000	0	0.0
6977 Rental Income	36,330	43,430	41,000	41,000	36,500	-4,500	-10.9
7018 Salvage Sales	32,456	42,006	51,000	51,000	101,500	50,500	99.0
7029 Other Contributions-Pri.	2,942,110	3,081,000	4,500,000	4,500,000	4,650,000	150,000	3.3
7035 Garnishment Fees	1,000	1,000	0	0	0	0	0.0
7094 ISO Transmission Rev	223,250	250,000	100,000	100,000	100,000	0	0.0
7095 PTO-TRR	11,870,004	12,980,004	9,984,279	9,984,279	10,484,279	500,000	5.0
7101 Base Rate-Residential-Single Family	10,066,435	11,170,645	14,619,147	14,619,147	16,196,322	1,577,175	10.7
7102 Base Rate-Sm C&I Service	5,872,409	5,902,909	7,725,202	7,725,202	7,905,311	180,109	2.3
7103 Base Rate-Med C&I-Second	7,232,584	7,145,684	9,306,260	9,306,260	10,121,808	815,548	8.7
7104 Base Rate-Med C&I Primary	262,532	271,402	353,465	353,465	384,468	31,003	8.7
7109 Base Rate-Street Lighting	494,565	554,565	725,765	725,765	813,822	88,057	12.1
7110 Whls Pwr Sales-short term	0	0	0	0	1,137,316	1,137,316	0.0
7114 Misc Service/Reconnection	209,660	200,000	425,000	425,000	375,000	-50,000	-11.7
7115 Other Sales & Service	138,305	140,000	140,000	140,000	120,000	-20,000	-14.2
7120 Fire Protection-Sur Insid	47,000	50,000	125,000	125,000	142,664	17,664	14.1
7122 Fire Protection Sur Out	13,200	15,000	21,000	21,000	20,819	-181	-0.8
7175 Public Benefit Charge	3,550,000	3,550,000	3,400,000	3,400,000	3,400,000	0	0.0
7185 Whls Transmission Sales	1,012,357	1,032,307	1,032,000	1,032,000	1,062,960	30,960	3.0

MSI:

DEPARTMENT: Water and Power

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
7186 Whls Ancillary Svcs Sales	3,875,200	4,000,000	3,750,000	3,750,000	3,024,303	-725,697	-19.3
7211 Rec Energy Ct-Sm Comm&Ind	10,048,217	11,559,327	12,664,517	12,664,517	11,771,469	-893,048	-7.0
7212 Rec Energy Ct-Med C&I Sec	14,015,259	16,106,349	17,588,826	17,588,826	18,915,390	1,326,564	7.5
7213 Rec Energy Ct-Med C&I Pri	1,125,845	1,315,775	1,438,904	1,438,904	1,549,927	111,023	7.7
7214 Rec Energy Ct-Lrg C&I Sec	19,042,545	19,263,765	21,021,805	21,021,805	23,184,040	2,162,235	10.2
7215 Rec Energy Ct-Lrg C&I Pri	7,425,838	7,698,138	8,429,517	8,429,517	9,310,143	880,626	10.4
7216 Rec Energy Ct- ST&TS	1,087,594	1,197,194	1,310,001	1,310,001	1,338,742	28,741	2.1
7217 Rec Trans Ct-Sm Comm &Ind	2,758,847	2,864,747	2,879,071	2,879,071	2,036,556	-842,515	-29.2
7218 Rec Trans Ct-Med C&I Pri	222,540	231,640	232,798	232,798	164,758	-68,040	-29.2
7219 Rec Trans Ct-Lrg C&I Secd	3,324,144	3,421,944	3,439,058	3,439,058	2,495,831	-943,227	-27.4
7235 Base Rate-Lg C&I Primary	2,032,302	2,368,900	3,084,784	3,084,784	3,355,353	270,569	8.7
7236 Base Rate-Large C&I Secnd	6,528,701	6,682,001	8,701,302	8,701,302	9,463,771	762,469	8.7
7239 Muncpl Sls-Summer Teir 1	62,565	72,965	72,136	72,136	71,077	-1,059	-1.4
7240 Muncpl Sls-Summer Tier 2	285,266	293,766	290,430	290,430	331,276	40,846	14.0
7241 Municipal Standby Chrgs	175,202	188,902	188,902	188,902	188,902	0	0.0
7249 Recovered Energy Cost-Res	20,987,577	21,093,977	23,119,562	23,119,562	24,164,650	1,045,088	4.5
7250 InsideCity Standby Chgs	4,712,753	4,976,753	4,976,753	4,976,753	4,976,753	0	0.0
7251 InsideCity Summer-Tier 1	1,392,596	1,488,996	1,472,089	1,472,089	1,450,467	-21,622	-1.4
7252 InsideCity Summer-Tier 2	5,855,210	5,986,700	5,918,721	5,918,721	7,020,286	1,101,565	18.6
7253 InsideCity Summer-Tier 3	2,121,128	2,260,128	2,234,464	2,234,464	2,201,645	-32,819	-1.4
7254 InsideCity Winter-Tier 1	1,051,257	1,151,697	1,138,619	1,138,619	1,121,896	-16,723	-1.4
7255 InsideCity Winter-Tier 2	3,852,360	3,971,350	3,926,255	3,926,255	3,868,588	-57,667	-1.4
7256 InsideCity Winter-Tier 3	1,025,842	1,127,092	1,114,294	1,114,294	1,097,927	-16,367	-1.4
7257 InsideCity Fire Protctn	832,590	842,540	842,540	842,540	842,540	0	0.0
7258 OutsideCity Standby Chgs	1,012,524	1,030,232	1,030,232	1,030,232	1,030,232	0	0.0
7259 OutsideCity Sum-Tier 1	345,215	352,885	348,878	348,878	343,754	-5,124	-1.4
7260 OutsideCity Sum-Tier 2	1,336,525	1,435,805	1,419,501	1,419,501	1,644,678	225,177	15.8
7261 OutsideCity Sum Tier 3	895,262	905,562	895,280	895,280	882,130	-13,150	-1.4
7262 OutsideCity Win-Tier 1	223,854	265,034	262,025	262,025	258,176	-3,849	-1.4
7263 OutsideCity Win-Tier 2	805,901	827,868	818,468	818,468	806,447	-12,021	-1.4
7264 OutsideCity Winter-Tier 3	329,821	344,497	340,585	340,585	335,583	-5,002	-1.4
7266 CIC-Inside City	4,985,516	5,123,526	6,398,032	6,398,032	7,804,083	1,406,051	21.9
7267 CIC-Outside City	1,055,954	1,279,506	1,597,801	1,597,801	1,851,279	253,478	15.8
7268 CIC-Municipal	225,894	252,974	315,903	315,903	385,303	69,400	21.9
7269 MunicipSls Summer-Tier 3	135,125	122,133	120,746	120,746	118,973	-1,773	-1.4
7270 MunicipSls Winter-Tier 1	56,169	56,169	55,532	55,532	54,716	-816	-1.4
7271 MunicipSls Winter-Tier 2	185,677	191,027	188,858	188,858	186,084	-2,774	-1.4
7272 MunicipSls Winter-Tier 3	57,597	57,597	56,943	56,943	56,107	-836	-1.4
7285 PWAC Public Wtr Access Ch	2,875,195	2,903,223	2,077,105	2,077,105	2,046,598	-30,507	-1.4
7291 Recovd Trans-Over/Under	0	0	-4,500,000	-4,500,000	0	4,500,000	-100.0
7292 Whsle Energy Sales - ISO	1,498,270	1,557,290	750,000	750,000	714,260	-35,740	-4.7
7295 Recvd Trans Costs (Resid)	3,798,757	3,819,167	3,838,263	3,838,263	2,656,221	-1,182,042	-30.7
7296 Rec Trans Ct-Sm Comm&Ind	2,025,356	2,138,316	2,149,008	2,149,008	1,313,907	-835,101	-38.8
7297 Rec Trans Ct - ST&TS	216,828	216,828	217,912	217,912	146,548	-71,364	-32.7
7299 Rec Trans Ct-Lrg C&I Pri	1,298,874	1,389,904	1,396,853	1,396,853	1,013,565	-383,288	-27.4
7301 Mrchndise Jobng & Cntrct	295,740	340,000	350,000	350,000	465,000	115,000	32.8
7302 Misc Non-Op Income	394,820	420,000	230,000	230,000	175,000	-55,000	-23.9
7305 Bad Debt Recovery	199,002	201,752	266,448	266,448	285,682	19,234	7.2
7306 Fire Hydrant Installatio	87,000	90,000	200,000	200,000	325,000	125,000	62.5
7310 JPL VOC Reimbursement	190,000	200,000	225,000	225,000	300,000	75,000	33.3
7315 Service Fees-intrafund	350,935	425,000	0	0	0	0	0.0

MSI:

DEPARTMENT: Water and Power

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ADOPTED	FY 2007 REVISED	FY 2008 RECOMMENDED	\$ CHANGE	%
7316 Service Fees-Interfund	45,000	45,000	0	0	0	0	0.0
7318 Reclaimed Water Reimb.	25,000	25,000	0	0	0	0	0.0
7966 Bank Merchant Fees	-195,370	-210,000	-260,000	-260,000	-390,000	-130,000	50.0
*** TOTAL FUNDING	194,043,972	204,144,862	213,369,646	213,369,646	226,097,116	12,727,470	5.9

**DEPARTMENT
SUMMARY**

Pasadena Center Operating Company

Mission Statement

The mission of the Pasadena Center Operating Company is to generate revenues for Pasadena by marketing and providing quality facilities and services for meetings, shows and cultural events.

Program Description

The Pasadena Center Operating Company (PCOC) is responsible for the operations and maintenance of the Pasadena Civic Auditorium, the Conference Building, the East Pavilion and the Convention and Visitors Bureau. The PCOC has embarked on a \$121.6 million convention center expansion. When completed in April of 2009, the state-of-the-art convention center will feature 60,000 square feet of exhibit space, 28 meeting rooms and a new 25,000 square foot ballroom. The 47,000-square-foot Exhibition Hall is currently closed due to construction. Events have been move to the East pavilion, a 27,000 square foot facility located on the property. The 21-room Conference Building (28,000 square feet) provide ideal settings for conventions, trade shows, conferences, theater presentations and receptions. The Conference Building will be closed from July through mid-September to accommodate a major renovation. Other services include an automated Box Office, audio / visual, teleconferencing and other technology conveniences for clients. Boston Culinary Group, the on-site catering service, provides food and beverage for banquets, cocktail receptions, weddings, and all concessions for public events.

The 3,000 seat Civic Auditorium serves as home for the Pasadena Symphony, Speaker's Series, ballet, musicals, comedy, pop concerts and international, national and local special events.

The Parking Garage, which will be affected by the construction, will have 300 less parking spaces available than in the past. The garage will continue to provide convenient and adjacent parking for over 500 cars.

The Center's client retention level is high and the Center offers dates more than one year into the future to higher-rated conventions and trade shows. Space rental discounts are offered to encourage usage and to generate Transient Occupancy Tax and Tourism Business Improvement District revenue.

The Pasadena Convention and Visitors Bureau (CVB) is dedicated to marketing Pasadena as a desirable meeting, convention and tourism destination. The CVB's destination experts solicit meetings and conventions from associations and corporations, both regionally and nationally, that require meeting space and hotel room nights. These room nights generate significant tax dollars that directly impact Pasadena's general fund.

The CVB offers a multitude of complimentary services to meeting planners, including site selection assistance, a computerized convention housing system, promotional materials and more. The CVB markets Pasadena's world class attributes to visitors regionally, nationally and internationally through extensive media relations efforts. The organization's Visitor Center assists walk-in, call-in and online visitors by offering current destination information and materials, including the annual Visitors Guide and quarterly Calendar of Events.

Departmental Relationship to City Council Goals

• **Foster Economic Prosperity**

Two of PCOC's results statements include:

Visitors and tourists will select Pasadena for their destination,

Convention planners and exhibitors will hold their events at the Pasadena Convention Center.

Pasadena Center Operating Company

For fiscal year 2007, the CVB has set a goal of 25,000 definite room nights. As of February 28, 2007 the CVB has booked 17,481 definite room nights, representing 70% of the annual goal.

In addition, nearly 22 million national readers were reached through media exposure efforts that reflect 44% of the annual established target. In the first eight months of fiscal year 2007 the Exhibition and Conference Buildings earned \$\$783,853 or 66.5% of the annual target in sales revenue. The Civic Auditorium earned \$349,776 or 55% of the annual target in sales revenue.

Major Accomplishments

The Pasadena City Council unanimously approved the expansion to the Pasadena Conference Center on July 17th, 2007. The project has been through full design development and bid process. Construction began on August 15, 2006 on the \$121.6 million expansion with a completion date of April 2009. The state-of-art convention center will feature 60,000 square feet of exhibit space, 28 meeting rooms and a new 25,000 square foot ballroom. The 17,000 square foot historic ballroom which currently houses the Pasadena Ice Rink will revert back to PCOC sometime in 2009. The expectation is to renovate this facility as funds become available.

Due to its efforts, the CVB substantially enhanced Pasadena's economy by contributing to an average hotel occupancy rate of 77% for calendar year 2006.

The Pasadena Convention & Visitors Bureau operated the 23rd Annual Holiday Hotline from December 28, 2006 through January 2, 2007. Over this period, 70 volunteers answered more than 3,000 calls from visitors coming to the Rose Parade and Rose Bowl Game. Through the CVB's intense publicity efforts, the Holiday Hotline information reached more than 2.9 million television viewers over the course of its operation.

Summary of Appropriations and Revenues

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
FTEs	99.00	98.00	98.00	98.00	98.00
Appropriations	9,820,234	11,362,971	10,046,328	11,254,155	10,757,949
Sources By Fund					
PCOC Share of TOT	4,590,702	5,301,897	5,165,380	5,434,444	5,570,305
Tourism Business Imp District Tax	1,731,507	2,008,743	2,004,218	2,330,141	2,388,395
PCOC Space Rental	1,084,883	1,152,238	925,000	925,894	684,110
PCOC Civic Auditorium	430,218	523,985	550,000	432,344	485,000
PCOC Other Rental Income	66,983	76,963	75,000	77,000	77,000
PCOC Parking Fees	1,244,469	1,369,949	713,000	1,052,892	713,000
PCOC Box Office Income	88,192	184,198	85,000	38,558	50,000
PCOC Misc./Other Income	361,437	440,069	328,730	657,882	570,139
PCOC Food & Beverage Comm	239,843	304,929	200,000	305,000	220,000
Total Sources	9,838,234	11,362,971	10,046,328	11,254,155	10,757,949

Pasadena Center Operating Company

Departmental Results Statements

Result 1: Visitors and tourists will select Pasadena for their destination.

		FY 2006			FY 2007	FY 2008
		Actual	Target	% Target	Target	Target
Measure 1.1 Hotel occupancy						
	A. Develop 75,000 tentative hotel room bookings annually	116,111	120,000	97%	75,000	75,000
	B. Develop 25,000 definite hotel room bookings annually	24,260	35,000	69%	25,000	25,000
Measure 1.2 Media exposure						
	A. Reach 50 million readers nationally	61,900,188	50,000,000	124%	50,000,000	50,000,000

Result 2: Exhibitors and convention planners will hold their events at the Pasadena Convention Center.

		FY 2006			FY 2007	FY 2008
		Actual	Target	% Target	Target	Target
Measure 2.1 Use of Conference Building						
	A. 240-day annual use of Conference Building	347	330	105%	330	240
Measure 2.2 Use of Exhibition Building						
	A. 208-day annual use of Exhibition Building	206	220	94%	220	208
Measure 2.3 Gross revenue for Conference and Exhibition Buildings						
	A. \$925,000 in gross rental revenue	\$1,152,238	\$925,000	125%	\$925,000	\$684,110
Measure 2.4 Use of Civic Auditorium and Gold Room						
	A 180-day use of Civic Auditorium and Gold Room	199	221	90%	207	156
	B. \$500,000 in gross rental revenue	\$523,984	\$475,000	110%	\$550,000	\$500,000

Changes From Prior Year

- *Cost Changes:* PCOC's budget increase for expenses is primarily reflected in the areas of Promotion and Advertising. These include retaining an advertising agency and website upgrades. Additionally, PCOC will retain an Owner's expansion project representative. Although revenues have been reduced for the Parking Garage due to the expansion, labor costs in the Parking Garage cannot be reduced due to the additional challenges of directing patrons to surrounding parking structures. Personnel will be posted on the streets and corners surrounding the Garage to direct patrons to these ancillary structures. It will be important to address patron-parking issues prior to their reaching the Garage entrance. The Garage will continue to be operated on a 24/7 basis. Also in FY 2008 PCOC has allocated funds have also been allocated in the area of employee training to ensure compliance with governmental training requirements and to increase customer service.
- *FTE Changes:* There are no FTE changes for FY 2008.
- *Revenue Changes:* PCOC's total revenue is based on non-operating revenue (Transit Occupancy Tax and Tourism Business Improvement District Tax collected by the City) and operating revenue (generated by the Center). PCOC's share of the Transient Occupancy Tax is expected to increase by \$135,861 in fiscal year 2008 (when compared to the budgeted amount for fiscal year 2007) based on estimates of the actual amount to be collected. In addition, PCOC's revenue generated by the Tourism Business Improvement District Tax is estimated to be \$2,388,395 for fiscal year 2008. Operating revenue is expected to be reduced as impacted by construction related facility closure as detail earlier. The Parking Garage revenue has been reduced to \$713,000 for fiscal year 2008. The Garage will be impacted throughout the project. It is anticipated that only the parking located under the Pasadena Sheraton and on the east side of the structure will be available the Center. Parking revenue has been reduced based on the number of remaining parking stalls available, contractual obligations to the Sheraton, and historic usage during the impacted months.

Future outlook

The key priorities for fiscal year 2008 will be to accelerate our media outreach efforts to increase the number of visiting journalists to the city, increasing the number of articles written about Pasadena and its attributes for the business and leisure visitor. The CVB has developed a comprehensive tourism marketing strategy that maximizes the potential of Pasadena as a desirable tourism destination and positioning Pasadena's cultural tourism assets as a "must-see" for visitors to the Greater Los Angeles area. The priority of the conference center will be to maintain current levels of business while under construction. The East Pavilion will be a sales focal point with the center staff.

Pasadena Center Operating Company

REVENUE AND EXPENSE STATEMENT
ADOPTED BUDGET – FISCAL YEAR 2008

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Support & Revenues:					
Operating Revenues:					
Rental-Ex/Conf Bldgs	\$1,084,883	\$1,152,238	\$925,000	\$925,894	\$684,110
Rental-Civic Auditorium	\$430,218	\$523,985	\$550,000	\$432,344	\$485,000
Rental-Ice Skating Center	\$66,983	\$76,963	\$75,000	\$77,000	\$77,000
Rental-Parking Garage	\$1,244,469	\$1,369,949	\$713,000	\$1,052,892	\$713,000
Income-Box Office Fees	\$88,192	\$184,198	\$85,000	\$38,558	\$ 50,000
Income-Miscellaneous/Center	\$361,438	\$440,069	\$328,730	\$657,882	\$570,139
Income Food and Beverage Comm	\$239,843	\$304,929	\$200,000	\$305,000	\$220,000
Total Operating Revenues	\$3,516,025	\$4,052,331	\$2,876,730	\$3,489,570	\$2,799,249
Non-Operating Revenues:					
Transient Occupancy Tax	\$4,590,702	\$5,301,897	\$5,165,380	\$5,434,444	\$5,570,305
Tourism Business Imp District Tax	\$1,731,507	\$2,008,743	\$2,004,218	\$2,330,141	\$2,388,395
Total PCOC Revenues	\$9,838,234	\$11,362,971	\$10,046,328	\$11,254,155	\$10,757,949
Expenses:					
Convention Operations:					
Wages & Benefits	\$2,959,636	\$3,032,022	\$3,195,795	\$3,017,082	\$3,305,455
Advertising	\$13,576	\$1,040	\$12,000	\$6,000	\$12,000
Other Promotional Exp	\$59,997	\$67,951	\$69,000	\$91,222	\$57,000
Other Operating Expenses	\$1,611,131	\$1,605,589	\$1,728,679	\$1,717,015	\$1,798,072
Eng Repairs/Maintenance	\$112,098	\$314,275	\$115,000	\$248,358	\$144,000
Interest Expense	\$58,001	\$55,415	\$52,836	\$52,836	\$49,864
Deferred Maint/Equipment	\$0	\$0	\$0	\$0	\$0
Pre-Expansion Costs	\$0	\$0	\$0	\$0	\$0
Total Center Expenses	\$4,814,439	\$5,076,292	\$5,173,310	\$5,132,513	\$5,366,391
Convention & Visitors Bureau:					
Wages & Benefits	\$953,976	\$778,629	\$988,559	\$869,628	\$1,098,787
Advertising	\$283,191	\$338,817	\$280,000	\$270,000	\$303,500
Other Promotional Exp	\$372,537	\$491,509	\$527,000	\$532,623	\$639,815
Other Operating Expenses	\$247,184	\$191,602	\$195,400	\$205,690	\$187,177
Total CVB Expenses	\$1,856,888	\$1,800,556	\$1,990,959	\$1,877,941	\$2,229,278
Parking Garage:					
Wages & Benefits	\$370,899	\$379,782	\$390,491	\$336,422	\$441,932
Other Operating Expenses	\$6,836	\$12,328	\$11,950	\$11,205	\$16,950
Total Garage Expenses	\$377,735	\$392,110	\$402,441	\$347,627	\$458,882
Total PCOC Expenses	\$7,049,062	\$7,268,958	\$7,566,710	\$7,358,081	\$8,054,551
Net PCOC Operations	\$2,789,172	\$4,094,013	\$2,479,618	\$3,876,074	\$2,703,398
Allocated to Expansion Costs Reserve (from TOT Revenues)	\$2,789,172	\$4,094,013	\$2,479,618	\$3,876,074	\$2,703,398
Net PCOC Operations	\$0	\$0	\$0	\$0	\$0

**DEPARTMENT
SUMMARY**
Rose Bowl Operating Company

Mission Statement

The mission of the Rose Bowl Operating Company (RBOC) is to improve the quality of life in Pasadena by providing top quality entertainment and by generating revenue through the operation of a world-class stadium and a professional quality golf course complex.

Vision Statement

"The Rose Bowl" is the internationally recognized symbol of Pasadena and the historic centerpiece of the Central Arroyo.

The Rose Bowl Operating Company is responsible for the governance and stewardship of the Rose Bowl and Brookside Golf Courses. The Rose Bowl Operating Company will ensure that the Rose Bowl remains a world class destination for sporting and entertainment events for all of Pasadena's residents and visitors. It will ensure that the Brookside Golf Courses will retain their reputation as two of the finest municipal golf courses in Southern California.

The economic health of the Rose Bowl is vital to Pasadena. The Rose Bowl Operating Company will maintain its commitment to financial solvency, while preserving the dignity and historical significance of the stadium in a majestic park environment. The Rose Bowl will continue to be recognized as one of the nation's premier football venues.

The Rose Bowl will continue to be a good neighbor and a good partner to the entire Pasadena community. The Rose Bowl represents the future of Pasadena and must be preserved and enhanced for generations to come.

Program Description

The RBOC is a California non-profit, public benefit corporation, founded in 1995 by an act of the Pasadena City Council. The RBOC's primary purpose is to enhance economic and civic value to the City of Pasadena by managing a world-class stadium and a professional quality golf course complex in a residential open-space neighborhood. The RBOC is responsible to the residents of Pasadena to inform them of potential environmental impacts from the operation of the stadium, to take all reasonable preventive measures and to seek feedback from those impacted.

The Rose Bowl's multifaceted events have included the annual New Year's Rose Bowl Football Game including the 2002 and 2006 BCS National Championship Games, 1984 Olympics Soccer Finals, 1994 Men's World Cup Soccer, 1999 Women's World Cup Soccer Finals, five (5) Super Bowl football games, UCLA home football games, a variety of concerts and other activities such as the monthly R.G. Canning Flea Market, car shows and filmings, all of which generate revenue for the Rose Bowl Fund.

In addition, the RBOC is responsible for the management of the Brookside Golf complex through concessionaire contracts with American Golf Corporation and John Wells Pro Shop.

Company Relationship to City Council Goals

- **Operate an Effective and Cost Efficient Government.**

The specific activities that have contributed to the achievement of this goal include the improvement of customer service and the on-going development and implementation of better financial reporting and oversight.

Rose Bowl Operating Company

Summary of Appropriations and Revenue

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Adopted
FTEs	20.0	20.0	20.0	21.0	21.0
Appropriations	9,288,092	9,833,509	9,823,738	9,823,738	9,948,041
Revenue By Fund:					
Rose Bowl	7,355,033	10,228,586	6,113,108	6,113,108	6,661,879
Golf Course	2,994,035	2,954,882	3,076,212	3,076,212	3,118,564
Total Revenue	10,349,068	13,183,468	9,189,320	9,189,320	9,780,443

Departmental Results Statements

Result 1: The Rose Bowl is an excellent stadium that operates competitively with other venues, safely and in harmony with its surrounding neighborhood.

