



CITY OF ARTESIA
FISCAL YEAR
2024-2025 BUDGET



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CITY OF ARTESIA FISCAL YEAR 2024-2025 BUDGET

CITY COUNCIL



MELISSA RAMOSO
COUNCILMEMBER



MONICA MANALO
COUNCILMEMBER



TONY LIMA
MAYOR



ALI TAJ
MAYOR PRO TEM



RENE TREVINO
COUNCILMEMBER

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RESOLUTION NO. 24-2992

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
ARTESIA, CALIFORNIA, ADOPTING A FINANCIAL PLAN
AND APPROVING A BUDGET FOR FISCAL YEAR 2024-25

WHEREAS, a budget is a financial guide that funds the City Council's continuing commitment to providing a high level of service to residents, visitors, and the business community.

WHEREAS, the 2024-25 Fiscal Year Budget reflects the City Council's strategic priorities and activities and has been designed to enhance the City's long-term financial viability.

WHEREAS, the 2024-25 Fiscal Year Budget, the proposed budget for the City of Artesia for the fiscal year beginning July 1, 2024, as presented by the Finance Manager, has been provided to, reviewed, and studied by the City Council;

WHEREAS, the City Council will continue to re-evaluate the status of current resources, expenditures, and the State of California's financial impact on cities throughout the fiscal year.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ARTESIA, CALIFORNIA, DOES HEREBY FIND, ORDER, AND RESOLVE AS FOLLOWS:

SECTION 1. Approve Exhibit A. Fiscal Year 2024-25 Budget for the City of Artesia and authorizing the City Manager to execute implementation.

SECTION 2. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 17th day of June, 2024

TONY LIMA, MAYOR

ATTEST:

JENNIFER ALDERETE, CITY CLERK

TO: Honorable Mayor and Members of the City Council
FROM: Melissa Burke, Interim City Manager
SUBJECT: Fiscal Year 2024-25 Budget
DATE: June 17, 2024

Please accept the City's proposed budget for Fiscal Year 2024-25. I am pleased to present to you not only a balanced budget, but a budget which maintains City services. To present a balanced budget is a testament to how far we have come and to the commitment of the Council and Staff to improving the City's fiscal health. While the City still faces long-term revenue challenges, real progress has been made and Staff has prepared a budget that prioritizes rising community service contract increases, rising personnel costs, and resourcefully funds capital improvement projects with one-time funds. Ensuring continued fiscal progress and the City's long-term financial health remains our top priority.

Background

The City has faced a structural deficit since at least 2018, with the exception of Fiscal Year 2020-21, due to a one-time infusion of Federal Coronavirus Aid, Relief, and Economic Security Act ("CARES") Act funds due to the global COVID-19 pandemic. This information became evident as the City has worked to complete audits from 2018 to 2023 to determine the true state of the City's finances. The completion of timely audits is imperative to knowing the true health of the City's finances, and I will continue to make it a priority to ensure that the City completes timely audits moving forward.

While the City's financial position is improving due to diligence over revenue collection and priority budgeting, revenue growth to fund the rising costs of services is a significant long-term concern. With that in mind, in an effort to ensure the City's resources are dedicated to the needs and priorities of the community, the City launched All About Artesia – an interactive community conversation to identify City service needs and priorities for our residents and local businesses. With over 400 responses to the survey, the following Artesia service priorities were identified:

- ✓ Maintaining 911 emergency response times
- ✓ Repairing streets and potholes
- ✓ Maintaining gang prevention programs for youth
- ✓ Cleaning and maintaining public areas
- ✓ Maintaining sidewalks, curbs, gutters, and street lighting
- ✓ Maintaining safe routes to schools
- ✓ Maintaining crime prevention programs involving thefts and burglaries

Safe neighborhoods, well-maintained streets and parks, and a wide variety of activities for seniors, youth and families are all a big part of maintaining property values. The budget prioritizes continuing to maintain streets, parks, sheriff response, and other City services

and programs which the community has shared as priorities. In this message, I will explain how the Fiscal Year 2024-25 Budget addresses these community priorities.

Budget Snapshot

The Fiscal Year 2024-25 Budget estimates an 11% increase in revenues over the last year, however expenditures are also up 6% over the last year.

Increases in expenditures are a result of increases in the City's contractual obligations. The City is facing more than \$479,000 in additional contract costs to the General Fund, with \$378,085 of that coming from an increase in law enforcement costs from the Los Angeles County Sheriff's Department. Public safety continues to be at the top of resident priorities, with maintaining 911 response and gang prevention programs for youth being services the community highly values. Not only does the FY 2024-25 Budget fully fund the law enforcement contract, it allocates an additional \$321,000 for suppression activities to keep the City's neighborhoods safe. In total, public safety accounts for \$5.456 million of the City's \$15.373 million General Fund budget.

Public works and maintaining Artesia's streets and repairing potholes is another top priority. Before this year's rainy season, independent engineers rated over one-third of Artesia's streets as "poor" or "very poor" and it was only made worse by the winter rains. As is apparent in this budget, the City is striving to repair our streets and fill potholes. The Budget includes a five-year Capital Improvement Program, which prioritizes public works and infrastructure projects to improve roads, sidewalks, and drainage on City streets. Capital projects are very costly, and with limited General Fund revenue, Staff must be very strategic and creative in project selection. The FY 2024-25 Budget utilizes numerous Special Revenue Funds to fund the proposed capital projects in an effort to minimize the impact on the General Fund while still meeting the priorities of the community.

Other major sources of increased contract costs come from increased property, liability, and worker's compensation insurance premiums, crossing guard services, street sweeping, landscaping and maintenance contracts, and the City's negotiated Memorandum of Understandings with its labor unions and non-represented salary resolutions.

Increases in revenue are largely a result of several slight upticks in sales tax, property tax, building and permit fees, and investment diversification income. Additionally, the City's three permitted cannabis retail stores are anticipated to open in Fiscal Year 2024-25, adding a conservative new revenue source to the Budget. While this is exciting, we are approaching the estimated revenue in the first year very conservatively, and will monitor closely throughout the fiscal year.

Revenue Collections and Opportunities

While revenues are up from the previous year, revenue collections to keep up with rising costs to provide services continue to be a significant challenge and need to be resolved. Staff has shown leadership and diligence in revenue collection, as well as ensuring cost recovery is met whenever possible. Additional locally controlled funding for the Sheriff's

Department could also allow the Department to continue fighting gang violence and maintaining City-run anti-gang programs for youth.

Collecting monies that are lawfully due to the City ensures that the City can meet its service obligations to its residents, as these revenues fund needed City services to the community. Staff continues to work towards full collection through all available resources, and continued full support and backing of the Council is needed to be successful in these efforts.

Additional, new sources of revenue the City is currently working on include the following:

- Diversification of Investments: further diversification of investments will be pursued by the City Treasurer, with input and approval from myself and the Council, to safeguard the City's investments and achieve a higher return.
- Artesia Town Center: continue to bring rents to market rate, filling vacancies and addressing deferred maintenance.
- Increasing business attraction and retention to increase the City's tax base.
- Continue to monitor our non-General Fund projects to assure they are billed to non-General Fund accounts, thus not burdening our General Fund.
- Assessment of current and potential cell tower leases.
- City billboard conversions from static to electric.
- New Revenue Measures: Many cities in the area and across the state have adopted new revenue measures with the support of local voters. New revenue is imperative to the City's long-term financial health as inflation and continuous raising of the City's contract costs are already stressing the City's current revenue sources. At the City Council's request, over the last year, staff has worked with consultants to survey residents regarding community priorities and determine support for a possible new tax measure to maintain community resources.

Summary

As we wrap up All About Artesia along with this year's budget adoption, the City would like to thank all of the residents, local businesses and community groups that participated in the conversation while we work diligently to address these City service needs and priorities.

It is my recommendation that the City Council adopt the budget as presented. We also would like to thank all the residents, local businesses, and community groups that participated in the community conversations, All About Artesia, to help ensure the City continues to meet community priorities. We will continue working towards the full collection of taxes due to the City while also working towards the development of new revenues as listed above. A continued joint effort of the Council and Staff is necessary to ensure the City's long-term financial health and ability to maintain the service priorities of our residents.



Melissa Burke
Interim City Manger

General Fund Revenues

100-0000		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Taxes								
4000	Sales and Use Tax	\$ 4,025,056	\$ 4,014,811	\$ 3,932,600	\$ 3,932,600	\$ 4,108,000	4%	\$ 175,400
4010	Property Tax In-Lieu of VLF	\$ 2,146,321	\$ 2,278,334	\$ 2,408,200	\$ 2,408,200	\$ 2,512,285	4%	\$ 104,085
4020	No Property Tax City Tax Payment	\$ 1,108,594	\$ 1,155,453	\$ 1,201,300	\$ 1,201,300	\$ 1,201,300	0%	\$ -
4030	Measure V	\$ 130,694	\$ 141,754	\$ 200,000	\$ 200,000	\$ 200,000	0%	\$ -
4040	Business Tax	\$ 1,073,551	\$ 884,681	\$ 800,000	\$ 800,000	\$ 800,000	0%	\$ -
4065	Cannabis Tax	\$ -	\$ -	\$ -	\$ -	\$ 500,000	N/A	\$ 500,000
4070	Motor Vehicle-In-Lieu Fee	\$ 19,087	\$ 16,901	\$ 19,500	\$ 19,500	\$ 21,000	8%	\$ 1,500
4080	Transient Occupancy Tax	\$ 410,567	\$ 595,622	\$ 588,000	\$ 530,000	\$ 550,000	4%	\$ 20,000
4085	Ad Valorem AB1290 Pass-through	\$ 104,617	\$ 126,840	\$ 80,000	\$ 60,000	\$ 75,000	25%	\$ 15,000
4240	Documentary Transfer Tax	\$ 79,540	\$ 43,512	\$ 55,000	\$ 55,000	\$ 55,000	0%	\$ -
Total Taxes		\$ 9,098,029	\$ 9,257,907	\$ 9,284,600	\$ 9,206,600	\$ 10,022,585	9%	\$ 815,985
Licenses & Permits								
4105	Massage Services Permits	\$ 500	\$ -	\$ -	\$ -	\$ 500	N/A	\$ 500
4110	Late PM/Early AM Operations Permits & Film Permits	\$ 6,200	\$ 1,600	\$ 2,000	\$ 2,000	\$ 500	-75%	\$ (1,500)
4115	Tobacco & Electronic Cigarette Sales Permits	\$ 1,251	\$ 665	\$ 600	\$ 600	\$ 600	0%	\$ -
4120	Building Permits	\$ 516,148	\$ 810,025	\$ 430,000	\$ 1,112,378	\$ 1,230,570	11%	\$ 118,192
4125	Handicap Parking Permits	\$ 760	\$ 579	\$ -	\$ -	\$ 500	N/A	\$ 500
4130	Street Procession Permits	\$ 1,043	\$ 2,521	\$ 1,000	\$ 2,000	\$ 1,500	-25%	\$ (500)
4145	Cannabis Permit	\$ -	\$ -	\$ -	\$ -	\$ 39,000	N/A	\$ 39,000
Total Licenses & Permits		\$ 525,902	\$ 815,390	\$ 433,600	\$ 1,116,978	\$ 1,273,170	14%	\$ 156,192
Charges for Services								
Fees for Recreation								
4300	Application Fees	\$ 1,400	\$ 2,800	\$ 2,000	\$ 2,000	\$ 2,000	0%	\$ -
4303	Banner Program	\$ 1,400	\$ 4,575	\$ 2,000	\$ 2,000	\$ 1,500	-25%	\$ (500)
4305	Youth Sports	\$ 5,021	\$ 18,626	\$ 10,000	\$ 15,000	\$ 20,000	33%	\$ 5,000
4306	Adult Sports	\$ 210	\$ 805	\$ 3,000	\$ 3,000	\$ 1,000	-67%	\$ (2,000)
4330	Facility Use Fees	\$ 18,279	\$ 20,005	\$ 20,000	\$ 20,000	\$ 20,000	0%	\$ -
4380	Recreation Fees (General)	\$ 27,198	\$ 22,100	\$ 30,000	\$ 30,000	\$ 35,000	17%	\$ 5,000
4381	Recreation Fees (Education)	\$ 3,000	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
4387	Soccer Fees (Youth)	\$ (5)	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	0%	\$ -
Total Fees for Recreation		\$ 56,503	\$ 68,911	\$ 68,000	\$ 73,000	\$ 80,500	10%	\$ 7,500
Fees for Passports								
4360	Passport Application Accept. Fees	\$ 7,900	\$ 15,530	\$ 10,000	\$ 12,000	\$ 13,000	8%	\$ 1,000
Total Fees for Recreation		\$ 7,900	\$ 15,530	\$ 10,000	\$ 12,000	\$ 13,000	8%	\$ 1,000
Fees for Parking								
4355	Merchant Paid Parking			\$ 14,000	\$ 10,000	\$ 14,000	40%	\$ 4,000
4370	Pay Station Coin Income			\$ 8,000	\$ 8,000	\$ 8,000	0%	\$ -
4371	Pay Station Credit Income			\$ 65,000	\$ 45,209	\$ 65,000	44%	\$ 19,791
Total Fees for Parking		\$ -	\$ -	\$ 87,000	\$ 63,209	\$ 87,000	38%	\$ 23,791
Community Development Fees								
4340	Industrial Waste Inspections	\$ 61,265	\$ 72,541	\$ 45,000	\$ 45,000	\$ 55,000	22%	\$ 10,000
4600	Development Impact Fees	\$ 52,148	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
4630	Planning Fees	\$ 137,668	\$ 186,913	\$ 175,000	\$ 125,000	\$ 175,000	40%	\$ 50,000
4640	Construction and Demolition Admin Fee	\$ 9,000	\$ 10,000	\$ 9,500	\$ 9,500	\$ 10,000	5%	\$ 500
Total Community Development		\$ 260,080	\$ 269,453	\$ 229,500	\$ 179,500	\$ 240,000	34%	\$ 60,500
Total Charges for Services		\$ 324,484	\$ 353,894	\$ 394,500	\$ 327,709	\$ 420,500	28%	\$ 92,791
Franchises Fees								
4335	Franchise Fees	\$ 909,908	\$ 943,404	\$ 900,000	\$ 900,000	\$ 950,000	6%	\$ 50,000
Total Franchises and Peg Fees		\$ 909,908	\$ 943,404	\$ 900,000	\$ 900,000	\$ 950,000	6%	\$ 50,000

General Fund Revenues

100-0000		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Fines, Forfeitures & Penalties								
4505	Code Enforcement Fines	\$ 50,303	\$ 18,021	\$ 10,000	\$ 15,000	\$ 30,000	100%	\$ 15,000
4515	City Parking Fines		\$ 14,638		\$ 44,000	\$ 60,000	36%	\$ 16,000
4525	Parking/Traffic Fines	\$ 41,225	\$ 153,907	\$ 125,000	\$ 125,000	\$ 125,000	0%	\$ -
Total Fines, Forfeitures & Penalties		\$ 91,529	\$ 186,566	\$ 135,000	\$ 184,000	\$ 215,000	17%	\$ 31,000
Miscellaneous (Interest, Rent, etc.)								
4230	Park Grants	\$ -	\$ 761	\$ 501,000	\$ 700,460	\$ 32,350	N/A	\$ (700,460)
	LA County Discretionary Grants					\$ 30,000		
4237	Billboard	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	0%	\$ -
4320	Candidate Fees	\$ -	\$ 2,162	\$ -	\$ -	\$ 200	N/A	\$ 200
4327	Comcast Payments	\$ 47	\$ -	\$ -	\$ -	\$ -	N/A	\$ 0
4345	Int'l St. Fair Sponsors	\$ 25,590	\$ 41,246	\$ -	\$ 46,750	\$ 45,000	-4%	\$ (1,750)
4346	Int'l St. Fair Fees	\$ -	\$ -	\$ -	\$ -	\$ 15,000	N/A	\$ 15,000
4385	Residential Collections	\$ 757	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
4386	Sheriff Cost Recoveries	\$ -	\$ 911	\$ 1,000	\$ 1,000	\$ 1,000	0%	\$ -
4620	Land Use Fee	\$ -	\$ 6,724	\$ 10,000	\$ 10,000	\$ 10,000	0%	\$ -
4710	Interest Income	\$ (233,311)	\$ 239,209	\$ 100,000	\$ 420,000	\$ 450,000	7%	\$ 30,000
4720	Rental Income	\$ 27,445	\$ 78,449	\$ 27,600	\$ 27,600	\$ 27,600	N/A	\$ (27,600)
	SELACO					\$ 27,600		
	Artesia Towne Center Rent	\$ -		\$ 738,132	\$ 738,132	\$ 850,411	15%	\$ 112,279
4725	Cell Tower Lease	\$ 36,000					N/A	\$ -
4760	Solid Waste Agreement Fees	\$ -	\$ -	\$ -	\$ 59,765	\$ 61,857	4%	\$ 2,092
4817	Prior Deposit Revenue	\$ 141,131	\$ (79,125)		\$ 693,756		N/A	\$ (693,756)
4818	Outstanding Check Revenue	\$ 18,369	\$ 4,852			\$ 1,000	N/A	\$ 1,000
4825	Miscellaneous Revenue	\$ 27,046	\$ 7,811	\$ 1,000	\$ 1,000	\$ 1,000	0%	\$ -
4835	Miscellaneous Reimbursements	\$ 28,405	\$ 332,075	\$ 51,500	\$ 705,527	\$ 10,000	-99%	\$ (695,527)
4850	Sponsorships: Special Events	\$ -	\$ 1,000	\$ 25,000	\$ 5,340	\$ 5,000	-6%	\$ (340)
4860	Cannabis Community Benefit	\$ -	\$ -	\$ -	\$ -	\$ 45,000	N/A	\$ 45,000
Total Miscellaneous		\$ 71,479	\$ 636,077	\$ 1,485,232	\$ 3,439,330	\$ 1,585,418	-54%	\$ (1,853,912)
Total Revenue Before Transfers		\$ 11,021,330	\$ 12,193,237	\$ 12,632,932	\$ 15,174,617	\$ 14,466,672	-5%	\$ (707,945)
Interfund Transfers								
	State Gas Tax	\$ 155,801	\$ 20,000	\$ -	\$ -	\$ -	N/A	\$ -
	Prop A	\$ 61,778	\$ 53,800	\$ 53,800	\$ 63,400	\$ 100,000	58%	\$ 36,600
	Prop C	\$ 54,000	\$ 56,000	\$ 56,000	\$ 56,000	\$ 59,000	5%	\$ 3,000
	Measure R	\$ 40,000	\$ 35,000	\$ 50,000	\$ 50,000	\$ 50,000	0%	\$ -
	Measure M	\$ -	\$ 60,000	\$ 61,100	\$ 61,100	\$ 61,100	0%	\$ -
	CDBG	\$ 34,884	\$ 122,338	\$ 6,500	\$ -	\$ 5,000	N/A	\$ 5,000
	COPS Grant	\$ 100,000	\$ 140,000	\$ 150,000	\$ 168,911	\$ 192,000	14%	\$ 23,089
	AQMD	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ 19,850	N/A	\$ 19,850
	AJ Padelford Park	\$ -	\$ 202,377	\$ -	\$ -	\$ 14,517	N/A	\$ 14,517
	Measure W	\$ -	\$ 40,587	\$ 40,587	\$ 40,587	\$ 40,587	0%	\$ -
	Housing Authority	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	N/A	\$ 10,000
	Billboard	\$ -	\$ 124,200	\$ 136,200	\$ 160,000	\$ 250,000	56%	\$ 90,000
	American Rescue Plan Act	\$ 3,971,312	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
	Successor Agency - RORF	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 35,176	-86%	\$ (214,824)
	SB1383	\$ -	\$ -	\$ -	\$ -	\$ 30,250		
	CNRA					\$ 22,500		
	Parking Fund					\$ 15,900		
Total Interfund Transfers		\$ 4,667,775	\$ 1,115,302	\$ 815,187	\$ 849,998	\$ 905,880	7%	\$ 55,882
Total Revenue and Transfers		\$ 15,689,105	\$ 13,308,539	\$ 13,448,119	\$ 16,024,615	\$ 15,372,552	-4%	\$ (652,063)

Transfers

Transfers are used when costs are incurred in one fund, but the revenues come into another fund. Also, transfers are used when a fund needs General Fund support due to insufficient dedicated revenues.

		Transfers Into			
FY 2023-24		General	Street Lt	S/A ROPS	Total Out
Transfer Out from					
General Fund	GF Subsidy of Street Lighting		\$ 60,238		\$ 60,238
Gas Tax	Gas Tax Overhead Costs	\$ 20,000			\$ 20,000
Prop A	Prop A Overhead Costs	\$ 53,800			\$ 53,800
Prop C	Prop C Overhead Costs	\$ 56,000			\$ 56,000
Measure R	Measure R Overhead Costs	\$ 35,000			\$ 35,000
Measure M	Measure M Overhead Costs	\$ 60,000			\$ 60,000
CDBG	CDBG Overhead Costs	\$ 122,338			\$ 122,338
COPS	COPS Funding of Law Enforcement	\$ 140,000			\$ 140,000
AQMD	Administrative Overhead Costs	\$ 1,000			\$ 1,000
AJPP	AJ Padelford Park Admin	\$ 202,377			\$ 202,377
Measure W	Administrative Overhead Costs	\$ 40,587			\$ 40,587
Housing Auth	Administrative Overhead Costs	\$ 10,000			\$ 10,000
Billboard	At-Risk Youth Programming	\$ 124,200			\$ 124,200
S/A RORF	Admin and ROPS	\$ 250,000		\$ 1,144,672	\$ 1,394,672
Totals - Transfers In		\$ 1,115,302	\$ 60,238	\$ 1,144,672	\$ 2,320,212

		Transfers Into			
FY 2024-25		General	Street Lt	S/A ROPS	Total Out
Transfer Out from					
General Fund	GF Subsidy of Street Lighting		\$ 64,635		\$ 64,635
Gas Tax	Gas Tax Overhead Costs	\$ -			\$ -
Prop A	Prop A Overhead Costs	\$ 100,000			\$ 100,000
Prop C	Prop C Overhead Costs	\$ 59,000			\$ 59,000
Measure R	Measure R Overhead Costs	\$ 50,000			\$ 50,000
Measure M	Measure M Overhead Costs	\$ 61,100			\$ 61,100
CDBG	CDBG Overhead Costs	\$ 5,000			\$ 5,000
COPS	COPS Funding of Law Enforcement	\$ 192,000			\$ 192,000
AQMD	Administrative Overhead Costs	\$ 19,850			\$ 19,850
AJPP	AJ Padelford Park Admin	\$ 14,517			\$ 14,517
Measure W	Administrative Overhead Costs	\$ 40,587			\$ 40,587
Housing Auth	Administrative Overhead Costs	\$ 10,000			\$ 10,000
Billboard	At-Risk Youth Programming	\$ 250,000			\$ 250,000
S/A RORF	Admin and ROPS	\$ 35,176		\$ 1,000,681	\$ 1,035,857
SB1383	Administrative Overhead Costs	\$ 30,250			\$ 30,250
CNRA	Administrative Overhead Costs	\$ 22,500			\$ 22,500
Parking Fund	Maintenance/Repair	\$ 15,900			\$ 15,900
Totals - Transfers In		\$ 905,880	\$ 64,635	\$ 1,000,681	\$ 1,902,546

Operational Revenue and Expenditure Summary

Fund	Estimated Revenues	Budgeted Expenditures	Budgeted Transfers	Surplus / (Deficit)
General	\$ 14,466,672	\$ (15,269,786)	\$ 841,245	\$ 38,131
Street and Transit Funds				
Gas Tax	\$ 473,079	\$ (602,451)	\$ -	\$ (129,372)
Prop A	\$ 452,642	\$ (1,264,933)	\$ (100,000)	\$ (912,291)
TDA	\$ 16,533	\$ (16,533)	\$ -	\$ -
Prop C	\$ 375,455	\$ (370,680)	\$ (59,000)	\$ (54,225)
Measure R	\$ 291,591	\$ (300,000)	\$ (50,000)	\$ (58,409)
Measure M	\$ 342,136	\$ (386,600)	\$ (61,100)	\$ (105,564)
SB1 / RMRA	\$ 456,967	\$ (600,000)	\$ -	\$ (143,033)
CDBG	\$ 90,824	\$ (95,824)	\$ (5,000)	\$ (10,000)
SCAQMD AB2766	\$ 19,850	\$ (24,236)	\$ (1,000)	\$ (5,386)
Summer Lunch	\$ 18,000	\$ (18,000)	\$ -	\$ -
California Street Grant	\$ -	\$ -	\$ -	\$ -
Bond - Pioneer	\$ -	\$ -	\$ -	\$ -
CA Beverage Recycling	\$ -	\$ -	\$ -	\$ -
Street Light Maintenance	\$ 202,631	\$ (202,631)	\$ 64,635	\$ 64,635
CFD	\$ 22,856	\$ (24,000)	\$ -	\$ (1,144)
COPS	\$ 192,000	\$ -	\$ (192,000)	\$ -
AJ Padelford Park Expansion	\$ 2,269,922	\$ (2,269,922)	\$ (14,517)	\$ (14,517)
Cal Fire Grant	\$ -	\$ (62,545)	\$ -	\$ (62,545)
Development Impact Fees	\$ 3,839,564	\$ (2,064,298)		\$ 1,775,266
Measure W	\$ -	\$ (315,294)	\$ (40,587)	\$ (355,881)
Housing	\$ 104,358	\$ (349,118)	\$ (10,000)	\$ (254,760)
TOD Planning	\$ 430,997	\$ 430,997	\$ -	\$ 861,994
Measure A	\$ 709,724	\$ (709,724)	\$ -	\$ -
Capital Projects	\$ -	\$ -	\$ -	\$ -
SB 1383	\$ 75,000	\$ (44,750)	\$ (30,250)	\$ -
Recycled Oil	\$ 5,000	\$ (5,000)	\$ -	\$ -
CNRA	\$ 2,150,000	\$ 640,000	\$ 22,500	\$ 2,812,500
Enterprise				
PEG	\$ 27,000	\$ (164,570)	\$ -	\$ (137,570)
Billboard	\$ 170,000	\$ -	\$ (250,000)	\$ (80,000)
Successor Agency				
ROPS Obligations	\$ 965,505	\$ (965,505)	\$ -	\$ -
Redevelopment Obligations Ret. Fund	\$ 1,000,681		\$ (1,000,681)	\$ -
Total - All Funds	\$ 29,168,987	\$ (25,055,401)	\$ (885,755)	\$ 3,227,831