	FY 2006			FY 2007	FY 2008
	Actual	Target	% Target	Target	Target
Measure 1.1 Number of community hotline complaints					
A. Keep number of community complaints to 5 or fewer per quarter.	.75	5.0	100%	5.0	5.0
Measure 1.2 Timeliness of clean-up of surrounding neighborhoods					
A. Clean surrounding neighborhoods within 24 hours of event	24	24	100%	24	24
Measure 1.3 Timeliness of response to reported disturbances related to events					
A. Respond to disturbances in a very short period of time	100%	100%	100%	100%	100%
Measure 1.4 Stadium Revenue					
A. Goal for Net Income / (Loss) before Operating Transfers	\$(1,371,679)	\$(1,627,548)	100%	\$(2,730,133)	\$(2,243,805)

Result 2: Services at Rose Bowl events satisfy customer requirements.

Measure 2.1 Survey of tenants, contractors, event participants and attendees regarding satisfaction with services at events

A. Develop method of measurement and baseline for satisfaction with services at events with 4.0 being "excellent", 3.0 "above average", 2.0 "average" and 1.0 "poor"	2.20	3.0	73%	3.0	3.0
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Result 3: The playing conditions of the golf course satisfy customer requirements.

Measure 3.1 Contract requirements for playing conditions of golf courses

A. 100% compliance with contract requirements	100%	100%	100%	100%	100%
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Rose Bowl Operating Company

		FY 2006			FY 2007	FY 2008
		Actual	Target	% Target	Target	Target
	B. American Golf completes contracted capital improvements	100%	100%	100%	100%	100%
Measure 3.2 Survey of individual golfers and Men's and Women's golf clubs regarding satisfaction with playing conditions and aesthetics of golf course						
	A. Develop baseline for customer satisfaction	2.95	3.0	98%	3.0	3.0
Measure 3.3 Revenue						
	A. Increase Golf Course Net Income / (Loss) before Operating Transfers by a minimum of 2% in FY 2006	\$2,070,561	\$1,865,489	100%	\$2,095,715	\$2,076,207
Measure 3.4 Comparison of revenue figures with those of other golf courses						
	A. Gather data from other golf courses regarding number of rounds played, using RBOC budget as a target	149,514	184,984	80%	100%	100%
	B. Gather data from other golf courses regarding green fees, using these competitors' average as a target	\$4,432,207	\$3,666,418	100%	100%	100%
	C. Gather data from other golf courses regarding cart rental fees, using these competitors' average as a target	\$1,127,241	\$931,836	100%	100%	100%
Result 4: Brookside clubhouse pro shop and restaurant are appealing, attractive and clean.						
Measure 4.1 Survey of individual golfers satisfaction with quality and appeal of pro shop merchandise						
	A. Develop baseline for customer satisfaction with quality and appeal of pro shop merchandise	3.88	3.0	100%	100%	100%
Measure 4.2 Survey of individual golfers regarding satisfaction with quality and delivery of food services						
	A. Develop baseline for customer satisfaction with quality and delivery of food service	3.14	3.0	100%	100%	100%

Changes From Prior Year

- Cost Changes:** The change from the fiscal year 2007 budget reflects an overall expense increase of \$124,303. This is mainly due to a general 3% increase. However, this is offset by the fact that there will be one fewer UCLA home game resulting in a decrease in event expenses. There is also an overall revenue increase from the fiscal year 2007 budget of \$591,123. More specifically, revenue from the golf course complex is expected to grow by about \$42,000. Also, the fact that both the New Year's Rose Bowl Game and UCLA actually did better than budgeted in FY 2007 is reflected in this increase. Further, a \$107,000 increase in event income generated from filmings, car shows and other minor events contributes to this overall revenue increase. On a full-accrual, GAAP basis, overall "Net Income/(Loss) Before Operating Transfers" for the RBOC is projected to increase by about \$467,000 from the fiscal year 2007 budget to fiscal year 2008.

Future Outlook

The employees of the RBOC will use their best efforts in continuing to pursue those opportunities that will maximize and improve the RBOC's financial position.

**DIVISION
SUMMARY**
Brookside Golf Course

Mission Statement

The mission of the Brookside Golf Course is to improve the quality of life in Pasadena by providing top quality entertainment and by generating revenue through the operation of a professional quality golf course complex.

Program Description

The RBOC is responsible for the management of the Brookside Golf Course complex through concessionaire contracts with American Golf Corporation and John Wells Pro Shop.

Major Accomplishments

- Continued to conduct and tally surveys with customers of the Pro Shop, Restaurant and Golf Course at Brookside to determine where improvements can be made
- Completed Phase 4 of the Golf Course Master Plan, involving the renovation of the tee boxes on course # 1
- Designated 12% of the rent income that the RBOC earns from each the Pro Shop, Restaurant and Golf Course, approximately \$293,000, and the 4% of Golf Course Revenue that the RBOC also earns from American Golf Corporation, approximately \$238,000 to fund the multi-year Golf Course Master Plan
- Continued to collect and remit to the City, the "10% of Green Fees" from American Golf Corporation, which is earmarked for capital improvements in the Arroyo Seco, approximately, \$304,000.

Summary of Appropriations and Revenue

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Adopted
FTEs	2.85	2.85	2.85	2.85	2.85
Appropriations	851,580	884,321	980,497	980,497	1,042,357
Golf Course Revenue	2,994,035	2,954,882	3,076,212	3,076,212	3,118,564

Changes From Prior Year

- *Cost Changes:* Income generated by the golf course complex is expected to grow by about \$42,000, but is not expected to keep pace with expenses which are budgeted to increase by about \$62,000 for an overall decrease in "Net Income Before Operating Transfers" of about \$20,000. The increase in expenses reflects a 3% general increase. Of the \$3,118,564 in revenue shown above, \$304,387 is reserved.

**DIVISION
SUMMARY**
Rose Bowl Stadium

Mission Statement

The mission of the Rose Bowl Stadium is to improve the quality of life in Pasadena by providing top quality entertainment and by generating revenue through the operation of a world-class stadium.

Program Description

The Rose Bowl Stadium's primary purpose is to enhance economic and civic value to the City of Pasadena by managing a world-class stadium in a residential open-space neighborhood. The RBOC is responsible to the residents of Pasadena to inform them of potential environmental impacts from the operation of the stadium, to take all reasonable preventative measures and to seek feedback from those impacted. The Rose Bowl's multifaceted events have included the annual New Year's Rose Bowl Football Game, 1984 Olympics Soccer, 1994 Men's World Cup Soccer, 1999 Women's World Cup Soccer, five (5) Super Bowl football games, UCLA home football games, a variety of concerts and other activities such as the monthly R.G. Canning Flea Market and Car Shows, all of which generate revenue for the Rose Bowl Fund.

Major Accomplishments

- Continued to expand community outreach by having a series of community meetings, inviting neighborhood associations, as well as organizations that have shown interest in the Rose Bowl
- Developed Phase 1 of the Strategic Work Plan with the intention on voting on its merits and providing recommendations to the City Council
- Continued to streamline, improve and customize its financial statements as full-accrual, stadium format particularly by developing and utilizing specialized report writing and "paperless office" software
- In conjunction with the City's Finance Department continued to pool any idle cash with the City's funds in an effort to obtain a better return on its investments
- Beginning with fiscal year 2000 and combined with the Golf Course operations, the RBOC as a whole, will have generated a Net Income before Operating Transfers for the past eight fiscal years
- For the 8th consecutive year beginning with fiscal year 1999, obtained an unqualified opinion from the independent auditors on its separate company financial statements and schedules, the latest fiscal year being fiscal year 2006
- As part of the new 20-year agreement with the UCLA Bruins football team, began construction of the new locker room facilities & media center with an estimated completion date in August 2007
- Celebrated the 25-Year Anniversary of UCLA football at the Rose Bowl, with the season highlighted by a home victory over cross-town rival, USC
- Continued a now 80 year tradition by staging an annual July 4th / Independence Day event. Also booked a similar event for July 4, 2007 for upcoming fiscal year 2008
- Staged the 93rd Tournament of Roses football game between highly ranked USC and Michigan, with USC winning 32 to 18
- Hosted the Holy Cross Ministries in May of 2007.

Summary of Appropriations and Revenue

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Adopted
FTEs	17.15	17.15	18.15	18.15	18.15
Appropriations	8,436,512	8,949,188	8,843,241	8,843,241	8,905,684
Rose Bowl Revenue	7,355,033	10,228,586	6,113,108	6,113,108	6,661,879

Changes From Prior Year

- *Cost Changes:* The change from the fiscal year 2007 budget includes an overall expense increase of about \$62,000. This is mainly due to a general three percent increase. However, this is partially offset by the fact that there will be one fewer UCLA home game resulting in a decrease in event expenses. There is also an overall revenue increase from the fiscal year 2007 budget of approximately \$549,000, which reflects the fact that both the New Year's Rose Bowl Game and UCLA actually performed better than budgeted in fiscal year 2007. UCLA had a good preseason marketing campaign for its 2006 season in fiscal year 2007. Event income generated from filmings, car shows and other minor events is also being budgeted about \$107,000 higher, in that the new locker room and media center should be completed in August 2007. The noise and debris generated from the construction of this project had an adverse impact on these events. Overall "Net Income/(Loss) Before Operating Transfers" should increase by about \$486,000 from fiscal year 2007.

COMBINED OPERATIONS

SUMMARY

ROSE BOWL OPERATING COMPANY

* OPERATING BUDGET (DRAFT) *

FYE JUNE 30, 2008

* COMBINED (GROSS EVENT) *

	ROSE BOWL STADIUM	GOLF COURSE COMPLEX	COMBINED
<u>OPERATING REVENUE (GROSS EVENT REVENUE)</u>	\$6,399,867	\$2,497,957	\$8,897,824
<u>OPERATING EXPENSES</u>	(5,589,196)	(537,970)	(6,127,166)
<u>DEPRECIATION</u>	(1,866,858)	(200,000)	(2,066,858)
<u>OPERATING INCOME</u>	(1,056,187)	1,759,987	703,800
<u>NON OPERATING REVENUE</u>	262,012	316,220	578,232
<u>BOND DEBT - INTEREST EXPENSE, AMORTIZATION & OTHER RELATED EXPS.</u>	(1,449,630)	0	(1,449,630)
<u>NET INCOME BEFORE OPERATING TRANSFERS</u>	(2,243,805)	2,076,207	(167,598)
<u>OPERATING TRANSFERS TO/FROM THE CITY</u>	0	0	0
<u>NET INCOME (GAAP, FULL-ACCRUAL)</u>	(\$2,243,805)	\$2,076,207	(\$167,598)
<u>BOND DEBT - PRINCIPAL REPAYMENTS</u>	(1,686,931)	0	(1,686,931)
<u>OTHER ADJUSTMENTS FOR CASH FLOW</u>	1,959,026	260,223	2,219,249
<u>DESIGNATED REVENUE</u>	(125,000)	(239,720)	(364,720)
<u>ADJUSTED NET INCOME</u>	(\$2,096,710)	\$2,096,710	(\$0)

Statement of Expenses by Department

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
City Attorney/City Prosecutor	4,585,436	5,061,246	6,082,243	6,094,243	6,386,141
City Clerk	2,005,436	1,773,598	2,463,075	2,463,300	2,115,856
City Council	1,502,969	1,577,940	1,780,917	1,785,917	1,886,422
City Manager	22,229,520	25,797,116	39,574,260	39,574,449	39,787,812
Finance	17,466,718	19,126,075	20,714,219	20,747,219	22,615,959
Fire	29,067,945	29,674,182	35,293,193	36,649,825	38,192,433
Human Resources	2,719,653	3,268,021	3,371,914	3,409,340	3,656,962
Human Services & Recreation	11,331,372	11,015,802	12,377,792	12,377,792	12,904,097
Information Services	10,338,565	10,646,100	11,466,594	11,553,396	11,806,350
Non Departmental	51,221,205	50,394,099	47,119,191	50,219,191	51,003,778
Pasadena Center Operating Company	9,780,233	9,129,000	10,046,328	10,046,328	10,757,949
Planning & Development	38,368,851	43,120,459	39,304,762	39,386,873	43,182,455
Police	48,084,234	50,627,660	55,217,144	55,545,973	58,688,844
Public Health	10,753,033	11,430,250	12,299,096	13,106,072	12,829,997
Public Works	40,808,055	46,089,973	46,500,741	46,651,214	48,926,297
Rose Bowl Operating Company	9,288,092	9,833,509	9,823,738	9,823,738	9,948,041
Transportation	23,027,907	24,450,507	26,387,150	26,863,255	28,089,982
Water & Power	166,026,893	192,570,414	191,747,200	192,250,169	204,347,822
Grand Total	498,606,117	545,585,951	571,569,557	578,548,294	607,127,197
Less:					
A PCOC (TOTs) From General Fund	4,553,439	5,274,388	4,828,005	4,828,005	5,570,305
B Library From General Fund	8,614,007	8,584,620	8,629,127	8,629,127	9,172,812
C Internal Service Funds	23,817,425	25,966,726	28,085,689	28,085,689	29,689,511
D Public Health From General Fund	987,929	1,021,761	1,056,980	1,056,980	1,005,985
	37,972,800	40,847,495	42,599,801	42,599,801	45,438,613
Adjusted Grand Total	460,633,317	504,738,456	528,969,756	535,948,493	561,688,584

Statement of Expenses by Department/Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
City Attorney/City Prosecutor					
General Fund (101)	4,585,436	5,061,246	5,860,202	5,872,202	6,157,661
General Liability Fund (507)	0	0	222,041	222,041	228,480
Total City Attorney/City Prosecutor	4,585,436	5,061,246	6,082,243	6,094,243	6,386,141
City Clerk					
General Fund (101)	1,683,509	1,406,418	2,023,329	2,023,554	1,618,320
Mail Services Fund (509)	321,927	367,180	439,746	439,746	497,536
Total City Clerk	2,005,436	1,773,598	2,463,075	2,463,300	2,115,856
City Council					
General Fund (101)	1,502,969	1,577,940	1,780,917	1,785,917	1,886,422
Total City Council	1,502,969	1,577,940	1,780,917	1,785,917	1,886,422
City Manager					
General Fund (101)	2,021,587	2,458,042	2,405,357	2,405,546	2,654,795
Housing and Community Development (219)	2,797,998	2,832,245	2,622,421	2,622,421	2,530,199
Pasadena Housing Authority (220)	10,738,067	10,555,966	11,256,728	11,256,728	11,314,930
Supportive Housing Program (223)	2,775,815	2,104,115	2,770,342	2,770,342	2,754,392
Affordable Housing Capital Projects (810)	3,896,053	7,846,748	20,519,412	20,519,412	20,533,496
Total City Manager	22,229,520	25,797,116	39,574,260	39,574,449	39,787,812
Finance					
General Fund (101)	8,099,298	8,765,460	9,308,679	9,308,679	9,850,182
Computing and Communication Fund (501)	7,296,466	7,762,652	8,870,564	8,903,564	9,694,159
Worker's Compensation Fund (506)	895,296	1,333,696	1,332,864	1,332,864	1,371,515
General Liability Fund (507)	205,959	205,527	0	0	0
Printing Services Fund (508)	969,699	1,058,740	1,202,112	1,202,112	1,700,103
Total Finance	17,466,718	19,126,075	20,714,219	20,747,219	22,615,959
Fire					
General Fund (101)	29,067,945	29,674,182	35,293,193	36,649,825	38,192,433
Total Fire	29,067,945	29,674,182	35,293,193	36,649,825	38,192,433
Human Resources					
General Fund (101)	2,310,369	2,704,296	2,833,047	2,819,868	2,911,392
Benefits and Insurance Fund (504)	409,284	563,725	538,867	589,472	745,570
Total Human Resources	2,719,653	3,268,021	3,371,914	3,409,340	3,656,962
Human Services & Recreation					
General Fund (101)	7,737,708	7,779,851	8,747,601	8,747,601	9,034,289
Human Services Endowment Fund (211)	97,626	123,440	149,808	149,808	149,808
Workforce Investment Act Fund (681)	3,496,038	3,112,511	3,480,383	3,480,383	3,720,000

Statement of Expenses by Department/Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Total Human Services & Recreation	11,331,372	11,015,802	12,377,792	12,377,792	12,904,097
Information Services					
Library Services Fund (212)	10,338,565	10,646,100	11,466,594	11,553,396	11,806,350
Total Information Services	10,338,565	10,646,100	11,466,594	11,553,396	11,806,350
Non Departmental					
General Fund (101)	48,749,833	48,255,843	44,988,350	48,088,350	48,368,073
New Years Day Genl Fund Events (106)	1,412,682	1,266,962	1,508,484	1,508,484	1,711,679
Public Health Fund (203)	25,964	59,794	90,000	90,000	0
Sewer Construction and Maint. (205)	267,299	367,763	156,684	156,684	284,026
Proposition C Local Transit Fund (209)	525,000	0	0	0	0
Old Pasadena Parking Meter Fund (213)	240,427	443,737	375,673	375,673	400,000
Telecommunications Fund (408)	0	0	0	0	40,000
Williams Bequest Fund (607)	0	0	0	0	15,000
Lind Bequest Fund (609)	0	0	0	0	151,000
Edna Holmes Bequest Fund (639)	0	0	0	0	34,000
Total Non Departmental	51,221,205	50,394,099	47,119,191	50,219,191	51,003,778
Pasadena Center Operating Company					
Pasadena Center Operating Company (998)	9,780,233	9,129,000	10,046,328	10,046,328	10,757,949
Total Pasadena Center Operating Company	9,780,233	9,129,000	10,046,328	10,046,328	10,757,949
Planning & Development					
General Fund (101)	8,082,603	8,798,600	9,184,071	9,268,009	9,627,292
Building Services Fund (204)	4,406,043	4,744,547	5,424,930	5,423,103	5,933,845
Capital Public Art Fund (310)	0	0	0	0	25,376
Downtown Cultural Trust Fund (613)	0	0	0	0	80,749
Downtown Capital Projects Fund (801)	25,880,205	29,577,312	24,695,761	24,695,761	27,515,193
Total Planning & Development	38,368,851	43,120,459	39,304,762	39,386,873	43,182,455
Police					
General Fund (101)	45,749,903	48,253,106	52,651,633	52,980,462	56,046,689
L. A. Impact Fund (104)	116,776	90,641	118,887	118,887	120,582
Justice Assistance Grant Fund (107)	213,090	199,551	0	0	0
Foothill Air Support Team Fund (108)	289,671	265,909	300,034	300,034	302,790
Supplemental Law Enforcement F (201)	311,792	305,168	347,188	347,188	358,573
Public Safety Augmentation Fun (202)	1,162,733	1,278,576	1,463,190	1,463,190	1,517,937
Asset Forfeiture Fund (207)	240,269	234,709	336,212	336,212	342,273
Total Police	48,084,234	50,627,660	55,217,144	55,545,973	58,688,844
Public Health					
Public Health Fund (203)	10,753,033	11,430,250	12,299,096	13,106,072	12,829,997

Statement of Expenses by Department/Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Total Public Health	10,753,033	11,430,250	12,299,096	13,106,072	12,829,997
Public Works					
General Fund (101)	17,723,901	19,767,785	20,241,576	20,300,130	21,140,880
Sewer Construction and Maint. (205)	1,061,760	1,178,793	1,241,252	1,241,252	1,264,370
Gas Tax Fund (210)	541,743	607,549	704,430	704,430	728,072
Refuse Collection Fund (406)	8,050,452	9,188,468	9,171,363	9,184,363	9,792,827
Building Maintenance Fund (502)	6,109,402	6,775,685	6,787,245	6,866,164	7,578,436
Fleet Maintenance Fund (503)	7,320,797	8,571,693	8,354,875	8,354,875	8,421,712
Total Public Works	40,808,055	46,089,973	46,500,741	46,651,214	48,926,297
Rose Bowl Operating Company					
Golf Course Fund (999)	9,288,092	9,833,509	9,823,738	9,823,738	9,948,041
Total Rose Bowl Operating Company	9,288,092	9,833,509	9,823,738	9,823,738	9,948,041
Transportation					
General Fund (101)	3,565,168	3,730,038	4,230,954	4,265,350	4,635,851
Parking Operations Fund (102)	593,256	469,192	596,718	700,718	717,417
Transportation Sales Tax Fund (208)	2,235,087	2,303,065	2,396,017	2,396,017	2,473,885
Proposition C Local Transit Fund (209)	4,009,844	4,427,686	4,458,206	4,458,206	4,591,564
Old Pasadena Parking Meter Fund (213)	902,662	999,717	1,003,285	1,003,285	1,051,121
Civic Center Parking Meter Fund (214)	222,551	345,868	286,323	303,032	338,748
South Lake Parking Operating Fund (217)	199,451	205,325	217,925	217,925	385,504
West Gateway Parking Meter Fund (225)	217,696	247,680	250,147	250,147	262,639
Playhouse Parking Fund (229)	129,873	249,021	182,851	347,851	368,196
Plaza Las Fuentes Parking Fund (405)	2,084,571	2,433,922	2,991,626	2,991,626	3,029,348
Old Pasadena Parking Fund (407)	4,363,895	3,989,547	4,788,924	4,788,924	4,877,845
Paseo Colo Parking Structures (409)	4,503,853	5,049,446	4,984,174	5,140,174	5,357,864
Total Transportation	23,027,907	24,450,507	26,387,150	26,863,255	28,089,982
Water & Power					
Power Fund (401)	132,096,735	150,031,622	151,464,821	151,944,337	160,493,958
Water Fund (402)	30,492,160	39,183,987	36,895,633	36,917,735	40,426,374
Public Benefit Charge Fund (410)	3,437,998	3,354,805	3,386,746	3,388,097	3,427,490
Total Water & Power	166,026,893	192,570,414	191,747,200	192,250,169	204,347,822

Statement of Expenses by Department/Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Grand Total	498,606,117	545,585,951	571,569,557	578,548,294	607,127,197
Less:					
A PCOC (TOTs) From General Fund	4,553,439	5,274,388	4,828,005	4,828,005	5,570,305
B Library From General Fund	8,614,007	8,584,620	8,629,127	8,629,127	9,172,812
C Internal Service Funds	23,817,425	25,966,726	28,085,689	28,085,689	29,689,511
D Public Health From General Fund	987,929	1,021,761	1,056,980	1,056,980	1,005,985
	37,972,800	40,847,495	42,599,801	42,599,801	45,438,613
Adjusted Grand Total	460,633,317	504,738,456	528,969,756	535,948,493	561,688,584

Statement of Expenses by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
General Funds					
General Fund (101)	180,880,229	188,232,807	199,548,909	204,515,493	212,124,279
Parking Operations Fund (102)	593,256	469,192	596,718	700,718	717,417
L. A. Impact Fund (104)	116,776	90,641	118,887	118,887	120,582
New Years Day Genl Fund Events (106)	1,412,682	1,266,962	1,508,484	1,508,484	1,711,679
Justice Assistance Grant Fund (107)	213,090	199,551	0	0	0
Foothill Air Support Team Fund (108)	289,671	265,909	300,034	300,034	302,790
Total: General Funds	183,505,704	190,525,062	202,073,032	207,143,616	214,976,747
Special Revenue Funds					
Supplemental Law Enforcement F (201)	311,792	305,168	347,188	347,188	358,573
Public Safety Augmentation Fun (202)	1,162,733	1,278,576	1,463,190	1,463,190	1,517,937
Public Health Fund (203)	10,778,997	11,490,044	12,389,096	13,196,072	12,829,997
Building Services Fund (204)	4,406,043	4,744,547	5,424,930	5,423,103	5,933,845
Sewer Construction and Maint. (205)	1,329,059	1,546,556	1,397,936	1,397,936	1,548,396
Asset Forfeiture Fund (207)	240,269	234,709	336,212	336,212	342,273
Transportation Sales Tax Fund (208)	2,235,087	2,303,065	2,396,017	2,396,017	2,473,885
Proposition C Local Transit Fund (209)	4,534,844	4,427,686	4,458,206	4,458,206	4,591,564
Gas Tax Fund (210)	541,743	607,549	704,430	704,430	728,072
Human Services Endowment Fund (211)	97,626	123,440	149,808	149,808	149,808
Library Services Fund (212)	10,338,565	10,646,100	11,466,594	11,553,396	11,806,350
Old Pasadena Parking Meter Fund (213)	1,143,089	1,443,454	1,378,958	1,378,958	1,451,121
Civic Center Parking Meter Fund (214)	222,551	345,868	286,323	303,032	338,748
South Lake Parking Operating Fund (217)	199,451	205,325	217,925	217,925	385,504
Housing and Community Development (219)	2,797,998	2,832,245	2,622,421	2,622,421	2,530,199
Pasadena Housing Authority (220)	10,738,067	10,555,966	11,256,728	11,256,728	11,314,930
Supportive Housing Program (223)	2,775,815	2,104,115	2,770,342	2,770,342	2,754,392
West Gateway Parking Meter Fund (225)	217,696	247,680	250,147	250,147	262,639
Playhouse Parking Fund (229)	129,873	249,021	182,851	347,851	368,196
Total: Special Revenue Funds	54,201,298	55,691,114	59,499,302	60,572,962	61,686,429
Capital Projects Funds					
Capital Public Art Fund (310)	0	0	0	0	25,376
Total: Capital Projects Funds	0	0	0	0	25,376
Enterprise Funds					
Power Fund (401)	132,096,735	150,031,622	151,464,821	151,944,337	160,493,958
Water Fund (402)	30,492,160	39,183,987	36,895,633	36,917,735	40,426,374