General Fund Revenue Summary

	FY 2022 Actual	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimate	FY 2025 Budget	Budget %▲	Budget \$▲
Revenue and Transfers-In Total	\$ 15,689,105	\$ 13,308,539	\$ 13,448,119	\$ 15,330,859	\$ 15,372,552	0%	\$ 41,693

General Fund Expenditure Summary

	FY 2022 Actual	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimate	FY 2025 Budget	Budget %▲	Budget \$▲
General Fund Department Expenditures							
100-1100 City Council Department	\$ 183,441	\$ 275,067	\$ 340,284	\$ 356,003	\$ 358,484	1%	\$ 2,481
100-1200 City Attorney	\$ 289,300	\$ 362,828	\$ 322,500	\$ 322,500	\$ 320,970	0%	\$ (1,530)
100-1300 City Manager Department	\$ 317,134	\$ 296,016	\$ 351,312	\$ 360,731	\$ 368,576	2%	\$ 7,845
100-1400 City Clerk Department	\$ 125,502	\$ 234,261	\$ 205,342	\$ 231,698	\$ 391,986	69%	\$ 160,288
100-2100 Administrative Services Department	\$ 1,183,141	\$ 1,383,896	\$ 1,515,330	\$ 1,394,722	\$ 1,438,574	3%	\$ 43,852
100-2400 Human Resources Department	\$ 621,375	\$ 246,201	\$ 238,540	\$ 268,902	\$ 342,692	27%	\$ 73,790
100-2450 Risk Management	\$ 364,339	\$ 433,695	\$ 551,063	\$ 557,449	\$ 618,782	11%	\$ 61,333
100-2500 Artesia Towne Center	\$ 508,197	\$ 420,965	\$ 525,131	\$ 536,078	\$ 603,458	13%	\$ 67,380
100-3100 Finance Department	\$ 717,424	\$ 721,522	\$ 733,873	\$ 788,810	\$ 855,047	8%	\$ 66,237
100-4100 Planning Department	\$ 468,611	\$ 518,803	\$ 509,989	\$ 503,325	\$ 644,784	28%	\$ 141,459
100-4300 Building & Safety	\$ 272,420	\$ 378,208	\$ 364,920	\$ 335,205	\$ 369,442	10%	\$ 34,237
100-4400 Economic Development	\$ 119,297	\$ 99,986	\$ 126,484	\$ 232,014	\$ 245,415	6%	\$ 13,401
100-4500 City Engineer Department	\$ 56,858	\$ 239,141	\$ 219,320	\$ 219,525	\$ 218,063	-1%	\$ (1,462)
100-4600 Code Compliance Department	\$ 354,496	\$ 407,001	\$ 433,321	\$ 464,063	\$ 522,875	13%	\$ 58,812
100-4800 Parking	\$ 178,914	\$ 166,972	\$ 189,958	\$ 216,093	\$ 219,795	2%	\$ 3,702
100-5100 Parks and Recreation Services Department	\$ 709,418	\$ 1,082,595	\$ 1,512,476	\$ 1,629,259	\$ 1,115,425	-32%	\$ (513,834)
100-5300 Community Promotions	\$ 187,292	\$ 171,263	\$ 261,140	\$ 291,140	\$ 280,425	-4%	\$ (10,715)
100-6100 Public Works	\$ 522,441	\$ 643,766	\$ 691,079	\$ 756,905	\$ 898,860	19%	\$ 141,954
100-7100 Law Enforcement	\$ 4,140,838	\$ 4,496,304	\$ 4,874,383	\$ 4,946,383	\$ 5,456,133	10%	\$ 509,750
Total Department Expenditures	\$ 11,320,439	\$ 12,578,490	\$ 13,966,445	\$ 14,410,804	\$ 15,269,786	6%	\$ 858,982

Transfers Out of General Fund							
Street Light Maintenance Fund	\$ -	\$ 60,238	\$ 60,238	\$ 60,238	\$ 64,635	7%	\$ 4,397
Total Transfers Out of General Fund	\$ -	\$ 60,238	\$ 60,238	\$ 60,238	\$ 64,635	7%	\$ 4,397

TOTAL GENERAL FUND EXPENDITURES & TRANSFERS OUT	\$ 11,320,439	\$ 12,638,728	\$ 14,026,683	\$ 14,471,042	\$ 15,334,421	6%	\$ 863,379
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Excess of Revenues over Expenditures after Interfund Transfers	\$ 4,368,666	\$ 669,812	\$ (578,564)	\$ 859,817	\$ 38,131	-96%	\$ (821,686)
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Ending Fund Balance	\$ 11,770,470	\$ 12,440,282	\$ 11,861,718	\$ 12,721,535	\$ 12,759,666	0%	\$ 38,131
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*In compliance with Measure W requirements, a separate fund was established for the management of the City's allocation from Los Angeles County
All expenditures are now reflected on its own page in the Restricted Fund section.

General Fund Departments

MANAGING DEPARTMENT HEAD: City Council

PRIMARY ACTIVITIES:

The City Council reviews and sets policy on issues affecting the City. This includes enacting laws and directing actions as required to provide for the general welfare of the community through programs, services and activities. The City Council is also charged with creating sustainable revenue for essential City services. They do this by adopting and monitoring the annual operating budget, monitoring legislative activity that has a financial impact on the City and sharing innovative solutions from training conferences as well as meeting with the City's state and federal representatives. The City Council also provides policy guidance to City staff on local, state and federal matters affecting Artesia. They serve with other City representatives on intergovernmental task forces, committees and joint public authorities. Finally, the City Council makes appointments to vacancies on various commissions and committees.

City Council

The City Council serves the residents of Artesia as the elected governing body of the City. The primary role of the City Council is to set legislative and fiscal policies and priorities that improve the quality of life in the City. The City Council is responsible for addressing the current and future needs of the City and its residents, and businesses.

100-1100	FY 2022 Actual	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimate	FY 2025 Budget	Budget %▲	Budget \$▲
Elected Positions							
City Council Members	5.00	5.00	5.00	5.00	5.00	0%	0.00
Subtotal	5.00	5.00	5.00	5.00	5.00	0%	0.00
Staffing Summary							
Full Time Positions							
Administrative Secretary	0.51	0.51	0.51	0.51	0.51	0%	0.00
Administrative Assistant	0.05	0.10	0.05	0.10	0.10	0%	0.00
Total FTE	0.56	0.61	0.56	0.61	0.61	0%	0.00
Total	5.56	5.61	5.56	5.61	5.61	0%	0.00
Revenues							
Revenue From General Fund	\$ 183,441	\$ 275,067	\$ 340,284	\$ 356,003	\$ 358,484	1%	\$ 2,481
Total Revenue for Department	\$ 183,441	\$ 275,067	\$ 340,284	\$ 356,003	\$ 358,484	1%	\$ 2,481
Expenditures							
Personnel	\$ 129,371	\$ 134,389	\$ 145,584	\$ 166,586	\$ 174,484	5%	\$ 7,898
Utilities and Services	\$ 9,532	\$ 5,720	\$ -	\$ -	\$ -	N/A	\$ -
Materials and Supplies	\$ 4,754	\$ 12,214	\$ 5,200	\$ 5,200	\$ 11,700	125%	\$ 6,500
Other Expenses	\$ 39,784	\$ 122,744	\$ 189,500	\$ 184,217	\$ 172,300	-6%	\$ (11,917)
Total Expenditures	\$ 183,441	\$ 275,067	\$ 340,284	\$ 356,003	\$ 358,484	1%	\$ 2,481
Net Subsidy General Fund	\$ 183,441	\$ 275,067	\$ 340,284	\$ 356,003	\$ 358,484	1%	\$ 2,481

City Council

100-1100

	FY 2022 Actual	FY 2023 Actual	FY 2023 Budget	FY 2024 Estimate	FY 2025 Budget	Budget %▲	Budget \$▲
Personnel							
Salaries and Wages	\$ 91,760	\$ 84,503	\$ 95,498	\$ 98,480	\$ 99,951	1%	\$ 1,471
Other Pay	\$ -	\$ -	\$ -	\$ -	\$ 1,500	N/A	\$ 1,500
Benefits, and Payroll Expenses	\$ 37,611	\$ 49,886	\$ 50,086	\$ 68,106	\$ 73,033	7%	\$ 4,927
Total Personnel	\$ 129,371	\$ 134,389	\$ 145,584	\$ 166,586	\$ 174,484	5%	\$ 7,898
Personnel							
Salaries & Wages							
5010 Full Time	\$ 91,760	\$ 84,503	\$ 95,498	\$ 98,480	\$ 99,951	1%	\$ 1,471
5020 Part Time	\$ 383	\$ 1,884	-	\$ -	\$ -	N/A	\$ -
5030 Overtime	\$ 2	\$ 8	-	\$ -	\$ -	N/A	\$ -
Total Salaries & Wages	\$ 91,760	\$ 84,503	\$ 95,498	\$ 98,480	\$ 99,951	1%	\$ 1,471
Other Pay							
5140 Accrued Leave Buy Back	\$ -	\$ -	-	\$ -	\$ 1,500	N/A	\$ 1,500
Total Other Pay	\$ -	\$ -	\$ -	\$ -	\$ 1,500	N/A	\$ 1,500
Benefits							
5225 Retirement - Employer Contr.	\$ 451	\$ 10,929	\$ 1,084	\$ 3,914	\$ 7,409	89%	\$ 3,495
5235 PERS Unfunded Liability	\$ -	\$ 11,530	\$ -	\$ 10,455	\$ 11,305	8%	\$ 850
5250 Medicare/FICA Tax	\$ 2,476	\$ 2,825	\$ 2,056	\$ 2,770	\$ 2,120	-23%	\$ (650)
5315 Health Insurance	\$ 24,523	\$ 15,131	\$ 36,377	\$ 40,398	\$ 41,775	3%	\$ 1,377
5320 457 Match	\$ 1,077	\$ 6	\$ 73	\$ 73	\$ 93	27%	\$ 20
5325 FSA Contribution	\$ -	\$ 413	\$ 413	\$ 413	\$ 413	0%	\$ -
5410 Auto Allowance	\$ 9,000	\$ 8,900	\$ 9,918	\$ 9,918	\$ 9,918	0%	\$ -
5415 Phone	\$ 84	\$ 153	\$ 165	\$ 165	\$ -	-100%	\$ (165)
Total Benefits	\$ 37,611	\$ 49,886	\$ 50,086	\$ 68,106	\$ 73,033	7%	\$ 4,927
Total Personnel	\$ 129,371	\$ 134,389	\$ 145,584	\$ 166,586	\$ 174,484	5%	\$ 7,898
Utilities and Services							
6095 IT Infrastructure Maintenance	\$ -	\$ 45	\$ -	\$ -	\$ -	N/A	\$ -
6650 Website Maintenance	\$ -	\$ 600	\$ -	\$ -	\$ -	N/A	\$ -
7010 Light and Power	\$ 1,022	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
7020 Gas	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
7030 Telephone/Internet	\$ 4,419	\$ 3,202	\$ -	\$ -	\$ -	N/A	\$ -
7050 Water	\$ 11	\$ 8	\$ -	\$ -	\$ -	N/A	\$ -
7060 Telephone Repair/Service	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
7130 City Hall Security System	\$ 533	\$ 352	\$ -	\$ -	\$ -	N/A	\$ -
7220 HVAC Maintenance	\$ 921	\$ 405	\$ -	\$ -	\$ -	N/A	\$ -
7720 Equipment Rental	\$ 2,626	\$ 1,108	\$ -	\$ -	\$ -	N/A	\$ -
Total Utilities and Services	\$ 9,532	\$ 5,720	\$ -	\$ -	\$ -	N/A	\$ -
Materials & Supplies							
6510 Copy Paper	\$ 150	\$ 112	-	\$ -	\$ -	N/A	\$ -
6520 Office Supplies	\$ 4,070	\$ 8,391	\$ 4,000	\$ 4,000	\$ 6,000	50%	\$ 2,000
6530 Postage - Mailing Fees	\$ 171	\$ 96	\$ 200	\$ 200	\$ 100	-50%	\$ (100)
6540 Printing	\$ 364	\$ 3,615	\$ 1,000	\$ 1,000	\$ 5,600	460%	\$ 4,600
Total Materials & Supplies	\$ 4,754	\$ 12,214	\$ 5,200	\$ 5,200	\$ 11,700	125%	\$ 6,500
Other Expenses							
5610 Retiree Health Ins.	\$ -	\$ 903	\$ 38,000	\$ 6,000	\$ 3,000	-50%	\$ (3,000)
6110 Lobbyist	\$ -	\$ 54,000	\$ 79,200	\$ -	\$ -	N/A	\$ -
6155 Special Contract Services		\$ 28,000	-	\$ 107,500	\$ 93,000	-13%	\$ (14,500)
6490 Membership/Dues	\$ 9,849	\$ 10,729	\$ 6,500	\$ 17,000	\$ 21,100	24%	\$ 4,100
6800 Council Meetings/Workshops	\$ 3,338	\$ 1,459	\$ 2,500	\$ 5,000	\$ 5,500	10%	\$ 500
6830 Pooled Councilmember Travel	\$ 16,213	\$ 16,865	\$ 14,300	\$ 14,300	\$ -	N/A	\$ (14,300)
Travel & Meetings:		\$ 23,000					
6940 Councilmember	\$ 2,676	\$ 2,226	\$ 4,500	\$ 4,500	\$ 7,360	64%	\$ 2,860
6910 Mayor		\$ 25	\$ 5,000	\$ 4,750	\$ 7,860	65%	\$ 3,110
6915 Mayor Pro-Tem	\$ 4,171	\$ 3,588	\$ 4,500	\$ 4,500	\$ 7,360	64%	\$ 2,860
6920 Councilmember	\$ 599	\$ 245	\$ 4,500	\$ 4,500	\$ 7,360	64%	\$ 2,860
6925 Councilmember		\$ 25	\$ 4,500	\$ 4,750	\$ 7,360	55%	\$ 2,610
7200 Facility Maintenance	\$ 1,273	\$ 750	\$ -	\$ -	\$ -	N/A	\$ -
7620 Mayoral Transition	\$ 1,665	\$ 3,929	\$ 3,000	\$ 4,417	\$ 5,000	13%	\$ 583
7755 Miscellaneous Expense		\$ 91	\$ -	\$ 7,000	\$ 7,400	6%	\$ 400
Total Other Expenses	\$ 39,784	\$ 122,744	\$ 189,500	\$ 184,217	\$ 172,300	-6%	\$ (11,917)
Total Expenses	\$ 183,441	\$ 275,067	\$ 340,284	\$ 356,003	\$ 358,484	1%	\$ 2,481
Net Subsidy General Fund	\$ 183,441	\$ 275,067	\$ 340,284	\$ 356,003	\$ 358,484	1%	\$ 2,481

City Council will be funded by the General Operating Fund.

MANAGING DEPARTMENT HEAD: City Attorney

PRIMARY ACTIVITIES:

The City Attorney's office is a contracted service, which provides legal representation, support, and counsel to staff and the City Council on all legal matters relating to the City's operations. The City Attorney reviews a variety of legal documents for the City, including Agreements, municipal code amendments, resolutions, litigation matters, and ensures compliance with State and County laws. The City of Artesia contracts with Best, Best & Krieger LLP, for this service.

City Attorney

The City Attorney's office is a contracted service which provides legal support and advice to City Council, Staff, and the City.

100-1200		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
No Positions Allocated		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
Revenue From General Fund		\$ 289,300	\$ 362,828	\$ 322,500	\$ 322,500	\$ 320,970	0%	\$ (1,530)
Total Revenues		\$ 289,300	\$ 362,828	\$ 322,500	\$ 322,500	\$ 320,970	0%	\$ (1,530)
Expenditures								
Professional Services		\$ 289,300	\$ 362,828	\$ 322,500	\$ 322,500	\$ 320,970	0%	\$ (1,530)
Total Expenditures		\$ 289,300	\$ 362,828	\$ 322,500	\$ 322,500	\$ 320,970	0%	\$ (1,530)
Net Subsidy General Fund		\$ 289,300	\$ 362,828	\$ 322,500	\$ 322,500	\$ 320,970	0%	\$ (1,530)
Expenses								
Professional Services								
7605	City Council Projects	\$ 87,293	\$ 63,077	\$ 96,000	\$ 96,000	\$ 72,150	-25%	\$ (23,850)
6820	City Manager Projects	\$ 25,313	\$ 10,888	\$ 34,000	\$ 34,000	\$ 19,980	-41%	\$ (14,020)
6120	Planning and Development Projects	\$ 57,409	\$ 72,380	\$ 52,000	\$ 32,000	\$ 17,760	-45%	\$ (14,240)
Special Planning Projects								
Development Projects								
6155	Special Contract Services	\$ 82,089	\$ 173,261	\$ 117,500	\$ 127,500	\$ 180,000	41%	\$ 52,500
Administration								
City Clerk								
Finance								
Parks and Recreation								
Public Works								
6006	Attorney Special Services	\$ 27,786	\$ 447	\$ 1,000	\$ 1,000	\$ -	N/A	\$ (1,000)
7815	Successor Agency	\$ 659	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	N/A	\$ (4,000)
6165	Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
6005	General Retainer Services	\$ -	\$ (5,710)	\$ -	\$ -	\$ -	N/A	\$ -
6350	Settlement	\$ 8,750	\$ 9,538	\$ -	\$ -	\$ -	N/A	\$ -
6320	OPEB Litigation	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
6100	Code Enforcement	\$ -	\$ 34,949	\$ 18,000	\$ 28,000	\$ 31,080	11%	\$ 3,080
Total Expenses		\$ 289,300	\$ 362,828	\$ 322,500	\$ 322,500	\$ 320,970	0%	\$ (1,530)
Net Subsidy General Fund		\$ 289,300	\$ 362,828	\$ 322,500	\$ 322,500	\$ 320,970	0%	\$ (1,530)

City Attorney will be funded by the General Operating Fund.

MANAGING DEPARTMENT HEAD: City Manager**PRIMARY ACTIVITIES:**

The City Manager's Department serves as the executive arm of the City, making policy recommendations to the City Council and overseeing the daily operations and services of the City. The City Manager's Department implements the City Council policies, helps develop and manage the budget, and coordinates intergovernmental relations and legislative advocacy. The City Managers Department also oversees the City's transit functions.

FY 2023-24 ACCOMPLISHMENTS:

- ❖ Established collaborative partnerships with State and Federal representatives.
- ❖ Successfully secured an additional \$2 million for the Artesia Botanical Garden and \$6 million for the Citywide Road Rehabilitation Project.
- ❖ Maintained transparency in all city operations.
- ❖ Complete strategic planning for citywide visioning with all levels of employees.
- ❖ Improved customer service at City Hall by training staff and prioritizing resident concerns.
- ❖ Resurrect and complete public projects.
- ❖ Strategically managed the Artesia Towne Center, increasing revenue streams and contributing to financial stability.
- ❖ Identified revenue-generating activities to ensure the city's long-term financial health.
- ❖ Expanded fixed route transit services at no cost to residents.

FY 2024-25 OBJECTIVES:

- ❖ Ensure that policies and program objectives set by the City Council are executed effectively and efficiently.
- ❖ Seek grant opportunities and explore innovative methods to fund critical projects
- ❖ Explore sustainable practices, such as energy-efficient solutions and green infrastructure.
- ❖ Foster a positive work environment that encourages innovation and collaboration.
- ❖ Strengthen partnerships with neighboring municipalities and regional governing bodies
- ❖ Collaborate with elected officials, community groups, and other stakeholders to advance legislative agenda
- ❖ Enhance transit infrastructure to support transit services
- ❖ Improve transit reliability through regular maintenance and efficient operations
- ❖ Implement strategies to increase ridership and promote sustainable transportation options

City Manager

The City Manager serves as the chief executive officer of the City, overseeing the overall operations of the City. The City Manager is responsible for the implementation of policies set by the City Council, the development and execution of the budget, and identifying the City's current and future needs.

100-1300	FY 2022 Actual	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimate	FY 2025 Budget	Budget %▲	Budget \$▲
Staffing Summary							
Full Time Positions							
City Manager	0.55	0.50	0.50	0.50	0.50	0%	0.00
Administrative Secretary	0.05	0.05	0.05	0.05	0.05	0%	0.00
Special Projects Manager	0.00	1.00	0.00	1.00	1.00	0%	0.00
Total FTE	0.60	1.55	0.55	1.55	1.55	0%	0.00
Transfers and Revenues							
Admin Allowances Transferred Out							
Revenue From General Fund	\$ 317,134	\$ 296,016	\$ 351,312	\$ 360,731	\$ 368,576	2%	\$ 7,845
Total Transfers and Revenue for Department	\$ 317,134	\$ 296,016	\$ 351,312	\$ 360,731	\$ 368,576	2%	\$ 7,845
Expenditures							
Personnel	\$ 193,633	\$ 264,701	\$ 293,512	\$ 325,131	\$ 330,576	2%	\$ 5,445
Utilities and Services	\$ 18,990	\$ 8,367	\$ 3,000	\$ 11,000	\$ 11,000	0%	\$ -
Materials and Supplies	\$ 2,589	\$ 3,617	\$ 1,600	\$ 2,600	\$ 2,000	-23%	\$ (600)
Other Expenses	\$ 12,179	\$ 19,331	\$ 53,200	\$ 22,000	\$ 25,000	14%	\$ 3,000
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total Expenditures	\$ 227,392	\$ 296,016	\$ 351,312	\$ 360,731	\$ 368,576	2%	\$ 7,845
Net Subsidy General Fund	\$ 317,134	\$ 296,016	\$ 351,312	\$ 360,731	\$ 368,576	2%	\$ 7,845

City Manager

100-1300		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Expenses								
Personnel								
	Salaries and Wages	\$ 80,760	\$ 182,615	\$ 233,681	\$ 233,681	\$ 229,764	-2%	\$ (3,917)
	Other Pay	\$ 89,742	\$ -	\$ -	\$ -	\$ 3,000	N/A	\$ 3,000
	Benefits, and Payroll Expenses	\$ 23,131	\$ 82,085	\$ 59,831	\$ 91,450	\$ 97,812	7%	\$ 6,362
	Total Personnel	\$ 193,633	\$ 264,701	\$ 293,512	\$ 325,131	\$ 330,576	2%	\$ 5,445
Personnel								
Salaries & Wages								
5010	Full Time Salaries	\$ 56,983	\$ 182,615	\$ 233,681	\$ 233,681	\$ 229,764	-2%	\$ (3,917)
5020	Part Time	\$ 23,777	\$ 30,683	\$ -	\$ -	\$ -		
	Total Salaries & Wages	\$ 80,760	\$ 182,615	\$ 233,681	\$ 233,681	\$ 229,764	-2%	\$ (3,917)
Other Pay								
5140	Accrued Leave Buy Back	\$ 89,742	\$ -	\$ -	\$ -	\$ 3,000	N/A	\$ 3,000
	Total Other Pay	\$ 89,742	\$ -	\$ -	\$ -	\$ 3,000	N/A	\$ 3,000
Benefits								
5225	Retirement - Employer Contr.	\$ 276	\$ 24,188	\$ 15,696	\$ 18,497	\$ 21,623	17%	\$ 3,126
5235	PERS Unfunded Liability	\$ -	\$ 18,081	\$ -	\$ 24,838	\$ 26,005	5%	\$ 1,167
5250	Medicare/FICA Tax	\$ 5,154	\$ 4,112	\$ 3,388	\$ 3,375	\$ 3,332	-1%	\$ (43)
5315	Health Insurance	\$ 14,982	\$ 23,680	\$ 21,864	\$ 25,857	\$ 28,595	11%	\$ 2,738
5320	457 Match	\$ 2,710	\$ 7,874	\$ 12,904	\$ 12,904	\$ 12,775	-1%	\$ (129)
5325	FSA Contribution	\$ -	\$ 1,049	\$ 1,049	\$ 1,049	\$ 982	-6%	\$ (67)
5410	Auto Allowance	\$ -	\$ 2,601	\$ 3,390	\$ 3,390	\$ 3,300	-3%	\$ (90)
5415	Cell Phone	\$ 8	\$ 500	\$ 1,540	\$ 1,540	\$ 1,200	-22%	\$ (340)
	Total Benefits	\$ 23,131	\$ 82,085	\$ 59,831	\$ 91,450	\$ 97,812	7%	\$ 6,362
	Total Personnel	\$ 283,375	\$ 264,701	\$ 293,512	\$ 325,131	\$ 330,576	2%	\$ 5,445
Utilities and Services								
6155	Special Contract Services	\$ 10,000	\$ 3,000	\$ 3,000	\$ 11,000	\$ 11,000	0%	\$ -
6650	Website Maintenance	\$ -	\$ 750	\$ -	\$ -	\$ -	N/A	\$ -
7010	Light and Power	\$ 1,022	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
7020	Gas	\$ -	\$ 100	\$ -	\$ -	\$ -	N/A	\$ -
7030	Telephone/Internet	\$ 4,754	\$ 2,544	\$ -	\$ -	\$ -	N/A	\$ -
7050	Water	\$ 11	\$ 8	\$ -	\$ -	\$ -	N/A	\$ -
7060	Telephone Repair/Service	\$ -	\$ 100	\$ -	\$ -	\$ -	N/A	\$ -
7130	City Hall Security System	\$ 533	\$ 352	\$ -	\$ -	\$ -	N/A	\$ -
7220	HVAC Maintenance	\$ 921	\$ 405	\$ -	\$ -	\$ -	N/A	\$ -
7720	Equipment Rental	\$ 1,750	\$ 1,108	\$ -	\$ -	\$ -	N/A	\$ -
	Total Utilities and Services	\$ 18,990	\$ 8,367	\$ 3,000	\$ 11,000	\$ 11,000	0%	\$ -
Materials & Supplies								
6510	Copy Paper	\$ 150	\$ 112	\$ -	\$ -	\$ -	N/A	\$ -
6520	Office Supplies	\$ 2,296	\$ 3,064	\$ 1,000	\$ 2,000	\$ 2,000	0%	\$ -
6530	Postage - Mailing Fees	\$ 77	\$ 145	\$ 300	\$ 300	\$ -	N/A	\$ (300)
6540	Printing	\$ 66	\$ 296	\$ 300	\$ 300	\$ -	N/A	\$ (300)
	Total Materials & Supplies	\$ 2,589	\$ 3,617	\$ 1,600	\$ 2,600	\$ 2,000	-23%	\$ (600)
Other Expenses								
5540	Educational Reimbursement	\$ 2,000	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
5610	Retiree Health Ins.	\$ 278	\$ 2,038	\$ 40,000	\$ 6,000	\$ 8,000	33%	\$ 2,000
6490	Dues/Subscriptions/Training	\$ 8,072	\$ 9,641	\$ 7,000	\$ 7,000	\$ 8,000	14%	\$ 1,000
6900	Travel and Meetings	\$ 557	\$ 7,002	\$ 6,000	\$ 9,000	\$ 9,000	0%	\$ -
7200	Facility Maintenance	\$ 1,273	\$ 649	\$ -	\$ -	\$ -	N/A	\$ -
7260	Vehicle Fuel/Maintenance	\$ -	\$ -	\$ 200	\$ -	\$ -	N/A	\$ -
	Total Other Expenses	\$ 12,179	\$ 19,331	\$ 53,200	\$ 22,000	\$ 25,000	14%	\$ 3,000
Capital- Replacement								
8011	Capital Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
	Total Capital - Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
	Total Expenses	\$ 317,134	\$ 296,016	\$ 351,312	\$ 360,731	\$ 368,576	2%	\$ 7,845
	Net Subsidy General Fund	\$ 317,134.05	\$ 296,016	\$ 351,312	\$ 360,731	\$ 368,576	2%	\$ 7,845

City Manager will be funded by the General Operating Fund.

MANAGING DEPARTMENT HEAD: City Clerk

PRIMARY ACTIVITIES:

The City Clerk is one of five positions in general law cities that is required per Government Code. The City Clerk acts as a compliance officer for federal, state, and local statutes including the Political Reform Act, the Brown Act, and the Public Records Act. The City Clerk is the local official who administers democratic processes such as elections, maintains custody of City records and access to City records, and all legislative actions ensuring transparency to the public. The City Clerk is responsible for preparation of agendas and minutes for meetings of the City Council, Successor Agency to the Artesia Redevelopment Agency, and Housing Authority, and ensures completion of actions directed by those governing bodies. The Department manages, certifies, and distributes ordinances, resolutions, contract execution and other documents as appropriate and/or legally required.

FY 2023-24 ACCOMPLISHMENTS:

- ❖ Legal Advertising: Coordinated legal advertising required by State and local regulations including public hearings and ordinance summaries, in conjunction with City Council and Planning Commission to ensure compliance with California Government Code.
- ❖ Legislative Processing: Pursuant to Council motion, circulated 9 ordinances, 29 resolutions, 12 agreements and other miscellaneous documents for signature(s) for a total of 50 documents.
- ❖ Provided impartial, objective, and fair service responding to a citizens initiative by processing notices of intent, title and summaries, prima facie reviews, verifying signatures, and issued Certificates of Sufficiency, collaborated with the City Attorney's Office, and Registrar Recorder County Clerk's Office.
- ❖ Council Meetings: Completed over thirty sets of agendas and minutes, ensuring compliance with the Brown Act, and timely approved and posted 31 Council Meeting Minutes.
- ❖ Committee Meetings: Supported 3 Committees governed by the Brown Act with agendas and minutes.
- ❖ Public Records Act Requests: Responded to 197 Public Records requests from 5/16/23 - 4/15/24.
- ❖ Audited the City's Resolution Index for resolutions issued from 2020-2023 to reflect final titles, dates passed, exhibits and digital copies.
- ❖ Audited the City's Ordinance Index for ordinances adopted from 2020-2023 to reflect final titles, dates passed, exhibits and digital copies.
- ❖ Continued orderly administration of City Council meeting by ensuring agendas are created and posted in a timely fashion, and by producing and distributing them to the City Council consistently.
- ❖ Improved Records Management by implementing the Records Retention Schedule, updating it as required by law, trained staff on its effective use, and ensured records were destroyed when the retention schedule permits.

FY 2024-25 OBJECTIVES:

- ❖ Municipal Election: The City Clerk will update and distribute to each candidate a new welcome letter and Candidate Handbook addressing: (1) Information regarding candidacy; (2) Election and filing dates; (3) Where and when to qualify; (4) Campaign finance reports; (5) Reporting errors; (6) Public records; (7) Advertising, (8) Political signs; (9) Resources; (10) Frequently asked questions.
- ❖ Issue nomination papers and candidate packets for 2024 General Municipal Election.
- ❖ Submit qualified candidates to County Registrar/Recorder for the November 5, 2024 General Municipal Election
- ❖ Continue orderly administration of City Council meeting by ensuring agendas are created and posted in a timely fashion, and by ensuring that agenda packets are produced and distributed to City Council in a consistent and timely manner.
- ❖ Continue timely production of minutes following City Council meetings.
- ❖ Implement Public Records Request automation software to streamline communication between records requestors and responses from the City.
- ❖ Implement meeting and agenda management software to streamline processes for City Council meetings.

City Clerk

The City Clerk manages and maintains the City's contracts and records, including preparing for and recording the City Council meetings. The Clerk assists in ensuring the City complies with government codes, acts as the City's elections official, and responds to public records requests.

100-1400	FY 2022 Actual	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimate	FY 2025 Budget	Budget %▲	Budget \$▲
Staffing Summary							
Full Time Positions							
City Clerk	0.60	1.00	0.60	1.00	1.00	0%	0.00
Management Analyst	0.25	0.00	0.25	0.00	0.00	N/A	0.00
Administrative Secretary	0.10	0.10	0.10	0.10	0.10	0%	0.00
Administrative Assistant	0.10	0.20	0.10	0.20	0.20	0%	0.00
Total FTE	1.05	1.30	1.05	1.30	1.30	0%	0.00
Revenues							
Passport Processing	\$ -	\$ 68,000	\$ 73,000	\$ -	\$ -	N/A	\$ -
Revenue From General Fund	\$ 125,502	\$ 166,261	\$ 132,342	\$ 231,698	\$ 391,986	69%	\$ 160,288
Total Revenue for Department	\$ 125,502	\$ 234,261	\$ 205,342	\$ 231,698	\$ 391,986	69%	\$ 160,288
Expenditures							
Personnel	\$ 91,569	\$ 153,268	\$ 136,642	\$ 148,898	\$ 174,186	17%	\$ 25,288
Utilities and Services	\$ 8,383	\$ 7,541	\$ -	\$ -	\$ -	N/A	\$ -
Materials and Supplies	\$ 1,642	\$ 4,703	\$ 2,600	\$ 2,600	\$ 2,600	0%	\$ -
Other Expenses	\$ 23,908	\$ 68,750	\$ 66,100	\$ 80,200	\$ 215,200	168%	\$ 135,000
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total Expenditures	\$ 125,502	\$ 234,261	\$ 205,342	\$ 231,698	\$ 391,986	69%	\$ 160,288
Net Subsidy General Fund	\$ 125,502	\$ 166,261	\$ 132,342	\$ 231,698	\$ 391,986	69%	\$ 160,288

City Clerk

100-1400		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Expenses								
Personnel								
	Salaries and Wages	\$ 70,537	\$ 104,742	\$ 112,959	\$ 113,544	\$ 121,869	7%	\$ 8,325
	Other Pay	\$ -	\$ -	\$ -	\$ -	\$ 3,000	N/A	\$ 3,000
	Benefits, and Payroll Expenses	\$ 21,032	\$ 48,525	\$ 23,683	\$ 35,354	\$ 49,317	39%	\$ 13,963
	Total Personnel Expense	\$ 91,569	\$ 153,268	\$ 136,642	\$ 148,898	\$ 174,186	17%	\$ 25,288
Expenses								
Personnel								
Salaries & Wages								
5010	Full Time	\$ 70,458	\$ 100,974	\$ 112,959	\$ 113,544	\$ 121,869	7%	\$ 8,325
5020	Part Time	\$ 75	\$ 3,768	\$ -	\$ -	\$ -	N/A	\$ -
5030	Overtime	\$ 4	\$ 16	\$ -	\$ -	\$ 100		
	Total Salaries & Wages	\$ 70,537	\$ 104,742	\$ 112,959	\$ 113,544	\$ 121,869	7%	\$ 8,325
Other Pay								
5140	Accrued Leave Buy Back	\$ -	\$ -	\$ -	\$ -	\$ 3,000	N/A	\$ 3,000
	Total Other Pay	\$ -	\$ -	\$ -	\$ -	\$ 3,000	N/A	\$ 3,000
Benefits								
5225	Retirement - Employer Contr.	\$ 352	\$ 11,577	\$ 2,943	\$ 2,099	\$ 9,766	365%	\$ 7,667
5235	PERS Unfunded Liability	\$ -	\$ 13,606	\$ -	\$ 12,063	\$ 13,790	14%	\$ 1,727
5250	Medicare Tax	\$ 1,207	\$ 2,391	\$ 1,638	\$ 1,646	\$ 1,767	7%	\$ 121
5315	Health Insurance	\$ 19,145	\$ 17,602	\$ 12,840	\$ 13,284	\$ 14,971	13%	\$ 1,687
5320	457 Match	\$ 222	\$ 12	\$ 146	\$ 146	\$ 3,263	2135%	\$ 3,117
5325	FSA Contribution	\$ -	\$ 880	\$ 880	\$ 880	\$ 880	0%	\$ -
5410	Auto Allowance	\$ -	\$ 2,128	\$ 1,380	\$ 1,380	\$ 1,380	0%	\$ -
5415	Cell Phone	\$ 105	\$ 330	\$ 356	\$ 356	\$ -	N/A	\$ (356)
5540	Education/Tuition Reimbursement	\$ -	\$ -	\$ 3,500	\$ 3,500	\$ 3,500	0%	\$ -
	Total Benefits	\$ 21,032	\$ 48,525	\$ 23,683	\$ 35,354	\$ 49,317	39%	\$ 13,963
	Total Personnel	\$ 91,569	\$ 153,268	\$ 136,642	\$ 148,898	\$ 174,186	17%	\$ 25,288
Utilities and Services								
6135	Records Destruction	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
7010	Light and Power	\$ 1,280	\$ 2,000	\$ -	\$ -	\$ -	N/A	\$ -
7020	Gas	\$ -	\$ 120	\$ -	\$ -	\$ -	N/A	\$ -
7030	Telephone/Internet	\$ 3,888	\$ 2,548	\$ -	\$ -	\$ -	N/A	\$ -
7050	Water	\$ 11	\$ 8	\$ -	\$ -	\$ -	N/A	\$ -
7130	City Hall Security System	\$ 533	\$ 352	\$ -	\$ -	\$ -	N/A	\$ -
7220	HVAC Maintenance	\$ 921	\$ 405	\$ -	\$ -	\$ -	N/A	\$ -
7720	Equipment Rental	\$ 1,750	\$ 2,108	\$ -	\$ -	\$ -	N/A	\$ -
	Total Utilities and Services	\$ 8,383	\$ 7,541	\$ -	\$ -	\$ -	N/A	\$ -

City Clerk

100-1400		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Materials & Supplies								
6510	Copy Paper	\$ 150	\$ 112	\$ -	\$ -	\$ -	N/A	\$ -
6520	Office Supplies	\$ 1,318	\$ 4,366	\$ 2,000	\$ 2,000	\$ 2,000	0%	\$ -
6530	Postage - Mailing Fees	\$ 108	\$ 191	\$ 500	\$ 500	\$ 500	0%	\$ -
6540	Printing	\$ 66	\$ 33	\$ 100	\$ 100	\$ 100	0%	\$ -
Total Materials & Supplies		\$ 1,642	\$ 4,703	\$ 2,600	\$ 2,600	\$ 2,600	0%	\$ -
Other Expenses								
5610	Retiree Health Ins.		\$ 323	\$ 24,000	\$ 3,600	\$ 4,500	25%	\$ 900
6025	Codification & Supplementation	\$ 2,887	\$ 7,775	\$ 5,000	\$ 5,000	\$ 4,000	-20%	\$ (1,000)
6028	Municipal Code Online	\$ 1,650	\$ -		\$ -	\$ -	N/A	\$ -
6155	Contract Services	\$ 11,314	\$ -	\$ 7,000	\$ 41,500	\$ 96,400	132%	\$ 54,900
	Public Records Requests							
	Clerical Support							
	Scanning Services							
6490	Dues and Subscriptions		\$ 902	\$ 600	\$ 600	\$ 600	0%	\$ -
6545	Passport Postage	\$ 525	\$ 314	\$ -	\$ -	\$ -	N/A	\$ -
6710	Legal Publication	\$ 4,495	\$ 23,642	\$ 25,600	\$ 25,600	\$ 25,600	0%	\$ -
6840	Staff Training	\$ 1,700	\$ 4,291	\$ 2,600	\$ 2,600	\$ 2,600	0%	\$ -
6900	Travel and Meetings	\$ -	\$ 37	\$ 1,300	\$ 1,300	\$ 1,500	15%	\$ 200
7200	Facility Maintenance	\$ 1,273	\$ 649	\$ -	\$ -	\$ -	N/A	\$ -
7615	Elections	\$ 64	\$ 30,817	\$ -	\$ -	\$ 80,000	N/A	\$ 80,000
Total Other Expenses		\$ 23,908	\$ 68,750	\$ 66,100	\$ 80,200	\$ 215,200	168%	\$ 135,000
Capital								
8015	Furniture	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total Capital		\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total Expenses		\$ 125,502	\$ 234,261	\$ 205,342	\$ 231,698	\$ 391,986	69%	\$ 160,288
Net Subsidy General Fund		\$ 125,502	\$ 166,261	\$ 132,342	\$ 231,698	\$ 391,986	69%	\$ 160,288

City Clerk will be funded by the General Operating Fund.

MANAGING DEPARTMENT HEAD: Deputy City Manager

PRIMARY ACTIVITIES:

The Administrative Services Department provides general government support functions to serve the Public, City Council, City Manager and other department heads, employees and residents. The primary functions of the Department include providing administrative support to other departments, including reviewing City agreements and making recommendations, reviewing City Council agenda reports, managing City contracts, preparing and overseeing the issuance of request for proposals, and applying for and managing grants. Specific services include support for areas including: Risk Management, Emergency Management, Public Information, Legislative Affairs, and Business Licenses. The Administrative Services Department also administers the City's community benefits programs, which includes issuing grants to non-profit organizations supporting residents.

FY 2023-24 ACCOMPLISHMENTS:

- ❖ Collected donations, processed applications and issued six graduating seniors scholarships to continue their education.
- ❖ Issued over 70 new business licenses.
- ❖ Achieved a 36% increase in website traffic, with over 89,000 visitors demonstrating the City's commitment to community engagement and information accessibility.
- ❖ Executed a \$3 million grant agreement for the Artesia Botanical Garden and successfully completed the Environmental review, marking significant progress in increasing green spaces in the City.
- ❖ Conducted Grant Management for five active grants for Parks and Recreation improvements.
- ❖ Applied for four grants to help the City make improvements to roads, disaster preparedness, at-risk youth programing, and outdoor equity programing to provide enhanced services to the public.
- ❖ Redesigned the City's website, offering a modern, user-friendly look with enhanced functionality and accessibility.
- ❖ Improved emergency preparedness by training staff in basic emergency command center functions.
- ❖ Improved community engagement with targeted outreach, social media, and other channels.
- ❖ Implemented the Laserfiche Electronic Document Management System, streamlining document retrieval, optimizing data storage, and enhancing public access to information.
- ❖ Implemented Automated License Plate Reader program throughout City to aid law enforcement with identifying stolen cars or other vehicle related crimes to improve public safety in the community.

FY 2024-25 OBJECTIVES:

- ❖ Present a legislative platform for City Council approval and advocate on behalf of the community based on the platform.
- ❖ Complete design of Artesia Botanical Garden and present to Council for final adoption.
- ❖ Manage grants related to park improvements, including energy upgrades, renovation of old library facility, new flooring, teen center rehabilitation, and related park and community center improvements to ensure the best amenities are available for residents.
- ❖ Complete the replacement of the Albert O. Little Community Center roof to provide a safe and secure location for youth, adult and senior programs to the community.
- ❖ Secure additional funding to support City initiatives by identifying and pursuing grant opportunities.
- ❖ Implement City Council audio visual and broadcasting upgrades to improve the communities experience with in person and remote participation in meetings.
- ❖ Update Local Hazard Mitigation Plan to ensure the City's compliance with federal requirements and continue the City's edibility for disaster related funding.
- ❖ Initiate a first-time homebuyer program to help income qualified residents achieve home ownership with down payment assistance.

Administrative Services

The Administration Department provides support and guidance to all other city departments in the efficient operation of the City. The primary functions of the Administration Department include reviewing City agreements and making recommendations, reviewing City Council agenda reports, managing City contracts, preparing and overseeing the issuance of formal and informal request for proposals or public works bid packets, applying for and managing grants on behalf of the City. The Administration Department administers the City's community benefits programs including issuing grants to non-profit organizations supporting residents.

100-2100	FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
	Actual	Actual	Budget	Estimate	Budget	% ▲	\$ ▲
Staffing Summary							
Full Time Positions							
Deputy City Manager	0.55	0.55	0.55	0.85	0.85	0%	0.00
Special Projects Manager	0.85	0.00	0.85	0.00	0.00	N/A	0.00
Management Analyst	4.20	4.75	4.20	3.75	3.75	0%	0.00
Administrative Secretary	0.14	0.14	0.14	0.14	0.14	0%	0.00
Administrative Analyst	0.00	1.00	0.00	1.00	1.00	0%	0.00
Administrative Assistant	0.15	0.30	0.15	0.30	0.30	0%	0.00
Housing Projects Manager	0.25	0.00	0.25	0.00	0.00	N/A	0.00
Total FTE	6.14	6.74	6.14	6.04	6.04	0%	0.00
Transfers and Revenues							
Passport Processing	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Revenue From General Fund	\$ 1,183,141	\$ 1,383,896	\$ 1,515,330	\$ 1,394,722	\$ 1,438,574	3%	43,852
Total Transfers and Revenue for Department	\$ 1,183,141	\$ 1,383,896	\$ 1,515,330	\$ 1,394,722	\$ 1,438,574	3%	43,852
Expenditures							
Personnel	\$ 812,296	\$ 840,685	\$ 1,026,338	\$ 844,536	\$ 937,661	11%	\$ 93,125
Utilities and Services	\$ 16,178	\$ 72,940	\$ 99,893	\$ 100,593	\$ 81,400	-19%	\$ (19,193)
System Maintenance	\$ 76,438	\$ 104,105	\$ 45,800	\$ 98,137	\$ 28,700	-71%	\$ (69,437)
Materials & Supplies	\$ 5,700	\$ 8,735	\$ 7,700	\$ 10,100	\$ 12,500	24%	\$ 2,400
Other Expenses	\$ 23,490	\$ 27,158	\$ 21,300	\$ 26,000	\$ 13,700	-47%	\$ (12,300)
Capital	\$ 2,000	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Community Programs	\$ 247,039	\$ 330,273	\$ 314,299	\$ 315,356	\$ 364,613	16%	\$ 49,257
Total Expenditures	\$ 1,183,141	\$ 1,383,896	\$ 1,515,330	\$ 1,394,722	\$ 1,438,574	3%	\$ 43,852
Net Subsidy General Fund	\$ 1,183,141	\$ 1,383,896	\$ 1,515,330	\$ 1,394,722	\$ 1,438,574	3%	\$ 43,852

Administrative Services

100-2100		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Expenses								
Personnel								
	Salaries and Wages	\$ 372,931	\$ 528,466	\$ 580,802	\$ 607,729	\$ 654,001	8%	\$ 46,272
	Other Pay	\$ 16,310	\$ 916	\$ -	\$ 10,000	\$ 10,000	0%	\$ -
	Benefits, and Payroll Expenses	\$ 423,056	\$ 311,303	\$ 445,536	\$ 226,807	\$ 273,660	21%	\$ 46,853
	Total Personnel	\$ 812,296	\$ 840,685	\$ 1,026,338	\$ 844,536	\$ 937,661	11%	\$ 93,125
Salaries & Wages								
5010	Full Time	\$ 372,820	\$ 519,095	\$ 580,802	\$ 599,857	\$ 653,001	9%	\$ 53,144
5020	Part Time	\$ 105	\$ 8,904	\$ -	\$ 6,871	\$ -	-100%	\$ (6,871)
5030	Overtime	\$ 5	\$ 468	\$ -	\$ 1,000	\$ 1,000	0%	\$ -
	Total Salaries & Wages	\$ 372,931	\$ 528,466	\$ 580,802	\$ 607,729	\$ 654,001	8%	\$ 46,272
Other Pay								
5140	Accrued Leave Buy Back	\$ 16,310	\$ 916	\$ -	\$ 10,000	\$ 10,000	0%	\$ -
	Total Other Pay	\$ 16,310	\$ 916	\$ -	\$ 10,000	\$ 10,000	0%	\$ -
Benefits								
5225	Retirement - Employer Contr.	\$ 1,853	\$ 66,560	\$ 17,159	\$ 34,600	\$ 58,509	69%	\$ 23,909
5235	PERS Unfunded Liability	\$ 291,100	\$ 64,392	\$ 309,312	\$ 63,749	\$ 73,920	16%	\$ 10,171
5250	Medicare Tax	\$ 6,656	\$ 11,469	\$ 8,422	\$ 8,698	\$ 9,469	9%	\$ 771
5315	Health Insurance	\$ 100,767	\$ 144,923	\$ 88,150	\$ 97,268	\$ 106,429	9%	\$ 9,161
5320	457 Match	\$ 7,669	\$ 8,587	\$ 12,193	\$ 12,193	\$ 16,289	34%	\$ 4,096
5325	FSA Contribution	\$ -	\$ 4,005	\$ 4,232	\$ 4,232	\$ 4,299	2%	\$ 67
5410	Auto Allowance	\$ -	\$ 3,571	\$ 4,032	\$ 4,032	\$ 4,092	1%	\$ 60
5415	Cell Phone	\$ 980	\$ 7,337	\$ 1,536	\$ 1,536	\$ 153	-90%	\$ (1,383)
5595	Unemployment Plan	\$ 14,030	\$ 459	\$ 500	\$ 500	\$ 500	0%	\$ -
	Total Benefits	\$ 423,056	\$ 311,303	\$ 445,536	\$ 226,807	\$ 273,660	21%	\$ 46,853
	Total Personnel	\$ 812,296	\$ 840,685	\$ 1,026,338	\$ 844,536	\$ 937,661	11%	\$ 93,125
Utilities and Services								
7010	Light and Power	\$ 763	\$ 23,560	\$ 31,000	\$ 31,000	\$ 18,000	-42%	\$ (13,000)
7020	Gas	\$ -	\$ 340	\$ -	\$ 700	\$ 2,400	243%	\$ 1,700
7030	Telephone/Internet	\$ 3,888	\$ 23,148	\$ 33,700	\$ 33,700	\$ 42,000	25%	\$ 8,300
7050	Water	\$ 3,778	\$ 3,162	\$ 6,100	\$ 6,100	\$ 4,800	-21%	\$ (1,300)
7130	City Hall Security System	\$ 533	\$ 1,712	\$ 4,950	\$ 4,950	\$ 5,200	5%	\$ 250
7250	Equipment Service Maintenance	\$ 921	\$ 15,589	\$ 10,000	\$ 10,000	\$ -	N/A	\$ (10,000)
7720	Equipment Rental	\$ 6,295	\$ 5,427	\$ 14,143	\$ 14,143	\$ 9,000	-36%	\$ (5,143)
	Total Utilities and Services	\$ 16,178	\$ 72,940	\$ 99,893	\$ 100,593	\$ 81,400	-19%	\$ (19,193)
System Maintenance								
6096	IT Service Contingencies	\$ 91	\$ 4,129	\$ -	\$ -	\$ -	N/A	\$ -
6155	Contract Services	\$ 66,447	\$ 86,850	\$ 38,800	\$ 89,460	\$ 19,500	-78%	\$ (69,960)
6615	IT Updates	\$ 3,236	\$ 11,926	\$ -	\$ -	\$ -	N/A	\$ -
6650	Website Maintenance	\$ 6,664	\$ 1,200	\$ 7,000	\$ 8,677	\$ 9,200	6%	\$ 523
	Total Systems Maintenance	\$ 76,438	\$ 104,105	\$ 45,800	\$ 98,137	\$ 28,700	-71%	\$ (69,437)
Materials & Supplies								
6510	Copy Paper	\$ 150	\$ 643	\$ -	\$ 1,200	\$ 3,000	150%	\$ 1,800
6520	Office Supplies	\$ 734	\$ 1,970	\$ 2,400	\$ 2,400	\$ 2,500	4%	\$ 100
6530	Postage - Mailing Fees	\$ 4,225	\$ 5,846	\$ 5,000	\$ 5,000	\$ 4,000	-20%	\$ (1,000)
6540	Printing	\$ 66	\$ 170	\$ 250	\$ 250	\$ 1,000	300%	\$ 750
6545	Passport Postage	\$ 525	\$ 106	\$ 50	\$ 1,250	\$ 2,000	60%	\$ 750
	Total Materials & Supplies	\$ 5,700	\$ 8,735	\$ 7,700	\$ 10,100	\$ 12,500	24%	\$ 2,400
Other Expenses								
5540	Education/Tuition Reimbursement	\$ -	\$ -	\$ 3,500	\$ 3,500	\$ 3,500	0%	\$ -
5595	Unemployment Plan	\$ -	\$ 500	\$ 500	\$ 500	\$ 500	0%	\$ -
5610	Retired Health Benefits	\$ 8,516	\$ 9,000	\$ 9,000	\$ -	\$ -	N/A	\$ -
6490	Dues/Subscriptions/Training	\$ 213	\$ 2,491	\$ 5,400	\$ 5,400	\$ 5,400	0%	\$ -
6900	Travel and Meetings	\$ 40	\$ 64	\$ 2,900	\$ 4,300	\$ 4,300	0%	\$ -
7200	Facility Maintenance	\$ 1,281	\$ 6,483	\$ -	\$ 6,300	\$ -	-100%	\$ (6,300)
7220	HVAC System Service/Maintenance	\$ -	\$ -	\$ -	\$ 6,000	\$ -	-100%	\$ (6,000)
7260	Vehicle Maintenance	\$ 500	\$ 24	\$ -	\$ -	\$ -	N/A	\$ -
7265	Vehicle & Equipment Fuel	\$ 200	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
7660	Bank Fees	\$ 12,740	\$ 8,596	\$ -	\$ -	\$ -	N/A	\$ -
	Total Other Expenses	\$ 23,490	\$ 27,158	\$ 21,300	\$ 26,000	\$ 13,700	-47%	\$ (12,300)