Statement of Expenses by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Plaza Las Fuentes Parking Fund (405)	2,084,571	2,433,922	2,991,626	2,991,626	3,029,348
Refuse Collection Fund (406)	8,050,452	9,188,468	9,171,363	9,184,363	9,792,827
Old Pasadena Parking Fund (407)	4,363,895	3,989,547	4,788,924	4,788,924	4,877,845
Telecommunications Fund (408)	0	0	0	0	40,000
Paseo Colo Parking Structures (409)	4,503,853	5,049,446	4,984,174	5,140,174	5,357,864
Public Benefit Charge Fund (410)	3,437,998	3,354,805	3,386,746	3,388,097	3,427,490
Total: Enterprise Funds	185,029,664	213,231,797	213,683,287	214,355,256	227,445,706
Internal Service Funds					
Computing and Communication Fund (501)	7,296,466	7,762,652	8,870,564	8,903,564	9,694,159
Building Maintenance Fund (502)	6,109,402	6,775,685	6,787,245	6,866,164	7,578,436
Fleet Maintenance Fund (503)	7,320,797	8,571,693	8,354,875	8,354,875	8,421,712
Benefits and Insurance Fund (504)	409,284	563,725	538,867	589,472	745,570
Worker's Compensation Fund (506)	895,296	1,333,696	1,332,864	1,332,864	1,371,515
General Liability Fund (507)	205,959	205,527	222,041	222,041	228,480
Printing Services Fund (508)	969,699	1,058,740	1,202,112	1,202,112	1,700,103
Mail Services Fund (509)	321,927	367,180	439,746	439,746	497,536
Total: Internal Service Funds	23,528,830	26,638,898	27,748,314	27,910,838	30,237,511
Trust Agency/Expendable Trust Funds					
Williams Bequest Fund (607)	0	0	0	0	15,000
Lind Bequest Fund (609)	0	0	0	0	151,000
Downtown Cultural Trust Fund (613)	0	0	0	0	80,749
Edna Holmes Bequest Fund (639)	0	0	0	0	34,000
Total: Trust Agency/Expendable Trust Funds	0	0	0	0	280,749
Trust Agency/Expendable Trust Funds					
Workforce Investment Act Fund (681)	3,496,038	3,112,511	3,480,383	3,480,383	3,720,000
Total: Trust Agency/Expendable Trust Funds	3,496,038	3,112,511	3,480,383	3,480,383	3,720,000
PCDC-Capital Projects Funds					
Downtown Capital Projects Fund (801)	25,880,205	29,577,312	24,695,761	24,695,761	27,515,193
Affordable Housing Capital Projects (810)	3,896,053	7,846,748	20,519,412	20,519,412	20,533,496
Total: PCDC-Capital Projects Funds	29,776,258	37,424,060	45,215,173	45,215,173	48,048,689
Affiliated Agency					
Pasadena Center Operating Company (998)	9,780,233	9,129,000	10,046,328	10,046,328	10,757,949
Total: Affiliated Agency	9,780,233	9,129,000	10,046,328	10,046,328	10,757,949
Affiliated Agency					

Statement of Expenses by Fund					
	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Golf Course Fund (999)	9,288,092	9,833,509	9,823,738	9,823,738	9,948,041
Total: Affiliated Agency	9,288,092	9,833,509	9,823,738	9,823,738	9,948,041
Grand Total	498,606,117	545,585,951	571,569,557	578,548,294	607,127,197
Less:					
A PCOC (TOTs) From General Fund	4,553,439	5,274,388	4,828,005	4,828,005	5,570,305
B Library From General Fund	8,614,007	8,584,620	8,629,127	8,629,127	9,172,812
C Internal Service Funds	23,817,425	25,966,726	28,085,689	28,085,689	29,689,511
D Public Health From General Fund	987,929	1,021,761	1,056,980	1,056,980	1,005,985
	37,972,800	40,847,495	42,599,801	42,599,801	45,438,613
Adjusted Grand Total	460,633,317	504,738,456	528,969,756	535,948,493	561,688,584

Statement of Expenses by Fund/Department

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
General Funds					
General Fund (101)					
City Attorney/City Prosecutor	4,585,436	5,061,246	5,860,202	5,872,202	6,157,661
City Clerk	1,683,509	1,406,418	2,023,329	2,023,554	1,618,320
City Council	1,502,969	1,577,940	1,780,917	1,785,917	1,886,422
City Manager	2,021,587	2,458,042	2,405,357	2,405,546	2,654,795
Finance	8,099,298	8,765,460	9,308,679	9,308,679	9,850,182
Fire	29,067,945	29,674,182	35,293,193	36,649,825	38,192,433
Human Resources	2,310,369	2,704,296	2,833,047	2,819,868	2,911,392
Human Services & Recreation	7,737,708	7,779,851	8,747,601	8,747,601	9,034,289
Non Departmental	48,749,833	48,255,843	44,988,350	48,088,350	48,368,073
Planning & Development	8,082,603	8,798,600	9,184,071	9,268,009	9,627,292
Police	45,749,903	48,253,106	52,651,633	52,980,462	56,046,689
Public Works	17,723,901	19,767,785	20,241,576	20,300,130	21,140,880
Transportation	3,565,168	3,730,038	4,230,954	4,265,350	4,635,851
Total: General Fund	180,880,229	188,232,807	199,548,909	204,515,493	212,124,279
Parking Operations Fund (102)					
Transportation	593,256	469,192	596,718	700,718	717,417
Total: Parking Operations Fund	593,256	469,192	596,718	700,718	717,417
L. A. Impact Fund (104)					
Police	116,776	90,641	118,887	118,887	120,582
Total: L. A. Impact Fund	116,776	90,641	118,887	118,887	120,582
New Years Day Genl Fund Events (106)					
Non Departmental	1,412,682	1,266,962	1,508,484	1,508,484	1,711,679
Total: New Years Day Genl Fund Events	1,412,682	1,266,962	1,508,484	1,508,484	1,711,679
Justice Assistance Grant Fund (107)					
Police	213,090	199,551	0	0	0
Total: Justice Assistance Grant Fund	213,090	199,551	0	0	0
Foothill Air Support Team Fund (108)					
Police	289,671	265,909	300,034	300,034	302,790
Total: Foothill Air Support Team Fund	289,671	265,909	300,034	300,034	302,790
Total: General Funds	183,505,704	190,525,062	202,073,032	207,143,616	214,976,747
Special Revenue Funds					
Supplemental Law Enforcement F (201)					
Police	311,792	305,168	347,188	347,188	358,573
	18.8				

Statement of Expenses by Fund/Department

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Supplemental Law Enforcement F (201)					
Total: Supplemental Law Enforcement F	311,792	305,168	347,188	347,188	358,573
Public Safety Augmentation Fun (202)					
Police	1,162,733	1,278,576	1,463,190	1,463,190	1,517,937
Total: Public Safety Augmentation Fun	1,162,733	1,278,576	1,463,190	1,463,190	1,517,937
Public Health Fund (203)					
Non Departmental	25,964	59,794	90,000	90,000	0
Public Health	10,753,033	11,430,250	12,299,096	13,106,072	12,829,997
Total: Public Health Fund	10,778,997	11,490,044	12,389,096	13,196,072	12,829,997
Building Services Fund (204)					
Planning & Development	4,406,043	4,744,547	5,424,930	5,423,103	5,933,845
Total: Building Services Fund	4,406,043	4,744,547	5,424,930	5,423,103	5,933,845
Sewer Construction and Maint. (205)					
Non Departmental	267,299	367,763	156,684	156,684	284,026
Public Works	1,061,760	1,178,793	1,241,252	1,241,252	1,264,370
Total: Sewer Construction and Maint.	1,329,059	1,546,556	1,397,936	1,397,936	1,548,396
Asset Forfeiture Fund (207)					
Police	240,269	234,709	336,212	336,212	342,273
Total: Asset Forfeiture Fund	240,269	234,709	336,212	336,212	342,273
Transportation Sales Tax Fund (208)					
Transportation	2,235,087	2,303,065	2,396,017	2,396,017	2,473,885
Total: Transportation Sales Tax Fund	2,235,087	2,303,065	2,396,017	2,396,017	2,473,885
Proposition C Local Transit Fund (209)					
Non Departmental	525,000	0	0	0	0
Transportation	4,009,844	4,427,686	4,458,206	4,458,206	4,591,564
Total: Proposition C Local Transit Fund	4,534,844	4,427,686	4,458,206	4,458,206	4,591,564
Gas Tax Fund (210)					
Public Works	541,743	607,549	704,430	704,430	728,072
Total: Gas Tax Fund	541,743	607,549	704,430	704,430	728,072
Human Services Endowment Fund (211)					
Human Services & Recreation	97,626	123,440	149,808	149,808	149,808
Total: Human Services Endowment Fund	97,626	123,440	149,808	149,808	149,808

Statement of Expenses by Fund/Department

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Library Services Fund (212)					
Information Services	10,338,565	10,646,100	11,466,594	11,553,396	11,806,350
Total: Library Services Fund	10,338,565	10,646,100	11,466,594	11,553,396	11,806,350
Old Pasadena Parking Meter Fund (213)					
Non Departmental	240,427	443,737	375,673	375,673	400,000
Transportation	902,662	999,717	1,003,285	1,003,285	1,051,121
Total: Old Pasadena Parking Meter Fund	1,143,089	1,443,454	1,378,958	1,378,958	1,451,121
Civic Center Parking Meter Fund (214)					
Transportation	222,551	345,868	286,323	303,032	338,748
Total: Civic Center Parking Meter Fund	222,551	345,868	286,323	303,032	338,748
South Lake Parking Operating Fund (217)					
Transportation	199,451	205,325	217,925	217,925	385,504
Total: South Lake Parking Operating Fund	199,451	205,325	217,925	217,925	385,504
Housing and Community Development (219)					
City Manager	2,797,998	2,832,245	2,622,421	2,622,421	2,530,199
Total: Housing and Community Development	2,797,998	2,832,245	2,622,421	2,622,421	2,530,199
Pasadena Housing Authority (220)					
City Manager	10,738,067	10,555,966	11,256,728	11,256,728	11,314,930
Total: Pasadena Housing Authority	10,738,067	10,555,966	11,256,728	11,256,728	11,314,930
Supportive Housing Program (223)					
City Manager	2,775,815	2,104,115	2,770,342	2,770,342	2,754,392
Total: Supportive Housing Program	2,775,815	2,104,115	2,770,342	2,770,342	2,754,392
West Gateway Parking Meter Fund (225)					
Transportation	217,696	247,680	250,147	250,147	262,639
Total: West Gateway Parking Meter Fund	217,696	247,680	250,147	250,147	262,639
Playhouse Parking Fund (229)					
Transportation	129,873	249,021	182,851	347,851	368,196
Total: Playhouse Parking Fund	129,873	249,021	182,851	347,851	368,196
Total: Special Revenue Funds	54,201,298	55,691,114	59,499,302	60,572,962	61,686,429
Capital Projects Funds					
Capital Public Art Fund (310)					
Planning & Development	0	0	0	0	25,376

Statement of Expenses by Fund/Department

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Capital Public Art Fund (310)					
Total: Capital Public Art Fund	0	0	0	0	25,376
Total: Capital Projects Funds	0	0	0	0	25,376
Enterprise Funds					
Power Fund (401)					
Water & Power	132,096,735	150,031,622	151,464,821	151,944,337	160,493,958
Total: Power Fund	132,096,735	150,031,622	151,464,821	151,944,337	160,493,958
Water Fund (402)					
Water & Power	30,492,160	39,183,987	36,895,633	36,917,735	40,426,374
Total: Water Fund	30,492,160	39,183,987	36,895,633	36,917,735	40,426,374
Plaza Las Fuentes Parking Fund (405)					
Transportation	2,084,571	2,433,922	2,991,626	2,991,626	3,029,348
Total: Plaza Las Fuentes Parking Fund	2,084,571	2,433,922	2,991,626	2,991,626	3,029,348
Refuse Collection Fund (406)					
Public Works	8,050,452	9,188,468	9,171,363	9,184,363	9,792,827
Total: Refuse Collection Fund	8,050,452	9,188,468	9,171,363	9,184,363	9,792,827
Old Pasadena Parking Fund (407)					
Transportation	4,363,895	3,989,547	4,788,924	4,788,924	4,877,845
Total: Old Pasadena Parking Fund	4,363,895	3,989,547	4,788,924	4,788,924	4,877,845
Telecommunications Fund (408)					
Non Departmental	0	0	0	0	40,000
Total: Telecommunications Fund	0	0	0	0	40,000
Paseo Colo Parking Structures (409)					
Transportation	4,503,853	5,049,446	4,984,174	5,140,174	5,357,864
Total: Paseo Colo Parking Structures	4,503,853	5,049,446	4,984,174	5,140,174	5,357,864
Public Benefit Charge Fund (410)					
Water & Power	3,437,998	3,354,805	3,386,746	3,388,097	3,427,490
Total: Public Benefit Charge Fund	3,437,998	3,354,805	3,386,746	3,388,097	3,427,490
Total: Enterprise Funds	185,029,664	213,231,797	213,683,287	214,355,256	227,445,706
Internal Service Funds					
Computing and Communication Fund (501)					
Finance	7,296,466	7,762,652	8,870,564	8,903,564	9,694,159

Statement of Expenses by Fund/Department

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Computing and Communication Fund (501)					
Total: Computing and Communication Fund	7,296,466	7,762,652	8,870,564	8,903,564	9,694,159
Building Maintenance Fund (502)					
Public Works	6,109,402	6,775,685	6,787,245	6,866,164	7,578,436
Total: Building Maintenance Fund	6,109,402	6,775,685	6,787,245	6,866,164	7,578,436
Fleet Maintenance Fund (503)					
Public Works	7,320,797	8,571,693	8,354,875	8,354,875	8,421,712
Total: Fleet Maintenance Fund	7,320,797	8,571,693	8,354,875	8,354,875	8,421,712
Benefits and Insurance Fund (504)					
Human Resources	409,284	563,725	538,867	589,472	745,570
Total: Benefits and Insurance Fund	409,284	563,725	538,867	589,472	745,570
Worker's Compensation Fund (506)					
Finance	895,296	1,333,696	1,332,864	1,332,864	1,371,515
Total: Worker's Compensation Fund	895,296	1,333,696	1,332,864	1,332,864	1,371,515
General Liability Fund (507)					
City Attorney/City Prosecutor	0	0	222,041	222,041	228,480
Finance	205,959	205,527	0	0	0
Total: General Liability Fund	205,959	205,527	222,041	222,041	228,480
Printing Services Fund (508)					
Finance	969,699	1,058,740	1,202,112	1,202,112	1,700,103
Total: Printing Services Fund	969,699	1,058,740	1,202,112	1,202,112	1,700,103
Mail Services Fund (509)					
City Clerk	321,927	367,180	439,746	439,746	497,536
Total: Mail Services Fund	321,927	367,180	439,746	439,746	497,536
Total: Internal Service Funds	23,528,830	26,638,898	27,748,314	27,910,838	30,237,511
Trust Agency/Expendable Trust Funds					
Williams Bequest Fund (607)					
Non Departmental	0	0	0	0	15,000
Total: Williams Bequest Fund	0	0	0	0	15,000
Lind Bequest Fund (609)					
Non Departmental	0	0	0	0	151,000
Total: Lind Bequest Fund	0	0	0	0	151,000

Statement of Expenses by Fund/Department

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Downtown Cultural Trust Fund (613)					
Planning & Development	0	0	0	0	80,749
Total: Downtown Cultural Trust Fund	0	0	0	0	80,749
Edna Holmes Bequest Fund (639)					
Non Departmental	0	0	0	0	34,000
Total: Edna Holmes Bequest Fund	0	0	0	0	34,000
Total: Trust Agency/Expendable Trust Funds	0	0	0	0	280,749
Trust Agency/Expendable Trust Funds					
Workforce Investment Act Fund (681)					
Human Services & Recreation	3,496,038	3,112,511	3,480,383	3,480,383	3,720,000
Total: Workforce Investment Act Fund	3,496,038	3,112,511	3,480,383	3,480,383	3,720,000
Total: Trust Agency/Expendable Trust Funds	3,496,038	3,112,511	3,480,383	3,480,383	3,720,000
PCDC-Capital Projects Funds					
Downtown Capital Projects Fund (801)					
Planning & Development	25,880,205	29,577,312	24,695,761	24,695,761	27,515,193
Total: Downtown Capital Projects Fund	25,880,205	29,577,312	24,695,761	24,695,761	27,515,193
Affordable Housing Capital Projects (810)					
City Manager	3,896,053	7,846,748	20,519,412	20,519,412	20,533,496
Total: Affordable Housing Capital Projects	3,896,053	7,846,748	20,519,412	20,519,412	20,533,496
Total: PCDC-Capital Projects Funds	29,776,258	37,424,060	45,215,173	45,215,173	48,048,689
Affiliated Agency					
Pasadena Center Operating Company (998)					
Pasadena Center Operating Company	9,780,233	9,129,000	10,046,328	10,046,328	10,757,949
Total: Pasadena Center Operating Company	9,780,233	9,129,000	10,046,328	10,046,328	10,757,949
Total: Affiliated Agency	9,780,233	9,129,000	10,046,328	10,046,328	10,757,949
Affiliated Agency					
Golf Course Fund (999)					
Rose Bowl Operating Company	9,288,092	9,833,509	9,823,738	9,823,738	9,948,041
Total: Golf Course Fund	9,288,092	9,833,509	9,823,738	9,823,738	9,948,041
Total: Affiliated Agency	9,288,092	9,833,509	9,823,738	9,823,738	9,948,041

Statement of Expenses by Fund/Department

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Grand Total	498,606,117	545,585,951	571,569,557	578,548,294	607,127,197
Less:					
A PCOC (TOTs) From General Fund	4,553,439	5,274,388	4,828,005	4,828,005	5,570,305
B Library From General Fund	8,614,007	8,584,620	8,629,127	8,629,127	9,172,812
C Internal Service Funds	23,817,425	25,966,726	28,085,689	28,085,689	29,689,511
D Public Health From General Fund	987,929	1,021,761	1,056,980	1,056,980	1,005,985
	37,972,800	40,847,495	42,599,801	42,599,801	45,438,613
Adjusted Grand Total	460,633,317	504,738,456	528,969,756	535,948,493	561,688,584

Statement of Non-Departmental Expenses by Fund

Description	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
General Fund (101)					
UUT Reserve	0	0	0	3,100,000	985,500
Internship Program	0	0	0	0	20,000
BID Sales Tax Rebate Prog.	484,510	461,002	650,000	650,000	650,000
Rose Bowl Future Plan	0	0	250,000	250,000	0
Citywide Obligations	335,589	247,632	0	0	0
User Fee Study	0	78,700	0	0	0
PUSD Sports Field Improvements	256,000	0	0	0	0
Muir Tennis Courts	0	0	45,000	45,000	0
Gamble House Fish Pond	0	0	19,000	19,000	0
Rose Bowl Suites	42,850	38,000	38,000	38,000	38,000
RBAC Utilities & Maint Contract	116,849	119,642	118,320	118,320	120,686
July 4, 2007 Event	0	0	0	0	60,000
Pas. Center Operating Co. (TOT)	4,553,439	5,274,388	4,828,005	4,828,005	5,570,305
Citywide Obligations - Taxes, Fees, Int. & Ins.	330,207	187,903	165,000	165,000	207,000
Wireless Usage Citywide	0	0	0	0	78,000
Transfers To Library Svcs Fund	8,614,007	8,584,620	8,629,127	8,629,127	9,172,812
Transfers To Health Fund	987,929	1,021,761	1,056,980	1,056,980	1,055,985
Transfers To BldgMaint Yards Sec	319,488	349,227	372,749	372,749	383,931
Transfers To BldgMaint (RBAC Maint. Contract)	48,935	50,403	52,419	52,419	53,467
Trans To Prop C Local Transit	325,343	335,103	335,105	335,105	345,158
Trans To Computing & Comm Fd	115,752	121,551	127,628	127,628	134,010
99 Equip Lease Financing	0	0	0	0	42,288
96 Multi Purpose Project.	0	235,072	0	0	0
Personnel Reserves	1,000,000	800,000	800,000	800,000	800,000
FPRS - Pension Bond	13,400,134	14,578,521	11,028,361	11,028,361	12,329,854
2003 Variable Rate COP's (City Hall)	3,216,641	3,236,949	3,040,148	3,040,148	4,535,148
2001 Refunding and CIP Bonds	2,044,739	2,169,123	2,293,438	2,293,438	2,296,952
93 Refunding & Capital Proj.	1,566,650	1,238,248	1,259,798	1,259,798	1,259,798
2001 PFA LEASE PURCHASE	319,261	319,261	319,261	319,261	319,261
2004 Auction COP's	3,229,735	3,113,271	2,725,095	2,725,095	3,163,827
93 Police Bldg. Gen. Obliga.	1,616,975	1,092,775	1,627,500	1,627,500	0
2006 Lease Revenue Bonds	0	102,751	340,184	340,184	858,668
2005 Equipment Lease Financing	0	62,036	429,328	429,328	448,382
2004 Pension Obligation Bonds	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000
Transfers To Debt Service Fund	1,400,000	0	0	0	0
Transfers to PCDC (H&D Contribution)	800,000	800,000	800,000	800,000	800,000
Transfers to W. Gateway Parking	24,800	37,904	37,904	37,904	139,041
City Hall Cash Contribution - PBC	1,100,000	1,100,000	1,100,000	1,100,000	0

Statement of Non-Departmental Expenses by Fund

Description	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Total for: General Fund	48,749,834	48,255,844	44,988,350	48,088,350	48,368,073
<u>New Years Day Genl Fund Events (106)</u>					
New Years Day	1,412,682	1,266,962	1,508,484	1,508,484	1,711,679
Total for: New Years Day Genl Fund Events	1,412,682	1,266,962	1,508,484	1,508,484	1,711,679
<u>Public Health Fund (203)</u>					
Transfers to CIP	25,964	59,794	90,000	90,000	0
Total for: Public Health Fund	25,964	59,794	90,000	90,000	0
<u>Sewer Construction and Maint. (205)</u>					
93 Refunding & Capital Proj.	49,865	49,865	49,865	49,865	49,865
96 Multi Purpose Project.	72,723	111,435	0	0	0
2004 Auction COP's	144,711	206,463	106,819	106,819	234,161
Total for: Sewer Construction and Maint.	267,299	367,764	156,684	156,684	284,026
<u>Proposition C Local Transit Fund (209)</u>					
Reserve for ARTS Expansion	525,000	0	0	0	0
Total for: Proposition C Local Transit Fund	525,000	0	0	0	0
<u>Old Pasadena Parking Meter Fund (213)</u>					
93 Refunding & Capital Proj.	20,079	20,079	20,079	20,079	20,079
2004 Auction COP's	86,017	217,455	355,594	355,594	379,921
96 Multi Purpose Project.	134,331	206,201	0	0	0
Total for: Old Pasadena Parking Meter Fun	240,427	443,735	375,673	375,673	400,000
<u>Telecommunications Fund (408)</u>					
Citywide Obligations	0	0	0	0	40,000
Total for: Telecommunications Fund	0	0	0	0	40,000
<u>Williams Bequest Fund (607)</u>					
Transfer to Human Svcs Endowment Fund	0	0	0	0	15,000
Total for: Williams Bequest Fund	0	0	0	0	15,000
<u>Lind Bequest Fund (609)</u>					
Transfer to Human Svcs Endowment Fund	0	0	0	0	151,000
Total for: Lind Bequest Fund	0	0	0	0	151,000
<u>Edna Holmes Bequest Fund (639)</u>					
Transfer to Human Svcs Endowment Fund	0	0	0	0	34,000
Total for: Edna Holmes Bequest Fund	0	0	0	0	34,000
Total Non Departmental	51,221,206	50,394,099	47,119,191	50,219,191	51,003,778