Administrative Services

100-2100		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	% ▲	\$ ▲
Capital								
8011	Capital Equipment	\$ 2,000	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
	Total Capital	\$ 2,000	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Community Programs								
6000	Animal Care and Control	\$ 47,023	\$ 57,846	\$ 52,146	\$ 52,146	\$ 63,642	22%	\$ 11,496
6090	Artesia Public Library Custodial & Maintenance	\$ 9,463	\$ 62,224	\$ 44,180	\$ 35,237	\$ 46,389	32%	\$ 11,152
6145	School Crossing Guards	\$ 169,830	\$ 194,165	\$ 208,368	\$ 208,368	\$ 234,432	13%	\$ 26,064
7305	Street Sweeping (Parking Lots)	\$ 3,179	\$ 2,889	\$ 7,605	\$ 7,605	\$ 8,150	7%	\$ 545
7685	Emergency Preparedness	\$ 10,634	\$ 6,566	\$ 2,000	\$ 12,000	\$ 12,000	0%	\$ -
7715	Community Graffiti Removal Program	\$ 6,481	\$ 6,450	\$ -	\$ -	\$ -	N/A	\$ -
7807	Business Beautification Awards	\$ 396	\$ 131	\$ -	\$ -	\$ -	N/A	\$ -
7811	Holiday Home Decoration Awards	\$ 33	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
	Total Community Programs	\$ 247,039	\$ 330,273	\$ 314,299	\$ 315,356	\$ 364,613	16%	\$ 49,257
Total Expenses		\$ 1,183,141	\$ 1,383,896	\$ 1,515,330	\$ 1,394,722	\$ 1,438,574	3%	\$ 43,852
Net Subsidy General Fund		\$ 1,183,141	\$ 1,383,896	\$ 1,515,330	\$ 1,394,722	\$ 1,438,574	3%	\$ 43,852

Administrative Services will be funded by the General Operating Fund.

MANAGING DEPARTMENT HEAD: Human Resources Manager**PRIMARY ACTIVITIES:**

The Human Resources Department is responsible for supporting all new, existing and prospective employees. Human Resources also supports each department with recruitment to fill vacancies, staff development to train and progress employees, and employee performance evaluation, coaching, and discipline. The Department's core services and competencies include recruitment and selection, staff development and training, job classification and compensation, employee performance evaluation, benefit administration, risk management, safety, administration of worker's compensation, labor negotiations and employees leaves.

FY 2023-24 ACOMPLISHMENTS:

- ❖ Created HR Mission and Vision and posted them to the HR webpage
- ❖ Implemented an online employee onboarding system
- ❖ Created Organizational Training Plan
- ❖ Facilitated 18 staff development trainings including Mandated Reporter, Driver Safety, and Ergonomics
- ❖ Coordinated and held the City's Benefits Resource Fair
- ❖ Coordinated 8 recruitments
- ❖ Hired 9 new employees (20% of workforce)
- ❖ Coordinated and initiated a Workability Partners with ABC Unified School District to assist youth with gaining work experience and hired five student workers through the program.
- ❖ Coordinated and initiated the City's SELACO Youth and Youth at Work Program and hired ten participants to provide community youth with work experience.
- ❖ Developed a survey for the front lobby to enhance customer service.
- ❖ Created Hybrid/Remote Work Plan which was implemented across all departments.

FY 2024-25 OBJECTIVES:

- ❖ Continue providing training programs to employees to meet required standards and promote professional development.
- ❖ Digitize all employee files through the Laserfiche program.
- ❖ Create and publish new employment policies to further protect employees and the agency from risk.
- ❖ Implement advanced Human Resources analytics.
- ❖ Build a more inclusive culture that drives creativity, improves decision-making, and enhances employee engagement
- ❖ Launch a comprehensive health and wellness program.
- ❖ Onboard 20 SELACO Youth workers to assist in various City departments and provide local youth with work experience.

Human Resources

The Human Resources Department supports all prospective, current and past employees. The Human Resources Department core services and competencies include recruitment and retention of qualified applicants; employee and labor relations; job classification, compensation and labor market research; maintenance of personnel records; organizational and employee development; employee benefits; and regulatory compliance.

100-2400	FY 2022 Actual	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimate	FY 2025 Budget	Budget %▲	Budget \$▲
Staffing Summary							
Full Time Positions							
Human Resources Manager	0.80	0.80	0.80	0.80	0.80	0%	0.00
Administrative Analyst	1.00	0.00	1.00	0.00	0.00	N/A	0.00
Administrative Secretary	0.05	0.05	0.05	0.025	0.025	0%	0.00
Administrative Assistant	0.00	0.00	0.00	0.050	0.050	0%	0.00
Total FTE	1.85	0.85	1.85	0.88	0.88	0%	0.00
Revenues							
Revenue From General Fund	\$ 621,375	\$ 246,201	\$ 238,540	\$ 268,902	\$ 342,692	27%	\$ 73,790
Total Revenue for Department	\$ 621,375	\$ 246,201	\$ 238,540	\$ 268,902	\$ 342,692	27%	\$ 73,790
Expenditures							
Personnel	\$ 467,161	\$ 146,421	\$ 134,373	\$ 143,935	\$ 161,042	12%	\$ 17,107
Utilities and Services	\$ 9,227	\$ 6,227	\$ 267	\$ 267	\$ 500	87%	\$ 233
Materials and Supplies	\$ 3,862	\$ 2,043	\$ 1,700	\$ 1,700	\$ 2,400	41%	\$ 700
Other Expenses	\$ 141,125	\$ 91,510	\$ 102,200	\$ 123,000	\$ 178,750	45%	\$ 55,750
Total Expenditures	\$ 621,375	\$ 246,201	\$ 238,540	\$ 268,902	\$ 342,692	27%	\$ 73,790
Net Subsidy General Fund	\$ 621,375	\$ 246,201	\$ 238,540	\$ 268,902	\$ 342,692	27%	\$ 73,790

Human Resources

100-2400		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Expenses								
Personnel								
	Salaries and Wages	\$ 170,306	\$ 94,997	\$ 102,084	\$ 102,230	\$ 105,126	3%	\$ 2,896
	Other Pay	\$ 244,980	\$ 3,293	\$ -	\$ -	\$ 3,000	N/A	\$ 3,000
	Benefits, and Payroll Expenses	\$ 51,875	\$ 48,132	\$ 32,289	\$ 41,705	\$ 52,916	27%	\$ 11,211
	Total Personnel	\$ 467,161	\$ 146,421	\$ 134,373	\$ 143,935	\$ 161,042	12%	\$ 17,107
Salaries & Wages								
5010	Full Time	\$ 170,306	\$ 89,600	\$ 102,084	\$ 102,230	\$ 104,626	2%	\$ 2,396
5020	Part Time	\$ 38	\$ 5,388	\$ -	\$ -	\$ -	N/A	\$ -
5030	Overtime	\$ -	\$ 8	\$ -	\$ -	\$ 500	N/A	\$ 500
	Total Salaries & Wages	\$ 170,306	\$ 94,997	\$ 102,084	\$ 102,230	\$ 105,126	3%	\$ 2,896
Other Pay								
5140	Accrued Leave Buy Back	\$ 244,980	\$ 3,293	\$ -	\$ -	\$ 3,000	N/A	\$ 3,000
	Total Other Pay	\$ 244,980	\$ 3,293	\$ -	\$ -	\$ 3,000	N/A	\$ 3,000
Benefits								
5225	Retirement - Employer Contr.	\$ 846	\$ 11,704	\$ 3,598	\$ 2,134	\$ 11,112	421%	\$ 8,978
5235	PERS Unfunded Liability	\$ -	\$ 16,629	\$ -	\$ 10,857	\$ 11,830	9%	\$ 973
5250	Medicare Tax	\$ 3,065	\$ 1,961	\$ 1,480	\$ 1,482	\$ 1,517	2%	\$ 35
5315	Health Insurance	\$ 46,017	\$ 16,005	\$ 18,798	\$ 19,819	\$ 21,534	9%	\$ 1,715
5320	457 Match	\$ 1,946	\$ 6	\$ 36	\$ 36	\$ 46	28%	\$ 10
5325	FSA Contribution	\$ -	\$ 592	\$ 592	\$ 592	\$ 592	0%	\$ -
5410	Auto Allowance	\$ -	\$ 1,084	\$ 1,485	\$ 1,485	\$ 1,485	0%	\$ -
5540	Education/Tuition Reimbursement	\$ -	\$ -	\$ 2,800	\$ 3,500	\$ 2,800	-20%	\$ (700)
5610	Retiree Health Benefits	\$ -	\$ 151	\$ 3,500	\$ 1,800	\$ 2,000	11%	\$ 200
	Total Benefits	\$ 51,875	\$ 48,132	\$ 32,289	\$ 41,705	\$ 52,916	27%	\$ 11,211
	Total Personnel	\$ 467,161	\$ 146,421	\$ 134,373	\$ 143,935	\$ 161,042	12%	\$ 17,107
Utilities and Services								
5415	Cell Phone	\$ 115	\$ 248	\$ 267	\$ 267	\$ 500	87%	\$ 233
6650	Website Maintenance	\$ -	\$ 700	\$ -	\$ -	\$ -	N/A	\$ -
7010	Light and Power	\$ 1,022	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
7020	Gas	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
7030	Telephone/Internet	\$ 3,602	\$ 2,307	\$ -	\$ -	\$ -	N/A	\$ -
7050	Water	\$ 11	\$ 8	\$ -	\$ -	\$ -	N/A	\$ -
7060	Telephone Repair/Service	\$ -	\$ 150	\$ -	\$ -	\$ -	N/A	\$ -
7130	City Hall Security System	\$ 533	\$ 352	\$ -	\$ -	\$ -	N/A	\$ -
7200	Maintenance	\$ 1,273	\$ 649	\$ -	\$ -	\$ -	N/A	\$ -
7220	HVAC Maintenance	\$ 921	\$ 405	\$ -	\$ -	\$ -	N/A	\$ -
7260	Vehicle Serv./Maint.	\$ -	\$ 300	\$ -	\$ -	\$ -	N/A	\$ -
7720	Equipment Rental	\$ 1,750	\$ 1,108	\$ -	\$ -	\$ -	N/A	\$ -
	Total Utilities and Services	\$ 9,227	\$ 6,227	\$ 267	\$ 267	\$ 500	87%	\$ 233

Human Resources

100-2400		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Materials & Supplies								
6510	Copy Paper	\$ 150	\$ 112	\$ -	\$ -	\$ -	N/A	\$ -
6520	Office Supplies	\$ 3,544	\$ 1,516	\$ 1,300	\$ 1,300	\$ 2,000	54%	\$ 700
6530	Postage - Mailing Fees	\$ 102	\$ 300	\$ 300	\$ 300	\$ 300	0%	\$ -
6540	Printing	\$ 66	\$ 114	\$ 100	\$ 100	\$ 100	0%	\$ -
6545	Passport Postage	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total Materials & Supplies		\$ 3,862	\$ 2,043	\$ 1,700	\$ 1,700	\$ 2,400	41%	\$ 700
Other Expenses								
5515	Employment Advertising	\$ 5,186	\$ 6,349	\$ 12,000	\$ 12,000	\$ 15,000	25%	\$ 3,000
5520	Annual Staff Appreciation	\$ 3,576	\$ 5,868	\$ 7,500	\$ 10,000	\$ 15,000	50%	\$ 5,000
5550	Background Checks	\$ 604	\$ 838	\$ 1,000	\$ 1,000	\$ 1,000	0%	\$ -
5565	Pre-Employment Physicals	\$ 1,186	\$ 3,853	\$ 3,000	\$ 3,000	\$ 3,000	0%	\$ -
6035	Contract Services	\$ 20,728	\$ 2,146	\$ 1,000	\$ 10,500	\$ 35,000	233%	\$ 24,500
	Scanning Services							
6105	Labor Consultant	\$ 103,666	\$ 53,906	\$ 65,000	\$ 65,000	\$ 83,250	28%	\$ 18,250
6135	Records Destruction	\$ 1,328	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
6490	Dues/Subscriptions/Training	\$ 4,852	\$ 15,515	\$ 7,200	\$ 16,000	\$ 16,000	0%	\$ -
6900	Travel and Meetings	\$ -	\$ 1,592	\$ 2,000	\$ 2,000	\$ 3,000	50%	\$ 1,000
7755	Miscellaneous Expense	\$ -	\$ -	\$ -	\$ -	\$ 2,500	N/A	\$ 2,500
7765	Organizational Development	\$ -	\$ 1,443	\$ 3,500	\$ 3,500	\$ 5,000	43%	\$ 1,500
Total Other Expenses		\$ 141,125	\$ 91,510	\$ 102,200	\$ 123,000	\$ 178,750	45%	\$ 55,750
Total Expenses		\$ 621,375	\$ 246,201	\$ 238,540	\$ 268,902	\$ 342,692	27%	\$ 73,790
Net Subsidy General Fund		\$ 621,375	\$ 246,201	\$ 238,540	\$ 268,902	\$ 342,692	27%	\$ 73,790

Human Resources will be funded by the General Operating Fund.

MANAGING DEPARTMENT HEAD: Deputy City Manager

PRIMARY ACTIVITIES:

The Risk Management Department is responsible for managing the City's internal and external risks in a cost-effective manner. The department plays a crucial role in reviewing City agreements to ensure the presence of proper insurance and indemnification clauses. Risk Management handles the processing of insurance claims against private parties or through City insurance, as well as claims from private parties against the City. The department also submits restitution claims for crimes committed against public property, working in collaboration with the Sheriff's Department and District Attorney. Through diligent risk assessment, efficient claims processing, and pursuit of restitution, the Risk Management Department safeguards the City's interests, financial stability, and public assets.

FY 2023-24 ACCOMPLISHMENTS:

- ❖ Facilitated the completion of the 2023 Risk Management Evaluation
- ❖ Enhanced safety and emergency preparedness by holding regular safety committee meetings
- ❖ Developed communication channels that successfully promoted risk awareness across City Departments
- ❖ Fostered a culture of proactive risk prevention and mitigation
- ❖ Continuously evaluated and updated the City's insurance policies to match current needs
- ❖ Delivered comprehensive training programs across City Departments
- ❖ Initiated Emergency Management training and review for all management staff and developed a plan to provide Incident Command System emergency management training to employees involved in each response area
- ❖ Completed 8 Ergonomic Assessments and implemented updates to employees' workstations
- ❖ Created Workplace Violence Prevention Program and trained staff
- ❖ Obtained and implemented EMBARK Safety Program to monitor employee driving records
- ❖ Updated Vehicle Use Policy and Illness and Injury Prevention Program
- ❖ Management attended Risk Management Academy facilitated by the California Joint Powers Insurance Authority
- ❖ Executed an Agreement with the California Joint Powers Insurance Authority to have an ADA self-evaluation and Transition Plan completed over the next several months, ensuring the City's compliance with ADA standards.

FY 2024-25 OBJECTIVES:

- ❖ Continue meeting monthly with Safety Committee to ensure compliance checks occur, and to address risk mitigation throughout the organization.

- ❖ Complete comprehensive ADA self-evaluation and develop a Transition Plan to ensure compliance with ADA Standards.
- ❖ Update and test the crisis management plans annually to handle new and evolving threats.
- ❖ Launch a continuous learning and development program for the risk management team, focusing on emerging risk trends and mitigation techniques.
- ❖ Implement training program for management staff and safety committee members in Incident Command System in assigned response areas.
- ❖ Develop a comprehensive risk awareness program, aiming to embed risk consciousness into every level of the organization.
- ❖ Complete or prioritize corrective actions identified through the Risk Management Evaluation

Risk Management

Risk Management manages the City's internal and external risks in the most cost-effective manner. The primary functions of the Risk Management Department include the following tasks: reviewing City agreements for proper insurance and indemnification clauses, processing City insurance claims against private parties or through City insurance, processing insurance claims from private parties against the City, and submitting restitution claims to the District Attorney for crimes against public property.

100-2450		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
Full Time Positions								
	Human Resources Manager	0.20	0.20	0.20	0.20	0.20	0%	0.00
	Deputy City Manager	0.10	0.10	0.10	0.10	0.10	0%	0.00
	Administrative Secretary	0.00	0.00	0.025	0.025	0.025	0%	0.00
	Administrative Assistant	0.00	0.00	0.05	0.05	0.05	0%	0.00
	Total FTE	0.30	0.30	0.375	0.375	0.375	0%	0.00
Revenues								
	Revenue From General Fund	\$ 364,339	\$ 433,695	\$ 551,063	\$ 557,449	\$ 618,782	11%	\$ 61,333
	Total Revenue for Department	\$ 364,339	\$ 433,695	\$ 551,063	\$ 557,449	\$ 618,782	11%	\$ 61,333
Expenditures								
	Personnel	\$ 64,753	\$ 51,484	\$ 56,295	\$ 62,681	\$ 72,507	16%	\$ 9,826
	Contractual Services	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
	Other Expenses	\$ 299,586	\$ 382,211	\$ 494,768	\$ 494,768	\$ 546,275	10%	\$ 51,507
	Total Expenditures	\$ 364,339	\$ 433,695	\$ 551,063	\$ 557,449	\$ 618,782	11%	\$ 61,333
Net Subsidy General Fund								
		\$ 364,339	\$ 433,695	\$ 551,063	\$ 557,449	\$ 618,782	11%	\$ 61,333
Expenditures								
Personnel								
	Salaries and Wages	\$ 61,868	\$ 36,277	\$ 44,522	\$ 44,668	\$ 47,519	6%	\$ 2,851
	Other Pay	\$ 1,500	\$ -	\$ -	\$ 862	\$ 3,000	248%	\$ 2,138
	Benefits, and Payroll Expenses	\$ 1,385	\$ 15,207	\$ 11,773	\$ 17,150	\$ 21,988	28%	\$ 4,838
	Total Personnel	\$ 64,753	\$ 51,484	\$ 56,295	\$ 62,681	\$ 72,507	16%	\$ 9,826
Salaries & Wages								
5010	Full Time	\$ 61,868	\$ 35,401	\$ 44,522	\$ 44,668	\$ 47,519	6%	\$ 2,851
5020	Part Time		\$ 876			\$ -		
5030	Overtime	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
	Total Salaries & Wages	\$ 61,868	\$ 36,277	\$ 44,522	\$ 44,668	\$ 47,519	6%	\$ 2,851
Other Pay								
5140	Accrued Leave Buy Back	\$ 1,500	\$ -	\$ -	\$ 862	\$ 3,000	248%	\$ 2,138
	Total Other Pay	\$ 1,500	\$ -	\$ -	\$ 862	\$ 3,000	248%	\$ 2,138
Benefits								
5225	Retirement - Employer Contr.		\$ 5,735	\$ 1,552	\$ 1,758	\$ 4,996	184%	\$ 3,238
5235	PERS Unfunded Liability	\$ -	\$ -	\$ -	\$ 4,763	\$ 5,390	13%	\$ 627
5250	Medicare Tax	\$ -	\$ 828	\$ 646	\$ 648	\$ 689	6%	\$ 41
5315	Health Insurance	\$ -	\$ 6,113	\$ 7,518	\$ 7,925	\$ 8,787	11%	\$ 862
5320	457 Match		\$ 401	\$ 510	\$ 510	\$ 579	14%	\$ 69
5325	FSA Contribution	\$ -	\$ 262	\$ 262	\$ 262	\$ 262	0%	\$ -
5410	Auto Allowance		\$ 368	\$ 585	\$ 585	\$ 585	0%	\$ -
5540	Education/Tuition Reimbursement		\$ -	\$ 700	\$ 700	\$ 700	0%	\$ -
5610	Retiree Health Benefits	\$ 1,385	\$ 1,500	\$ -	\$ -	\$ -	N/A	\$ -
	Total Benefits	\$ 1,385	\$ 15,207	\$ 11,773	\$ 17,150	\$ 21,988	28%	\$ 4,838
	Total Personnel	\$ 64,753	\$ 51,484	\$ 56,295	\$ 62,681	\$ 72,507	16%	\$ 9,826

Risk Management

100-2450		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Other Expenses								
5415	Cell Phone		\$ -	\$ 105	\$ 105	\$ 18	-83%	\$ (87)
6165	Special Prof. Services		\$ -	\$ 2,400	\$ 2,400	\$ 4,000	67%	\$ 1,600
	Accomodation Assessment						N/A	\$ -
6220	General Liability Insurance	\$ 147,020	\$ 197,378	\$ 227,528	\$ 227,528	\$ 290,593	28%	\$ 63,065
6221	Workers' Comp Ins.	\$ 69,208	\$ 83,239	\$ 92,269	\$ 92,269	\$ 73,052	-21%	\$ (19,217)
6300	Crime and Pollution Insurance	\$ 2,811	\$ 1,594	\$ 3,114	\$ 3,114	\$ 3,500	12%	\$ 386
6560	Special Dept. Supplies		\$ -	\$ 8,000	\$ 8,000	\$ 10,000	25%	\$ 2,000
	Ergonomics			\$ -				
	Emerg/Safety Supplies			\$ -				
7400	Property Insurance	\$ 80,547	\$ 100,000	\$ 161,352	\$ 161,352	\$ 165,112	2%	\$ 3,760
	Total Other Expenses	\$ 299,586	\$ 382,211	\$ 494,768	\$ 494,768	\$ 546,275	10%	\$ 51,507
	Total Expenses	\$ 364,339	\$ 433,695	\$ 551,063	\$ 557,449	\$ 618,782	11%	\$ 61,333
	Net Subsidy General Fund	\$ 364,339	\$ 433,695	\$ 551,063	\$ 557,449	\$ 618,782	11%	\$ 61,333

Risk Management will be funded by the General Operating Fund.

MANAGING DEPARTMENT HEAD: FINANCE MANAGER

PRIMARY ACTIVITIES:

The Artesia Towne Center is a City-owned commercial center leasing retail and office space to business tenants at the northwest corner of Pioneer Boulevard and 183rd Street. This two-story center provides over 38,000 square feet of leasable space in a high-traffic area of the City. The Artesia Towne Center (ATC) is an important revenue-generator for the City and helps to diversify the City's revenue streams.

FY 2023-24 ACOMPLISHMENTS:

- ❖ Occupancy at ATC has increased from 72% in July 2022 to 80% in June 2023.
- ❖ Increased the average rent closer to market rates throughout the center.
- ❖ Generated \$425,647.82 in income and \$99,638.17 in revenue.
- ❖ Maintenance and Improvements were performed to attract new tenants and ensure longevity with existing tenants:
 - Renovations of the second floor of the building, including:
 - New carpet and entry way tile
 - New paint and hallway lighting
 - Replacement of four HVAC units
 - Full replacement of fire alarm system with modernized alert and monitoring capabilities.
 - Performed roof repairs in response to significantly higher than average annual rainfall.

FY 2024-25 OBJECTIVES:

- ❖ Renovate the both second story common area restrooms.
- ❖ Finalize and permit ADA improvements throughout the parking lot.
- ❖ Initiate replacement of the roof to prevent water damage and leaks.
- ❖ Increase revenue generated by the ATC.
- ❖ Increase occupancy to 90%.

Artesia Towne Center

The Artesia Towne Center Fund receives funds from Rental Revenue and Expenditure activities of the City owned commercial property referred to as the Artesia Towne Center located at 18155-18197 Pioneer Boulevard. The center has been operated and managed by the City since August of 2016. Expenditures include operation, maintenance and improvement of the facility, which are funded through rental revenue furnish by commercial tenants.