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended	
General Funds						
General Fund (101)						
Property Tax						
6001	Property Tax - Secured	22,161,121	25,428,454	26,774,912	26,774,912	27,979,783
6002	Property Tax - Unsecured	1,312,598	1,278,744	1,392,535	1,392,535	1,455,199
6005	Police Bldg & Jail G.O.Bond	1,550,003	1,473,905	1,627,500	1,627,500	0
6015	Real Property Transfer Tax	1,148,010	1,327,528	1,229,777	1,229,777	1,272,819
Total Property Tax		26,171,732	29,508,631	31,024,724	31,024,724	30,707,801
Sales Tax						
6008	Retail Sales Tax	32,539,749	32,548,739	35,807,902	35,807,902	36,623,791
Total Sales Tax		32,539,749	32,548,739	35,807,902	35,807,902	36,623,791
Utility Taxes						
6016	Utility Users Tax Electric	8,717,642	8,730,960	9,514,434	9,514,434	9,704,723
6017	Utility Users Tax Gas	2,807,335	3,202,515	2,978,302	2,978,302	3,429,900
6018	UUT-Transport Gas	1,144,839	1,424,272	1,214,560	1,214,560	1,250,997
6019	Utility Users Tax Water	1,978,504	2,007,386	2,159,339	2,159,339	2,202,526
6020	Utility Users Tax Telephone	2,390,328	2,272,745	2,500,000	2,500,000	2,500,000
6021	UUT-Long Distance Telephone Co	2,959,591	2,532,238	3,079,158	3,079,158	2,500,000
6022	UUT-Mobile/Cellular Telephones	5,007,290	5,042,485	5,312,234	5,312,234	5,471,601
6023	Utility Users Tax - Cable TV	1,632,373	1,550,426	1,698,321	1,698,321	1,732,287
6024	Utility User Tax - Penalties	852	3,250	45,000	45,000	45,000
Total Utility Taxes		26,638,755	26,766,278	28,501,348	28,501,348	28,837,034
Transient Occupancy Taxes						
6010	Transient Occupancy Tax	3,940,931	4,582,390	4,344,876	4,344,876	5,003,970
6012	TOTS-Ritz Carlton	2,082,559	2,263,593	2,296,021	2,296,021	2,413,103
6013	TOTS-Increment	1,409,509	1,633,660	1,553,984	1,553,984	1,766,967
6014	TOTS-Penalties	11,811	1,029	0	0	0
Total Transient Occupancy Taxes		7,444,810	8,480,671	8,194,881	8,194,881	9,184,040
Franchise Taxes						
6101	Franchise Foothill Water	0	2,093	0	0	2,093
6103	Franchise Charter Communicatn	512,713	484,403	533,427	533,427	544,096
6104	Franchise Southern Cal Edison	9,766	10,372	10,161	10,161	10,364
6105	Franchise Southern Calif Gas	1,002,928	1,127,971	1,043,446	1,043,446	1,248,000
6106	Franchise Solid Waste Non-Excl	346,974	420,000	420,000	420,000	420,000
6107	Franchise Vehicle Impound/Strg	112,500	90,000	93,700	93,700	93,700
6108	Franchise-Altrio Communication	37,518	0	0	0	0
6109	Franchise-Champion Broadband	56,255	59,158	56,255	56,255	56,255
Total Franchise Taxes		2,078,655	2,193,998	2,156,989	2,156,989	2,374,508
Other Taxes						
6025	St Light & Traffic Signal Tax	5,533,022	5,479,896	5,756,556	5,756,556	5,973,687
6026	Construction Tax	3,974,255	3,223,420	3,250,000	3,250,000	3,250,000
6027	Business License Tax	3,849,742	5,035,850	4,282,782	4,282,782	4,368,438
6028	Business License Tax-Penalties	297,666	253,115	261,298	261,298	261,298
Total Other Taxes		13,654,686	13,992,281	13,550,636	13,550,636	13,853,423

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended	
General Fund (101)						
Building Licenses and Permits						
6132	Current Planning Plan Review	358,585	338,679	318,761	318,761	167,222
6133	Desgn/Hist Planning Plan Revw	97,991	91,535	86,755	86,755	44,667
6135	Code Compliance-Plan Check	153,851	192,964	179,321	179,321	72,135
6137	Public Works Plan Check	472,208	484,338	350,000	350,000	350,000
6144	Utility Meter Check Fee	1	6,647	0	0	0
6145	Final Zoning Complnce Inspect	0	539	0	0	0
Total Building Licenses and Permits		1,082,637	1,114,702	934,837	934,837	634,024
Non Building Licenses and Permits						
6161	Animal Licenses	90,780	92,477	93,524	93,524	95,394
6162	Alcohol Use Permit	1,690	1,547	1,741	1,741	1,776
6163	Overnight Parking Permit	212,086	223,073	295,372	295,372	301,279
6165	Valet Parking Permit	35,441	5,080	39,428	39,428	40,217
6166	Temporary Street Closure Permt	3,574	5,596	2,966	2,966	3,000
6167	Utility Excavation Permit	117,461	59,529	151,526	151,526	150,000
6168	St Cut In Moratorium St Permit	2,481	132	2,770	2,770	2,500
6169	St Improve & Occupancy Permit	90,489	104,503	79,698	79,698	90,000
6170	Equip & Buidng Moving Permits	13,571	14,016	13,981	13,981	14,261
6171	Garage/Yard Sale Permits	12,017	13,318	18,973	18,973	20,000
6173	Public Improvement Permit	59,910	52,822	69,145	69,145	65,000
6174	Bicycle Registration	110	85	113	113	115
6175	Burglar Alarm System	201,869	187,616	207,970	207,970	212,129
6176	Underground Tank Permits & Fee	25,892	22,617	22,000	22,000	22,660
6178	Plan & Prmt-Multiple Dwelling	295,331	326,252	284,125	284,125	260,000
6183	Home Occupation Permits	74,941	53,774	46,748	46,748	15,000
6186	Refuse Storage Permit	0	0	500	500	500
6187	Newsrack Permit	0	0	5,000	5,000	5,000
6190	Kiosk Parking Permits	0	0	0	0	200,000
Total Non Building Licenses and Permits		1,237,643	1,162,438	1,335,580	1,335,580	1,498,832
Federal Grants Direct						
6225	Local Law Enforce Block Grant	0	0	0	44,877	44,877
Total Federal Grants Direct		0	0	0	44,877	44,877
Federal Grants Indirect-State						
6279	St Office Of Historic Presrvtn	12,000	0	12,000	20,000	10,000
6280	Office Of Criminl Justice/Plan	21,330	89,798	0	90,000	90,000
Total Federal Grants Indirect-State		33,330	89,798	12,000	110,000	100,000
State Non Grant Direct						
6376	Reimb Homeowner'S Exemption	303,382	308,262	303,382	303,382	303,382
6378	Motor Vehicle In Lieu Tax	11,475,040	10,533,343	10,613,758	10,613,758	10,956,134
6379	Motor Veh Lic Fees Roundabout	33,521	0	33,521	33,521	33,521
6380	Off Hwy Vehicle In Lieu Fee	4,952	5,497	5,102	5,102	5,179
6383	911 Telephone Svc Reimbursemnt	3,961	0	3,961	3,961	3,961
6385	Freeway Rntl In Lieu Prop Tax	164,617	182,209	164,617	164,617	164,617
6386	State Mandate-Open Meetings	0	54,550	0	0	0

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
General Fund (101)					
State Non Grant Direct					
6408	State Mandate-Reimb. of Costs	-18,562	-24,750	0	0
6412	State Mandate-Rape Victims Ntc	0	3,157	0	0
6413	St. Mandate-Stolen Vehicle Ntc	0	467	0	0
6422	St Mandate-Domestic Violence	0	18,111	0	0
6425	Local Detention Facility	28,068	0	0	19,385
6427	Domstic Violnce Restrain Order	350	1,073	0	0
6430	StMandate-AdmLicenseSuspension	0	6,000	0	0
Total State Non Grant Direct		11,995,329	11,087,919	11,124,341	11,143,726
State Grant Direct					
6460	Calif Library Services Act	213,459	64,232	0	0
6480	Prop12 SafeParks Bond Act 2000	153,000	0	0	0
6497	Calif Office of Traffic Safety	49,257	47,849	0	339,844
Total State Grant Direct		415,716	112,081	0	339,844
Intergovernmental-Local					
6543	LA County Reimbursement-Trap	110,196	120,322	100,812	100,812
6548	Other County Reimbursement	0	0	0	293,255
Total Intergovernmental-Local		110,196	120,322	100,812	394,067
Charges For Services					
6601	Emerg Med Aid Respns-Resident	3,060,614	3,558,626	3,763,736	3,763,736
6602	Utility Billing Late Fee	647,809	625,848	667,389	667,389
6603	Reimbursement For Elections	436,240	0	225,000	225,000
6604	Villa Parke Public Assistance	5,426	9,148	3,654	3,654
6605	Business Code Compl Inspection	107,103	109,971	173,848	173,848
6606	Quadrennial Occ Inspection Fee	7,320	3,342	7,541	7,541
6607	Occ Inspection Fees-Reinspectn	195	400	760	760
6608	Occ Inspectn-Sale Of Property	210,738	221,903	223,439	223,439
6609	Mitigation Of Conditions	22,876	25,950	13,435	13,435
6610	Mitigation Monitoring Fees	1,035	4,140	0	0
6611	Code Compliance Recovery	34,080	9,821	15,878	15,878
6612	Advance Planning Fees	61,976	51,121	177,074	177,074
6613	Design and Historic Preservatn	118,286	120,560	260,098	260,098
6614	Current Planning Fees	617,864	533,119	755,442	755,442
6615	Environmental Fees	91,612	71,045	146,372	146,372
6616	Public Works Fees	28,108	18,996	14,750	14,750
6618	Sidewlk Dining Appl/Permit Fee	19,955	52,447	39,485	39,485
6619	St Lt Traffic Signl Knockdown	45,955	62,153	47,344	47,344
6620	PW-Basic Non-Refund Prmt Proc	31,110	33,665	34,426	34,426
6621	Lot Cleaning Assess-LA County	329	0	0	0
6623	Public Works Filming Permits	12,676	10,373	13,059	13,059
6625	Day Camp Revenues	51,082	57,902	62,000	62,000
6627	Park Facilities Rent/Cleanup	224,113	213,214	290,000	290,000
6628	Field Maintenance	22,435	19,304	9,143	9,143
6629	General Acquatics	72,878	77,267	65,000	65,000
6630	Fire Dept Inspect/Permit-Other	251,000	307,791	637,043	637,043

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended	
General Fund (101)						
Charges For Services						
6631	Hazardous Materials Fees	181,564	183,255	237,591	237,591	244,719
6632	Villa Parke Summer Enrichment	9,600	9,600	9,600	104,600	9,888
6633	Police Department Fees	16,308	19,290	14,257	14,257	23,392
6634	Police Report Copy Fees	58,920	57,175	65,000	65,000	56,800
6635	Police Vehicle Impound Fees	117,057	114,583	106,100	106,100	112,000
6647	Library Patron Fees	17	0	0	0	200
6654	Miscellaneous Accident Damage	17,489	18,186	1,627	1,627	1,676
6655	Recovery Of Admin Costs	196,414	294,983	0	0	0
6656	Unabsorbed Indirect Costs	-196,414	-294,983	0	0	0
6657	Billables Fire Department	15,315	56,001	5,000	5,000	31,079
6660	Fingerprint Processing Fees	710	520	750	750	773
6664	Barricade Installation Fee	4,307	5,690	5,764	5,764	6,000
6665	Constr Staging Plan Review	4,483	10,130	5,075	5,075	5,000
6666	USA-Underground Service Alert	3,468	129	6,090	6,090	6,000
6667	JRC Public Assistance	8,369	7,813	8,424	8,424	8,677
6668	Recreation Contract Fees	49,934	102,267	52,000	52,000	53,560
6674	Fire Dept Inspect/Permit-State	69,811	82,503	45,000	45,000	347,043
6675	City Clerk Charges For Svcs	91,004	78,413	66,990	66,990	69,000
6676	City Attorney Charges For Svcs	5,093	2,724	5,247	5,247	5,404
6677	City Prosecutor Chg For Svcs	500	600	0	0	0
6678	Planning/Permittng Chg For Svc	14,997	10,636	15,450	15,450	12,000
6679	Finance Charges For Services	72	110	74	74	76
6680	Public Works Charges For Svcs	30,265	15,158	38,618	38,618	39,777
6681	Police Charges For Services	7,039	9,677	7,252	7,252	7,615
6682	Fire Charges For Services	4,886	16,500	25,000	25,000	26,216
6684	PW Parks Charges For Service	0	4,375	0	0	0
6687	Vacant Lot and Building Fees	-6,452	0	0	0	0
6713	Victory Park Participant Fees	0	0	1,015	1,015	1,045
6714	Robinson Park Participant Fees	0	0	1,015	1,015	1,045
6715	Adaptive RecreationContract Fee	5,040	5,135	5,887	5,887	4,985
6716	RBOC Billable Rev for Services	-79	0	0	0	0
6720	Traffic Impact Review	7,151	1,505	0	0	0
6722	Abandoned Shopping Cart Retrnl	1,574	6	13,351	13,351	0
6727	Enterprise Zone Fees	23,606	48,770	20,000	20,000	71,200
6730	Park&Facilities-Attendant Fees	58,259	48,361	0	0	53,000
6732	Police Firing Range Fee	0	130	7,000	7,000	6,000
6733	Transportation-Chrgs for Svcs	0	0	8,539	8,539	0
6735	Senior Day Camp	0	0	0	0	1,000
Total Charges For Services		6,983,122	7,107,350	8,423,632	8,518,632	8,709,060
Charges For Services-Quasi External						
6751	Services To Power	2,751,176	2,833,263	2,990,535	2,990,535	3,099,874
6753	Services To PCDC	684,883	467,689	486,397	486,397	500,989
6754	Services To PHA Fund	86,303	82,558	85,860	85,860	88,436
6755	Services To Sewer Fund	1,324,011	1,900,654	1,964,350	1,964,350	2,015,098

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended	
General Fund (101)						
Charges For Services-Quasi External						
6756	Services To Building Maint Fund	69,785	71,879	122,307	122,307	126,457
6757	Svc to Civic Center Prk Mtr Fd	158,429	60,182	62,589	62,589	64,467
6758	Services To Gas Tax Fund	523,809	564,891	586,060	586,060	602,572
6760	Svcs To Computing & Comm Fund	474,901	489,150	508,716	508,716	523,977
6761	Svcs To Trans Sales Tax Fund	315,177	324,632	310,838	310,838	320,163
6762	Svcs To South Lake Parking Fd	26,347	27,137	28,223	28,223	29,116
6763	Svcs To Sales Tax Prop C Fund	139,608	143,796	132,965	132,965	136,954
6764	Services To Golf Course Fund	8,622	8,881	9,190	9,190	9,466
6765	Services To Rose Bowl Fund	114,593	118,031	122,166	122,166	125,831
6766	Svcs To Plaza Las Fuentes Fund	52,391	53,963	56,120	56,120	57,850
6767	Svcs To Refuse Collection Fund	1,087,719	1,166,885	1,209,560	1,209,560	1,143,824
6768	Svcs To Old Pas Parking Fund	79,111	81,484	72,009	72,009	74,169
6769	Svcs To Fleet Maintenance Fund	77,544	79,870	120,735	120,735	124,357
6774	Services to Human Svc Endowmnt	7,507	7,732	8,041	8,041	8,282
6775	Services to L. A. Impact Fund	3,224	3,321	3,454	3,454	3,558
6776	Services to CDBG Fund	27,480	28,304	29,437	29,437	30,320
6777	Svc to Old Pas Prk Meter Fund	381,683	398,757	400,786	400,786	412,810
6778	Services to PSAF	36,730	37,832	39,345	39,345	40,525
6779	Services to Water Fund	1,116,267	1,149,513	1,219,620	1,219,620	1,295,454
6780	Services to Asset Forfeiture	13,089	13,482	14,021	14,021	14,442
6781	Services to Building Services	750,668	958,622	1,212,485	1,212,485	1,248,860
6784	Services to Mail Services Fund	0	0	8,952	8,952	9,221
6785	Services to Printing Svcs Fd	15,992	16,471	17,130	17,130	17,644
6788	Services to Playhouse Parking	28,033	28,874	30,029	30,029	30,930
6790	Services to Workers' Comp Fund	17,043	17,554	36,512	36,512	37,607
6791	Services to Supportive Housing	5,000	11,484	11,943	11,943	12,301
6792	Services to Affordable Housing	0	109,704	114,092	114,092	117,515
6793	Svcs to General Liability Fund	0	0	4,476	4,476	4,610
Total Charges For Services-Quasi External		10,377,125	11,256,595	12,018,943	12,018,943	12,327,679
Operating Transfers In						
6803	Contrib From Refuse Fund	198,240	198,240	198,240	198,240	198,240
6804	Contribution From Water Fund	1,915,661	2,056,466	2,100,000	2,100,000	2,327,949
6805	Contrib From Light & Power Fd	15,557,844	20,066,679	4,595,085	4,595,085	10,974,973
6809	Transfers From Bldg Svcs Fund	60,000	78,094	0	0	0
6814	Trans From Underground Util Fd	40,467	41,681	43,348	43,348	44,649
6820	Trans From Charter Capital Fd	409,825	396,819	400,000	400,000	400,000
6825	Trans From Computing & Comm Fd	423,681	52,000	0	0	0
6827	Trans From Refuse Fund	0	0	0	0	100,000
6830	Trans From Fleet Maintenance	0	0	0	0	211,958
6831	Trans From New Devel Impact Fd	68,310	0	0	0	0
6838	Trans From Proposition C Fund	0	50,000	0	0	0
6841	Transfers From Debt Svc Fund	40,000,000	0	0	0	0
6848	Trans From Mail Services	0	0	0	0	11,000
6854	Transfers from Water Fund	540,000	540,000	540,000	540,000	540,000

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended	
General Fund (101)						
Operating Transfers In						
6862	Trans from Playhouse Parking	35,000	35,000	35,000	35,000	
6866	Trans fr 1999 Pension Debt Svc	0	1,407,378	0	3,832,160	
6870	Trans from Publ Benefit Charge	1,100,000	1,100,000	1,100,000	1,100,000	
6874	Transfers from JAG Fund	0	0	0	11,774	
6882	Trans In-Bond Proc-96 MultiPur	0	649,791	0	0	
6883	Trans From Civic Ctr Pkng Mtr	0	100,000	100,000	100,000	
Total Operating Transfers In		60,349,028	26,772,147	9,111,673	12,955,607	14,943,769
Fines and Forfeitures						
6901	Parking Citations	4,403,693	4,757,162	4,400,000	4,400,000	4,764,150
6902	Traffic Safety	769,336	717,459	727,094	727,094	743,300
6903	Bail Forfeitures	397,656	481,719	0	0	529,891
6904	Burglar Alarm Fines	315,835	245,786	353,855	353,855	256,679
6905	Library Fines-Overdue Items	153,149	0	0	0	140,000
6906	Library Fine-Lost Library Card	7,746	0	0	0	7,000
6907	Library Fine-Lost Library Item	5,583	0	0	0	4,000
6908	Code Compliance Citation	81,402	65,589	75,298	75,298	95,000
6909	Photo Red Light Traffic Fines	407,230	412,352	682,000	682,000	682,000
6910	Parking Citations-Cr Solutions	0	225,679	0	0	0
6911	Business License Citation	0	5,300	0	0	0
Total Fines and Forfeitures		6,541,629	6,911,046	6,238,247	6,238,247	7,222,020
Investment Earnings						
6926	Investment Earnings	2,556,234	3,472,929	2,725,073	2,725,073	3,225,260
6927	Interest On Notes	125,393	118,899	125,393	125,393	125,393
6928	Interest Earned PCDC Advances	13,800,134	15,028,521	14,470,214	14,470,214	14,971,707
6929	Investment Earnings Bonds	55,654	19,254	0	0	0
6931	Interest Income	-11,250	-3,750	0	0	0
6933	Gain/Loss on Pooled Investment	-84,296	-828,324	0	0	0
Total Investment Earnings		16,441,869	17,807,528	17,320,680	17,320,680	18,322,360
Rental Income						
6965	Barricade Rental Fee	1,740	3,820	0	0	1,000
6966	City Hall Courtyard Use Fee	1,981	0	0	0	1,500
6967	INS Prisoner Fees	734,643	607,740	450,000	450,000	425,000
6968	Inmate Housing	182,653	163,242	246,176	246,176	375,000
6969	Property Rental Miscellaneous	16,911	74,663	0	0	0
6971	Space Rental	257,999	258,000	313,564	313,564	313,564
6973	JRC Facility Rental	5,643	13,460	8,000	8,000	8,000
6974	Villa Parke Center Rental	38,730	48,211	40,500	40,500	40,500
6975	Western Justice Center Lease	61,953	61,953	61,953	61,953	61,953
6989	Victory Park Facility Rental	5,861	5,229	6,100	6,100	6,100
6990	Robinson Park Rental Fees	610	3,374	1,700	1,700	1,700
Total Rental Income		1,308,724	1,239,691	1,127,993	1,127,993	1,234,317
Miscellaneous Revenue						
7001	Not-Sufficient-Funds Charges	10,860	10,929	7,200	7,200	7,200

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
General Fund (101)					
Miscellaneous Revenue					
7004 Collections Processing Charge	61,667	60,298	58,098	58,098	58,296
7006 Filming Permits & Rental Fees	750,754	502,255	450,000	450,000	585,000
7018 Salvage Sales	24,716	15,306	24,716	24,716	24,716
7023 Miscellaneous Revenue	156,755	134,563	10,000	10,000	10,000
7029 Other Contributions - Private	-2,506	52,249	45,000	90,524	30,000
7039 Farmer's Market Program	24,000	24,000	24,000	24,000	24,000
7040 Collections-Interest Charges	23,854	18,688	23,854	23,854	23,854
7043 Miscellaneous Revenue/Police	1,124	222	0	0	0
7048 Reimb Fire Hydrant Maintenance	101,600	94,270	100,000	100,000	113,572
7059 Vending Machine Revenue	70,623	33,073	45,000	45,000	45,000
7066 Unclaimed Property	0	211,600	0	0	0
7067 Burglar Alarm Penalty Fee	27,486	26,544	27,486	27,486	29,913
Total Miscellaneous Revenue	1,250,933	1,183,996	815,354	860,878	951,551
Other Financing Sources					
7060 Loan Repayment - Principal	581	5,181	0	0	0
7061 Loan Repayment - Interest	2,019	4,179	0	0	0
7062 Loan Repayment - Other Fees	156	530	0	0	0
7071 UndergrndStorageTankPenalties	0	0	0	15,500	15,500
7072 Wireless Usage	0	0	0	0	78,000
7078 Proceeds of Capital Lease	1,969,391	0	0	0	449,140
Total Other Financing Sources	1,972,147	9,890	0	15,500	542,640
Operating Income					
7142 Zoning Parking Credits	-64	0	0	0	0
7500 Space Rental - Wi Fi Antennas	0	0	0	0	6,005
Total Operating Income	-64	0	0	0	6,005
Non-Operating Income					
7966 Bank Merchant Fees	-43,836	-49,085	-43,908	-43,908	-43,836
Total Non-Operating Income	-43,836	-49,085	-43,908	-43,908	-43,836
Total: General Fund	228,583,914	199,417,015	187,756,664	192,551,983	200,040,578
Parking Operations Fund (102)					
Non Building Licenses and Permits					
6172 Preferential Parking Permits	4,988	11,935	5,000	5,000	5,500
Total Non Building Licenses and Permits	4,988	11,935	5,000	5,000	5,500
Charges For Services					
6622 Trip Reduction Parking Fees	163,444	176,779	165,600	165,600	205,000
Total Charges For Services	163,444	176,779	165,600	165,600	205,000
Operating Transfers In					
6824 Trans Lake/Wash Spec Assessmnt	27,620	27,620	27,620	27,620	27,620
6837 Trans From Air Qlty Imprvmnt	141,612	168,326	168,326	168,326	172,534
Total Operating Transfers In	169,232	195,946	195,946	195,946	200,154
Investment Earnings					