100-2500		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
	City Manager	0.10	0.10	0.10	0.10	0.10	0%	0.00
	Deputy City Manager	0.05	0.05	0.05	0.05	0.05	0%	0.00
	Management Analyst	1.05	0.00	1.05	0.00	0.00	N/A	0.00
	Finance Manager	0.10	0.10	0.10	0.10	0.10	0%	0.00
	Total FTE	1.30	0.25	1.30	0.25	0.25	0%	0.00
Revenues								
Charges for Services								
4710	Interest Income	\$ 1,478	\$ 1,500		\$ -	\$ -	N/A	\$ -
4720	Rental Income	\$ -	\$ -	\$ 738,132	\$ 738,132	\$ 850,411	15%	\$ 112,279
	Total Revenue	\$ 446,703	\$ 1,500	\$ 738,132	\$ 738,132	\$ 850,411	15%	\$ 112,279
Expenses								
Personnel								
	Salaries and Wages	\$ 111,885	\$ 41,350	\$ 44,916	\$ 44,678	\$ 47,774	7%	\$ 3,096
	Other Pay	\$ 24,484	\$ 5,000		\$ -	\$ -	N/A	\$ -
	Benefits, and Payroll Expenses	\$ 35,894	\$ 6,456	\$ 11,565	\$ 17,750	\$ 20,294	14%	\$ 2,544
	Total Personnel Expense	\$ 172,264	\$ 52,806	\$ 56,481	\$ 62,428	\$ 68,068	9%	\$ 5,640
Salaries & Wages								
5010	Full Time	\$ 107,138	\$ 41,350	\$ 44,916	\$ 44,678	\$ 47,774	7%	\$ 3,096
5020	Part Time	\$ 4,748	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
5030	Overtime	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
	Total Salaries & Wages	\$ 111,885	\$ 41,350	\$ 44,916	\$ 44,678	\$ 47,774	7%	\$ 3,096
Other Pay								
5140	Accrued Leave Buy Back	\$ 24,484	\$ 5,000	\$ 5,000	\$ -	\$ -	N/A	\$ -
	Total Other Pay	\$ 24,484	\$ 5,000	\$ 5,000	\$ -	\$ -	N/A	\$ -
Benefits								
5225	Retirement - Employer Contr.	\$ 546	\$ 447	\$ 3,171	\$ 3,760	\$ 4,720	26%	\$ 960
5235	PERS Unfunded Liability	\$ -	\$ -	\$ -	\$ 4,763	\$ 5,390	13%	\$ 627
5250	Medicare Tax	\$ 2,594	\$ 592	\$ 651	\$ 648	\$ 693	7%	\$ 45
5315	Health Insurance	\$ 29,688	\$ 3,443	\$ 3,984	\$ 4,820	\$ 5,668	18%	\$ 848
5320	457 Match	\$ 2,876	\$ 1,226	\$ 2,547	\$ 2,547	\$ 2,633	3%	\$ 86
5325	FSA Contribution	\$ -	\$ 173	\$ 173	\$ 173	\$ 173	0%	\$ -
5410	Auto Allowance		\$ 500	\$ 750	\$ 750	\$ 750	0%	\$ -
5415	Cell Phone	\$ 190	\$ 75	\$ 289	\$ 289	\$ 267	-8%	\$ (22)
	Total Benefits	\$ 35,894	\$ 6,456	\$ 11,565	\$ 17,750	\$ 20,294	14%	\$ 2,544
	Total Personnel	\$ 172,264	\$ 52,806	\$ 56,481	\$ 62,428	\$ 68,068	9%	\$ 5,640
Utilities and Services								
7010	Light and Power	\$ 23,410	\$ 40,000	\$ -	\$ -	\$ -	N/A	\$ -
7030	Telephone/Internet	\$ 1,547	\$ 1,036	\$ -	\$ -	\$ -	N/A	\$ -
7050	Water	\$ 9,071	\$ 6,243	\$ -	\$ -	\$ -	N/A	\$ -
7130	Security Guard	\$ 53,003	\$ 65,000	\$ -	\$ -	\$ -	N/A	\$ -
	Total Utilities and Services	\$ 87,031	\$ 112,279	\$ -	\$ -	\$ -	N/A	\$ -
Other Expenses								
6035	ATC Management Contract	\$ 17,632	\$ 50,000	\$ 42,800	\$ 47,800	\$ 67,340	41%	\$ 19,540
7280	Building Maintenance	\$ 69,536	\$ 33,000	\$ -	\$ -	\$ -	N/A	\$ -
7400	Property Insurance	\$ 70,000	\$ 57,380	\$ 59,000	\$ 59,000	\$ 60,000	2%	\$ 1,000
7655	ATC Reimbursable Expense	\$ 153	\$ 500	\$ -	\$ -	\$ -	N/A	\$ -
7755	ATC Expense (Maintenance & Operations)	\$ 7,432	\$ 10,000	\$ 254,250	\$ 254,250	\$ 257,000	1%	\$ 2,750
8102	Property Rehabilitation (Capital)	\$ 84,149	\$ 105,000	\$ 112,600	\$ 112,600	\$ 151,050	34%	\$ 38,450
	Total Other Expenses	\$ 248,903	\$ 255,880	\$ 468,650	\$ 473,650	\$ 535,390	13%	\$ 61,740
	Total Expenses	\$ 508,197	\$ 420,965	\$ 525,131	\$ 536,078	\$ 603,458	13%	\$ 67,380
	Net Subsidy General Fund	\$ (61,495)	\$ (419,465)	\$ 213,001	\$ 202,054	\$ 246,953	22%	\$ 44,899

Artesia Towne Center will be funded by the rent revenue generated from the property.

MANAGING DEPARTMENT HEAD: Finance Manager

PRIMARY ACTIVITIES:

The Finance Department oversees the City's budget, coordinates financial resources, and provides support for the internal computer network system. The department's main responsibilities include administration and management of financial activities of the City, business licensing, and treasury, encompassing activities such as budget development, financial reporting, audit compliance, payroll, and investments.

FY 2023-24 ACCOMPLISHMENTS:

- ❖ Submitted annual Budget in a format acceptable to the Government Finance Officers Association (GFOA)
- ❖ Completed the fiscal year 2020-21, 2021-22, and 2022-23 audits demonstrating a commitment to transparent and accountable financial practices.
- ❖ Trained all management staff on the new accounting software to increase efficiencies.
- ❖ Implemented new Accounts Payable invoice request processing
- ❖ Enhanced business license compliance in partnership with HdL through improved collection and enforcement practices.
- ❖ Implemented a new Investment Policy to maximize the total return on the investment portfolio while meeting the daily cash flow demands of the City.
- ❖ Completed the first phase of the Computer Replacement Program.

FY 2024-25 OBJECTIVES:

- ❖ Complete the Fiscal Year 2023-24 audits by conducting thorough financial assessments, ensuring regulatory compliance, strengthening internal controls, and delivering accurate financial reporting to uphold transparency and accountability.
- ❖ Evaluate and update fiscal policies and procedures.
- ❖ Prepare Annual Comprehensive Financial Report (ACFR) in compliance with audit standards.
- ❖ Enhance cross-training responsibilities within the Departments.
- ❖ Optimize the functionality of the accounting system.
- ❖ Further diversify City's investment portfolio while maintaining safety and increasing return on investment.
- ❖ Implement the second phase of the Computer Replacement Program.

Finance

Finance accounts for the City's past, present, and future financial affairs. Specific activities managed by the department include: Developing the City's budget, Financial Reporting, Audit Compliance, Payroll, Accounts Payable, and Accounts Receivables.

100-3100	FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
	Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary							
Full Time Positions							
Finance Manager	0.75	0.90	0.90	0.90	0.90	0%	0.00
Assistant Finance Manager	1.00	0.00	0.00	0.00	0.00	N/A	0.00
Accounting Manager	0.00	1.00	0.00	0.00	0.00	N/A	0.00
Management Analyst	0.00	1.00	1.00	1.00	1.00	0%	0.00
Senior Accountant	0.00	1.00	1.00	1.00	1.00	0%	0.00
Accounting Technician II	2.00	2.00	1.00	1.00	1.00	0%	0.00
Administrative Secretary	0.05	0.05	0.05	0.05	0.05	0%	0.00
Administrative Assistant	0.05	0.10	0.10	0.10	0.10	0%	0.00
Total FTE	3.85	6.05	4.05	4.05	4.05	0%	0.00
Revenues							
Revenue From General Fund	\$ 717,424	\$ 721,522	\$ 733,873	\$ 788,810	\$ 855,047	8%	\$ 66,237
Total Revenue for Department	\$ 717,424	\$ 721,522	\$ 733,873	\$ 788,810	\$ 855,047	8%	\$ 66,237
Expenditures							
Personnel	\$ 437,360	\$ 463,177	\$ 424,118	\$ 484,060	\$ 550,047	14%	\$ 65,987
Professional Services	\$ 244,692	\$ 220,031	\$ 240,000	\$ 200,000	\$ 200,000	0%	\$ -
Materials and Supplies	\$ 5,162	\$ 3,382	\$ 3,250	\$ 3,250	\$ 3,000	-8%	\$ (250)
Utilities and Services	\$ 9,370	\$ 5,733	\$ 20,000	\$ 60,000	\$ 60,000	0%	\$ -
Other Expenses	\$ 8,614	\$ 15,995	\$ 33,300	\$ 41,500	\$ 42,000	1%	\$ 500
Capital	\$ 12,227	\$ 13,205	\$ 13,205	\$ -	\$ -	N/A	\$ -
Total Expenditures	\$ 717,424	\$ 721,522	\$ 733,873	\$ 788,810	\$ 855,047	8%	\$ 66,237
Net Subsidy General Fund	\$ 717,424	\$ 721,522	\$ 733,873	\$ 788,810	\$ 855,047	8%	\$ 66,237

Finance

100-3100		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Estimate	Budget	Estimate	Budget	%▲	\$▲
Expenses								
Personnel								
	Salaries and Wages	\$ 331,040	\$ 312,819	\$ 355,898	\$ 361,714	\$ 387,456	7%	\$ 25,742
	Other Pay	\$ -	\$ 2,036	\$ -	\$ 5,602	\$ 6,000	7%	\$ 398
	Benefits, and Payroll Expenses	\$ 106,320	\$ 148,322	\$ 68,220	\$ 116,744	\$ 156,591	34%	\$ 39,847
	Total Personnel	\$ 437,360	\$ 463,177	\$ 424,118	\$ 484,060	\$ 550,047	14%	\$ 65,987
Salaries & Wages								
5010	Full Time	\$ 328,341	\$ 308,898	\$ 354,898	\$ 360,714	\$ 386,456	7%	\$ 25,742
5020	Part Time	\$ 2,697	\$ 3,502			\$ -		
5030	Overtime	\$ 2	\$ 419	\$ 1,000	\$ 1,000	\$ 1,000	0%	\$ -
	Total Salaries & Wages	\$ 331,040	\$ 312,819	\$ 355,898	\$ 361,714	\$ 387,456	7%	\$ 25,742
Other Pay								
5140	Accrued Leave Buy Back	\$ -	\$ 2,036		\$ 5,602	\$ 6,000	7%	\$ 398
	Total Other Pay	\$ -	\$ 2,036	\$ -	\$ 5,602	\$ 6,000	7%	\$ 398
Benefits								
5225	Retirement - Employer Contr.	\$ 1,640	\$ 37,700	\$ 9,951	\$ 19,968	\$ 33,073	66%	\$ 13,105
5235	PERS Unfunded Liability	\$ -	\$ 38,543	\$ -	\$ 38,355	\$ 43,750	14%	\$ 5,395
5250	Medicare Tax	\$ 5,770	\$ 6,735	\$ 5,146	\$ 5,230	\$ 5,604	7%	\$ 374
5315	Health Insurance	\$ 89,150	\$ 52,824	\$ 36,900	\$ 36,968	\$ 57,476	55%	\$ 20,508
5320	457 Match	\$ 9,463	\$ 7,380	\$ 10,462	\$ 10,462	\$ 11,397	9%	\$ 935
5325	FSA		\$ 2,819	\$ 2,819	\$ 2,819	\$ 2,819	0%	\$ -
5410	Auto Allowance		\$ 1,736	\$ 2,310	\$ 2,310	\$ 2,310	0%	\$ -
5415	Cell Phone	\$ 297	\$ 585	\$ 632	\$ 632	\$ 162	-74%	\$ (470)
	Total Benefits	\$ 106,320	\$ 148,322	\$ 68,220	\$ 116,744	\$ 156,591	34%	\$ 39,847
	Total Personnel	\$ 437,360	\$ 463,177	\$ 424,118	\$ 484,060	\$ 550,047	14%	\$ 65,987
Professional Services								
6035	Contract Services	\$ 244,692	\$ 220,031	\$ 240,000	\$ 200,000	\$ 200,000	0%	\$ -
	IT Contract							
	Auditor/Accounting Services							
	Consulting Services							
	Business Tax Collection Support (HdL)							
	Payroll Services							
	Total Professional Services	\$ 244,692	\$ 220,031	\$ 240,000	\$ 200,000	\$ 200,000	0%	\$ -
Utilities and Services								
6095	IT Updates	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	0%	\$ -
6096	IT Service Contingencies	\$ -	\$ -	\$ 10,000	\$ 50,000	\$ 50,000	0%	\$ -
6650	Website Maintenance	\$ -	\$ 635	\$ -	\$ -	\$ -	N/A	\$ -
7010	Light and Power	\$ 1,022	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
7020	Gas	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
7030	Telephone/Internet	\$ 3,888	\$ 2,548	\$ -	\$ -	\$ -	N/A	\$ -
7050	Water	\$ 11	\$ 8	\$ -	\$ -	\$ -	N/A	\$ -
7130	City Hall Security System	\$ 533	\$ 352	\$ -	\$ -	\$ -	N/A	\$ -
7200	Maintenance	\$ 1,245	\$ 677	\$ -	\$ -	\$ -	N/A	\$ -
7220	HVAC Maintenance	\$ 921	\$ 405	\$ -	\$ -	\$ -	N/A	\$ -
7720	Equipment Rental	\$ 1,750	\$ 1,108	\$ -	\$ -	\$ -	N/A	\$ -
	Total Utilities and Services	\$ 9,370	\$ 5,733	\$ 20,000	\$ 60,000	\$ 60,000	0%	\$ -
Materials & Supplies								
6510	Copy Paper	\$ 150	\$ 112	\$ -	\$ -	\$ -	N/A	\$ -
6520	Office Supplies	\$ 3,300	\$ 2,363	\$ 1,000	\$ 1,000	\$ 1,500	50%	\$ 500
6530	Postage	\$ 72	\$ 96	\$ 250	\$ 250	\$ -	N/A	\$ (250)
6540	Printing	\$ 1,641	\$ 810	\$ 2,000	\$ 2,000	\$ 1,500	-25%	\$ (500)
	Total Materials & Supplies	\$ 5,162	\$ 3,382	\$ 3,250	\$ 3,250	\$ 3,000	-8%	\$ (250)
Other Expenses								
5540	Education/Tuition Reimbursement	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ -	N/A	\$ -
5610	Retiree Health Ins		\$ -	\$ 12,000	\$ -	\$ -	N/A	\$ -
6490	Dues and Subscriptions	\$ 263	\$ 2,880	\$ 2,800	\$ 25,000	\$ 25,000	0%	\$ -
6900	Travel and Meeting	\$ -	\$ 939	\$ 1,500	\$ 1,500	\$ 2,000	33%	\$ 500
7660	Bank Fees	\$ 6,351	\$ 12,176	\$ 15,000	\$ 15,000	\$ 15,000	0%	\$ -
	Total Other Expenses	\$ 8,614	\$ 15,995	\$ 33,300	\$ 41,500	\$ 42,000	1%	\$ 500
Capital								
8011	Accounting Software	\$ 12,227	\$ 13,205	\$ 13,205	\$ -	\$ -	N/A	\$ -
	Total Capital	\$ 12,227	\$ 13,205	\$ 13,205	\$ -	\$ -	N/A	\$ -
	Total Expenses	\$ 717,424	\$ 721,522	\$ 733,873	\$ 788,810	\$ 855,047	8%	\$ 66,237
	Net Subsidy General Fund	\$ 717,424	\$ 721,522	\$ 733,873	\$ 788,810	\$ 855,047	8%	\$ 66,237

Finance will be funded by the General Operating Fund.

MANAGING DEPARTMENT HEAD: Community Development Director

PRIMARY ACTIVITIES:

The Planning Department administers the City's comprehensive planning programs, processes development permits and agreements, and carries out state mandates related to housing. Planning prepares, maintains and implements the General Plan, Zoning, and Subdivision of parcels. Planning provides assessments and recommendations of developments to the Planning Commission and City Council. The Planning Department's ultimate goal is a well-designed City with a physically attractive built environment.

FY 2023-24 ACOMPLISHMENTS:

- ❖ Permitted 11 new residential units:
 - five accessory dwelling units (ADU's)
 - six multiple-family dwellings
- ❖ Processed 20 Entitlement Projects with Public Hearings for commercial and residential properties.
- ❖ Processed 13 Temporary Use Permits for special events occurring within the City.
- ❖ Processed eight Procession Permits for special events occurring within the City.
- ❖ Reduced emissions and waste from building materials by maintaining the Construction and Demolition Debris Program on 59 projects where at least 65% of nonhazardous construction and demolition waste was recycled and/or salvaged for reuse.
- ❖ Provided an expedited entitlement process to 8 new applicants of large-scale projects, and 6 existing projects still in development.
- ❖ Began construction of the Brandywine Home Project. Planning approved four of the four buildings This development will provide 30 units of condominiums and townhomes.
- ❖ Broken ground on 11700 Arkansas Street, the City Ventures Project. Grading is complete and project is in plan check. Pad-only permits issued for the model townhome and commercial unit. This mixed-use development will provide 59 units of condominiums and townhomes with 4,455 SF of commercial space.
- ❖ Draft Environmental Impact Review (EIR) has been published for a new development at 11709 Artesia Boulevard, the G3 Urban Artesia Place Project. The developer has also proposed an alternative project.
- ❖ Continued to provide electronic case management software that facilitates electronic filing, submittal, note taking, and client correspondence.
- ❖ Hired a planning manager.

FY 2024-25 OBJECTIVES:

- ❖ Complete and adopt the Downtown Specific Plan.
- ❖ Complete update to 2021-2029 Housing Element and achieve certification from the California Housing and Community Development Department.
- ❖ Complete Mixed-Use Overlay.
- ❖ Digitize records with Laserfiche program.

- ❖ Work with existing housing and mixed-use developments to ensure project entitlements are achieved and projects are built.
- ❖ Further economic development in the City by fostering positive relationships with developers to enhance the landscape of the City.

Planning

The Planning Department administers the City's comprehensive planning programs, processes development permits, and carries out various initiatives. Planning prepares, maintains and implements the General Plan, Zoning, Subdivision of parcels while maintaining compliance with the Permit Streamlining Act the California Environmental Quality Act (CEQA). It formulates, conducts and implements various advance planning programs and studies, and carries out various community and sustainability initiatives.

100-4100	FY 2022 Actual	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimate	FY 2025 Budget	Budget % ▲	Budget \$ ▲
Staffing Summary							
Full Time Positions							
Community Development Director	0.50	0.20	0.20	0.20	0.20	0%	0.00
Planning Manager	0.75	0.00	0.75	0.75	0.75	0%	0.00
Assistant Planner	0.85	0.00	0.85	0.85	0.85	0%	0.00
Planning Aide	0.60	0.00	0.00	0.00	0.00	N/A	0.00
Administrative Assistant	0.15	0.30	0.30	0.30	0.30	0%	0.00
Total FTE	2.85	0.50	2.10	2.10	2.10	0%	0.00
City Council Appointed Stipend Positions							
Planning Commissioners	5.00	5.00	5.00	5.00	5.00	0%	0.00
Total	5.00	5.00	5.00	5.00	5.00	0%	0.00
Revenues							
Planning Fees	\$ 137,668	\$ 95,000	\$ 175,000	\$ 125,000	\$ 175,000	40%	\$ 50,000
Total Revenues	\$ 137,668	\$ 95,000	\$ 175,000	\$ 125,000	\$ 175,000	40%	\$ 50,000
Expenditures							
Personnel	\$ 187,223	\$ 55,142	\$ 229,941	\$ 236,877	\$ 317,784	34%	\$ 80,907
Utilities and Services	\$ 203,627	\$ 348,181	\$ 233,600	\$ 235,000	\$ 233,600	-1%	\$ (1,400)
Materials and Supplies	\$ 1,109	\$ 5,250	\$ 3,100	\$ 3,100	\$ 4,100	32%	\$ 1,000
Other Expenses	\$ 74,653	\$ 110,229	\$ 43,348	\$ 28,348	\$ 89,300	215%	\$ 60,952
Capital	\$ 2,000	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total Expenditures	\$ 468,611	\$ 518,803	\$ 509,989	\$ 503,325	\$ 644,784	28%	\$ 141,459
Net Subsidy General Fund	\$ 330,944	\$ 423,803	\$ 334,989	\$ 378,325	\$ 469,784	24%	\$ 91,459

Planning

100-4100		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Revenues								
4630	Planning Fees	\$ 137,668	\$ 186,913	\$ 175,000	\$ 125,000	\$ 175,000	40%	\$ 50,000
	Grants	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total Revenues		\$ 137,668	\$ 186,913	\$ 175,000	\$ 125,000	\$ 175,000	40%	\$ 50,000
Expenses								
Personnel								
	Salaries and Wages	\$ 121,013	\$ 41,146	\$ 176,481	\$ 176,481	\$ 224,848	27%	\$ 48,367
	Other Pay	\$ 26,827	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	0%	\$ -
	Benefits, and Payroll Expenses	\$ 39,382	\$ 13,996	\$ 48,460	\$ 55,396	\$ 87,936	59%	\$ 32,540
Total Personnel		\$ 187,223	\$ 55,142	\$ 229,941	\$ 236,877	\$ 317,784	34%	\$ 80,907
Salaries & Wages								
5010	Full Time	\$ 120,092	\$ 34,403	\$ 173,481	\$ 173,481	\$ 221,848	28%	\$ 48,367
5020	Wages (Part Time)		\$ 6,619	\$ -	\$ -	\$ -	N/A	\$ -
5030	Overtime	\$ 921	\$ 124	\$ 3,000	\$ 3,000	\$ 3,000	0%	\$ -
Total Salaries & Wages		\$ 121,013	\$ 41,146	\$ 176,481	\$ 176,481	\$ 224,848	27%	\$ 48,367
Other Pay								
5140	Accrued Leave Buy Back	\$ 26,827	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	0%	\$ -
Total Other Pay		\$ 26,827	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	0%	\$ -
Benefits								
5225	Retirement - Employer PEPR	\$ 586	\$ 3,124	\$ 6,091	\$ 3,949	\$ 19,341	390%	\$ 15,392
5235	PERS Unfunded Liability	\$ -	\$ 3,872	\$ -	\$ 18,435	\$ 25,445	38%	\$ 7,010
5250	Medicare Tax	\$ 2,245	\$ 1,027	\$ 2,515	\$ 2,515	\$ 3,217	28%	\$ 702
5315	Health Insurance	\$ 31,866	\$ 5,023	\$ 36,396	\$ 27,039	\$ 35,228	30%	\$ 8,189
5320	457 Match	\$ 2,590	\$ 700	\$ 921	\$ 921	\$ 1,988	116%	\$ 1,067
5325	FSA Contribution		\$ -	\$ 1,314	\$ 1,314	\$ 1,502	14%	\$ 188
5410	Auto Allowance		\$ 250	\$ 915	\$ 915	\$ 1,215	33%	\$ 300
5415	Cell Phones	\$ 95	\$ -	\$ 308	\$ 308		N/A	\$ (308)
5540	Education/Tuition Reimbursement	\$ 2,000	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total Benefits		\$ 39,382	\$ 13,996	\$ 48,460	\$ 55,396	\$ 87,936	59%	\$ 32,540
Total Personnel		\$ 187,223	\$ 55,142	\$ 229,941	\$ 236,877	\$ 317,784	0	\$ 80,907
Utilities and Services								
6095	IT Updates		\$ 45	\$ -	\$ -	\$ -	N/A	\$ -
6155	Special Contract Services	\$ 195,666	\$ 343,256	\$ 233,600	\$ 235,000	\$ 233,600	-1%	\$ (1,400)
	CoreLogic							
	General Plan Update							
	Comcate Software Services							
	Expedited Planning Services							
	Large Project Planning Services							
	Property Tax Consultant							
6650	Website Maintenance	\$ -	\$ 700	\$ -	\$ -	\$ -	N/A	\$ -
7010	Light and Power	\$ 1,022	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
7020	Gas	\$ 101	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
7030	Telephone/Internet	\$ 3,623	\$ 2,307	\$ -	\$ -	\$ -	N/A	\$ -
7050	Water	\$ 11	\$ 8	\$ -	\$ -	\$ -	N/A	\$ -
7130	City Hall Security System	\$ 533	\$ 352	\$ -	\$ -	\$ -	N/A	\$ -
7220	HVAC Maintenance	\$ 921	\$ 405	\$ -	\$ -	\$ -	N/A	\$ -
7720	Equipment Rental	\$ 1,750	\$ 1,108	\$ -	\$ -	\$ -	N/A	\$ -
Total Utilities Services		\$ 203,627	\$ 348,181	\$ 233,600	\$ 235,000	\$ 233,600	-1%	\$ (1,400)

Planning

100-4100		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Materials & Supplies								
6510	Copy Paper	\$ 150	\$ 112		\$ -	\$ -	N/A	\$ -
6520	Office Supplies	\$ 821	\$ 3,006	\$ 2,000	\$ 2,000	\$ 3,000	50%	\$ 1,000
6530	Postage - Mailing Fees	\$ 72	\$ 96	\$ 750	\$ 750	\$ 750	0%	\$ -
6540	Printing	\$ 66	\$ 2,036	\$ 350	\$ 350	\$ 350	0%	\$ -
Total Materials & Supplies		\$ 1,109	\$ 5,250	\$ 3,100	\$ 3,100	\$ 4,100	32%	\$ 1,000
Other Expenses								
Planning Commission Expenses								
5720	Commissioner Stipend	\$ 1,750	\$ 2,150	\$ 3,000	\$ 3,000	\$ 3,000	0%	\$ -
7675	Commissioner Recognition		\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total Planning Commission Expenses		\$ 1,750	\$ 2,150	\$ 3,000	\$ 3,000	\$ 3,000	0%	\$ -
5565	Pre-Employment/First Aid	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
6165	Special Prof Svcs	\$ 62,595	\$ 88,407	\$ 15,000	\$ -	\$ 57,000	N/A	\$ 57,000
SB 2 Project-Grant Funded								
LEAP Project-Grant Funded								
6490	Dues/Subscriptions/Training	\$ 583	\$ 2,413	\$ 4,000	\$ 4,000	\$ 4,000	0%	\$ -
6710	Legal Publications	\$ 6,367	\$ 15,377	\$ 15,000	\$ 15,000	\$ 18,000	20%	\$ 3,000
6900	Travel and Meeting	\$ 170	\$ 1,050	\$ 4,000	\$ 4,000	\$ 4,500	13%	\$ 500
Gateway City COG								
APA								
7200	Facility Maintenance	\$ 1,273	\$ 649	\$ -	\$ -	\$ -	N/A	\$ -
7260	Vehicle Fuel/Maintenance	\$ 36	\$ 36	\$ 2,000	\$ 348	\$ 800	130%	\$ 452
7265	Vehicle & Equip Fuel	\$ 1,879	\$ 148	\$ 348	\$ 2,000	\$ 2,000	0%	\$ -
Total Other Expenses		\$ 72,903	\$ 108,079	\$ 40,348	\$ 25,348	\$ 86,300	240%	\$ 60,952
Capital								
8011	Capital Equipment	\$ 2,000	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total Capital		\$ 2,000	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total Expenses		\$ 468,611	\$ 518,803	\$ 509,989	\$ 503,325	\$ 644,784	28%	\$ 141,459
Net Subsidy General Fund		\$ 330,944	\$ 423,803	\$ 334,989	\$ 378,325	\$ 469,784	24%	\$ 91,459

Planning will be funded from revenue collected through Planning Fees and the General Operating Fund.

MANAGING DEPARTMENT HEAD: Community Development Director

PRIMARY ACTIVITIES:

The City Contracts with Los Angeles County for Building, Safety, Plan Check, and Inspection services. The County Inspectors and Plan Checkers, enforce the regulations of the Los Angeles County and California State Building Codes, which the City adopts by reference, along with City building codes. County contractors work with private contractors, property owners, and residents through quality communication to ensure construction is completed in compliance with state and local codes and is safe for occupation. The Building and Safety Department's ultimate goal is to ensure construction is completed efficiently and in compliance with state and local codes and is safe for occupation.

FY 2023-24 ACCOMPLISHMENTS

- ❖ Initiated 647 building permits.
- ❖ Issued 548 building permits.
- ❖ Finalized 268 building permits.
- ❖ Provided inspections within one business day of request.
- ❖ Building plan checker provides a weekly status report for all projects, creating better communication between County contractors, the City, and the applicants.

FY 2024-25 OBJECTIVES:

- ❖ Implement all solar permitting through a new electronic system with EPIC-LA in conjunction with LA County.
- ❖ Implement electronic permitting mechanism for all other permits for online payment and processing.
- ❖ Digitize files through Laserfiche program.
- ❖ Continue to provide inspections within one business day of request.

Building & Safety

The primary service of the Building & Safety Department is to administer and enforce standards and codes for the safeguarding of life, health, and property. Enforcement is implemented through a contract service, by checking plans, issuing permits, and inspecting construction at all phases of a development project for compliance with the California Building Code, the Artesia Municipal Code, and other safety standards related to material and structural soundness. Building & Safety Division maintains records of permits, inspections and plans.

100-4300		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
	Planning Manager	0.15	0.00	0.15	0.15	0.15	0%	0.00
	Assistant Planner	0.05	0.00	0.05	0.05	0.05	0%	0.00
	Planning Aide	0.35	0.00	0.00	0.00	0.00	N/A	0.00
	Total FTE	0.55	0.00	0.20	0.20	0.20	0%	0.00
Revenues								
	Building and Safety Permits and Fees	\$ 577,412	\$ 882,565	\$ 475,000	\$ 1,157,378	\$ 1,285,570	11%	\$ 128,192
	Total Revenue for Department	\$ 577,412	\$ 882,565	\$ 475,000	\$ 1,157,378	\$ 1,285,570	11%	\$ 128,192
Expenditures								
	Personnel Expense	\$ 32,099	\$ 324	\$ 23,060	\$ 23,205	\$ 29,442	27%	\$ 6,237
	Professional Services	\$ 240,321	\$ 377,884	\$ 342,000	\$ 312,000	\$ 340,000	9%	\$ 28,000
	Total Expenditures	\$ 272,420	\$ 378,208	\$ 365,060	\$ 335,205	\$ 369,442	10%	\$ 34,237
	Net Subsidy General Fund	\$ (304,992)	\$ (504,357)	\$ (109,940)	\$ (822,173)	\$ (916,128)	11%	\$ (93,955)
Revenues								
4120	Building Permits	\$ 516,148	\$ 810,025	\$ 430,000	\$ 1,112,378	\$ 1,230,570	11%	\$ 118,192
4340	Industrial Waste Inspections	\$ 61,265	\$ 72,541	\$ 45,000	\$ 45,000	\$ 55,000	22%	\$ 10,000
	Total Revenue for Department	\$ 577,412	\$ 882,565	\$ 475,000	\$ 1,157,378	\$ 1,285,570	11%	\$ 128,192
Expenses								
Personnel								
	Salaries and Wages	\$ 26,400	\$ 315	\$ 17,935	\$ 17,935	\$ 20,589	15%	\$ 2,654
	Other Pay	\$ -	\$ -	\$ -	\$ -	\$ 1,500	N/A	\$ 1,500
	Benefits, and Payroll Expenses	\$ 5,699	\$ 8	\$ 4,985	\$ 5,270	\$ 7,353	40%	\$ 2,083
	Total Personnel	\$ 32,099	\$ 324	\$ 22,920	\$ 23,205	\$ 29,442	27%	\$ 6,237
Salaries & Wages								
5010	Full Time	\$ 26,000	\$ 253	\$ 17,935	\$ 17,935	\$ 20,589	15%	\$ 2,654
5020	Part Time		\$ 57					
5030	Overtime	\$ 400	\$ 6	\$ -	\$ -	\$ -	N/A	\$ -
	Total Salaries & Wages	\$ 26,400	\$ 315	\$ 17,935	\$ 17,935	\$ 20,589	15%	\$ 2,654
Other Pay								
5140	Accrued Leave Buy Back	\$ -	\$ -	\$ -	\$ -	\$ 1,500	N/A	\$ 1,500
	Total Other Pay	\$ -	\$ -	\$ -	\$ -	\$ 1,500	N/A	\$ 1,500
Benefits								
5225	Retirement - Employer Contr.		\$ 4	\$ 637	\$ 278	\$ 1,620	482%	\$ 1,342
5235	PERS Unfunded Liability	\$ -	\$ -	\$ -	\$ 1,918	\$ 2,345	22%	\$ 427
5250	Medicare Tax	\$ -	\$ 4	\$ 120	\$ 260	\$ 299	15%	\$ 39
5315	Health Insurance	\$ 5,699	\$ -	\$ 3,924	\$ 2,510	\$ 2,834	13%	\$ 324
5320	457 Match		\$ -	\$ -	\$ -	\$ -	N/A	\$ -
5325	FSA Contribution		\$ -	\$ 120	\$ 120	\$ 120	0%	\$ -
5410	Auto Allowance		\$ -	\$ 135	\$ 135	\$ 135	0%	\$ -
5415	Cell Phone		\$ -	\$ 49	\$ 49	\$ -	-100%	\$ (49)
	Total Benefits	\$ 5,699	\$ 8	\$ 4,985	\$ 5,270	\$ 7,353	40%	\$ 2,083
	Total Personnel	\$ 32,099	\$ 324	\$ 22,920	\$ 23,205	\$ 29,442	27%	\$ 6,237
Professional Services								
6015	Inspections	\$ 196,647	\$ 309,020	\$ 252,000	\$ 252,000	\$ 280,000	11%	\$ 28,000
6155	Professional Services	\$ -	\$ -	\$ 30,000	\$ -	\$ -	N/A	\$ -
7812	Industrial Waste	\$ 43,674	\$ 68,865	\$ 60,000	\$ 60,000	\$ 60,000	0%	\$ -
	Total Professional Services	\$ 240,321	\$ 377,884	\$ 342,000	\$ 312,000	\$ 340,000	9%	\$ 28,000
	Total Expenses	\$ 272,420	\$ 378,208	\$ 364,920	\$ 335,205	\$ 369,442	10%	\$ 34,237
	Net Subsidy General Fund	\$ (304,992)	\$ (504,357)	\$ (109,940)	\$ (822,173)	\$ (916,128)	\$ 0	\$ (93,955)

Building & Safety will be fully funded from revenue collected through Industrial Waste Inspection Fees and Building Permits, and the General Operating Fund.

MANAGING DEPARTMENT HEAD: City Manager

PRIMARY ACTIVITIES:

The Economic Development Division pursues opportunities for the City to broaden its tax base, diversify the City's commercial offerings, expand existing businesses and invite in new businesses. Economic Development oversees business retention and attraction as well as maintaining relationships with the City's merchants, owners, investors and residents. The Economic Development Department's ultimate goal is to expand the City's local economy.

FY 2023-24 ACOMPLISHMENTS:

- ❖ Held third annual restaurant week to showcase local restaurants and increase patronage, with thirty-eight restaurants participating, a 58% increase from 2023.
- ❖ Collaborated with the Southeast Los Angeles County Workforce Development Board to provide free services including resume assistance, job training, business development, and skills enhancement to the community.
- ❖ Held two workshops with developers proposing to bring mixed-use projects to the City.
- ❖ Amended City code to allow for new wireless facility developments.
- ❖ Awarded three retail cannabis licenses which will bring new revenue into the City once the store fronts open.

FY 2024-25 OBJECTIVES:

- ❖ Continue to provide business concierge service for the City's permitting systems.
- ❖ Work with the Chamber of Commerce in promoting the City and assisting businesses with training and workshops.
- ❖ Expedite and open three retail cannabis stores.
- ❖ Implement the results of the Economic Development Strategic Plan to enhance the landscape of the City.
- ❖ Continue working with developers to add mixed-use developments and bring in new opportunities and revenue into the City.
- ❖ Permit and ensure the conversion of three static display billboards in the City into digital displays.
- ❖ Negotiate new cellular facilities leases at City properties to enhance communication coverage for the community and bring in additional revenue to the City.

Economic Development

The Economic Development Department is responsible for the attraction, retention, and expansion of businesses throughout Artesia. Economic Development opportunities are a high priority and a critical focus area to revitalize and diversify the commercial, retail, and industrial sectors within the City in order to provide revenue to pay for critical services like Law Enforcement.

100-4400		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
Full Time Positions								
	City Manager	0.30	0.35	0.35	0.35	0.35	0%	0.00
	Economic Development Manager	1.00	0.00	0.00	0.00	0.00	N/A	0.00
	Special Projects Manager	0.85	0.00	0.00	0.00	0.00	N/A	0.00
	Management Analyst	0.50	0.00	0.00	0.00	0.00	N/A	0.00
	Total FTE	2.65	0.35	0.35	0.35	0.35	0%	0.00
Revenues								
	Revenue From General Fund	\$ 119,297	\$ 99,986	\$ 126,484	\$ 232,014	\$ 245,415	6%	\$ 13,401
	Total Revenue for Department	\$ 119,297	\$ 99,986	\$ 126,484	\$ 232,014	\$ 245,415	6%	\$ 13,401
	Total Revenues	\$ 119,297	\$ 99,986	\$ 126,484	\$ 232,014	\$ 245,415	6%	\$ 13,401
Expenditures								
	Personnel	\$ 116,468	\$ 68,397	\$ 111,484	\$ 122,014	\$ 130,415	7%	\$ 8,401
	Program Expenditures	\$ 2,829	\$ 31,589	\$ 15,000	\$ 110,000	\$ 115,000	5%	\$ 5,000
	Total Expenditures	\$ 119,297	\$ 99,986	\$ 126,484	\$ 232,014	\$ 245,415	6%	\$ 13,401
	Net Subsidy General Fund	\$ 119,297	\$ 99,986	\$ 126,484	\$ 232,014	\$ 245,415	6%	\$ 13,401
Expenses								
Personnel								
	Salaries and Wages	\$ 38,305	\$ 49,508	\$ 83,947	\$ 83,115	\$ 87,271	5%	\$ 4,156
	Other Pay	\$ 62,819	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
	Benefits	\$ 15,344	\$ 18,889	\$ 27,537	\$ 38,899	\$ 43,144	11%	\$ 4,245
	Total Personnel	\$ 116,468	\$ 68,397	\$ 111,484	\$ 122,014	\$ 130,415	7%	\$ 8,401
Salaries & Wages								
5010	Full Time	\$ 38,305	\$ 49,508	\$ 83,947	\$ 83,115	\$ 87,271	5%	\$ 4,156
5020	Part Time		\$ 21,478					
	Total Salaries & Wages	\$ 38,305	\$ 49,508	\$ 83,947	\$ 83,115	\$ 87,271	5%	\$ 4,156
Other Pay								
5140	Accrued Leave Buy Back	\$ 62,819	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
	Total Other Pay	\$ 62,819	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Benefits								
5225	Retirement - Employer Contr.	\$ 185	\$ 6,641	\$ 8,949	\$ 8,860	\$ 9,347	5%	\$ 487
5235	PERS Unfunded Liability	\$ -	\$ 2,302	\$ -	\$ 8,846	\$ 9,870	12%	\$ 1,024
5250	Medicare Tax	\$ 3,058	\$ 1,194	\$ 1,217	\$ 1,205	\$ 1,265	5%	\$ 60
5315	Health Insurance	\$ 10,045	\$ 3,135	\$ 7,896	\$ 10,513	\$ 13,087	24%	\$ 2,574
5320	457 Match	\$ 2,057	\$ 4,147	\$ 6,718	\$ 6,718	\$ 6,818	1%	\$ 100
5325	FSA Contribution		\$ -	\$ 237	\$ 237	\$ 237	0%	\$ -
5410	Auto Allowance		\$ 1,120	\$ 1,680	\$ 1,680	\$ 1,680	0%	\$ -
5415	Cell Phone	\$ -	\$ 350	\$ 840	\$ 840	\$ 840	0%	\$ -
	Total Benefits	\$ 15,344	\$ 18,889	\$ 27,537	\$ 38,899	\$ 43,144	11%	\$ 4,245
	Total Personnel	\$ 116,468	\$ 68,397	\$ 111,484	\$ 122,014	\$ 130,415	7%	\$ 8,401
Materials & Supplies								
6520	Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Other Expenses								
6035	Contract Services		\$ 11,027		\$ 100,000	\$ 100,000	0%	\$ -
6155	Special Contract Services	\$ 790	\$ 63,079	\$ 60,000	\$ -	\$ -	N/A	\$ -
	Total Other Expenses	\$ 790	\$ 74,106	\$ 60,000	\$ 100,000	\$ 100,000	0%	\$ -

Economic Development

100-4400		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Program Expenditures								
6055	Community & Business Programs	\$ 2,829	\$ 20,562	\$ 15,000	\$ 10,000	\$ 15,000	50%	\$ 5,000
	Alarm Rebate Program							
	Restaurant Week							
	Façade Improvement Program							
	Business Improvement Program							
6840	Staff Training	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
6900	Travel & Meeting	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
7650	Artesia Chamber of Commerce	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
	Total Program Expenditures	\$ 2,829	\$ 20,562	\$ 15,000	\$ 10,000	\$ 15,000	50%	\$ 5,000
	Total Expenses	\$ 119,297	\$ 99,986	\$ 126,484	\$ 232,014	\$ 245,415	6%	\$ 13,401
	Net Subsidy General Fund	\$ 119,297	\$ 99,986	\$ 126,484	\$ 232,014	\$ 245,415	6%	\$ 13,401

Economic Development will be funded by the General Operating Fund.

MANAGING DEPARTMENT HEAD: Public Works Manager

PRIMARY ACTIVITIES:

The City Engineer is a contracted service with two engineering firms: Kimley-Horn, and Ron Ibarra Engineering. They provide engineering support services to the Public Works Department. Services include: environmental, construction management/inspections, intra/interagency coordination and construction inspections affecting the public right of way for compliance with the Municipal Code and other safety and industry standards. The City Engineer also provides grant and contract management for City public works projects.

FY 2023-24 ACOMPLISHMENTS:

- ❖ Reviewed and approved 90 encroachment permits for public utilities and private work within the public right of way.
- ❖ Closed out a backlog of over 100 expired encroachment permits and completed.
- ❖ Completed plans, specifications and estimates for the 2023 City-Wide Street Rehabilitation Project.
- ❖ Completed revised plans, specifications and estimates for the Historical District Recreational Trail.
- ❖ Drafted and coordinated approval of a new Trench Repair Specification Policy and moratorium for recently reconstructed streets.
- ❖ Completed plans, specifications and estimates for the removal and replacement of City-Wide bus shelters.
- ❖ Completed plans, specifications and estimates for the demolition of buildings at the Artesia Botanical Garden Project site.

FY 2024-25 OBJECTIVES:

- ❖ Develop a Pavement Management Program Update to guide the City in determining which roadways need repaving or repair for future road rehabilitation projects.
- ❖ Continue review and issuance of encroachment permits, including timely close out of completed projects or expired permits.
- ❖ Work with staff and consultant to complete the Artesia Botanical Garden Design.

City Engineer

City engineering services are provided by a contractor. The Engineer also oversees contractors on engineering projects within the City, inspects construction affecting the public right of way for compliance with the Municipal Code and other safety and industry standards.

100-4500		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
Planning Manager		0.05	0.00	0.05	0.05	0.05	0%	0.00
Assistant Planner		0.05	0.00	0.05	0.05	0.05	0%	0.00
Planning Aide		0.05	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE		0.15	0.00	0.10	0.10	0.10	0%	0.00
Revenues								
Encroachment Permit		\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Revenue From General Fund		\$ 56,858	\$ 239,141	\$ 219,320	\$ 219,525	\$ 218,063	-1%	\$ (1,462)
Total Revenue for Department		\$ 56,858	\$ 239,141	\$ 219,320	\$ 219,525	\$ 218,063	-1%	\$ (1,462)
Expenditures								
Personnel Expenses		\$ 4,641	\$ 324	\$ 10,920	\$ 11,125	\$ 13,063	17%	\$ 1,938
Materials & Supplies		\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Miscellaneous		\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Professional Service Expenses		\$ 52,217	\$ 238,817	\$ 208,400	\$ 208,400	\$ 205,000	-2%	\$ (3,400)
Total Expenditures		\$ 56,858	\$ 239,141	\$ 219,320	\$ 219,525	\$ 218,063	-1%	\$ (1,462)
Net Subsidy General Fund		\$ 56,858	\$ 239,141	\$ 219,320	\$ 219,525	\$ 218,063	-1%	\$ (1,462)
Revenues								
Encroachment Permit		\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total Revenue for Department		\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Expenses								
Personnel								
Salaries and Wages		\$ 3,564	\$ 315	\$ 8,416	\$ 8,416	\$ 9,349	11%	\$ 933
Benefits, and Payroll Expenses		\$ 1,077	\$ 8	\$ 2,504	\$ 2,709	\$ 3,714	37%	\$ 1,005
Total Personnel		\$ 4,641	\$ 324	\$ 10,920	\$ 11,125	\$ 13,063	17%	\$ 1,938
Salaries & Wages								
5010 Full Time		\$ 3,515	\$ 253	\$ 8,416	\$ 8,416	\$ 9,349	11%	\$ 933
5020 Part Time			\$ 57			\$ -		
5030 Overtime		\$ 49	\$ 6		\$ -	\$ -	N/A	\$ -
Total Salaries & Wages		\$ 3,564	\$ 315	\$ 8,416	\$ 8,416	\$ 9,349	11%	\$ 933
Benefits								
5225 Retirement - Employer Contr.		\$ 17	\$ 4	\$ 299	\$ 124	\$ 736	494%	\$ 612
5235 PERS Unfunded Liability		\$ -	\$ -	\$ -	\$ 897	\$ 1,050	17%	\$ 153
5250 Medicare Tax		\$ 71	\$ 4	\$ 122	\$ 122	\$ 136	11%	\$ 14
5315 Health Insurance		\$ 922	\$ -	\$ 1,962	\$ 1,445	\$ 1,687	17%	\$ 242
5320 457 Match		\$ 53	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
5325 FSA Contribution		\$ -	\$ -	\$ 60	\$ 60	\$ 60	0%	\$ -
5410 Auto Allowance				\$ 45	\$ 45	\$ 45	0%	\$ -
5415 Cell Phone		\$ 14	\$ -	\$ 16	\$ 16	\$ -	-100%	\$ (16)
Total Benefits		\$ 1,077	\$ 8	\$ 2,504	\$ 2,709	\$ 3,714	37%	\$ 1,005
Total Personnel		\$ 4,641	\$ 324	\$ 10,920	\$ 11,125	\$ 13,063	17%	\$ 1,938
Materials & Supplies								
6520 Office Supplies		\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total Materials & Supplies		\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Other Expenses								
Miscellaneous								
6900 Travel & Meeting		\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total Miscellaneous		\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Professional Service Expenses								
6035 Professional Services		\$ 46,291	\$ 237,476	\$ 200,000	\$ 200,000	\$ 200,000	0%	\$ -
6065 General Engineering		\$ 2,600	\$ 1,341	\$ 5,000	\$ 5,000	\$ 5,000	0%	\$ -
6490 Dues & Subscriptions		\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
6710 Legal Publication		\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
7645 Annual Fee Storm Sewer		\$ 3,326	\$ -	\$ 3,400	\$ 3,400	\$ -	N/A	\$ (3,400)
Total Professional Services		\$ 52,217	\$ 238,817	\$ 208,400	\$ 208,400	\$ 205,000	-2%	\$ (3,400)
Total Expenses		\$ 56,858	\$ 239,141	\$ 219,320	\$ 219,525	\$ 218,063	-1%	\$ (1,462)
Net Subsidy General Fund		\$ 56,858	\$ 239,141	\$ 219,320	\$ 219,525	\$ 218,063	-1%	\$ (1,462)

City Engineer is primarily funded by revenue generated through Plan Check Fees and the General Operating Fund.

MANAGING DEPARTMENT HEAD: Community Development Director

PRIMARY ACTIVITIES:

The Code Compliance Division is responsible for the enforcement of the Artesia Municipal Code (AMC). Division staff work with residents, property owners, and businesses to ensure the AMC regulations for building standards, land use, zoning, and property maintenance are followed. The Code Compliance Division's ultimate goal is to gain voluntary compliance from the community to adhere to the AMC.

FY 2023-24 ACOMPLISHMENTS:

- ❖ Opened 819 Code Enforcement cases and successfully abated and closed 706 cases.
- ❖ Achieved voluntary compliance to resolve code violations in 86.2% of cases.
- ❖ Provided outreach and education by participating the National Night Out and Public Safety Expo events, and creating community outreach campaigns to share on social media to reduce code violations.
- ❖ Held three alley clean ups to assist properties adjacent to alleys with weed abatement.
- ❖ Provided a graffiti abatement program with a discounted paint for residents and businesses.

FY 2024-25 OBJECTIVES:

- ❖ Continue to increase voluntary compliance through the courtesy notice program.
- ❖ Reduce the volume of code cases through outreach and education.
- ❖ Provide additional notice and awareness to prevent violations of trash bins, illegal dumping and graffiti.
- ❖ Hold with additional alley clean ups to assist properties adjacent to alleys with overgrowth.

Code Compliance

Code Compliance adds to the quality of life for residents through proactive enforcement of safety, nuisance, and blight violations throughout the City. The Department identifies code violations and educates property owners and residents regarding the Code and programs offered for compliance. In addition, they respond to inquiries to ensure compliance.