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Parking Operations Fund (102)					
Investment Earnings					
6926 Investment Earnings	0	0	0	0	10,745
6929 Investment Earnings Bonds	214	9,454	0	0	0
Total Investment Earnings	214	9,454	0	0	10,745
Rental Income					
6952 Parking Lot Rental Holly St	137,429	123,696	145,050	145,050	180,000
6957 Holly St Monthly Pkg Permits	135,378	142,265	135,960	135,960	138,679
6982 Parking-Rose Bowl Lots	4,095	2,430	2,500	2,500	2,550
Total Rental Income	276,901	268,390	283,510	283,510	321,229
Miscellaneous Revenue					
7023 Miscellaneous Revenue	1,200	3,651	1,300	1,300	1,339
Total Miscellaneous Revenue	1,200	3,651	1,300	1,300	1,339
Other Financing Sources					
7078 Proceeds of Capital Lease	212,088	0	0	0	0
Total Other Financing Sources	212,088	0	0	0	0
Non-Operating Income					
7966 Bank Merchant Fees	-2,691	-2,248	0	0	0
Total Non-Operating Income	-2,691	-2,248	0	0	0
Total: Parking Operations Fund	825,378	663,907	651,356	651,356	743,967
L. A. Impact Fund (104)					
Intergovernmental-Local					
6545 L.A. Impact-Helicopter Patrol	112,782	115,249	120,000	120,000	122,000
Total Intergovernmental-Local	112,782	115,249	120,000	120,000	122,000
Investment Earnings					
6926 Investment Earnings	911	1,063	0	0	0
6933 Gain/Loss on Pooled Investment	134	-300	0	0	0
Total Investment Earnings	1,045	763	0	0	0
Total: L. A. Impact Fund	113,828	116,012	120,000	120,000	122,000
New Years Day Genl Fund Events (106)					
Other Taxes					
6030 New Yrs Day Grandstnd Seat Tax	268,523	248,978	258,937	258,937	266,705
Total Other Taxes	268,523	248,978	258,937	258,937	266,705
Non Building Licenses and Permits					
6179 Envrn Hlth-Food Establishments	0	1,485	0	0	0
6180 Envrn Health Misc Permit Fees	0	1,735	0	0	0
6181 New Year'S Day Licenses	32,469	28,711	29,859	29,859	30,755
6182 New Year'S Day Grndstnd Permit	51,366	47,194	49,082	49,082	50,554
Total Non Building Licenses and Permits	83,834	79,125	78,941	78,941	81,309
Miscellaneous Revenue					
7036 Tournament of Roses Contract	1,073,895	1,086,208	1,107,932	1,107,932	1,130,091

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
New Years Day Genl Fund Events (106)					
Miscellaneous Revenue					
Total Miscellaneous Revenue	1,073,895	1,086,208	1,107,932	1,107,932	1,130,091
Operating Income					
7129 Concessions	6,030	4,873	5,000	5,000	5,000
Total Operating Income	6,030	4,873	5,000	5,000	5,000
Total: New Years Day Genl Fund Events	1,432,282	1,419,185	1,450,810	1,450,810	1,483,105
Justice Assistance Grant Fund (107)					
Federal Grants Direct					
6225 Local Law Enforce Block Grant	58,197	76,434	44,877	0	0
Total Federal Grants Direct	58,197	76,434	44,877	0	0
Operating Transfers In					
6839 Transfer From Asset Forfeiture	6,466	0	0	0	0
Total Operating Transfers In	6,466	0	0	0	0
Investment Earnings					
6926 Investment Earnings	6,770	2,765	0	0	0
6931 Interest Income	-13,240	0	0	0	0
6933 Gain/Loss on Pooled Investment	-401	-1,065	0	0	0
Total Investment Earnings	-6,871	1,700	0	0	0
Total: Justice Assistance Grant Fund	57,792	78,134	44,877	0	0
Foothill Air Support Team Fund (108)					
Charges For Services					
6717 Foothill Air Support Charges	262,099	312,197	288,000	288,000	300,000
Total Charges For Services	262,099	312,197	288,000	288,000	300,000
Investment Earnings					
6926 Investment Earnings	6,975	7,462	0	0	0
6933 Gain/Loss on Pooled Investment	-1,109	-2,098	0	0	0
Total Investment Earnings	5,866	5,364	0	0	0
Total: Foothill Air Support Team Fund	267,965	317,561	288,000	288,000	300,000
Total: General Funds	231,281,159	202,011,813	190,311,707	195,062,149	202,689,650
Special Revenue Funds					
Supplemental Law Enforcement F (201)					
State Non Grant Direct					
6407 Supplmntl Law Enforcemnt Funds	211,430	210,900	211,430	211,430	211,385
Total State Non Grant Direct	211,430	210,900	211,430	211,430	211,385
Investment Earnings					
6926 Investment Earnings	20,340	14,861	0	0	0
6933 Gain/Loss on Pooled Investment	-1,759	-5,316	0	0	0
Total Investment Earnings	18,581	9,546	0	0	0
Total: Supplemental Law Enforcement F	230,011	220,446	211,430	211,430	211,385

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Public Safety Augmentation Fun (202)					
State Non Grant Direct					
6406 Public Safety Augmentation Fds	1,270,046	1,355,933	1,256,000	1,256,000	1,384,000
Total State Non Grant Direct	1,270,046	1,355,933	1,256,000	1,256,000	1,384,000
Total: Public Safety Augmentation Fun	1,270,046	1,355,933	1,256,000	1,256,000	1,384,000
Public Health Fund (203)					
Sales Tax					
6008 Retail Sales Tax	815,988	815,988	664,290	664,290	887,664
Total Sales Tax	815,988	815,988	664,290	664,290	887,664
Building Licenses and Permits					
6136 Environmental Health-Plan Ck	31,707	30,962	17,103	17,103	30,000
Total Building Licenses and Permits	31,707	30,962	17,103	17,103	30,000
Non Building Licenses and Permits					
6177 Leaf Blower Certificates	6,115	6,213	17,279	17,279	6,000
6179 Envrn Hlth-Food Establishments	428,302	588,583	517,309	517,309	533,000
6180 Envrn Health Misc Permit Fees	71,252	92,816	55,008	55,008	70,000
6188 Tobacco Retailer License Fee	12,156	12,910	23,885	23,885	10,622
Total Non Building Licenses and Permits	517,825	700,521	613,481	613,481	619,622
Federal Grants Direct					
6223 USDA Summer Lunch Inspection	9,006	0	0	0	0
6243 Dept of H&HS - HCAP Grant	0	402,351	90,619	90,619	0
Total Federal Grants Direct	9,006	402,351	90,619	90,619	0
Federal Grants Indirect-State					
6266 Child Hlth Disb Prev Local Adm	0	0	1,078	1,078	1,078
6267 Epsdt-Local Administration	288,178	302,846	331,386	331,386	331,385
6268 Medical Adm Claiming (SB910)	267,859	357,769	445,000	445,000	570,346
6269 Prevntv Health & Hlth Svc-314D	5,287	0	5,610	5,610	0
6273 Women,Infants,Children Grant	637,050	736,743	727,200	727,200	772,000
6274 Childhd Lead Poisoning Medical	0	2,282	0	0	0
6276 MCH Prenatal Care	200,804	216,975	221,482	250,465	221,482
6277 MCH Black Infant Care	472,178	461,659	478,625	533,049	535,059
6278 Immunization Program	53,536	62,115	60,312	60,312	65,710
6291 Other State Revenue	35,396	55,583	0	0	0
6298 CHDP Foster Care Grant	111,247	24,093	147,247	147,247	123,303
6308 Childhd Lead MCLPP Adm Enhance	0	4,510	0	0	0
6309 ChildhdLead MCLPP Adm NonEnhnc	0	70,007	0	0	0
6311 California Nutrition Network	43,122	109,132	99,192	99,192	106,400
6313 GASB 33 Revenue-Prior Year	957,050	964,898	0	0	0
6317 Unrealized CY GASB 33 Revenue	-927,667	-1,623,221	0	0	0
6332 HIV Health Educ/Risk Reduction	0	0	0	134,899	150,239
6333 HIV Prevention Case Mgmt Prog	0	0	0	57,800	70,000
6351 HUD Pacific Clinics	55,485	52,052	55,000	55,000	55,000
6352 LA Co Alcoholism Rehab Grant	202,338	202,340	202,337	202,337	202,337
6356 LA Co Alcoholism Cal/Works	23,821	16,881	19,465	19,465	19,675

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended	
Public Health Fund (203)						
Federal Grants Indirect-State						
6358	AIDS-HIV Ryan White Funds	790,932	792,963	929,015	929,015	933,042
6364	Bioterrorism and E. R.	478,568	354,018	348,981	715,597	411,128
Total Federal Grants Indirect-State		3,695,183	3,163,645	4,071,930	4,714,652	4,568,184
State Non Grant Direct						
6378	Motor Vehicle In Lieu Tax	2,097,873	2,139,176	2,109,340	2,109,340	2,086,178
6394	AIDS HIV RyanWhiteGrnt-MediCal	7,954	7,290	7,000	7,000	7,000
6395	Medi-Cal Chest Clinic	6,337	4,418	3,432	3,432	7,500
6397	Medi-Cal Prenatal Clinic	912,926	734,413	931,826	1,003,976	1,137,715
6398	Medi-Cal Std Clinic	252	0	0	0	0
6399	Medi-Cal Child Health Clinic	15,115	8,211	90,000	110,350	0
6400	Child Health Disab Prevention	70,190	44,477	16,000	16,000	0
6401	AIDS-HIV Ryan White Grant-DAP	9,079	8,528	8,500	8,500	8,000
6402	AIDS - A.T.S.	35,809	16,469	60,000	60,000	60,000
6403	State Local Assist Funds AB8	9,257	9,156	9,300	9,300	9,000
6416	Immunization Collaboration Grt	119,969	108,375	90,000	90,000	90,000
6419	AEC-HIV Clinic Disability Eval	706	625	0	0	0
6431	Medicare AndrewEscajeda Clinic	0	0	0	0	54,629
Total State Non Grant Direct		3,285,467	3,081,136	3,325,398	3,417,898	3,460,022
State Grant Direct						
6453	Tuberculosis Local Assistance	39,204	14,986	33,030	33,030	32,825
6454	Childhd Lead Poison Prev Grant	78,174	40,312	120,186	120,186	110,433
6455	Tobacco Use Prevention	149,158	144,343	151,907	151,907	161,879
6457	AIDS-State Block Grant	28,813	26,969	34,000	34,000	34,000
6458	AIDS-Education Grant	120,934	208,686	79,955	227,771	81,234
6470	TB Homeless Grant	8,412	8,950	8,151	8,151	8,416
6473	Chlamydia Grant	6,108	5,774	7,691	7,691	7,691
6498	Mosquito Abatement Grant	0	57,625	0	0	0
Total State Grant Direct		430,803	507,644	434,920	582,736	436,478
Intergovernmental-Local						
6559	Alcohol Recovery-Gen. Relief	27,234	27,232	26,925	26,925	27,233
Total Intergovernmental-Local		27,234	27,232	26,925	26,925	27,233
Charges For Services						
6564	Immunization Registry	62,091	38,112	33,333	33,333	23,553
6568	County Health Kids Program	44,785	38,899	50,000	50,000	50,000
6569	LA CO Minority Immunz-1st 5 LA	249,395	261,728	62,333	62,333	0
6636	Vital Statistics Fees	117,288	123,540	120,152	120,152	123,000
6637	Prenatal Clinic Fees	1,889	4,830	0	0	0
6638	HIV-Preventn Educ Crt Fees	128	0	0	0	0
6639	STD Clinic Fees	11,694	6,896	0	0	0
6640	Hiv Testing Fees	6,921	10,170	4,086	4,086	26,600
6641	Chest Clinic Fees	19,128	15,980	19,000	19,000	18,000
6642	Child Health Clinic Fees	8,685	7,545	17,000	17,000	0
6643	Travel Clinic Fees	336,213	321,924	472,459	531,410	422,489

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended	
Public Health Fund (203)						
Charges For Services						
6644	Alcoholism Fees And Charges	3,988	1,937	20,058	20,058	1,500
6646	First Offender Program	72,072	89,512	109,012	109,012	91,000
6662	Medical Document Review Fees	818	1,216	0	0	0
6663	Immunization Clinic Fees	19,565	9,777	0	0	0
6685	Vital Statistics Improvements	0	8,366	14,549	14,549	17,308
6712	DUI Wet/Reckless AB762/SB1176	625	1,316	0	0	1,500
6723	Lab Non-Diagnostic Hlth Asses	539	600	0	0	0
6728	Medicare Adult Vaccines	0	18,907	0	0	8,000
6731	HealthNet Child Health Clinic	0	3,577	7,000	7,000	0
6734	Health-Pre-Employment Fees	0	0	0	0	960
Total Charges For Services		955,824	964,833	928,982	987,933	783,910
Charges For Services-Quasi External						
6752	Services To W&P-Environmental	44,000	44,000	44,000	44,000	44,000
Total Charges For Services-Quasi External		44,000	44,000	44,000	44,000	44,000
Operating Transfers In						
6807	Transfers From General Fund	987,929	1,021,761	1,056,980	1,156,980	1,055,985
6830	Trans From Fleet Maintenance	0	0	0	0	948
6832	Transfers From Bldg Maint Fd	25,548	27,800	27,367	27,367	28,188
Total Operating Transfers In		1,013,477	1,049,561	1,084,347	1,184,347	1,085,121
Rental Income						
6969	Property Rental Miscellaneous	23,351	12,199	0	0	12,000
Total Rental Income		23,351	12,199	0	0	12,000
Miscellaneous Revenue						
7023	Miscellaneous Revenue	0	150	0	0	0
7052	Partnership Pub Hlt Initiative	50,000	0	0	0	0
7054	Miscellaneous Health Revenues	27,641	11,349	828,510	765,035	788,378
Total Miscellaneous Revenue		77,641	11,499	828,510	765,035	788,378
Non-Operating Income						
7966	Bank Merchant Fees	-2,425	-4,938	0	0	0
Total Non-Operating Income		-2,425	-4,938	0	0	0
Total: Public Health Fund		10,925,082	10,806,632	12,130,505	13,109,019	12,742,612
Building Services Fund (204)						
Building Licenses and Permits						
6131	Plan Check Fees	2,860,744	2,704,613	2,500,000	2,500,000	1,020,000
6134	Fire Plan Review	566,269	586,369	500,000	500,000	500,000
6138	Grading Plan Check & Inspectn	9,641	8,435	5,280	5,280	10,000
6139	Building Permits	2,201,150	2,047,758	1,827,823	1,827,823	2,361,000
6141	Address Changes/Assignmnt Fee	6,037	9,783	7,852	7,852	10,000
6143	Records Management Surcharge	221,322	191,996	165,546	165,546	255,000
6146	Electrical Permits	239,986	245,021	256,918	256,918	212,500
6147	Plumbing Permits	246,556	190,111	186,646	186,646	212,500
6148	Mechanical Permits	141,608	120,372	124,117	124,117	150,000

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Building Services Fund (204)					
Building Licenses and Permits					
6149 Grading Plan Ck/Inspect Hills	4,756	5,573	5,516	5,516	5,000
6151 Predevelopment Plan Review	20,722	14,972	8,345	8,345	14,000
Total Building Licenses and Permits	6,518,792	6,125,003	5,588,043	5,588,043	4,750,000
Operating Transfers In					
6830 Trans From Fleet Maintenance	0	0	0	0	1,958
6834 Transfers From Health Fund	8,893	0	0	0	0
Total Operating Transfers In	8,893	0	0	0	1,958
Investment Earnings					
6926 Investment Earnings	146,649	190,269	75,000	75,000	100,000
6933 Gain/Loss on Pooled Investment	-6,069	-59,091	0	0	0
Total Investment Earnings	140,580	131,178	75,000	75,000	100,000
Miscellaneous Revenue					
7023 Miscellaneous Revenue	1,898	1,837	0	0	0
Total Miscellaneous Revenue	1,898	1,837	0	0	0
Non-Operating Income					
7966 Bank Merchant Fees	-53,229	-60,270	0	0	0
Total Non-Operating Income	-53,229	-60,270	0	0	0
Total: Building Services Fund	6,616,933	6,197,749	5,663,043	5,663,043	4,851,958
Sewer Construction and Maint. (205)					
Charges For Services					
6650 Sewer Use Charge Residential	2,682,519	3,110,768	2,833,976	2,833,976	2,876,486
6651 Storm Drain Use Charge	2,201,348	2,246,820	2,363,812	2,363,812	2,434,726
Total Charges For Services	4,883,867	5,357,588	5,197,788	5,197,788	5,311,212
Operating Transfers In					
6830 Trans From Fleet Maintenance	0	0	0	0	7,826
Total Operating Transfers In	0	0	0	0	7,826
Investment Earnings					
6926 Investment Earnings	118,446	124,144	107,124	107,124	107,124
6933 Gain/Loss on Pooled Investment	-2,238	-35,267	0	0	0
Total Investment Earnings	116,207	88,877	107,124	107,124	107,124
Miscellaneous Revenue					
7002 Claim Settlements	0	61,500	0	0	0
Total Miscellaneous Revenue	0	61,500	0	0	0
Total: Sewer Construction and Maint.	5,000,074	5,507,965	5,304,912	5,304,912	5,426,162
Underground Utilities Fund (206)					
Other Taxes					
6029 Underground Surtax Revenue	4,040,565	4,127,956	4,081,071	4,081,071	0
6033 Underground Surtax Rebate	-5	0	0	0	0
Total Other Taxes	4,040,559	4,127,956	4,081,071	4,081,071	0

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Underground Utilities Fund (206)					
Investment Earnings					
6926 Investment Earnings	510,642	638,429	0	0	0
6933 Gain/Loss on Pooled Investment	-30,393	-191,540	0	0	0
Total Investment Earnings	480,248	446,889	0	0	0
Total: Underground Utilities Fund	4,520,808	4,574,845	4,081,071	4,081,071	0
Asset Forfeiture Fund (207)					
State Non Grant Direct					
6387 State Asset Forfeiture Rev	45,240	35,141	50,000	50,000	86,031
Total State Non Grant Direct	45,240	35,141	50,000	50,000	86,031
Intergovernmental-Local					
6207 Asset Forfeiture-Justice Funds	134,390	284,708	150,000	150,000	163,187
6209 Asset Forfeiture-Treasury Fds	90,504	63,926	0	0	63,924
Total Intergovernmental-Local	224,893	348,634	150,000	150,000	227,111
Investment Earnings					
6926 Investment Earnings	8,058	4,179	0	0	0
6933 Gain/Loss on Pooled Investment	-420	-1,969	0	0	0
Total Investment Earnings	7,638	2,210	0	0	0
Miscellaneous Revenue					
7018 Salvage Sales	4,500	500	0	0	0
Total Miscellaneous Revenue	4,500	500	0	0	0
Total: Asset Forfeiture Fund	282,271	386,485	200,000	200,000	313,142
Transportation Sales Tax Fund (208)					
State Grant Direct					
6526 Sales Tax - Proposition A	2,072,139	2,322,194	2,287,284	2,287,284	2,473,000
Total State Grant Direct	2,072,139	2,322,194	2,287,284	2,287,284	2,473,000
Intergovernmental-Local					
6547 Co-Incentive Fund-Dial-A-Ride	250,473	263,506	244,000	244,000	235,870
Total Intergovernmental-Local	250,473	263,506	244,000	244,000	235,870
Investment Earnings					
6926 Investment Earnings	173,562	179,761	230,805	230,805	238,883
6933 Gain/Loss on Pooled Investment	-4,612	-54,387	0	0	0
Total Investment Earnings	168,950	125,374	230,805	230,805	238,883
Miscellaneous Revenue					
7018 Salvage Sales	14,035	2,000	0	0	0
7019 Senior/Disabled Bus Passes	90,756	85,356	86,400	86,400	86,400
7021 Other Program Income	328,997	185,199	261,000	261,000	297,500
Total Miscellaneous Revenue	433,788	272,555	347,400	347,400	383,900
Total: Transportation Sales Tax Fund	2,925,350	2,983,629	3,109,489	3,109,489	3,331,653

Proposition C Local Transit Fund (209)

State Grant Direct

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Proposition C Local Transit Fund (209)					
State Grant Direct					
6527 Sales Tax - Proposition C	1,719,213	1,995,064	1,896,848	1,896,848	2,260,000
Total State Grant Direct	1,719,213	1,995,064	1,896,848	1,896,848	2,260,000
Intergovernmental-Local					
6547 Co-Incentive Fund-Dial-A-Ride	206,703	282,474	305,300	305,300	314,459
6558 City of South Pasadena	388,526	295,403	0	0	0
Total Intergovernmental-Local	595,229	577,877	305,300	305,300	314,459
Operating Transfers In					
6807 Transfers From General Fund	325,343	335,103	335,105	335,105	345,158
6815 Trans From Transport Sales Tax	2,375,000	255,000	510,000	510,000	610,000
6837 Trans From Air Qlty Imprvmnt	18,388	6,674	6,674	6,674	6,874
Total Operating Transfers In	2,718,731	596,777	851,779	851,779	962,032
Investment Earnings					
6926 Investment Earnings	94,252	113,310	82,484	82,484	85,371
6933 Gain/Loss on Pooled Investment	-10,326	-34,160	0	0	0
Total Investment Earnings	83,925	79,150	82,484	82,484	85,371
Miscellaneous Revenue					
7020 Transit Shelter Program	342,450	357,600	356,000	356,000	425,000
7021 Other Program Income	0	0	200,000	200,000	0
7023 Miscellaneous Revenue	0	380	0	0	0
7029 Other Contributions - Private	100,000	100,000	100,000	100,000	100,000
Total Miscellaneous Revenue	442,450	457,980	656,000	656,000	525,000
Other Financing Sources					
7064 ARTS Farebox Revenue	358,935	420,412	405,000	405,000	483,000
Total Other Financing Sources	358,935	420,412	405,000	405,000	483,000
Total: Proposition C Local Transit Fund	5,918,484	4,127,259	4,197,411	4,197,411	4,629,862
Gas Tax Fund (210)					
State Non Grant Direct					
6389 2105 Gas Tax Revenue Prop 111	898,599	890,999	895,289	895,289	904,242
6390 2106 Gas Tax Revenue	532,200	524,369	523,544	523,544	528,779
6391 2107 Gas Tax Revenue	1,193,869	1,187,048	1,213,341	1,213,341	1,225,474
6392 2107.5 Gas Tax Revenue	10,000	10,000	10,000	10,000	10,000
Total State Non Grant Direct	2,634,668	2,612,416	2,642,174	2,642,174	2,668,495
Operating Transfers In					
6830 Trans From Fleet Maintenance	0	0	0	0	10,476
Total Operating Transfers In	0	0	0	0	10,476
Investment Earnings					
6926 Investment Earnings	58,864	59,603	54,435	54,435	54,979
6933 Gain/Loss on Pooled Investment	-5,026	-16,009	0	0	0
Total Investment Earnings	53,838	43,595	54,435	54,435	54,979
Total: Gas Tax Fund	2,688,506	2,656,011	2,696,609	2,696,609	2,733,950

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Human Services Endowment Fund (211)					
Operating Transfers In					
6889	Transfer From Williams Bequest	0	0	0	15,000
6890	Transfer From Holmes Bequest	0	0	0	34,000
Total Operating Transfers In		0	0	0	49,000
Operating Transfers In					
6853	Transfers from Lind Bequest Fd	0	0	0	151,000
Total Operating Transfers In		0	0	0	151,000
Investment Earnings					
6926	Investment Earnings	43,694	48,717	60,000	60,000
6933	Gain/Loss on Pooled Investment	-1,814	-15,286	0	0
Total Investment Earnings		41,880	33,431	60,000	60,000
Total: Human Services Endowment Fund		41,880	33,431	60,000	260,000
Library Services Fund (212)					
Federal Grants Indirect-State					
6265	Library Services & Constr Act	24,319	23,472	24,000	24,000
Total Federal Grants Indirect-State		24,319	23,472	24,000	24,000
State Non Grant Direct					
6404	State Public Library Fund	57,931	57,399	58,000	84,336
Total State Non Grant Direct		57,931	57,399	58,000	84,336
State Grant Direct					
6460	Calif Library Services Act	0	156,436	180,000	0
6496	Developmntal Disabilities Grnt	2,000	0	0	0
Total State Grant Direct		2,000	156,436	180,000	0
Charges For Services					
6647	Library Patron Fees	0	806	200	0
6648	Information Svcs Fees/Charges	43,981	39,011	11,000	0
6683	Library Charges For Services	9,258	3,603	3,000	3,000
Total Charges For Services		53,238	43,420	14,200	3,000
Charges For Services-Quasi External					
6760	Svcs To Computing & Comm Fund	87,000	87,000	87,000	87,000
Total Charges For Services-Quasi External		87,000	87,000	87,000	87,000
Operating Transfers In					
6807	Transfers From General Fund	8,614,007	8,584,620	8,629,127	9,172,812
6811	Trans From Library Spcl Tax Fd	1,642,895	1,703,025	1,791,071	1,850,176
6830	Trans From Fleet Maintenance	0	0	0	211
6871	Trans from New Years Day Fund	7,000	0	0	0
Total Operating Transfers In		10,263,902	10,287,645	10,420,198	11,023,199
Fines and Forfeitures					
6905	Library Fines-Overdue Items	0	156,393	135,000	0
6906	Library Fine-Lost Library Card	0	7,628	7,500	0
6907	Library Fine-Lost Library Item	0	4,879	4,000	0