100-4600		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
Part Time Positions								
	City Manager	0.05	0.05	0.05	0.05	0.05	0%	0.00
	Community Development Director	0.00	0.25	0.25	0.25	0.25	0%	0.00
	Planning Director	0.25	0.00	0.00	0.00	0.00	N/A	0.00
	Code Compliance Officer FT	3.00	3.00	3.00	3.00	3.00	0%	0.00
	Code Compliance Officer PT	0.48	0.45	1.00	1.00	1.00	0%	0.00
	Administrative Secretary	0.05	0.05	0.05	0.05	0.05	0%	0.00
	Administrative Assistant	0.15	0.30	0.30	0.30	0.30	0%	0.00
	Total FTE	3.98	4.10	4.65	4.65	4.65	0%	0.00
Revenues								
4505	Cost Recovery Fines	\$ 50,303	\$ 18,021	\$ 10,000	\$ 15,000	\$ 30,000	100%	\$ 15,000
	Revenue From General Fund	\$ 304,193	\$ 388,980	\$ 423,321	\$ 449,063	\$ 492,875	10%	\$ 43,812
	Total Revenue for Department	\$ 354,496	\$ 407,001	\$ 433,321	\$ 464,063	\$ 522,875	13%	\$ 58,812
Expenditures								
	Personnel	\$ 306,683	\$ 330,024	\$ 385,826	\$ 405,968	\$ 471,410	16%	\$ 65,442
	Citation Administration	\$ 24,438	\$ 50,150	\$ 23,000	\$ 23,000	\$ 23,000	0%	\$ -
	Materials and Supplies	\$ 4,429	\$ 5,306	\$ 9,900	\$ 9,900	\$ 10,400	5%	\$ 500
	Utilities	\$ 8,213	\$ 8,281	\$ 6,445	\$ 6,445	\$ 6,415	0%	\$ (30)
	Other Expenses	\$ 10,734	\$ 13,241	\$ 8,150	\$ 18,750	\$ 11,650	-38%	\$ (7,100)
	Capital	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
	Total Expenditures	\$ 354,496	\$ 407,001	\$ 433,321	\$ 464,063	\$ 522,875	13%	\$ 58,812
	Net Subsidy General Fund	\$ 304,193	\$ 388,980	\$ 423,321	\$ 449,063	\$ 492,875	10%	\$ 43,812

Code Compliance

100-4600		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Expenses								
Personnel								
	Salaries and Wages	\$ 199,476	\$ 241,337	\$ 292,254	\$ 292,428	\$ 330,542	13%	\$ 38,114
	Other Pay	\$ 44,060	\$ -	\$ -	\$ 766	\$ 2,000	161%	\$ 1,234
	Benefits, and Payroll Expenses	\$ 63,147	\$ 88,687	\$ 93,572	\$ 112,774	\$ 138,868	23%	\$ 26,094
	Total Personnel	\$ 306,683	\$ 330,024	\$ 385,826	\$ 405,968	\$ 471,410	16%	\$ 65,442
Salaries & Wages								
5010	Full Time	\$ 178,236	\$ 206,531	\$ 261,518	\$ 261,692	\$ 269,433	3%	\$ 7,741
5020	Part Time	\$ 17,112	\$ 31,975	\$ 26,736	\$ 26,736	\$ 61,109	129%	\$ 34,373
5030	Overtime	\$ 4,127	\$ 2,832	\$ 4,000	\$ 4,000		-100%	\$ (4,000)
	Total Salaries & Wages	\$ 199,476	\$ 241,337	\$ 292,254	\$ 292,428	\$ 330,542	13%	\$ 38,114
Other Pay								
5140	Accrued Leave Buy Back	\$ 44,060	\$ -	\$ -	\$ 766	\$ 2,000	161%	\$ 1,234
	Total Other Pay	\$ 44,060	\$ -	\$ -	\$ 766	\$ 2,000	161%	\$ 1,234
Benefits								
5225	Retirement - Employer Contr.	\$ 911	\$ 26,367	\$ 8,051	\$ 14,132	\$ 22,721	61%	\$ 8,589
5235	PERS Unfunded Liability	\$ -	\$ 21,854	\$ -	\$ 27,807	\$ 30,485	10%	\$ 2,678
5250	Medicare/FICA Tax	\$ 8,770	\$ 6,323	\$ 5,838	\$ 5,840	\$ 8,582	47%	\$ 2,742
5315	Health Insurance	\$ 49,513	\$ 28,874	\$ 41,820	\$ 51,632	\$ 64,887	26%	\$ 13,255
5320	457 Match	\$ 3,904	\$ 4,531	\$ 5,811	\$ 5,811	\$ 6,253	8%	\$ 442
5325	FSA Contribution		\$ -	\$ 2,490	\$ 2,490	\$ 2,490	0%	\$ -
5410	Auto Allowance		\$ 536	\$ 630	\$ 630	\$ 630	0%	\$ -
5415	Cell Phone/Tablets	\$ 50	\$ 50	\$ 1,932	\$ 1,932	\$ 120	-94%	\$ (1,812)
5540	Education/Tuition Reimbursement		\$ -	\$ 2,000	\$ 2,000	\$ 2,000	0%	\$ -
5610	Retired Health Benefits		\$ 151	\$ 25,000	\$ 500	\$ 700	40%	\$ 200
	Total Benefits	\$ 63,147	\$ 88,687	\$ 93,572	\$ 112,774	\$ 138,868	23%	\$ 26,094
	Total Personnel	\$ 306,683	\$ 330,024	\$ 385,826	\$ 405,968	\$ 471,410	16%	\$ 65,442
Citation Administration								
6013	Citation Administration	\$ 12,639	\$ 15,916	\$ 10,000	\$ 10,000	\$ 10,000	0%	\$ -
6035	Contract Services/Code Enforcement Software	\$ 11,574	\$ 31,834	\$ 11,000	\$ 11,000	\$ 11,000	0%	\$ -
7660	Citation Administration Bank Fees	\$ 225	\$ 2,400	\$ 2,000	\$ 2,000	\$ 2,000	0%	\$ -
7685	Disaster Preparedness	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
	Total Program Services	\$ 24,438	\$ 50,150	\$ 23,000	\$ 23,000	\$ 23,000	0%	\$ -
Materials & Supplies								
5570	Uniforms	\$ 2,409	\$ 1,902	\$ 4,200	\$ 4,200	\$ 4,200	0%	\$ -
6510	Copy Paper	\$ 150	\$ 112	\$ 200	\$ 200	\$ 200	0%	\$ -
6520	Office Supplies	\$ 1,340	\$ 1,977	\$ 3,000	\$ 3,000	\$ 3,000	0%	\$ -
6530	Postage - Mailing Fees	\$ 102	\$ 115	\$ 500	\$ 500	\$ 1,000	100%	\$ 500
6540	Printing	\$ 428	\$ 1,200	\$ 2,000	\$ 2,000	\$ 2,000	0%	\$ -
	Total Materials & Supplies	\$ 4,429	\$ 5,306	\$ 9,900	\$ 9,900	\$ 10,400	5%	\$ 500
Utilities and Services								
7010	Light and Power	\$ 1,022	\$ -	\$ 1,200	\$ 1,200	\$ 1,200	0%	\$ -
7020	Gas	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
7030	Telephone/Internet	\$ 5,033	\$ 6,694	\$ 3,000	\$ 3,000	\$ 3,000	0%	\$ -
7050	Water	\$ 11	\$ 8	\$ 15	\$ 15	\$ 15	0%	\$ -
7720	Equipment Rental	\$ 2,147	\$ 1,579	\$ 2,230	\$ 2,230	\$ 2,200	-1%	\$ (30)
	Total Utilities and Services	\$ 8,213	\$ 8,281	\$ 6,445	\$ 6,445	\$ 6,415	0%	\$ (30)
Other Expenses								
Miscellaneous								
6490	Dues/Subscriptions/Training	\$ 321	\$ 677	\$ 3,000	\$ 3,000	\$ 8,000	167%	\$ 5,000
6900	Travel and Meeting	\$ 500	\$ 30	\$ -	\$ -	\$ -	N/A	\$ -
	Total Miscellaneous	\$ 821	\$ 707	\$ 3,000	\$ 3,000	\$ 8,000	167%	\$ 5,000

Code Compliance

100-4600		FY 2022 Actual	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimate	FY 2025 Budget	Budget %▲	Budget \$▲
Maintenance								
6095	IT Updates		\$ 45	\$ -	\$ -	\$ -	N/A	\$ -
6650	Website Maintenance	\$ -	\$ 650	\$ -	\$ -	\$ -	N/A	\$ -
7130	City Hall Security System	\$ 533	\$ 352	\$ -	\$ -	\$ -	N/A	\$ -
7200	Facility Maintenance	\$ 1,574	\$ 649	\$ 1,000	\$ 1,000	\$ 1,000	0%	\$ -
7250	Equipment Service Maintenance	\$ 921	\$ 405	\$ 650	\$ 650	\$ 650	0%	\$ -
7260	Vehicle Maintenance	\$ 3,910	\$ 7,209	\$ 2,000	\$ 2,500	\$ 1,000	-60%	\$ (1,500)
7265	Vehicle Fuel	\$ 2,974	\$ 3,225	\$ 1,500	\$ 1,800	\$ 1,000	-44%	\$ (800)
9515	Vehicle Lease	\$ -	\$ -	\$ -	\$ 9,800	\$ -	N/A	\$ (9,800)
	Total Maintenance	\$ 9,913	\$ 12,534	\$ 5,150	\$ 15,750	\$ 3,650	-77%	\$ (12,100)
	Total Other Expenses	\$ 10,734	\$ 13,241	\$ 8,150	\$ 18,750	\$ 11,650	-38%	\$ (7,100)
Capital - Replacement								
8011	Capital Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
	Total Capital - Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
	Total Expenses	\$ 354,496	\$ 407,001	\$ 433,321	\$ 464,063	\$ 522,875	13%	\$ 58,812
	Net Subsidy General Fund	\$ 304,193	\$ 388,980	\$ 423,321	\$ 449,063	\$ 492,875	10%	\$ 43,812

Code Compliance will be funded by revenue collected through Cost Recovery Fines and the General Operating Fund.

MANAGING DEPARTMENT HEAD: Community Development Director

PRIMARY ACTIVITIES:

The Parking Enforcement Division is responsible for ensuring that parking in the City complies with City Code and California Traffic Code. Parking Enforcement staff oversee parking meter collection and fee collection. The Parking Enforcement Department's ultimate goal is safe and orderly parking access for all residents and visitors.

FY 2023-24 ACOMPLISHMENTS:

- ❖ Enforced City and State vehicle codes by issuing 5,153 citations in the FY 23-24.
- ❖ The Code Enforcement Division issued over 139 citations this year to uphold community standards and ensure code compliance.
- ❖ The Parking Enforcement division now has three part-time officers, which has improved the City's capacity to manage and enforce parking regulations effectively
- ❖ Routinely maintained and cleaned all parking pay station to ensure optimal functionality and cleanliness for customer convenience.

FY 2024-25 OBJECTIVES:

- ❖ Implement a comprehensive customer service training program for all Parking Enforcement staff to enhance interaction quality and customer satisfaction.
- ❖ Schedule regular reviews of parking compliance across different areas to ensure consistent enforcement and identify specific issues or areas for improvement.
- ❖ Utilize existing communication channels like the city's website, social media, and public notices to increase awareness about parking regulations and the importance of compliance to reduce violations.
- ❖ Enhance existing training programs to focus on conflict resolution and effective communication
- ❖ Improve the efficiency of citation processing by optimizing existing workflows

Parking Enforcement

Parking Enforcement receives revenue from the City's Paid Parking Program.

100-4800		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
	Community Development Director	0.00	0.25	0.25	0.25	0.25	0%	0.00
	Planning Director	0.25	0.00	0.00	0.00	0.00	N/A	0.00
	Finance Manager	0.15	0.00	0.00	0.00	0.00	N/A	0.00
	Parking Enforcement Officers	1.90	3.00	3.00	3.00	3.00	0%	0.00
	Administrative Assistant	0.15	0.30	0.30	0.30	0.30	0%	0.00
	Total FTE	2.45	3.55	3.55	3.55	3.55	0%	0.00
Revenues								
Charges for Services								
	Parking Pay Station Rev. Downtown							
4355	Merchant Paid Parking	\$ -	\$ -	\$ 14,000	\$ 10,000	\$ 14,000	40%	\$ 4,000
4370	Pay Station Coin Income	\$ -	\$ -	\$ 8,000	\$ 8,000	\$ 8,000	0%	\$ -
4371	Pay Station Credit Income	\$ -	\$ -	\$ 65,000	\$ 45,209	\$ 65,000	44%	\$ 19,791
	Subtotal Parking Fees	\$ -	\$ -	\$ 87,000	\$ 63,209	\$ 87,000	38%	\$ 23,791
4500	Citations	\$ 70,631	\$ -	\$ 100,000	\$ -	\$ -	N/A	\$ -
	Subtotal Citations	\$ 70,631	\$ -	\$ 100,000	\$ -	\$ -	N/A	\$ -
Miscellaneous Revenue								
4710	Interest Income	\$ 2,752	\$ 1,000	\$ -	\$ -	\$ -	N/A	\$ -
	Total Miscellaneous	\$ 2,752	\$ 1,000	\$ -	\$ -	\$ -	N/A	\$ -
	Total Revenue	\$ 73,383	\$ 1,000	\$ 187,000	\$ 63,209	\$ 87,000	38%	\$ 23,791
Expenses								
Personnel								
	Salaries and Wages	\$ 88,616	\$ 65,880	\$ 103,288	\$ 104,256	\$ 111,059	7%	\$ 6,803
	Other Pay	\$ 7,505	\$ 7,000	\$ -	\$ -	\$ 1,000	N/A	\$ 1,000
	Benefits, and Payroll Expenses	\$ 21,911	\$ 13,907	\$ 13,985	\$ 18,292	\$ 23,686	29%	\$ 5,394
	Total Personnel Expense	\$ 118,032	\$ 86,787	\$ 117,273	\$ 122,548	\$ 135,745	11%	\$ 13,197
Salaries & Wages								
5010	Full Time	\$ 53,271	\$ 661	\$ 46,141	\$ 46,141	\$ 48,818	6%	\$ 2,677
5020	Part Time	\$ 34,988	\$ 897	\$ 57,147	\$ 58,115	\$ 62,241	7%	\$ 4,126
5030	Overtime	\$ 357	\$ 500	\$ -	\$ -	\$ -	N/A	\$ -
	Total Salaries & Wages	\$ 88,616	\$ 2,057	\$ 103,288	\$ 104,256	\$ 111,059	7%	\$ 6,803
Other Pay								
5140	Accrued Leave Buy Back	\$ 7,505	\$ 7,000	\$ -	\$ -	\$ 1,000	N/A	\$ 1,000
	Total Other Pay	\$ 7,505	\$ 7,000	\$ -	\$ -	\$ 1,000	N/A	\$ 1,000
Benefits								
5225	Retirement - Employer Contr.	\$ 302	\$ 27	\$ 1,566	\$ 2,438	\$ 5,004	105%	\$ 2,566
5235	PERS Unfunded Liability	\$ -	\$ -	\$ -	\$ 4,918	\$ 5,530	12%	\$ 612
5250	Medicare/FICA Tax	\$ 4,071	\$ 72	\$ 5,041	\$ 5,041	\$ 5,469	8%	\$ 428
5315	Health Insurance	\$ 16,428	\$ 5,367	\$ 5,508	\$ 4,025	\$ 5,763	43%	\$ 1,738
5320	457 Match	\$ 1,044	\$ 19	\$ 1,097	\$ 1,097	\$ 1,228	12%	\$ 131
5325	FSA Contribution	\$ -	\$ 392	\$ 392	\$ 392	\$ 392	0%	\$ -
5410	Auto Allowance	\$ -	\$ 13	\$ 300	\$ 300	\$ 300	0%	\$ -
5415	Cell Phone	\$ 66	\$ 75	\$ 81	\$ 81	\$ -	-100%	\$ (81)
	Total Benefits	\$ 21,911	\$ 5,964	\$ 13,985	\$ 18,292	\$ 23,686	29%	\$ 5,394
	Total Personnel	\$ 125,537	\$ 93,787	\$ 117,273	\$ 122,548	\$ 136,745	12%	\$ 14,197

Parking Enforcement

100-4800		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Other Expenses								
5570	Uniforms & Safety Supplies	\$ 2,558	\$ 2,475	\$ 2,475	\$ 2,475	\$ 2,500	1%	\$ 25
6013	Citation Administration				\$ 15,000	\$ 12,000	-20%	\$ (3,000)
6520	Office/Dept. Supplies		\$ 2,900	\$ 2,900	\$ 2,900	\$ 3,500	21%	\$ 600
6610	Pay Stations: CALE Web Software	\$ -	\$ -	\$ -	\$ 17,160	\$ 12,000	-30%	\$ (5,160)
7030	Internet Access: Field-Use Devices	\$ 4,471	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	0%	\$ -
7200	Program Maintenance	\$ 6,940	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	0%	\$ -
7250	Equipment Maintenance				\$ 1,000	\$ 1,000	0%	\$ -
7260	Vehicle Maintenance and Supplies	\$ 2,298	\$ 3,060	\$ 3,060	\$ 3,060	\$ 3,100	1%	\$ 40
7265	Vehicle & Equip. Fuel	\$ 2,006	\$ 2,000	\$ 1,500	\$ 1,800	\$ 2,100	17%	\$ 300
7330	Sign Replacement/Installation		\$ 20,850	\$ 20,850	\$ 20,850	\$ 20,850	0%	\$ -
7660	Miscellaneous Bank Fees	\$ 18,910	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	0%	\$ -
8060	Pay Stations		\$ -	\$ -	\$ -	\$ -	N/A	\$ -
9510	Pay Stations: Hardware Lease/Repair	\$ 16,193	\$ 15,900	\$ 15,900	\$ -	\$ -	N/A	\$ -
9515	Vehicle Lease	\$ -	\$ -	\$ -	\$ 3,300	\$ -	-100%	\$ (3,300)
Total Other Expenses		\$ 53,377	\$ 73,185	\$ 72,685	\$ 93,545	\$ 83,050	-11%	\$ (10,495)
Total Expenses		\$ 178,914	\$ 166,972	\$ 189,958	\$ 216,093	\$ 219,795	2%	\$ 3,702
Net Subsidy General Fund		\$ (105,531)	\$ (165,972)	\$ (2,958)	\$ (152,884)	\$ (132,795)	-13%	\$ 20,089

Parking Enforcement will be funded with citation revenue and General Funds.

MANAGING DEPARTMENT HEAD: Parks and Recreation Manager

PRIMARY ACTIVITIES:

The Parks & Recreation Department provides opportunities for residents of all ages to enjoy recreational and community service programs. These include youth and adult sports programs, a variety of recreational classes and activities for families, and social events and social service programs for older adults. The Department strengthens the community by providing programming for at-risk youth, and promoting cultural unity and diversity through all the events and programs it offers during the year. The Department oversees two main Community Center facilities at Artesia Park and AJ Padelford Park, a neighborhood park (Baber Park), the Historic District and Recreational Trail, and the Artesia Botanical Garden.

FY 2023-24 ACOMPLISHMENTS:

- ❖ Increased participation in youth and adult programs and activities, including creation of new youth and adult programming that included: Adult Guitar Club, Dog Day Afternoon event, Line Dance and Cardio Zumba Classes, Youth Dance Classes, and Youth Sports Clinics.
- ❖ Expanded the youth baseball and softball programs by 60%.
- ❖ Expanded the Artesia Leaders Teen Mentorship Program from 12 to 29 participants.
- ❖ Expand the amount of free programming available for seniors which included the following: Senior Nifty Crafters, Pickleball, Karaoke, and several new Field Trip opportunities on a monthly basis.
- ❖ Doubled the number of excursions available to youth and seniors to 16 trips. New excursions included: New Casino trips, Winery Excursion, Presidential Libraries, and the Senior Ball at the Commerce Casino.
- ❖ Expanded the support provided to disadvantaged families during the holidays, through the Project Joy Program to 149 families.
- ❖ Refurbished the Artesia Park hockey rink space into a new Futsal Mini-Pitch through a partnership with the U.S. Soccer Foundation and the Kellyn Acosta Foundation.
- ❖ Implemented the Summer Food Service Program at AJ Padelford Park and provided 1,689 meals to youth 18 and under.
- ❖ Refurbished the Artesia Park Snack Bar so that it could be utilized during spring baseball and softball to provide snacks and food to participants.

FY 2024-25 OBJECTIVES:

- ❖ Continue to create community by providing safe spaces for families and individuals to gather and interact with neighbors by offering recreational programming, holding special events, and ensuring well-kept facilities.
- ❖ Continue the refurbishment of the Artesia Park Snack Bar to ensure the facility is operating efficiently.

- ❖ Improve Artesia Park Ball Fields to ensure safe playing spaces and to improve playing conditions.
- ❖ Expand free programming for the senior community.
- ❖ Continue to expand services through the Project Joy Holiday Assistance Program to disadvantaged families.
- ❖ Continue to increase activities and excursions for youth.
- ❖ Implement a new flag football league to provide additional programming for youth.
- ❖ Implement a youth summer basketball league in addition to the youth winter basketball league to provide year-round opportunities for youth sporting activities.
- ❖ Continue to expand youth baseball and softball league.

Parks & Recreation

The Artesia Parks and Recreation Department provides active and passive recreational activities, programs and facilities for Artesia residents in accessible, affordable, and safe environments. The Department also maintains parks and recreational facilities. In addition, the Department offers health and social services to older adults, and it encourages cultural and physical diversity through its planned activities and programs offered.

100-5100	FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
	Actual	Actual	Budget	Estimate	Budget	% ▲	\$ ▲
Staffing Summary							
Full Time Positions							
Parks and Recreation Manager	0.75	1.00	1.00	1.00	1.00	0%	0.00
Assistant Parks & Recreation Manager	0.00	1.00	0.00	0.00	0.00	N/A	0.00
Recreation Supervisor	3.00	1.00	1.00	1.00	1.00	0%	0.00
Recreation Program Coordinator	2.00	2.00	2.00	2.00	2.00	0%	0.00
Recreation Specialist	0.00	0.00	0.00	0.00	1.00	N/A	1.00
Parks and Recreation Leader	3.15	1.00	1.00	1.00	0.00	N/A	-1.00
Maintenance Worker II	2.00	0.00	0.00	0.00	0.00	N/A	0.00
Administrative Assistant	1.00	0.00	0.00	0.00	0.00	N/A	0.00
Administrative Secretary	0.05	0.05	0.05	0.05	0.05	0%	0.00
Subtotal FTE	11.95	6.05	5.05	5.05	5.05	0%	0.00
Part Time Positions							
Parks and Recreation Leader I	0.00	4.00	4.00	4.00	4.00	0%	0.00
Parks and Recreation Leader II	0.00	2.00	2.00	2.00	2.00	0%	0.00
Parks and Recreation Leader III	0.00	0.00	0.00	0.00	0.00	N/A	0.00
Subtotal FTE	0.00	6.00	6.00	6.00	6.00	0%	0.00
Total FTE	11.95	12.05	11.05	11.05	11.05	0%	0.00
Revenues							
Parks and Recreation Fees	\$ 56,503	\$ 68,911	\$ 68,000	\$ 73,000	\$ 80,500	10%	\$ 7,500.00
Revenue From General Fund	\$ 652,915	\$ 1,013,684	\$ 1,444,476	\$ 1,556,259	\$ 1,034,925	-33%	\$ (521,333.56)
Total Revenue for Department	\$ 709,418	\$ 1,082,595	\$ 1,512,476	\$ 1,629,259	\$ 1,115,425	-32%	\$ (513,833.56)
Expenditures							
Personnel	\$ 416,304	\$ 604,755	\$ 604,516	\$ 619,304	\$ 660,065	7%	\$ 40,761
Utilities and Services	\$ 173,357	\$ 171,459	\$ 177,700	\$ 177,800	\$ 177,500	0%	\$ (300)
Materials and Supplies	\$ 9,973	\$ 6,381	\$ 7,810	\$ 7,810	\$ 7,810	0%	\$ -
Other Expenses	\$ 109,784	\$ 167,379	\$ 212,200	\$ 314,095	\$ 232,800	-26%	\$ (81,295)
Capital	\$ -	\$ -	\$ -	\$ 510,250	\$ 37,250	-93%	\$ (473,000)
Total Expenditures	\$ 709,418	\$ 949,973	\$ 1,002,226	\$ 1,629,259	\$ 1,115,425	-32%	\$ (513,834)
Net Subsidy General Fund	\$ 652,915	\$ 1,013,684	\$ 1,444,476	\$ 1,556,259	\$ 1,034,925	-33%	\$ (521,334)

Parks & Recreation

100-5100		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Revenues								
4300	Application Fees	\$ 1,400	\$ 2,800	\$ 2,000	\$ 2,000	\$ 2,000	0%	\$ -
4303	Banner Program	\$ 1,400	\$ 4,575	\$ 2,000	\$ 2,000	\$ 1,500	-25%	\$ (500)
4305	Baseball Fees (Youth)	\$ 5,021	\$ 18,626	\$ 10,000	\$ 15,000	\$ 20,000	33%	\$ 5,000
4306	Adult Sports	\$ 210	\$ 805	\$ 3,000	\$ 3,000	\$ 1,000	-67%	\$ (2,000)
4330	Facility Use Fees	\$ 18,279	\$ 20,005	\$ 20,000	\$ 20,000	\$ 20,000	0%	\$ -
4380	Recreation Fees (General)	\$ 27,198	\$ 22,100	\$ 30,000	\$ 30,000	\$ 35,000	17%	\$ 5,000
4381	Recreation Fees (Education)	\$ 3,000	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
4387	Soccer Fees (Youth)	\$ (5)	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	0%	\$ -
Total Revenues		\$ 56,503	\$ 68,911	\$ 68,000	\$ 73,000	\$ 80,500	10%	\$ 7,500
Expenses								
Personnel								
	Salaries and Wages	\$ 317,840	\$ 424,301	\$ 435,646	\$ 448,749	\$ 465,336	4%	\$ 16,587
	Other Pay	\$ 8,243	\$ 5,000	\$ -	\$ 5,000	\$ 5,000	0%	\$ -
	Benefits, and Payroll Expenses	\$ 90,221	\$ 175,454	\$ 168,870	\$ 165,555	\$ 189,729	15%	\$ 24,174
Total Personnel		\$ 416,304	\$ 604,755	\$ 604,516	\$ 619,304	\$ 660,065	7%	\$ 40,761
Salaries & Wages								
5010	Full Time	\$ 262,061	\$ 338,114	\$ 352,877	\$ 359,232	\$ 375,143	4%	\$ 15,911
5020	Part Time	\$ 53,236	\$ 79,304	\$ 80,769	\$ 82,017	\$ 82,193	0%	\$ 176
5030	Overtime	\$ 2,543	\$ 6,883	\$ 2,000	\$ 7,500	\$ 8,000	7%	\$ 500
Total Salaries & Wages		\$ 317,840	\$ 424,301	\$ 435,646	\$ 448,749	\$ 465,336	4%	\$ 16,587
Other Pay								
5040	Standby - on/call pay	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
5140	Accrued Leave Buy Back	\$ 8,243	\$ 5,000	\$ -	\$ 5,000	\$ 5,000	0%	\$ -
Total Other Pay		\$ 8,243	\$ 5,000	\$ -	\$ 5,000	\$ 5,000	0%	\$ -
Benefits								
5225	Retirement - Employer Contr.	\$ 1,373	\$ 40,625	\$ 10,158	\$ 20,596	\$ 32,736	59%	\$ 12,140
5235	PERS Unfunded Liability	\$ -	\$ 43,374	\$ -	\$ 38,200	\$ 42,455	11%	\$ 4,255
5250	FICA Tax	\$ 4,326	\$ 13,595	\$ 5,085	\$ 11,483	\$ -	-100%	\$ (11,483)
5250	Medicare Tax	\$ 5,539	\$ 13,595	\$ 6,319	\$ -	\$ 11,727	N/A	\$ 11,727
5315	Health Insurance	\$ 74,661	\$ 56,504	\$ 69,744	\$ 75,212	\$ 81,988	9%	\$ 6,776
5320	457 Match	\$ 2,250	\$ 3,337	\$ 5,237	\$ 5,237	\$ 6,660	27%	\$ 1,423
5325	FSA Contribution	\$ -	\$ -	\$ 3,573	\$ 3,573	\$ 3,573	0%	\$ -
5410	Auto Allowance	\$ -	\$ 1,557	\$ 1,890	\$ 1,890	\$ 1,890	0%	\$ -
5415	Cell Phone	\$ 188	\$ -	\$ 664	\$ 664	\$ -	-100%	\$ (664)
5418	Bilingual Pay	\$ -	\$ -	\$ 1,200	\$ 1,500	\$ 1,500	0%	\$ -
5610	Retiree Health Insurance	\$ 1,884	\$ 2,866	\$ 65,000	\$ 7,200	\$ 7,200	0%	\$ -
Total Benefits		\$ 90,221	\$ 175,454	\$ 168,870	\$ 165,555	\$ 189,729	15%	\$ 24,174
Total Personnel		\$ 416,304	\$ 604,755	\$ 604,516	\$ 619,304	\$ 660,065	7%	\$ 40,761
Utilities and Services								
6020	City Hall Contractual	\$ 7,799	\$ 4,296	\$ -	\$ -	\$ -	N/A	\$ -
7010	Light and Power	\$ 50,257	\$ 61,132	\$ 65,000	\$ 65,000	\$ 65,000	0%	\$ -
7011	Light/Power - 178th St.	\$ 790	\$ 202	\$ 500	\$ 500	\$ 500	0%	\$ -
7020	Gas	\$ 646	\$ 1,473	\$ 2,800	\$ 2,800	\$ 4,500	61%	\$ 1,700
7021	Gas - 178th St.	\$ 243	\$ 203	\$ 400	\$ 400	\$ 400	0%	\$ -
7030	Telephone/Internet	\$ 7,023	\$ 15,798	\$ 6,500	\$ 6,500	\$ 6,500	0%	\$ -
7050	Water	\$ 29,420	\$ 27,768	\$ 32,500	\$ 32,500	\$ 30,000	-8%	\$ (2,500)
7051	Water - 178th St.	\$ 6,726	\$ 4,764	\$ 5,500	\$ 5,500	\$ 6,000	9%	\$ 500
7130	Security Svcs. Maint.	\$ 1,857	\$ 7,144	\$ 4,500	\$ 4,500	\$ 4,500	0%	\$ -
7220	HVAC Maintenance	\$ 48,123	\$ 39,012	\$ 49,000	\$ 49,000	\$ 49,000	0%	\$ -
7250	Equipment Service	\$ 8,179	\$ 1,776	\$ 2,000	\$ 2,000	\$ 2,000	0%	\$ -
7260	Vehicle Svcs./Maint.	\$ 6,082	\$ 869	\$ -	\$ 100	\$ 100	0%	\$ -
7265	Vehicle & Equip. Fuel	\$ -	\$ 1,636	\$ 3,000	\$ 3,000	\$ 3,000	0%	\$ -
7720	Equipment Rental	\$ 6,213	\$ 5,385	\$ 6,000	\$ 6,000	\$ 6,000	0%	\$ -
Total Utilities and Services		\$ 173,357	\$ 171,459	\$ 177,700	\$ 177,800	\$ 177,500	0%	\$ (300)
Materials & Supplies								
5570	Uniforms	\$ 3,500	\$ 2,341	\$ 3,060	\$ 3,060	\$ 3,060	0%	\$ -
6500	City Hall Pro-Rata Supplies	\$ 1,700	\$ 857	\$ -	\$ -	\$ -	N/A	\$ -
6520	Office Supplies	\$ 3,273	\$ 3,182	\$ 4,000	\$ 4,000	\$ 4,000	0%	\$ -
6560	Special Supplies	\$ 1,500	\$ -	\$ 750	\$ 750	\$ 750	0%	\$ -
Total Materials & Supplies		\$ 9,973	\$ 6,381	\$ 7,810	\$ 7,810	\$ 7,810	0%	\$ -

Parks & Recreation

100-5100		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Other Expenses								
Miscellaneous								
5540	Education/Tuition Reimbursement	\$ 2,000	\$ 80	\$ 2,000	\$ 3,000	\$ -	N/A	\$ (3,000)
6035	Contract Services				\$ 645	\$ 1,000	55%	\$ 355
6045	Copyright/Entertainment Licensing	\$ 1,894	\$ 2,048	\$ 2,000	\$ 2,050	\$ 3,000	46%	\$ 950
6490	Dues and Subscriptions	\$ 1,502	\$ 1,032	\$ 1,000	\$ 1,000	\$ 1,200	20%	\$ 200
6840	Staff Training	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
6900	Travel and Meeting	\$ 1,000	\$ 1,400	\$ 1,000	\$ 1,200	\$ 1,400	17%	\$ 200
	Total Miscellaneous	\$ 6,396	\$ 4,560	\$ 6,000	\$ 7,895	\$ 6,600	-16%	\$ (1,295)
Facility Maintenance								
7210	Albert O. Little Center Supplies	\$ 10,403	\$ 9,498	\$ 10,000	\$ 10,000	\$ 10,000	0%	\$ -
7225	Artesia Park Library Supplies	\$ 3,930	\$ 6,116	\$ 6,000	\$ 6,000	\$ 6,000	0%	\$ -
7245	AJ Padelford Park Supplies	\$ 5,954	\$ 6,665	\$ 9,000	\$ 9,000	\$ 10,000	11%	\$ 1,000
7275	Field Maintenance	\$ 1,551	\$ 3,711	\$ 3,000	\$ 3,000	\$ 8,000	167%	\$ 5,000
7280	Artesia Park Supplies	\$ 23,695	\$ 46,613	\$ 55,000	\$ 55,000	\$ 65,000	18%	\$ 10,000
7315	Maintenance - 178th St.	\$ 255	\$ 12,182	\$ -	\$ -	\$ -	N/A	\$ -
7806	Botanical Garden	\$ -	\$ 18,664	\$ 37,600	\$ 137,600	\$ 37,600	-73%	\$ (100,000)
	Total Facility Maintenance	\$ 45,788	\$ 103,450	\$ 120,600	\$ 220,600	\$ 136,600	-38%	\$ (84,000)
Senior and Recreation Programs								
5550	Background Checks - Volunteers	\$ -	\$ 256	\$ 1,000	\$ 1,000	\$ 1,000	0%	\$ -
6195	Contract Services	\$ 12,000	\$ 4,540	\$ 15,000	\$ 15,000	\$ 15,000	0%	\$ -
	Umpire Fees		\$ -				N/A	\$ -
7640	Adult Sports/Activities	\$ -	\$ 1,628	\$ 2,000	\$ 2,000	\$ 2,000	0%	\$ -
7676	Recreation Programs	\$ 20,100	\$ 17,286	\$ 23,100	\$ 23,100	\$ 23,100	0%	\$ -
	Teen Programs		\$ -					
	Summer Programs		\$ -					
7790	Senior Meals	\$ 15,000	\$ 11,319	\$ 16,000	\$ 16,000	\$ 20,000	25%	\$ 4,000
7795	Youth Baseball Programs	\$ 7,000	\$ 12,779	\$ 14,500	\$ 14,500	\$ 14,500	0%	\$ -
7797	Youth Soccer Program	\$ -	\$ 5,987	\$ 7,500	\$ 7,500	\$ 7,500	0%	\$ -
7821	Senior Programs	\$ -	\$ 2,406	\$ 3,000	\$ 3,000	\$ 3,000	0%	\$ -
7835	Program Advertising & Promo.	\$ 3,500	\$ 3,168	\$ 3,500	\$ 3,500	\$ 3,500	0%	\$ -
	Total Program Expenses	\$ 57,600	\$ 59,369	\$ 85,600	\$ 85,600	\$ 89,600	5%	\$ 4,000
	Total Other Expenses	\$ 109,784	\$ 167,379	\$ 212,200	\$ 314,095	\$ 232,800	-26%	\$ (81,295)
Capital								
8015	Capital Furniture	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
8011	Recreation Software	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	0%	\$ -
8024	Park Improvements	\$ -	\$ 132,621	\$ 505,250	\$ 505,250	\$ 32,250	-94%	\$ (473,000)
	Total Capital - Replacement	\$ -	\$ 132,621	\$ 510,250	\$ 510,250	\$ 37,250	-93%	\$ (473,000)
	Total Expenses	\$ 709,418	\$ 1,082,595	\$ 1,512,476	\$ 1,629,259	\$ 1,115,425	-32%	\$ (513,834)
	Net Subsidy General Fund	\$ 652,915	\$ 1,013,684	\$ 1,444,476	\$ 1,556,259	\$ 1,034,925	-33%	\$ (521,334)

Parks & Recreation will be funded by revenue collected through Parks and Recreation fees, and the General Operating Fund.

MANAGING DEPARTMENT HEAD: Parks and Recreation Manager

PRIMARY ACTIVITIES:

The Community Promotions budget funds events and programs managed by the Parks and Recreation Department to encourage community engagement. These include organizing community events, publishing The Artesian newsletter quarterly, running assistance programs like Project Joy, and supporting community groups through the Community Benefits Grants program.

FY 2023-24 ACOMPLISHMENTS:

- ❖ Held 35 community events for the public aiding in creating community for the benefit of residents.
- ❖ Increased the number of participants in all community programs.
- ❖ Maintained the publication of the Artesian on a quarterly basis.
- ❖ Increase sponsorship funding for the International Street Fair & Diversity Festival.
- ❖ Introduced two new events: Jingle Bell Express and Dog Day Afternoon.
- ❖ Enhanced the City's Veterans Day Celebration by transitioning from a ceremony to a family-oriented event with military displays and vendors in addition to a ceremony.
- ❖ Increased participation during restaurant week to promote dine local programs for City businesses.

FY 2023-24 OBJECTIVES:

- ❖ Continue to improve the implementation and delivery of City events.
- ❖ Continue to increase sponsorship funding for the International Street Fair & Diversity Festival.
- ❖ Enhance existing community events by seeking grant funding and sponsorship.
- ❖ Enhance Safer Neighborhoods program through events such as National Night Out and the Public Safety Expo and by promoting the neighborhood watch program.
- ❖ Host a 65th Anniversary Golf Tournament to celebrate the City's incorporation and raise funds for youth recreational programming.
- ❖ Host a 65th Anniversary 5K to celebrate the City's incorporation and offer a wellness event for the enjoyment of our community.

Community Promotions

The primary function of the Community Promotions Department is to provide events and programs for the enjoyment and support of the community. The key functions of the department include special events, the production and distribution of the City newsletter "The Artesian," and community benefits programs including implementing "Project Joy," the holiday assistance program.

100-5300		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
No positions allocated		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
Revenue From General Fund		\$ 187,292	\$ 171,263	\$ 261,140	\$ 266,140	\$ 248,075	-7%	\$ (18,065)
County Grant Funds		\$ -	\$ 27,500	\$ 25,000	\$ 25,000	\$ 32,350	29%	\$ 7,350
Cannabis Community Benefit		\$ -	\$ -	\$ -	\$ -	\$ 45,000		
Total Transfers and Revenue for Department		\$ 187,292	\$ 198,763	\$ 286,140	\$ 291,140	\$ 280,425	-4%	\$ (10,715)
Expenditures								
Programs		\$ 187,292	\$ 198,763	\$ 286,140	\$ 291,140	\$ 280,425	-4%	\$ (10,715)
Total Expenditures		\$ 187,292	\$ 198,763	\$ 286,140	\$ 291,140	\$ 280,425	-4%	\$ (10,715)
Net Subsidy General Fund		\$ 187,292	\$ 171,263	\$ 261,140	\$ 266,140	\$ 248,075	-7%	\$ (18,065)
Expenses								
Programs								
6155	Contract Services	\$ 1,250	\$ 1,700	\$ 2,000	\$ 2,000	\$ 2,000	0%	\$ -
6180	The Artesian	\$ 31,615	\$ 37,995	\$ 40,000	\$ 40,000	\$ 42,000	5%	\$ 2,000
	SB 1383- Funded Artesian					\$ (22,500)		
6490	Association Dues	\$ 168	\$ 168	\$ -	\$ -		N/A	\$ -
6520	Office/Dept. Supplies	\$ -	\$ -	\$ -	\$ -		N/A	\$ -
7030	Telephones	\$ -	\$ -	\$ -	\$ -		N/A	\$ -
7235	Artesia Historic District Utilities	\$ 10,658	\$ 12,287	\$ 12,000	\$ 12,000	\$ 12,000	0%	\$ -
7601	Gateway Managers Monthly Mtg.	\$ 2,882						
7735	Project Joy	\$ (457)	\$ (3,195)	\$ 5,000	\$ 5,000	\$ 5,000	0%	\$ -
7740	International Diversity Festival	\$ 85,572	\$ 85,311	\$ 100,000	\$ 100,000	\$ 110,000	10%	\$ 10,000
7760	Miss Artesia Pageant	\$ -	\$ 2,844	\$ 3,000	\$ 3,000	\$ 3,000	0%	\$ -
7770	Monthly Program Events	\$ -	\$ 57,608	\$ -	\$ -		N/A	\$ -
7770	January Program Events	\$ -	\$ -	\$ 100	\$ 100	\$ 100	0%	\$ -
E101	New Year's Program							
E102	Martin Luther King, Jr. Day							
7770	February Program Events	\$ 108	\$ -	\$ 200	\$ 200	\$ 200	0%	\$ -
E201	Presidents' Day							
7770	March Program Events	\$ 19,752		\$ 27,600	\$ 27,600	\$ 27,600	0%	\$ -
E301	Mariachi Festival							
E302	Cesar Chavez Day							
7770	April Program Events	\$ 3,043		\$ 6,100	\$ 6,100	\$ 6,100	0%	\$ -
E401	Eggstravaganza							
E401	Safety Expo							
E402	Earth Day							
7770	May Program Events	\$ 2,030		\$ 3,075	\$ 3,075	\$ 3,075	0%	\$ -
E501	Mother's Day Mariachi Serenade							
E502	Memorial Day		\$ 398					
7770	June Program Events	\$ 1,029		\$ 2,000	\$ 2,000	\$ 2,000	0%	\$ -
E601	Dog Day Afternoon		\$ 205					
E602	Summer Kickoff Party		\$ 2,181					

Community Promotions

100-5300		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
7770	July Program Events	\$ 38,686		\$ 40,000	\$ 40,000	\$ 50,000	25%	\$ 10,000
E701	Independence Day		\$ 14,446					
7770	August Program Events	\$ 208		\$ 2,500	\$ 2,500	\$ 2,500	0%	\$ -
E801	National Night Out							
7770	September Program Events	\$ 294		\$ 1,100	\$ 1,100	\$ 1,100	0%	\$ -
E901	Patriot Day							
7770	October Program Events	\$ 7,837		\$ 4,000	\$ 4,000	\$ 4,000	0%	\$ -
E1001	Halloween							
7770	November Program Events	\$ 1,234		\$ 4,200	\$ 4,200	\$ 4,200	0%	\$ -
E1101	Veteran's Day							
7770	December Program Events	\$ 5,643		\$ 16,550	\$ 16,550	\$ 16,550	0%	\$ -
E1201	Tree Lighting Celebration							
E1201	Winter Wonderland							
E1201	Jingle Bell Express							
E1201	Community Holiday Party							
E1201	Snow Day							
7780	Publicity	\$ 30	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
7785	Red Ribbon "Say No to Drugs"	\$ 2,163	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
7800	Special Event Equipment	\$ 780	\$ 752	\$ 1,000	\$ 6,000	\$ 5,000	-17%	\$ (1,000)
7803	Artesia Parade	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
7805	Special Programs	\$ 5,334	\$ 6,950		\$ -	\$ -	N/A	\$ -
7804	Beautification Awards	\$ 60	\$ 35			\$ -		
7808	Community Benefits Grants	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ -	N/A	\$ (2,500)
7819	SB 1383 Grant	238.17	\$ 15,175	\$ 6,715	\$ 6,715	\$ -	N/A	\$ (6,715)
7824	Summer Concert Series	\$ -	\$ 3,600	\$ 6,500	\$ 6,500	\$ 6,500	0%	\$ -
	Total Expenses	\$ 187,292	\$ 198,763	\$ 286,140	\$ 291,140	\$ 280,425	-4%	\$ (10,715)
Net Subsidy General Fund		\$ 187,292	\$ 171,263	\$ 261,140	\$ 266,140	\$ 248,075	-7%	\$ (18,065)

Community Promotions will be funded by the General Operating Fund, and County discretionary grants.

MANAGING DEPARTMENT HEAD: Public Works Manager

PRIMARY ACTIVITIES:

The Public Works Department maintains the City's streets, sidewalks, medians, and facilities. The Department maintains sidewalks for ADA compliance, streets, including minor maintenance such as filling pot holes, major street reconstruction, maintaining vegetation, removing trash from City receptacles, providing building maintenance for city facilities, and overseeing contract services for regular maintenance work such as tree trimming and landscaping City medians. The Department also oversees City public works projects and the City's contract engineers.

FY 2023-24 ACOMPLISHMENTS:

- ❖ Completed joint project with the City of Cerritos for Gridley Road improvements between 183rd Street and South Street.
- ❖ Completed implementation of the Pioneer Boulevard striping plan between 183rd Street and 188th Street.
- ❖ Completed joint project with the City of Norwalk for road rehabilitation on 166th Street including slurry pavement and installation of bicycle lanes between Pioneer Boulevard and the eastern city limits.
- ❖ Continued Sidewalk Trip Hazard Remediation Project by repairing 1,238 small, medium and large trip hazards in Districts 1, 2, and 3 (all area north of 183rd Street) through a cost-effective diamond saw cutting method.
- ❖ Completed 2023 City-Wide Street Rehabilitation Project, which included sidewalk improvements and new pavement at the following street segments:
 - 186th Street from Gridley Road to Pioneer Boulevard;
 - Albutis Avenue from 183rd Street to dead end;
 - Arline Avenue from 183rd Street dead end;
 - 185th Street from dead end to Albutis Avenue;
 - Corby Avenue from 184th Street to 186th Street;
 - 184th Street from Albutis Avenue to Corby Avenue; and
 - 167th Street from Pioneer Boulevard to dead end
 - Alley located south of 183rd Street and north of 186th Street between Norwalk Boulevard and Ibex Avenue
- ❖ Punned 540 community trees and removed 12 hazardous community trees located at City facilities, medians, and residential parkways in Districts 1 and 2.

FY 2024-25 OBJECTIVES:

- ❖ Complete the replacement of the Albert O. Little Community Center roof.
- ❖ Complete Phase III: Landscaping, of the Historical District Recreational Trail Project.
- ❖ Complete focused improvements to Historical Museum and Fire Station.
- ❖ Complete the replacement of City-Wide bus shelters.
- ❖ Complete demolition of six structures at Artesia Botanical Garden Project Site.

- ❖ Complete an update of the City Pavement Management Program for all roadways in the City.
- ❖ Continue maintaining the City's urban forest by trimming and maintaining trees in residential parkways in Districts 3 and 4.
- ❖ Continue Sidewalk Trip Hazard Remediation Project by evaluating and repairing trip hazards in Districts 4 and 5.
- ❖ Complete sidewalk removal and replacement project to ensure ADA compliant paths of travel on City sidewalks.

Public Works

The Public Works Department maintains the City's streets, sidewalks, medians, and facilities. Maintenance includes sidewalk repairs for ADA compliance, filling of pot holes, maintaining vegetation such as trimming vines and controlling weeds, removing trash from City receptacles, and maintaining City fleet vehicles. The Department also manages contracts for regular maintenance work such as tree trimming and landscaping City medians.

100-6100	FY 2022 Actual	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimate	FY 2025 Budget	Budget %▲	Budget \$▲
Staffing Summary							
Full Time Positions							
Public Works Manager	0.30	0.30	1.00	1.00	1.00	0%	0.00
Special Projects Manager	0.00	1.00	0.00	0.00	0.00	N/A	0.00
Lead Maintenance Specialist	0.00	0.60	0.60	0.60	0.60	0%	0.00
Maintenance Specialist II	1.00	0.00	0.00	0.00	0.00	N/A	0.00
Maintenance Specialist I	2.00	1.20	1.20	1.20	1.20	0%	0.00
Maintenance Worker II	1.00	1.80	1.20	1.20	1.20	0%	0.00
Administrative Assistant	0.15	0.30	0.30	0.30	0.30	0%	0.00
Total FTE	4.45	5.20	4.30	4.30	4.30	0%	0.00
Total FTE	4.45	5.20	4.30	4.30	4.30	0%	0.00
Transfers and Revenues							
Transfer in from Gas Tax	\$ 155,801	\$ 160,000		\$ -	\$ -	N/A	\$ -
Revenue From General Fund	\$ 366,640	\$ 483,766	\$ 691,079	\$ 756,905	\$ 898,860	19%	\$ 141,954
Total Transfers and Revenue for Department	\$ 522,441	\$ 643,766	\$ 691,079	\$ 756,905	\$ 898,860	19%	\$ 141,954
Expenditures							
Personnel	\$ 430,802	\$ 541,106	\$ 520,522	\$ 584,598	\$ 714,810	22%	\$ 130,211
Utilities and Services	\$ 30,382	\$ 20,462	\$ 58,800	\$ 58,800	\$ 59,200	1%	\$ 400
Materials and Supplies	\$ 4,847	\$ 19,730	\$ 21,620	\$ 27,170	\$ 26,500	-2%	\$ (670)
Other Expenses	\$ 53,282	\$ 58,872	\$ 84,687	\$ 80,887	\$ 92,900	15%	\$ 12,013
Beautification & Maint. Commission	\$ 260	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	0%	\$ -
Capital	\$ 400	\$ 1,804	\$ 4,200	\$ 4,200	\$ 4,200	0%	\$ -
Total Expenditures	\$ 519,973	\$ 643,223	\$ 691,079	\$ 756,905	\$ 898,860	19%	\$ 141,954
Net Subsidy General Fund	\$ 366,640	\$ 483,766	\$ 691,079	\$ 756,905	\$ 898,860	19%	\$ 141,954

Public Works

100-6100		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Expenses								
Personnel								
	Salaries and Wages	\$ 384,522.34	\$ 373,752.98	\$ 392,389.00	\$ 407,021	\$ 484,454	19%	\$ 77,433
	Other Pay	\$ 37,048	\$ 19,183	\$ 37,000	\$ 37,000	\$ 40,000	8%	\$ 3,000
	Benefits, and Payroll Expenses	\$ 9,231	\$ 148,170	\$ 91,133	\$ 140,577	\$ 190,356	35%	\$ 49,779
	Total Benefits	\$ 430,802	\$ 541,106	\$ 520,522	\$ 584,598	\$ 714,810	22%	\$ 130,211
Salaries & Wages								
5010	Full Time	\$ 304,863	\$ 316,468	\$ 356,389	\$ 362,021	\$ 444,454	23%	\$ 82,433
5020	Part Time	\$ -	\$ 12,494	\$ -	\$ 5,000	\$ -	-100%	\$ (5,000)
5030	Overtime	\$ 79,660	\$ 44,791	\$ 36,000	\$ 40,000	\$ 40,000	0%	\$ -
	Total Salaries & Wages	\$ 384,522	\$ 373,753	\$ 392,389	\$ 407,021	\$ 484,454	19%	\$ 77,433
Other Pay								
5040	Standby - on/call pay	\$ 28,737	\$ 17,167	\$ 32,000	\$ 32,000	\$ 35,000	9%	\$ 3,000
5140	Accrued Leave Buy Back	\$ 8,312	\$ 2,016	\$ 5,000	\$ 5,000	\$ 5,000	0%	\$ -
	Total Other Pay	\$ 37,048	\$ 19,183	\$ 37,000	\$ 37,000	\$ 40,000	8%	\$ 3,000
Benefits								
5225	Retirement - Employer Contr.	\$ 1,529	\$ 40,523	\$ 10,808	\$ 21,209	\$ 40,170	89%	\$ 18,961
5235	PERS Unfunded Liability	\$ -	\$ 42,244	\$ -	\$ 38,448	\$ 41,440	8%	\$ 2,992
5250	Medicare/FICA Tax	\$ 6,057	\$ 8,018	\$ 5,168	\$ 5,249	\$ 6,445	23%	\$ 1,195
5315	Health Insurance	\$ -	\$ 54,843	\$ 67,824	\$ 66,837	\$ 93,880	40%	\$ 27,042
5320	457 