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Library Services Fund (212)					
Fines and Forfeitures					
Total Fines and Forfeitures	0	168,899	146,500	146,500	0
Investment Earnings					
6926 Investment Earnings	22,059	35,896	0	0	0
6933 Gain/Loss on Pooled Investment	1,361	-10,055	0	0	0
Total Investment Earnings	23,420	25,841	0	0	0
Rental Income					
6972 Library Facilities Rental	2,485	1,053	1,000	1,000	1,000
Total Rental Income	2,485	1,053	1,000	1,000	1,000
Miscellaneous Revenue					
7004 Collections Processing Charge	6,745	5,325	0	0	0
7007 Library Equipment Concessions	7,698	6,761	7,500	7,500	8,000
7029 Other Contributions - Private	21,900	16,360	25,000	25,000	25,000
Total Miscellaneous Revenue	36,343	28,446	32,500	32,500	33,000
Non-Operating Income					
7966 Bank Merchant Fees	-398	-410	0	0	0
Total Non-Operating Income	-398	-410	0	0	0
Total: Library Services Fund	10,550,240	10,879,201	10,963,398	10,989,764	11,255,535
Old Pasadena Parking Meter Fund (213)					
Investment Earnings					
6926 Investment Earnings	-4,718	-803	20,314	20,314	5,000
6933 Gain/Loss on Pooled Investment	1,116	1,141	0	0	0
Total Investment Earnings	-3,602	338	20,314	20,314	5,000
Rental Income					
6963 Metered Parking Old Pasadena	1,192,279	1,179,679	1,610,892	1,610,892	1,627,001
Total Rental Income	1,192,279	1,179,679	1,610,892	1,610,892	1,627,001
Miscellaneous Revenue					
7023 Miscellaneous Revenue	575	16,943	5,000	5,000	10,000
Total Miscellaneous Revenue	575	16,943	5,000	5,000	10,000
Other Financing Sources					
7078 Proceeds of Capital Lease	0	0	0	228,000	0
Total Other Financing Sources	0	0	0	228,000	0
Parking Rental					
6991 Parking Meter-Valet Charges	47,107	75,448	63,000	63,000	65,000
Total Parking Rental	47,107	75,448	63,000	63,000	65,000
Total: Old Pasadena Parking Meter Fund	1,236,359	1,272,409	1,699,206	1,927,206	1,707,001
Civic Center Parking Meter Fund (214)					
Investment Earnings					
6926 Investment Earnings	3,705	7,831	6,301	6,301	6,909
6933 Gain/Loss on Pooled Investment	-373	-2,211	0	0	0

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Civic Center Parking Meter Fund (214)					
Investment Earnings					
Total Investment Earnings	3,332	5,621	6,301	6,301	6,909
Rental Income					
6964 Metered Parking Civic Center	453,276	416,590	515,502	515,502	515,502
Total Rental Income	453,276	416,590	515,502	515,502	515,502
Miscellaneous Revenue					
7023 Miscellaneous Revenue	0	8,393	3,000	3,000	5,000
Total Miscellaneous Revenue	0	8,393	3,000	3,000	5,000
Parking Rental					
6991 Parking Meter-Valet Charges	0	460	1,872	1,872	1,891
Total Parking Rental	0	460	1,872	1,872	1,891
Total: Civic Center Parking Meter Fund	456,608	431,064	526,675	526,675	529,302
Bikeways Fund (215)					
State Non Grant Direct					
6405 Bikeway Revenue	55,000	87,500	142,720	142,720	0
Total State Non Grant Direct	55,000	87,500	142,720	142,720	0
Total: Bikeways Fund	55,000	87,500	142,720	142,720	0
Air Quality Improvement Fund (216)					
State Grant Direct					
6528 So Coast Air Qlty Mgmt District	166,682	177,434	178,500	178,500	182,100
Total State Grant Direct	166,682	177,434	178,500	178,500	182,100
Investment Earnings					
6926 Investment Earnings	0	99	0	0	0
6933 Gain/Loss on Pooled Investment	166	68	0	0	0
Total Investment Earnings	166	167	0	0	0
Total: Air Quality Improvement Fund	166,848	177,601	178,500	178,500	182,100
South Lake Parking Operating Fund (217)					
Other Taxes					
6031 So Lk Parkn & Business Impr Tx	18,519	16,687	19,500	19,500	19,500
Total Other Taxes	18,519	16,687	19,500	19,500	19,500
Federal Grants Indirect-State					
6301 WIA-Adult	0	-308	0	0	0
Total Federal Grants Indirect-State	0	-308	0	0	0
Investment Earnings					
6926 Investment Earnings	36,363	46,482	36,214	36,214	37,486
6933 Gain/Loss on Pooled Investment	-1,566	-14,258	0	0	0
Total Investment Earnings	34,797	32,224	36,214	36,214	37,486
Rental Income					
6956 So Lk Monthly Parking Permits	182,581	147,259	208,800	208,800	208,800

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
South Lake Parking Operating Fund (217)					
Rental Income					
6978 SLP - Space Rental	83,654	79,825	84,500	84,500	84,600
Total Rental Income	266,235	227,084	293,300	293,300	293,400
Miscellaneous Revenue					
7023 Miscellaneous Revenue	0	2	0	0	0
Total Miscellaneous Revenue	0	2	0	0	0
Other Financing Sources					
7078 Proceeds of Capital Lease	0	0	0	0	135,000
Total Other Financing Sources	0	0	0	0	135,000
Total: South Lake Parking Operating Fund	319,552	275,690	349,014	349,014	485,386
Library Special Tax Fund (218)					
Other Taxes					
6007 Library Special Tax	1,675,527	1,718,097	1,791,071	1,791,071	1,850,176
Total Other Taxes	1,675,527	1,718,097	1,791,071	1,791,071	1,850,176
Total: Library Special Tax Fund	1,675,527	1,718,097	1,791,071	1,791,071	1,850,176
Housing and Community Devel. Fund (219)					
Federal Grants Direct					
6227 HUD CDBG Entitlement	2,567,766	2,608,729	2,268,527	2,268,527	2,280,199
Total Federal Grants Direct	2,567,766	2,608,729	2,268,527	2,268,527	2,280,199
Federal Grants Indirect-State					
6313 GASB 33 Revenue-Prior Year	0	47,635	0	0	0
6317 Unrealized CY GASB 33 Revenue	-47,635	0	0	0	0
Total Federal Grants Indirect-State	-47,635	47,635	0	0	0
Miscellaneous Revenue					
7023 Miscellaneous Revenue	0	27,041	0	0	0
Total Miscellaneous Revenue	0	27,041	0	0	0
Other Financing Sources					
7060 Loan Repayment - Principal	15,930	19,257	200,000	200,000	250,000
7061 Loan Repayment - Interest	261,689	177,218	0	0	0
7062 Loan Repayment - Other Fees	248	0	0	0	0
Total Other Financing Sources	277,867	196,475	200,000	200,000	250,000
Total: Housing and Community Devel. Fund	2,797,998	2,879,880	2,468,527	2,468,527	2,530,199
Pasadena Housing Authority Fund (220)					
Federal Grants Direct					
6230 HUD Housing Assist Payments	9,504,269	9,194,520	11,040,400	11,040,400	11,184,470
6231 HUD Management Fees	1,207,528	1,080,925	0	0	0
6232 HUD Audit Cost Fees	5,000	0	0	0	0
Total Federal Grants Direct	10,716,797	10,275,445	11,040,400	11,040,400	11,184,470
Investment Earnings					
6926 Investment Earnings	22,268	30,327	10,000	10,000	0
	19.18				

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Pasadena Housing Authority Fund (220)					
Investment Earnings					
6933 Gain/Loss on Pooled Investment	-998	-8,644	0	0	0
Total Investment Earnings	21,270	21,683	10,000	10,000	0
Rental Income					
6976 Tenants Rents	0	55,113	0	0	0
Total Rental Income	0	55,113	0	0	0
Total: Pasadena Housing Authority Fund	10,738,067	10,352,241	11,050,400	11,050,400	11,184,470
Home Investment Partnership Fund (221)					
Federal Grants Direct					
6229 HUD Home Program	1,223,439	562,659	1,317,277	1,317,277	1,217,277
Total Federal Grants Direct	1,223,439	562,659	1,317,277	1,317,277	1,217,277
Miscellaneous Revenue					
7024 Reimb Housing Assist Payment	0	278	0	0	0
Total Miscellaneous Revenue	0	278	0	0	0
Other Financing Sources					
7060 Loan Repayment - Principal	151,688	95,990	0	0	0
7061 Loan Repayment - Interest	146,982	124,721	0	0	0
7062 Loan Repayment - Other Fees	360	184	0	0	0
Total Other Financing Sources	299,031	220,895	0	0	0
Total: Home Investment Partnership Fund	1,522,470	783,832	1,317,277	1,317,277	1,217,277
Housing Assistance Fund (222)					
Federal Grants Direct					
6233 HUD Shelter Plus Care	295,121	311,960	0	0	749,574
6236 HUD Supportive Housing Program	0	0	238,360	238,360	0
Total Federal Grants Direct	295,121	311,960	238,360	238,360	749,574
Total: Housing Assistance Fund	295,121	311,960	238,360	238,360	749,574
Supportive Housing Prog. (SHP) (223)					
Federal Grants Direct					
6236 HUD Supportive Housing Program	864,782	892,956	1,800,000	1,800,000	844,818
Total Federal Grants Direct	864,782	892,956	1,800,000	1,800,000	844,818
Federal Grants Indirect-State					
6313 GASB 33 Revenue-Prior Year	0	59,848	0	0	0
6317 Unrealized CY GASB 33 Revenue	-59,848	0	0	0	0
Total Federal Grants Indirect-State	-59,848	59,848	0	0	0
Operating Transfers In					
6872 Trans from Supportive Housing	0	0	0	0	170,000
Total Operating Transfers In	0	0	0	0	170,000
Miscellaneous Revenue					
7023 Miscellaneous Revenue	0	960	0	0	0

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Supportive Housing Prog. (SHP) (223)					
Miscellaneous Revenue					
Total Miscellaneous Revenue	0	960	0	0	0
Total: Supportive Housing Prog. (SHP)	804,934	953,764	1,800,000	1,800,000	1,014,818
Emergency Shelter Grant -ESG (224)					
Federal Grants Direct					
6228 HUD Emergency Shelter Entitle	103,081	98,526	97,442	97,442	97,022
Total Federal Grants Direct	103,081	98,526	97,442	97,442	97,022
Total: Emergency Shelter Grant -ESG	103,081	98,526	97,442	97,442	97,022
West Gateway Parking Meter Fund (225)					
Sales Tax					
6008 Retail Sales Tax	5,640	0	0	0	0
Total Sales Tax	5,640	0	0	0	0
Operating Transfers In					
6807 Transfers From General Fund	24,800	37,904	37,904	37,904	148,224
Total Operating Transfers In	24,800	37,904	37,904	37,904	148,224
Investment Earnings					
6926 Investment Earnings	-14,883	-12,580	0	0	0
6933 Gain/Loss on Pooled Investment	814	1,342	0	0	0
Total Investment Earnings	-14,069	-11,238	0	0	0
Miscellaneous Revenue					
7023 Miscellaneous Revenue	0	882	0	0	0
Total Miscellaneous Revenue	0	882	0	0	0
Operating Income					
7142 Zoning Parking Credits	52,003	54,542	56,300	56,300	58,000
Total Operating Income	52,003	54,542	56,300	56,300	58,000
Parking Rental					
6992 West Gateway Pkng Mtr Revenue	16,683	21,298	27,275	27,275	27,275
6994 Parking Lease Revenue	56,352	62,904	62,904	62,904	62,904
Total Parking Rental	73,035	84,202	90,179	90,179	90,179
Total: West Gateway Parking Meter Fund	141,409	166,292	184,383	184,383	296,403
HOPWA Fund (226)					
Federal Grants Direct					
6235 HUD HOWPA	31,479	15,881	150,500	150,500	55,000
Total Federal Grants Direct	31,479	15,881	150,500	150,500	55,000
Federal Grants Indirect-State					
6317 Unrealized CY GASB 33 Revenue	18,730	0	0	0	0
Total Federal Grants Indirect-State	18,730	0	0	0	0
Total: HOPWA Fund	50,209	15,881	150,500	150,500	55,000

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Traffic Congestion Relief Fund (227)					
State Non Grant Direct					
6426 Traffic Congestion Relief	0	1,711,402	0	0	0
Total State Non Grant Direct	0	1,711,402	0	0	0
Investment Earnings					
6926 Investment Earnings	7,844	11,641	0	0	0
6933 Gain/Loss on Pooled Investment	655	-2,520	0	0	0
Total Investment Earnings	8,498	9,120	0	0	0
Total: Traffic Congestion Relief Fund	8,498	1,720,523	0	0	0
Misc Public Safety Grants Fund (228)					
Federal Grants Direct					
6240 US Dept Justice-Office of COPS	0	611,677	0	0	0
Total Federal Grants Direct	0	611,677	0	0	0
Operating Transfers In					
6839 Transfer From Asset Forfeiture	0	200,000	0	0	0
6873 Trans fr Supplemental Law Fund	0	197,593	0	0	0
Total Operating Transfers In	0	397,593	0	0	0
Total: Misc Public Safety Grants Fund	0	1,009,270	0	0	0
Playhouse Parking Fund (229)					
Operating Transfers In					
6840 Transfers From Downtown	0	57,750	0	115,000	115,000
Total Operating Transfers In	0	57,750	0	115,000	115,000
Investment Earnings					
6926 Investment Earnings	14,610	21,584	13,458	13,458	13,669
6933 Gain/Loss on Pooled Investment	-1,316	-6,183	0	0	0
Total Investment Earnings	13,294	15,401	13,458	13,458	13,669
Rental Income					
6955 Union/EI Molino Parking Lot	172,857	158,031	198,700	198,700	201,378
6982 Parking-Rose Bowl Lots	2,500	2,200	2,500	2,500	2,500
6985 Playhouse Parking Lot Rental	138,358	133,723	145,150	145,150	145,150
Total Rental Income	313,715	293,954	346,350	346,350	349,028
Miscellaneous Revenue					
7023 Miscellaneous Revenue	0	293	500	500	500
Total Miscellaneous Revenue	0	293	500	500	500
Operating Income					
7142 Zoning Parking Credits	0	34,087	17,378	17,378	17,899
Total Operating Income	0	34,087	17,378	17,378	17,899
Non-Operating Income					
7966 Bank Merchant Fees	0	-2,147	0	0	0
Total Non-Operating Income	0	-2,147	0	0	0
Parking Rental					

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Playhouse Parking Fund (229)					
Parking Rental					
6999 Metered Parking Playhouse	1,078	2,160	0	0	0
Total Parking Rental	1,078	2,160	0	0	0
Total: Playhouse Parking Fund	328,087	401,498	377,686	492,686	496,096
Fire Grants Fund (230)					
Federal Grants Indirect-State					
6365 Homeland Security Grnt Program	89,070	303,347	0	940,000	0
6366 Domestic Preparedness Grant	31,086	0	0	0	0
6367 Urban Area Security Initiative	0	441,094	0	586,803	0
Total Federal Grants Indirect-State	120,156	744,441	0	1,526,803	0
Total: Fire Grants Fund	120,156	744,441	0	1,526,803	0
First 5 Early Literacy Project (231)					
Charges For Services					
6570 First 5 LA Early Literacy	45,818	41,702	45,000	45,000	45,000
Total Charges For Services	45,818	41,702	45,000	45,000	45,000
Total: First 5 Early Literacy Project	45,818	41,702	45,000	45,000	45,000
Total: Special Revenue Funds	71,835,426	73,171,755	72,290,629	75,165,312	69,580,083
Capital Project Funds					
Capital Public Art Fund (310)					
Operating Transfers In					
6810 Transfer From Old Pas Parking Meter	0	0	0	0	12,000
Total Operating Transfers In	0	0	0	0	12,000
Total: Capital Public Art Fund	0	0	0	0	12,000
Total: Capital Project Funds	0	0	0	0	12,000
Enterprise Funds					
Power Fund (401)					
Charges For Services					
6565 LA/Pasa MetroBlueLineConstAuth	9,029	0	0	0	0
Total Charges For Services	9,029	0	0	0	0
Charges For Services-Quasi External					
6755 Services To Sewer Fund	15,473	15,937	16,575	16,575	17,072
6759 Svcs To Undergrnd Utilities Fd	20,855	21,481	22,340	22,340	23,010
6767 Svcs To Refuse Collection Fund	103,724	106,836	111,109	111,109	114,442
Total Charges For Services-Quasi External	140,052	144,254	150,024	150,024	154,524
Operating Transfers In					
6844 Transfer from Other Projects	2,838,638	1,047,152	0	0	0
Total Operating Transfers In	2,838,638	1,047,152	0	0	0
Investment Earnings					

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended	
Power Fund (401)						
Investment Earnings						
6926	Investment Earnings	3,616,722	4,504,794	2,542,402	2,542,402	2,618,674
6929	Investment Earnings Bonds	46,193	0	0	0	0
6933	Gain/Loss on Pooled Investment	-249,657	-1,299,082	0	0	0
6938	Invest Earn-Stranded Investmnt	6,073,843	6,440,297	6,157,598	6,157,598	6,342,326
6939	S.I.R.-Unrealized Gain/(Loss)	1,128,223	-4,659,604	0	0	0
Total Investment Earnings		10,615,325	4,986,404	8,700,000	8,700,000	8,961,000
Rental Income						
6977	Rental Income	19,468	-7,688	25,000	25,000	25,000
Total Rental Income		19,468	-7,688	25,000	25,000	25,000
Miscellaneous Revenue						
7018	Salvage Sales	63,141	97,423	50,000	50,000	100,000
7029	Other Contributions - Private	1,966,087	1,880,781	2,600,000	2,600,000	2,850,000
Total Miscellaneous Revenue		2,029,228	1,978,204	2,650,000	2,650,000	2,950,000
Other Financing Sources						
7070	Rose Parade Float Donations	0	11,000	0	0	0
Total Other Financing Sources		0	11,000	0	0	0
Operating Income						
7093	Green Light Power - Industrial	-855	27,464	0	0	0
7094	ISO-Transmission Revenue	45,232	96,837	100,000	100,000	100,000
7095	PTO-TRR	4,418,166	10,620,901	9,984,279	9,984,279	10,484,279
7099	Green Power (Res Electric Svc)	11,163	140,794	0	0	0
7101	Base Rate Residential-SFS	9,430,978	9,487,063	14,619,147	14,619,147	16,196,322
7102	Base Rate Small C&I Service	5,353,609	5,342,056	7,725,202	7,725,202	7,905,311
7103	Base Rate Med C&I-Secondary	6,611,806	6,158,191	9,306,260	9,306,260	10,121,808
7104	Base Rate Med C&I Primary	6,739,177	6,482,334	353,465	353,465	384,468
7105	City Metered	75,037	67,579	0	0	0
7107	Miscellaneous Sales Unmetered	22,614	18,029	0	0	0
7109	Street Lighting & Traffic Signal	278,269	310,021	725,765	725,765	813,822
7110	Whls Power Sales-Short Term	0	0	0	0	1,137,316
7113	Accrued Unbilled Revenue	490,462	-256,516	0	0	0
7114	Misc Svc Revenue-Reconnection	332,966	301,928	350,000	350,000	300,000
7115	Other Sales Or Service	450	10,903	20,000	20,000	0
7116	Diversion Penalty Revenues	1,500	1,685	0	0	0
7117	Recovered Energy Costs-ESCF	75,884,131	81,943,985	0	0	0
7174	Stranded Investment Surcharge	0	139,475	0	0	0
7175	Public Benefit Charge	0	-212	0	0	0
7184	Lifeline & Low Income Revenue	315,654	293,235	0	0	0
7185	Whls Transmission Sales	1,109,464	1,045,920	1,032,000	1,032,000	1,062,960
7186	Whls Ancillary Services Sales	3,582,170	3,680,629	3,750,000	3,750,000	3,024,303
7210	Recover Energy Cost-Resident'l	0	0	23,119,562	23,119,562	0
7211	Recov Energy Cost-Small C & I	0	0	12,664,517	12,664,517	11,771,469
7212	Recov Energy Cost-Med C&I-Secn	0	0	17,588,826	17,588,826	18,915,390
7213	Recov Energy Cost-Med C&I-Prim	0	0	1,438,904	1,438,904	1,549,927

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended	
Power Fund (401)						
Operating Income						
7214	Recov Energy Cost-Lrg C&I-Secn	0	0	21,021,805	21,021,805	23,184,040
7215	Recov Energy Cost-Lrg C&I-Prim	0	0	8,429,517	8,429,517	9,310,143
7216	Recovered Energy Cost-ST&TS	0	0	1,310,001	1,310,001	1,338,742
7217	Recov Trans Cost-Med C&I-Secnd	0	0	2,879,071	2,879,071	2,036,556
7218	RecovTransCost-Med C&I-Primary	0	0	232,798	232,798	164,758
7219	Recov Trans Cost-Lrg C&I-Secnd	0	0	3,439,058	3,439,058	2,495,831
7220	RecovTransCost-Lrg C&I-Primary	0	0	1,396,853	1,396,853	0
7228	Residential-Multiple Family	1,752,847	1,820,111	0	0	0
7229	Lifeline Multiple Family	25,490	22,283	0	0	0
7230	Residential Utility Assistance	327,388	312,764	0	0	0
7231	Resid Multi Family Util Assist	76,730	71,909	0	0	0
7232	Small Comm-Single Ph-City Acct	375,465	203,198	0	0	0
7233	Medium C&I-Secondary-City Acct	322,498	321,524	0	0	0
7234	Med Com & Industrial Primary	240,189	-739	0	0	0
7235	Large Com & Industrial-Primary	2,159,030	2,580,076	3,084,784	3,084,784	3,355,353
7236	Large C&I-Secondary-City Acct	476,573	451,607	8,701,302	8,701,302	9,463,771
7249	Valet Operation Revenue	0	0	0	0	24,164,650
7291	Over/under Collection (TSCF)	0	0	-4,500,000	-4,500,000	0
7292	Wholesale Energy Sales-ISO	763,251	839,034	750,000	750,000	714,260
7295	Recovered Energy Costs-TSCF	14,133,076	14,327,421	3,838,263	3,838,263	2,656,221
7296	Recover Trans Costs-Small C&I	0	0	2,149,008	2,149,008	1,313,907
7297	Recover Transms Costs-ST&TS	0	0	217,912	217,912	146,548
7299	Capital Improvement Rev Charge	0	0	0	0	1,013,565
Total Operating Income		135,354,529	146,861,490	155,728,299	155,728,299	165,125,720
Non-Operating Income						
7301	Merchandise Jobbing & Contract	268,790	464,963	300,000	300,000	400,000
7302	Miscellaneous Non-Operating	134,337	653,064	125,000	125,000	100,000
7304	Gain Or Loss On Capital Assets	1,157,793	0	0	0	0
7305	Bad Debt Recovery	201,379	234,114	211,448	211,448	225,682
7315	Service Fees-Intrafund	297,011	189,317	0	0	0
7316	Service Fees-Interfund	18,400	0	0	0	0
7966	Bank Merchant Fees	-187,971	-268,630	-200,000	-200,000	-300,000
Total Non-Operating Income		1,889,740	1,272,828	436,448	436,448	425,682
Total: Power Fund		152,896,008	156,293,646	167,689,771	167,689,771	177,641,926
Water Fund (402)						
Charges For Services-Quasi External						
6755	Services To Sewer Fund	8,332	8,582	8,925	8,925	9,193
6759	Svcs To Undergrnd Utilities Fd	11,230	11,567	12,030	12,030	12,391
6767	Svcs To Refuse Collection Fund	55,851	57,527	59,828	59,828	61,623
Total Charges For Services-Quasi External		75,413	77,676	80,783	80,783	83,207
Investment Earnings						
6926	Investment Earnings	429,024	1,242,235	550,000	550,000	550,000
6929	Investment Earnings Bonds	195,353	24,392	175,000	175,000	0

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Water Fund (402)					
Investment Earnings					
6933 Gain/Loss on Pooled Investment	-38,702	-367,403	0	0	0
Total Investment Earnings	585,675	899,224	725,000	725,000	550,000
Rental Income					
6950 Rental Income-JPL Parking Lot	540,000	540,000	540,000	540,000	540,000
6977 Rental Income	7,029	4,353	16,000	16,000	11,500
Total Rental Income	547,029	544,353	556,000	556,000	551,500
Miscellaneous Revenue					
7018 Salvage Sales	1,498	1,625	1,000	1,000	1,500
7029 Other Contributions - Private	797,790	812,639	1,900,000	1,900,000	1,800,000
Total Miscellaneous Revenue	799,288	814,264	1,901,000	1,901,000	1,801,500
Operating Income					
7108 City Department	894,395	752,674	0	0	0
7113 Accrued Unbilled Revenue	225,219	26,559	0	0	0
7114 Misc Svc Revenue-Reconnection	139,944	185,013	75,000	75,000	75,000
7115 Other Sales Or Service	115,038	161,772	120,000	120,000	120,000
7116 Diversion Penalty Revenues	150	1,575	0	0	0
7119 Metered Sales Inside City	19,943,883	19,645,045	0	0	0
7120 Fire Protct Srchrge Inside Cty	353,499	182,718	125,000	125,000	142,664
7121 Metered Sales Outside City	4,276,203	4,403,067	0	0	0
7122 Fire Protct Srchrng Outside Cy	13,883	19,941	21,000	21,000	20,819
7124 Private Fire Protection Svc	897,717	911,845	0	0	0
7239 Municipal Sales Summer Tier 1	0	0	72,136	72,136	71,077
7240 Municipal Sales Summer Tier 2	0	0	290,430	290,430	331,276
7241 Municipal Sales Standby Charge	0	0	188,902	188,902	188,902
7250 Inside City Standby Charges	0	0	4,976,753	4,976,753	4,976,753
7251 Inside City Summer-Tier 1	0	0	1,472,089	1,472,089	1,450,467
7252 Inside City-Summer Tier 2	0	0	5,918,721	5,918,721	7,020,286
7253 Inside City Summer-Tier 3	0	0	2,234,464	2,234,464	2,201,645
7254 Inside City Winter-Tier 1	0	0	1,138,619	1,138,619	1,121,896
7255 Inside City Winter-Tier 2	0	0	3,926,255	3,926,255	3,868,588
7256 Inside City Winter-Tier 3	0	0	1,114,294	1,114,294	1,097,927
7257 Inside City Fire Protection	0	0	842,540	842,540	842,540
7258 Outside City Standby Charges	0	0	1,030,232	1,030,232	1,030,232
7259 Outside City Summer-Tier 1	0	0	348,878	348,878	343,754
7260 Outside City Summer-Tier2	0	0	1,419,501	1,419,501	1,644,678
7261 Outside City Summer-Tier 3	0	0	895,280	895,280	882,130
7262 Outside City Winter-Tier 1	0	0	262,025	262,025	258,176
7263 Outside City Winter-Tier 2	0	0	818,468	818,468	806,447
7264 Outside City Winter-Tier 3	0	0	340,585	340,585	335,583
7266 Municipal Sales Standby Charge	4,587,202	4,852,901	6,398,032	6,398,032	7,804,083
7267 Municipal Sales Summer Tier 1	1,035,254	1,072,062	1,597,801	1,597,801	1,851,279
7268 Municipal Sales Summer Tier 2	167,977	159,179	315,903	315,903	385,303
7269 Municipal Sales Summer Tier 3	0	0	120,746	120,746	118,973
7270 Municipal Sales Winter Tier 1	0	0	55,532	55,532	54,716

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended	
Water Fund (402)						
Operating Income						
7271	Municipal Sales Winter Tier 2	0	0	188,858	188,858	186,084
7272	Municipal Sales Winter Tier 3	0	0	56,943	56,943	56,107
7274	Wtr Sls/Lses to Other Agency	359,585	397,458	0	0	0
7285	Purchased Water Adj Chg (PWAC)	1,624,214	1,938,350	2,077,105	2,077,105	2,046,598
Total Operating Income		34,634,161	34,710,159	38,442,092	38,442,092	41,333,983
Non-Operating Income						
7301	Merchandise Jobbing & Contract	113,656	56,172	50,000	50,000	65,000
7302	Miscellaneous Non-Operating	47,841	612,498	105,000	105,000	75,000
7304	Gain Or Loss On Capital Assets	-51,957	-95,026	0	0	0
7305	Bad Debt Recovery	50,280	59,807	55,000	55,000	60,000
7306	Fire Hydrnt Instal Srchrg Insd	259,624	303,215	200,000	200,000	325,000
7310	JPL VOC Reimbursements	141,553	249,931	225,000	225,000	300,000
7318	Reclaimed Water	30,985	0	0	0	0
7966	Bank Merchant Fees	-62,657	-89,543	-60,000	-60,000	-90,000
Total Non-Operating Income		529,324	1,097,054	575,000	575,000	735,000
Total: Water Fund		37,170,889	38,142,730	42,279,875	42,279,875	45,055,190
Plaza Las Fuentes Parking Fund (405)						
Transient Occupancy Taxes						
6011	TOTS-Plaza Las Fuentes	1,438,821	1,765,939	1,326,000	1,326,000	1,400,000
Total Transient Occupancy Taxes		1,438,821	1,765,939	1,326,000	1,326,000	1,400,000
Investment Earnings						
6926	Investment Earnings	112,127	151,823	189,120	189,120	192,902
6929	Investment Earnings Bonds	86,675	9,954	0	0	0
6933	Gain/Loss on Pooled Investment	369	-50,044	0	0	0
Total Investment Earnings		199,171	111,733	189,120	189,120	192,902
Rental Income						
6951	Plaza Las Fuentes-Parking	1,666,792	1,832,470	1,826,000	1,826,000	1,862,520
Total Rental Income		1,666,792	1,832,470	1,826,000	1,826,000	1,862,520
Total: Plaza Las Fuentes Parking Fund		3,304,784	3,710,143	3,341,120	3,341,120	3,455,422
Refuse Collection Fund (406)						
Franchise Taxes						
6106	Franchise Solid Waste Non-Excl	1,109,812	1,658,664	1,292,650	1,292,650	1,474,564
Total Franchise Taxes		1,109,812	1,658,664	1,292,650	1,292,650	1,474,564
State Grant Direct						
6461	Calif Waste Management Board	9,501	40,498	42,785	42,785	42,785
6466	Department Of Conservation	39,463	69,092	39,463	39,463	39,463
6528	So Coast Air Qlty Mgmt Distrct	26,333	52,667	0	0	0
Total State Grant Direct		75,297	162,257	82,248	82,248	82,248
Charges For Services						
6716	RBOC Billable Rev for Services	46,816	50,492	59,004	59,004	60,184

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Refuse Collection Fund (406)					
Charges For Services					
6725 Administrative Rvw Fee Ord6917	141,126	120,534	0	0	0
Total Charges For Services	187,942	171,026	59,004	59,004	60,184
Investment Earnings					
6926 Investment Earnings	1,287	12,996	0	0	0
6933 Gain/Loss on Pooled Investment	0	-1,619	0	0	0
Total Investment Earnings	1,287	11,377	0	0	0
Miscellaneous Revenue					
7002 Claim Settlements	1,079	0	0	0	0
7018 Salvage Sales	205	9,981	0	0	0
7023 Miscellaneous Revenue	181,496	117,383	109,757	122,757	116,441
Total Miscellaneous Revenue	182,780	127,363	109,757	122,757	116,441
Operating Income					
7136 Refuse Collection Fees	6,770,501	7,140,125	7,476,517	7,476,517	7,766,087
7137 Refuse Collectn Municipl Bins	131,521	156,515	158,814	158,814	173,396
7139 Bin Collection Service	1,185,148	1,228,872	1,241,558	1,241,558	1,320,279
7140 Solid Waste Appl Processng Fee	0	9,600	1,000	1,000	1,000
7141 Curbside Recycling Revenue	450,895	415,656	428,720	428,720	400,000
7209 Refuse Fee-1 Time/Mnth Arrears	1,011	5,013	0	0	0
7279 Refuse Temporary Bin Service	54,123	54,096	62,638	62,638	59,017
7280 Refuse Change Out Service	6,554	3,185	2,730	2,730	2,730
7282 Refuse Bulky Item Charge	3,525	2,825	4,950	4,950	4,950
Total Operating Income	8,603,279	9,015,887	9,376,927	9,376,927	9,727,459
Non-Operating Income					
7304 Gain Or Loss On Capital Assets	0	-6,271	0	0	0
Total Non-Operating Income	0	-6,271	0	0	0
Total: Refuse Collection Fund	10,160,397	11,140,302	10,920,586	10,933,586	11,460,896
Old Pasadena Parking Fund (407)					
Intergovernmental-Local					
6542 Pasadena Community Devel Comm	852,274	869,319	886,707	886,707	904,441
Total Intergovernmental-Local	852,274	869,319	886,707	886,707	904,441
Charges For Services					
6726 Schoolhse Trash Compactor Fees	0	0	10,013	10,013	0
Total Charges For Services	0	0	10,013	10,013	0
Investment Earnings					
6926 Investment Earnings	16,961	24,819	195,000	195,000	197,000
6929 Investment Earnings Bonds	205,006	240,076	0	0	0
6933 Gain/Loss on Pooled Investment	3,557	-7,778	0	0	0
Total Investment Earnings	225,523	257,116	195,000	195,000	197,000
Rental Income					
6958 Delacey Monthly Pkg Permits	182,450	248,338	240,000	240,000	240,000
6959 Schoolhouse Monthly Pkg Permit	417,485	498,155	460,000	460,000	450,000

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Old Pasadena Parking Fund (407)					
Rental Income					
6960 Delacey Ave Parking Charges	1,043,457	1,229,096	1,158,000	1,158,000	1,296,000
6961 Schoolhse Bick Property Rental	259,838	267,211	252,799	252,799	255,327
6962 Restaurant Lease	99,479	99,479	99,500	99,500	99,500
6982 Parking-Rose Bowl Lots	25,775	27,410	27,645	27,645	27,645
6984 Stats Parking/Water and Power	54,519	60,786	60,000	60,000	72,000
6987 Schoolhouse Parking Charges	1,453,865	1,699,720	1,587,000	1,587,000	1,779,000
Total Rental Income	3,536,868	4,130,195	3,884,944	3,884,944	4,219,472
Miscellaneous Revenue					
7023 Miscellaneous Revenue	40,992	49,539	45,000	45,000	45,000
Total Miscellaneous Revenue	40,992	49,539	45,000	45,000	45,000
Operating Income					
7142 Zoning Parking Credits	256,676	384,635	270,963	270,963	276,382
Total Operating Income	256,676	384,635	270,963	270,963	276,382
Non-Operating Income					
7966 Bank Merchant Fees	0	-374	0	0	0
Total Non-Operating Income	0	-374	0	0	0
Parking Rental					
6996 Marriott Parking Revenues	97,107	126,492	121,000	121,000	133,600
Total Parking Rental	97,107	126,492	121,000	121,000	133,600
Total: Old Pasadena Parking Fund	5,009,441	5,816,922	5,413,627	5,413,627	5,775,895
Telecommunications Fund (408)					
Non Building Licenses and Permits					
6185 Fiber Optic License Agreement	364,466	286,506	287,488	287,488	294,278
6189 Wireless License Agreements	66,673	0	0	0	0
Total Non Building Licenses and Permits	431,139	286,506	287,488	287,488	294,278
Investment Earnings					
6926 Investment Earnings	11,345	14,309	0	0	0
6933 Gain/Loss on Pooled Investment	-1,229	-4,560	0	0	0
Total Investment Earnings	10,116	9,749	0	0	0
Miscellaneous Revenue					
7068 PEG Access Grants	24,684	11,346	0	0	0
Total Miscellaneous Revenue	24,684	11,346	0	0	0
Operating Income					
7278 Wireless	0	69,006	69,007	69,007	73,921
7288 Cable Application Fee	15,000	0	0	0	0
Total Operating Income	15,000	69,006	69,007	69,007	73,921
Non-Operating Income					
7501 Space Rental - Wi Fi	0	0	0	0	16,000
Total Non-Operating Income	0	0	0	0	16,000
Total: Telecommunications Fund	480,938	376,607	356,495	356,495	384,199

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Paseo Colo Parking Structures (409)					
Investment Earnings					
6926 Investment Earnings	15,715	-9,821	0	0	0
6929 Investment Earnings Bonds	721	33,218	0	0	0
6933 Gain/Loss on Pooled Investment	-5,637	3,420	0	0	0
Total Investment Earnings	10,798	26,817	0	0	0
Rental Income					
6946 Los Robles Monthly Parking Prmt	359,704	436,516	367,500	367,500	401,475
6947 LosRobles Transient Prkng Chrg	189,087	214,424	260,100	260,100	262,701
6948 Marengo Monthly Parking Permit	461,476	370,155	404,400	404,400	412,488
6949 Marengo Transcient Parking Chg	440,829	417,204	479,400	479,400	394,506
6982 Parking-Rose Bowl Lots	27,678	10,850	26,900	26,900	26,900
Total Rental Income	1,478,775	1,449,149	1,538,300	1,538,300	1,498,070
Miscellaneous Revenue					
7023 Miscellaneous Revenue	20,417	61,956	48,000	48,000	48,000
7029 Other Contributions - Private	43,273	0	0	0	0
Total Miscellaneous Revenue	63,690	61,956	48,000	48,000	48,000
Operating Income					
7100 Residential Cost Contribution	117,830	106,941	138,121	138,121	138,121
Total Operating Income	117,830	106,941	138,121	138,121	138,121
Non-Operating Income					
7966 Bank Merchant Fees	-20,308	-36,270	0	0	0
Total Non-Operating Income	-20,308	-36,270	0	0	0
Parking Rental					
6997 Colo Subterranean Mnthly Prkng	553,500	389,160	243,600	243,600	243,600
6998 Colo Subterranean Transnt Pkng	2,515,756	2,589,863	2,958,000	2,958,000	2,987,580
Total Parking Rental	3,069,255	2,979,023	3,201,600	3,201,600	3,231,180
Total: Paseo Colo Parking Structures	4,720,041	4,587,616	4,926,021	4,926,021	4,915,371
Public Benefit Charge Fund (410)					
Investment Earnings					
6926 Investment Earnings	76,054	88,080	0	0	0
6933 Gain/Loss on Pooled Investment	-4,323	-26,379	0	0	0
Total Investment Earnings	71,731	61,701	0	0	0
Operating Income					
7175 Public Benefit Charge	3,306,622	3,248,963	3,400,000	3,400,000	3,400,000
Total Operating Income	3,306,622	3,248,963	3,400,000	3,400,000	3,400,000
Total: Public Benefit Charge Fund	3,378,353	3,310,663	3,400,000	3,400,000	3,400,000
Total: Enterprise Funds	217,120,850	223,378,629	238,327,495	238,340,495	252,088,899
Internal Service Funds					
Computing and Communication Fund (501)					
Charges For Services-Quasi External					

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Computing and Communication Fund (501)					
Charges For Services-Quasi External					
6782 Services to General Fund	115,763	121,551	127,628	127,628	134,010
6789 Services to Telecommunications	415,503	382,516	363,712	363,712	470,463
Total Charges For Services-Quasi External	531,266	504,067	491,340	491,340	604,473
Operating Transfers In					
6809 Transfers From Bldg Svcs Fund	59,869	0	0	0	0
6830 Trans From Fleet Maintenance	0	0	0	0	2,517
6847 Trans from Telecommunicatn Fd	76,000	0	0	0	0
Total Operating Transfers In	135,869	0	0	0	2,517
Investment Earnings					
6926 Investment Earnings	117,596	143,543	50,000	50,000	155,000
6929 Investment Earnings Bonds	1,422	62,711	0	0	0
6933 Gain/Loss on Pooled Investment	-6,536	-42,609	0	0	0
Total Investment Earnings	112,483	163,645	50,000	50,000	155,000
Miscellaneous Revenue					
7023 Miscellaneous Revenue	0	1,100	0	0	0
7025 Reimbursement Admin. Fee	0	-286	0	0	0
Total Miscellaneous Revenue	0	814	0	0	0
Operating Income					
7151 Program Rev Applicat'n Develop	409,263	245,501	582,837	582,837	289,536
7152 Program Rev Radio Communicat'n	635,612	600,114	674,892	674,892	590,324
7156 Program Rev Telephones & Voice	1,425,996	1,457,206	1,353,689	1,353,689	1,599,299
7176 ITSD-MS Licensing	0	229,891	228,417	228,417	228,417
7192 ITSD-Enterprise Network	2,150,430	2,476,136	2,520,992	2,520,992	2,888,400
7194 ITSD-HP3000/957	122,488	57,678	77,922	77,922	52,486
7196 ITSD-Tidemark AD&S	60,874	67,610	0	0	0
7197 ITSD-PC Direct	477,569	520,617	471,120	471,120	630,241
7199 ITSD-PeopleSoft AD&S	533,962	549,406	635,403	635,403	628,052
7200 ITSD-Telephone Usage	590,059	570,258	750,000	750,000	750,000
7204 Radio-Direct Request	43,002	37,993	0	0	0
7205 ITSD-GIS AD&S	354,089	498,459	640,957	640,957	568,185
7206 ITSD-Telephones-IVR	82,314	86,253	75,717	75,717	170,251
7247 IS-ITSD Projects	271	0	0	0	0
Total Operating Income	6,885,928	7,397,122	8,011,946	8,011,946	8,395,191
Non-Operating Income					
7304 Gain Or Loss On Capital Assets	-2,062	-15,446	0	0	0
Total Non-Operating Income	-2,062	-15,446	0	0	0
Total: Computing and Communication Fund	7,663,483	8,050,201	8,553,286	8,553,286	9,157,181
Building Maintenance Fund (502)					
Charges For Services-Quasi External					
6751 Services To Power	76,685	83,004	86,324	86,324	88,914
6767 Svcs To Refuse Collection Fund	33,522	36,308	37,760	37,760	38,893
6779 Services to Water Fund	41,281	44,712	46,500	46,500	47,895

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Building Maintenance Fund (502)					
Charges For Services-Quasi External					
6782 Services to General Fund	319,433	349,227	372,749	372,749	282,978
Total Charges For Services-Quasi External	470,921	513,251	543,333	543,333	458,680
Operating Transfers In					
6807 Transfers From General Fund	48,935	50,403	52,419	52,419	53,992
6830 Trans From Fleet Maintenance	0	0	0	0	12,246
6843 Trans From Parking Operations	0	99,740	109,480	109,480	117,000
Total Operating Transfers In	48,935	150,143	161,899	161,899	183,238
Investment Earnings					
6926 Investment Earnings	65,770	73,112	0	0	0
6933 Gain/Loss on Pooled Investment	-2,947	-24,954	0	0	0
Total Investment Earnings	62,823	48,158	0	0	0
Rental Income					
6977 Rental Income	118,170	187,106	0	0	153,478
Total Rental Income	118,170	187,106	0	0	153,478
Operating Income					
7144 Program Rev Util & Insurance	1,613,393	1,625,388	1,661,058	1,661,058	1,675,075
7145 Program Rev Housekeeping	1,599,519	1,546,191	1,542,804	1,542,804	1,643,087
7146 Program Rev Public Facilities	2,770,412	2,894,400	2,986,098	2,986,098	3,164,825
7201 Building Preventative Maint	993,227	1,007,250	1,000,000	1,000,000	1,000,000
7208 ProgRev-SecuritySrvc-CityHall	134,551	163,073	159,503	159,503	264,934
Total Operating Income	7,111,102	7,236,302	7,349,463	7,349,463	7,747,921
Total: Building Maintenance Fund	7,811,950	8,134,960	8,054,695	8,054,695	8,543,317
Fleet Maintenance Fund (503)					
Investment Earnings					
6926 Investment Earnings	95,679	110,777	0	0	0
6929 Investment Earnings Bonds	1,872	82,519	0	0	0
6933 Gain/Loss on Pooled Investment	1,778	-36,255	0	0	0
Total Investment Earnings	99,328	157,042	0	0	0
Miscellaneous Revenue					
7018 Salvage Sales	56,879	47,497	0	0	0
7023 Miscellaneous Revenue	25,695	21,847	0	0	0
Total Miscellaneous Revenue	82,574	69,343	0	0	0
Operating Income					
7148 Program Rev Fleet Maintenance	5,109,887	6,086,062	6,202,255	6,202,255	6,388,323
7157 Misc Operating Revenue	110,261	24,198	0	0	0
7173 Fleet-Equipment Replacement	2,085,393	2,132,458	2,099,756	2,099,756	2,162,749
Total Operating Income	7,305,541	8,242,718	8,302,011	8,302,011	8,551,072
Non-Operating Income					
7304 Gain Or Loss On Capital Assets	15,253	-91,414	0	0	0
Total Non-Operating Income	15,253	-91,414	0	0	0

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Fleet Maintenance Fund (503)					
Total: Fleet Maintenance Fund	7,502,697	8,377,689	8,302,011	8,302,011	8,551,072
Benefits and Insurance Fund (504)					
Charges For Services					
6689 Miscellaneous Charges For Serv	436	218	0	0	0
Total Charges For Services	436	218	0	0	0
Investment Earnings					
6926 Investment Earnings	434,587	454,138	0	0	0
6933 Gain/Loss on Pooled Investment	-3,357	-157,742	0	0	0
Total Investment Earnings	431,230	296,396	0	0	0
Miscellaneous Revenue					
7023 Miscellaneous Revenue	0	2,988	0	0	0
7035 Garnishment Fees	3,730	2,510	0	0	0
Total Miscellaneous Revenue	3,730	5,498	0	0	0
Operating Income					
7168 Dental Nonemployee Contribution	42,087	-73,045	0	0	0
7169 Other City Contributions	21,522,757	22,562,452	0	0	0
7190 LTD Contribution	1,088,333	723,430	0	0	0
7272 Municipal Sales Winter Tier 3	0	-705	0	0	0
7287 Medical Cash Out Fees	18,331	26,610	0	0	0
Total Operating Income	22,671,508	23,238,742	0	0	0
Total: Benefits and Insurance Fund	23,106,904	23,540,854	0	0	0
Worker's Compensation Fund (506)					
Investment Earnings					
6926 Investment Earnings	144,754	196,547	0	0	0
6933 Gain/Loss on Pooled Investment	-4,840	-58,596	0	0	0
Total Investment Earnings	139,914	137,952	0	0	0
Operating Income					
7163 Workers Comp City Contribution	7,453,852	10,269,173	0	0	0
Total Operating Income	7,453,852	10,269,173	0	0	0
Total: Worker's Compensation Fund	7,593,766	10,407,125	0	0	0
General Liability Fund (507)					
Investment Earnings					
6926 Investment Earnings	87,321	133,165	0	0	0
6933 Gain/Loss on Pooled Investment	-6,276	-38,942	0	0	0
Total Investment Earnings	81,045	94,223	0	0	0
Operating Income					
7160 General Liability Contribution	0	-41	0	0	0
7166 Liability Insurance City Contr	2,140,920	2,753,616	0	0	0
Total Operating Income	2,140,920	2,753,575	0	0	0

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
General Liability Fund (507)					
Total: General Liability Fund	2,221,965	2,847,798	0	0	0
Printing Services Fund (508)					
Investment Earnings					
6926 Investment Earnings	3,750	1,716	0	0	0
6929 Investment Earnings Bonds	408	15,804	0	0	0
6933 Gain/Loss on Pooled Investment	-349	-685	0	0	0
Total Investment Earnings	3,809	16,834	0	0	0
Operating Income					
7155 Program Rev Printing	898,224	1,046,358	1,202,112	1,202,112	1,700,103
Total Operating Income	898,224	1,046,358	1,202,112	1,202,112	1,700,103
Total: Printing Services Fund	902,033	1,063,192	1,202,112	1,202,112	1,700,103
Mail Services Fund (509)					
Operating Transfers In					
6830 Trans From Fleet Maintenance	0	0	0	0	678
Total Operating Transfers In	0	0	0	0	678
Investment Earnings					
6926 Investment Earnings	3,706	8,350	0	0	0
6933 Gain/Loss on Pooled Investment	2,060	-2,257	0	0	0
Total Investment Earnings	5,766	6,094	0	0	0
Miscellaneous Revenue					
7023 Miscellaneous Revenue	23,684	39,384	0	0	0
Total Miscellaneous Revenue	23,684	39,384	0	0	0
Operating Income					
7154 Program Rev Mail Service	281,791	316,378	368,666	368,666	375,939
7203 Mail-Direct Requests	21,560	21,560	21,560	21,560	0
Total Operating Income	303,351	337,938	390,226	390,226	375,939
Total: Mail Services Fund	332,801	383,416	390,226	390,226	376,617
Total: Internal Service Funds	57,135,599	62,805,235	26,502,330	26,502,330	28,328,290
Trust Agency/Expendable Trust Funds					
Inclusionary Housing Trust Fund (619)					
Charges For Services					
6724 Inclusionary Hsng-In Lieu Fees	3,020,823	4,987,559	4,157,442	4,157,442	1,392,315
Total Charges For Services	3,020,823	4,987,559	4,157,442	4,157,442	1,392,315
Investment Earnings					
6926 Investment Earnings	60,979	148,673	0	0	0
6933 Gain/Loss on Pooled Investment	-19,852	-35,545	0	0	0
Total Investment Earnings	41,127	113,128	0	0	0
Total: Inclusionary Housing Trust Fund	3,061,950	5,100,686	4,157,442	4,157,442	1,392,315
Total: Trust Agency/Expendable Trust Funds	3,061,950	5,100,686	4,157,442	4,157,442	1,392,315

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended	
Trust Agency/Expendable Trust Funds						
Workforce Investment Act Fund (681)						
Federal Grants Indirect-State						
6301	WIA-Adult	661,976	697,332	803,461	803,461	600,000
6302	WIA-Youth	745,070	555,392	655,050	655,050	600,000
6303	WIA-Dislocated Worker	803,980	616,073	763,439	763,439	600,000
6304	WIA-Rapid Response	246,098	167,989	189,027	189,027	325,000
6305	WIA County Adult	63,728	73,065	78,502	78,502	85,000
6306	WIA County Dislocated	67,489	71,276	97,165	97,165	100,000
6307	Cal Works Youth Job	124,600	118,389	0	0	0
6310	WIA-Incentive	88,197	2,734	10,000	10,000	10,000
6313	GASB 33 Revenue-Prior Year	0	30,761	0	0	0
6317	Unrealized CY GASB 33 Revenue	-30,761	0	0	0	0
6320	South Bay - GAIN	78,750	40,200	0	0	0
6321	Earthlink	565,898	-33,870	0	0	0
6322	South Bay-Nursing Training	4,724	0	0	0	0
6323	WIA Foster Youth	22,577	359,009	800,000	800,000	400,000
6324	Wagner Peyser Program	5,119	189,672	0	0	200,000
6325	County Chafee Program	0	174,000	0	0	200,000
6327	WIA Auto Technician	0	6,956	0	0	300,000
6328	WIA Rapid Response Special	0	34,306	0	0	225,000
6363	WIA County Youth	84,298	64,331	83,739	83,739	75,000
Total Federal Grants Indirect-State		3,531,743	3,167,615	3,480,383	3,480,383	3,720,000
Total: Workforce Investment Act Fund		3,531,743	3,167,615	3,480,383	3,480,383	3,720,000
Total: Trust Agency/Expendable Trust Funds		3,531,743	3,167,615	3,480,383	3,480,383	3,720,000
PCDC-Capital Projects Funds						
Downtown Capital Projects Fund (801)						
Operating Transfers In						
6807	Transfers From General Fund	800,000	800,000	800,000	800,000	800,000
Total Operating Transfers In		800,000	800,000	800,000	800,000	800,000
Investment Earnings						
6930	Interest On Cash	76,000	164,403	0	0	0
6931	Interest Income	266,928	21,644	330,000	330,000	150,000
6939	S.I.R.-Unrealized Gain/(Loss)	-7,248	-42,586	0	0	0
Total Investment Earnings		335,680	143,462	330,000	330,000	150,000
Rental Income						
6977	Rental Income	963,102	993,698	900,000	900,000	950,902
Total Rental Income		963,102	993,698	900,000	900,000	950,902
Miscellaneous Revenue						
7023	Miscellaneous Revenue	224	0	0	0	0
7029	Other Contributions - Private	28,837	0	0	0	0
Total Miscellaneous Revenue		29,061	0	0	0	0
Other Financing Sources						

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Downtown Capital Projects Fund (801)					
Other Financing Sources					
7060	Loan Repayment - Principal	5,800,000	0	0	0
7061	Loan Repayment - Interest	-5,417	0	0	0
Total Other Financing Sources		5,794,583	0	0	0
Total: Downtown Capital Projects Fund		7,922,427	1,937,160	2,030,000	2,030,000
Fair Oaks Capital Projects Fund (802)					
Operating Transfers In					
6841	Transfers From Debt Svc Fund	0	5,000	0	0
6844	Transfer from Other Projects	111,526	82,643	123,848	123,848
Total Operating Transfers In		111,526	87,643	123,848	123,848
Rental Income					
6977	Rental Income	29,934	29,894	0	27,904
Total Rental Income		29,934	29,894	0	27,904
Miscellaneous Revenue					
7026	Reimbursement From Developers	95,156	192	0	20,000
Total Miscellaneous Revenue		95,156	192	0	20,000
Total: Fair Oaks Capital Projects Fund		236,616	117,729	123,848	140,965
Orange Grove Capital Projects (803)					
Operating Transfers In					
6844	Transfer from Other Projects	93,026	89,732	69,639	123,730
Total Operating Transfers In		93,026	89,732	69,639	123,730
Total: Orange Grove Capital Projects		93,026	89,732	69,639	123,730
Villa Parke Capital Projects Fund (804)					
Operating Transfers In					
6844	Transfer from Other Projects	63,117	0	135,288	220,383
Total Operating Transfers In		63,117	0	135,288	220,383
Investment Earnings					
6930	Interest On Cash	473	3,026	0	0
6939	S.I.R.-Unrealized Gain/(Loss)	255	-695	0	0
Total Investment Earnings		728	2,331	0	0
Other Financing Sources					
7060	Loan Repayment - Principal	78,080	3	0	0
7061	Loan Repayment - Interest	72,744	0	0	0
7062	Loan Repayment - Other Fees	5,440	0	0	0
Total Other Financing Sources		156,264	3	0	0
Total: Villa Parke Capital Projects Fund		220,108	2,334	135,288	135,288
Old Pasadena Capital Projects (805)					
Property Tax					
6006	Incremental Property Tax	2,695,300	3,228,210	3,060,732	3,626,662

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Old Pasadena Capital Projects (805)					
Property Tax					
Total Property Tax	2,695,300	3,228,210	3,060,732	3,060,732	3,626,662
Investment Earnings					
6930 Interest On Cash	56,239	96,172	0	0	0
6931 Interest Income	0	0	50,000	50,000	85,000
6939 S.I.R.-Unrealized Gain/(Loss)	-5,228	-14,605	0	0	0
Total Investment Earnings	51,011	81,567	50,000	50,000	85,000
Total: Old Pasadena Capital Projects	2,746,312	3,309,777	3,110,732	3,110,732	3,711,662
Lake Washington Capital Proj. (806)					
Investment Earnings					
6930 Interest On Cash	29,756	36,981	0	0	0
6939 S.I.R.-Unrealized Gain/(Loss)	-535	-7,950	0	0	0
Total Investment Earnings	29,221	29,031	0	0	0
Miscellaneous Revenue					
7026 Reimbursement From Developers	207,552	0	130,000	130,000	130,000
Total Miscellaneous Revenue	207,552	0	130,000	130,000	130,000
Total: Lake Washington Capital Proj.	236,773	29,031	130,000	130,000	130,000
Lincoln Capital Projects Fund (807)					
Property Tax					
6006 Incremental Property Tax	278,481	250,300	248,210	248,210	253,580
Total Property Tax	278,481	250,300	248,210	248,210	253,580
Operating Transfers In					
6844 Transfer from Other Projects	0	0	33,000	33,000	0
Total Operating Transfers In	0	0	33,000	33,000	0
Investment Earnings					
6930 Interest On Cash	29,959	45,628	0	0	0
6931 Interest Income	0	0	25,000	25,000	30,000
6939 S.I.R.-Unrealized Gain/(Loss)	-1,693	-9,204	0	0	0
Total Investment Earnings	28,267	36,424	25,000	25,000	30,000
Total: Lincoln Capital Projects Fund	306,747	286,724	306,210	306,210	283,580
Halstead Sycamore Capital Proj (808)					
Sales Tax					
6008 Retail Sales Tax	664,159	627,362	665,000	665,000	615,000
Total Sales Tax	664,159	627,362	665,000	665,000	615,000
Investment Earnings					
6930 Interest On Cash	11,576	13,133	0	0	0
6939 S.I.R.-Unrealized Gain/(Loss)	-2,439	-2,325	0	0	0
Total Investment Earnings	9,137	10,809	0	0	0
Miscellaneous Revenue					
7026 Reimbursement From Developers	3,250	0	0	0	0
	19.36				

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Halstead Sycamore Capital Proj (808)					
Miscellaneous Revenue					
Total Miscellaneous Revenue	3,250	0	0	0	0
Total: Halstead Sycamore Capital Proj	676,545	638,171	665,000	665,000	615,000
Affordable Housing Capital Pro (810)					
State Non Grant Direct					
6429 State - HELP	0	0	1,000,000	1,000,000	1,000,000
Total State Non Grant Direct	0	0	1,000,000	1,000,000	1,000,000
State Grant Direct					
6484 State CAL Home Grant	478,250	0	0	0	0
6500 State-Workforce Reward	0	0	200,000	200,000	29,000
Total State Grant Direct	478,250	0	200,000	200,000	29,000
Operating Transfers In					
6844 Transfer from Other Projects	2,120,633	2,267,364	2,306,053	2,306,053	2,524,937
6872 Trans from Supportive Housing	0	0	206,482	206,482	0
Total Operating Transfers In	2,120,633	2,267,364	2,512,535	2,512,535	2,524,937
Investment Earnings					
6926 Investment Earnings	59,293	63,796	0	0	0
6930 Interest On Cash	54,880	115,011	0	0	0
6931 Interest Income	15,188	0	200,000	200,000	265,000
6933 Gain/Loss on Pooled Investment	1,134	-19,598	0	0	0
6939 S.I.R.-Unrealized Gain/(Loss)	-349	-15,649	0	0	0
Total Investment Earnings	130,145	143,560	200,000	200,000	265,000
Rental Income					
6977 Rental Income	151,966	97,610	168,000	168,000	50,400
Total Rental Income	151,966	97,610	168,000	168,000	50,400
Miscellaneous Revenue					
7023 Miscellaneous Revenue	3,000	0	500,000	500,000	1,475,000
Total Miscellaneous Revenue	3,000	0	500,000	500,000	1,475,000
Other Financing Sources					
7060 Loan Repayment - Principal	0	0	0	0	0
7061 Loan Repayment - Interest	529,125	442,734	0	0	0
7062 Loan Repayment - Other Fees	4,985	763,179	0	0	0
7076 Proceeds Of Bonds	0	1,267,620	0	0	0
Total Other Financing Sources	534,110	2,473,533	0	0	0
Total: Affordable Housing Capital Pro	3,418,104	4,982,067	4,580,535	4,580,535	5,344,337
Total: PCDC-Capital Projects Funds	15,856,658	11,392,726	11,151,252	11,151,252	12,470,559
PCDC-Debt Service Funds					
Downtown Debt Service Fund (846)					
Property Tax					
6006 Incremental Property Tax	15,482,765	16,640,253	15,128,361	15,128,361	16,443,794

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Downtown Debt Service Fund (846)					
Property Tax					
Total Property Tax	15,482,765	16,640,253	15,128,361	15,128,361	16,443,794
Operating Transfers In					
6844 Transfer from Other Projects	1,453,180	60,769	51,399	51,399	60,675
Total Operating Transfers In	1,453,180	60,769	51,399	51,399	60,675
Total: Downtown Debt Service Fund	16,935,944	16,701,022	15,179,760	15,179,760	16,504,469
Fair Oaks Debt Service Fund (847)					
Property Tax					
6006 Incremental Property Tax	776,200	770,412	689,526	689,526	706,636
Total Property Tax	776,200	770,412	689,526	689,526	706,636
Operating Transfers In					
6844 Transfer from Other Projects	49,985	0	0	0	0
Total Operating Transfers In	49,985	0	0	0	0
Investment Earnings					
6930 Interest On Cash	30,323	49,671	0	0	0
6931 Interest Income	7,797	15,727	30,000	30,000	45,000
6939 S.I.R.-Unrealized Gain/(Loss)	-3,242	-22,232	0	0	0
Total Investment Earnings	34,878	43,167	30,000	30,000	45,000
Miscellaneous Revenue					
7026 Reimbursement From Developers	0	31,235	7,000	7,000	0
Total Miscellaneous Revenue	0	31,235	7,000	7,000	0
Other Financing Sources					
7076 Proceeds Of Bonds	0	2,470,000	0	0	0
Total Other Financing Sources	0	2,470,000	0	0	0
Total: Fair Oaks Debt Service Fund	861,063	3,314,813	726,526	726,526	751,636
Orange Grove Debt Service Fund (848)					
Property Tax					
6006 Incremental Property Tax	709,026	598,526	684,633	684,633	698,735
Total Property Tax	709,026	598,526	684,633	684,633	698,735
Investment Earnings					
6930 Interest On Cash	25,973	29,346	0	0	0
6931 Interest Income	44,734	43,277	40,000	40,000	50,000
6939 S.I.R.-Unrealized Gain/(Loss)	-12,270	-15,664	0	0	0
Total Investment Earnings	58,437	56,959	40,000	40,000	50,000
Total: Orange Grove Debt Service Fund	767,463	655,485	724,633	724,633	748,735
Villa Parke Debt Service Fund (849)					
Property Tax					
6006 Incremental Property Tax	1,092,114	1,167,339	1,140,623	1,140,623	1,165,854
Total Property Tax	1,092,114	1,167,339	1,140,623	1,140,623	1,165,854

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Villa Parke Debt Service Fund (849)					
Investment Earnings					
6930 Interest On Cash	58,604	95,449	0	0	0
6931 Interest Income	13,594	12,632	60,000	60,000	85,000
6939 S.I.R.-Unrealized Gain/(Loss)	-11,060	-27,773	0	0	0
Total Investment Earnings	61,138	80,308	60,000	60,000	85,000
Other Financing Sources					
7076 Proceeds Of Bonds	0	710,000	0	0	0
Total Other Financing Sources	0	710,000	0	0	0
Total: Villa Parke Debt Service Fund	1,153,251	1,957,647	1,200,623	1,200,623	1,250,854
Lake Washington Debt Service Fund (850)					
Property Tax					
6006 Incremental Property Tax	337,827	338,794	351,307	351,307	359,888
Total Property Tax	337,827	338,794	351,307	351,307	359,888
Operating Transfers In					
6844 Transfer from Other Projects	207,552	0	0	0	0
Total Operating Transfers In	207,552	0	0	0	0
Investment Earnings					
6930 Interest On Cash	25,876	31,483	0	0	0
6931 Interest Income	4,373	4,464	20,000	20,000	20,000
6939 S.I.R.-Unrealized Gain/(Loss)	-1,935	-11,548	0	0	0
Total Investment Earnings	28,313	24,399	20,000	20,000	20,000
Miscellaneous Revenue					
7026 Reimbursement From Developers	0	145,337	0	0	0
Total Miscellaneous Revenue	0	145,337	0	0	0
Other Financing Sources					
7076 Proceeds Of Bonds	0	805,000	0	0	0
Total Other Financing Sources	0	805,000	0	0	0
Total: Lake Washington Debt Service Fund	573,692	1,313,530	371,307	371,307	379,888
Total: PCDC-Debt Service Funds	20,291,414	23,942,498	18,202,849	18,202,849	19,635,582
Debt Service Funds					
Affordable Housing Debt Svc Fund (851)					
Federal Grants Direct					
6229 HUD Home Program	558,000	558,000	0	0	0
Total Federal Grants Direct	558,000	558,000	0	0	0
Operating Transfers In					
6844 Transfer from Other Projects	987,682	983,313	1,361,053	1,361,053	1,116,998
Total Operating Transfers In	987,682	983,313	1,361,053	1,361,053	1,116,998
Investment Earnings					
6931 Interest Income	23,354	13,590	0	0	0
6939 S.I.R.-Unrealized Gain/(Loss)	-14,400	-8,304	0	0	0

Statement of Revenues by Fund

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
Affordable Housing Debt Svc Fund (851)					
Investment Earnings					
Total Investment Earnings	8,954	5,287	0	0	0
Other Financing Sources					
7076 Proceeds Of Bonds	0	1,935,000	0	0	0
Total Other Financing Sources	0	1,935,000	0	0	0
Total: Affordable Housing Debt Svc Fund	1,554,636	3,481,600	1,361,053	1,361,053	1,116,998
Total: Debt Service Funds	1,554,636	3,481,600	1,361,053	1,361,053	1,116,998
Affiliated Agency					
Pasadena Center Operating Co. (998)					
Revenues					
9999 Operating Revenues	3,516,025	4,052,331	2,876,730	3,489,570	2,799,249
Total Revenues	3,516,025	4,052,331	2,876,730	3,489,570	2,799,249
Revenues					
9999 Non Operating Revenues	6,322,209	7,310,640	7,169,598	7,764,585	7,958,700
Total Revenues	6,322,209	7,310,640	7,169,598	7,764,585	7,958,700
Total: Pasadena Center Operating Co.	9,838,234	11,362,971	10,046,328	11,254,155	10,757,949
Rose Bowl Fund (999)					
Revenues					
9999 Operating Revenues	10,349,068	13,183,468	9,189,320	9,189,320	9,780,443
Total Revenues	10,349,068	13,183,468	9,189,320	9,189,320	9,780,443
Total: Rose Bowl Fund	10,349,068	13,183,468	9,189,320	9,189,320	9,780,443
Total: Affiliated Agency	20,187,302	24,546,439	19,235,648	20,443,475	20,538,392
Grand Total	641,856,737	632,998,997	585,020,788	593,866,740	611,572,768
Less Inter-fund Transfers:					
Capital Project Funds	0	0	0	0	12,000
Enterprise Funds	3,054,103	1,269,082	230,807	230,807	237,731
General Funds	70,901,851	38,224,688	21,326,562	25,170,496	27,471,602
Internal Service Funds	1,186,991	1,167,461	1,196,572	1,196,572	1,249,586
Special Revenue Funds	14,160,803	12,558,230	12,525,228	12,740,228	13,854,836
Transfers From Other Funds	5,886,700	4,288,821	5,086,762	5,086,762	4,939,784
Total Inter-fund Transfers	95,190,449	57,508,282	40,365,931	44,424,865	47,765,539
Adjusted Grand Total	546,666,288	575,490,714	544,654,857	549,441,875	563,807,229

SECTION I: Summary of Charges for Services and Transfers From Funds

Statement of Interfund Transfers

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
From General Fund (101)	14,074,848	12,347,721	11,411,912	11,511,912	11,993,159
From Parking Operations Fund (102)	0	99,740	109,480	109,480	117,000
From L. A. Impact Fund (104)	3,224	3,321	3,454	3,454	3,558
From New Years Day Genl Fund Events (106)	7,000	0	0	0	0
From Justice Assistance Grant Fund (107)	0	0	0	11,774	0
From Supplemental Law Enforcement F (201)	0	197,593	0	0	0
From Public Safety Augmentation Fun (202)	36,730	37,832	39,345	39,345	40,525
From Public Health Fund (203)	8,893	0	0	0	0
From Building Services Fund (204)	870,537	1,036,716	1,212,485	1,212,485	1,248,860
From Sewer Construction and Maint. (205)	1,347,816	1,925,173	1,989,850	1,989,850	2,041,363
From Underground Utilities Fund (206)	72,552	74,729	77,718	77,718	80,050
From Asset Forfeiture Fund (207)	19,555	213,482	14,021	14,021	14,442
From Transportation Sales Tax Fund (208)	2,690,177	579,632	820,838	820,838	930,163
From Proposition C Local Transit Fund (209)	139,608	193,796	132,965	132,965	136,954
From Gas Tax Fund (210)	523,809	564,891	586,060	586,060	602,572
From Human Services Endowment Fund (211)	7,507	7,732	8,041	8,041	8,282
From Old Pasadena Parking Meter Fund (213)	381,683	398,757	400,786	400,786	424,810
From Civic Center Parking Meter Fund (214)	158,429	160,182	162,589	162,589	164,467
From Air Quality Improvement Fund (216)	160,000	175,000	175,000	175,000	179,408
From South Lake Parking Operating Fund (217)	26,347	27,137	28,223	28,223	29,116
From Library Special Tax Fund (218)	1,642,895	1,703,025	1,791,071	1,791,071	1,850,176
From Housing and Community Devel. Fund (219)	27,480	28,304	29,437	29,437	30,320
From Pasadena Housing Authority Fund (220)	86,303	82,558	85,860	85,860	88,436
From Supportive Housing Prog. (SHP) (223)	5,000	11,484	11,943	11,943	182,301
From Playhouse Parking Fund (229)	63,033	63,874	65,029	65,029	65,930
From Charter Capital Projects Fund (302)	409,825	396,819	400,000	400,000	400,000
From New Development Impact Fund (303)	68,310	0	0	0	0
From Power Fund (401)	18,385,705	22,982,946	7,671,944	7,671,944	14,163,761

Note: Transfers from funds 208, 209, 213, 214, 217, and 229 contain memo amounts.

Statement of Interfund Transfers

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
From Water Fund (402)	3,657,209	3,834,691	3,950,120	3,950,120	4,255,298
From Golf Course Fund (403)	8,622	8,881	9,190	9,190	9,466
From Rose Bowl Fund (404)	114,593	118,031	122,166	122,166	125,831
From Plaza Las Fuentes Parking Fund (405)	52,391	53,963	56,120	56,120	57,850
From Refuse Collection Fund (406)	1,479,056	1,565,796	1,616,497	1,616,497	1,657,022
From Old Pasadena Parking Fund (407)	79,111	81,484	72,009	72,009	74,169
From Telecommunications Fund (408)	491,503	382,516	363,712	363,712	470,463
From Public Benefit Charge Fund (410)	1,100,000	1,100,000	1,100,000	1,100,000	0
From Computing and Communication Fund (501)	985,582	628,150	595,716	595,716	610,977
From Building Maintenance Fund (502)	95,333	99,679	149,674	149,674	154,645
From Fleet Maintenance Fund (503)	77,544	79,870	120,735	120,735	373,175
From Worker's Compensation Fund (506)	17,043	17,554	36,512	36,512	37,607
From General Liability Fund (507)	0	0	4,476	4,476	4,610
From Printing Services Fund (508)	15,992	16,471	17,130	17,130	17,644
From Mail Services Fund (509)	0	0	8,952	8,952	20,221
From Williams Bequest Fund (607)	0	0	0	0	15,000
From Lind Bequest Fund (609)	0	0	0	0	151,000
From Edna Holmes Bequest Fund (639)	0	0	0	0	34,000
From Lake/Washington Spec. Assess. (675)	27,620	27,620	27,620	27,620	27,620
From Downtown Capital Projects Fund (801)	0	57,750	0	115,000	115,000
From Affordable Housing LTD Fund (878)	684,883	577,393	600,489	600,489	618,504
From General Debt Service Fund (901)	45,086,700	3,488,821	4,286,762	4,286,762	4,139,784
From 1999 Pension Bonds Debt Svc Fund (902)	0	1,407,378	0	3,832,160	0
From 1996 Multi-Purp C.O.P. Debt Sv (983)	0	649,791	0	0	0
Total Transfers From Funds	95,190,449	57,508,282	40,365,931	44,424,865	47,765,539

SECTION II: Summary of Charges for Services and Transfers To Funds

To General Fund (101)	70,726,153	38,028,742	21,130,616	24,974,550	27,271,448
To Parking Operations Fund (102)	169,232	195,946	195,946	195,946	200,154
To Justice Assistance Grant Fund (107)	6,466	0	0	0	0

Note: Transfers from funds 501, 508 and 509 contain memo amounts.

Statement of Interfund Transfers

	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Revised	FY 2008 Recommended
To Public Health Fund (203)	1,057,477	1,093,561	1,128,347	1,228,347	1,129,121
To Building Services Fund (204)	8,893	0	0	0	1,958
To Sewer Construction and Maint. (205)	0	0	0	0	7,826
To Proposition C Local Transit Fund (209)	2,718,731	596,777	851,779	851,779	962,032
To Gas Tax Fund (210)	0	0	0	0	10,476
To Human Services Endowment Fund (211)	0	0	0	0	200,000
To Library Services Fund (212)	10,350,902	10,374,645	10,507,198	10,507,198	11,110,199
To Supportive Housing Prog. (SHP) (223)	0	0	0	0	170,000
To West Gateway Parking Meter Fund (225)	24,800	37,904	37,904	37,904	148,224
To Misc Public Safety Grants Fund (228)	0	397,593	0	0	0
To Playhouse Parking Fund (229)	0	57,750	0	115,000	115,000
To Capital Public Art Fund (310)	0	0	0	0	12,000
To Power Fund (401)	2,978,690	1,191,406	150,024	150,024	154,524
To Water Fund (402)	75,413	77,676	80,783	80,783	83,207
To Computing and Communication Fund (501)	667,135	504,067	491,340	491,340	606,990
To Building Maintenance Fund (502)	519,856	663,394	705,232	705,232	641,918
To Mail Services Fund (509)	0	0	0	0	678
To Downtown Capital Projects Fund (801)	800,000	800,000	800,000	800,000	800,000
To Fair Oaks Capital Projects Fund (802)	111,526	87,643	123,848	123,848	93,061
To Orange Grove Capital Projects (803)	93,026	89,732	69,639	69,639	123,730
To Villa Parke Capital Projects Fund (804)	63,117	0	135,288	135,288	220,383
To Lincoln Capital Projects Fund (807)	0	0	33,000	33,000	0
To Affordable Housing Capital Pro (810)	2,120,633	2,267,364	2,512,535	2,512,535	2,524,937
To Downtown Debt Service Fund (846)	1,453,180	60,769	51,399	51,399	60,675
To Fair Oaks Debt Service Fund (847)	49,985	0	0	0	0
To Lake Washington Debt Service Fund (850)	207,552	0	0	0	0
To Affordable Housing Debt Svc Fund (851)	987,682	983,313	1,361,053	1,361,053	1,116,998
Total Transfers To Funds	95,190,449	57,508,282	40,365,931	44,424,865	47,765,539

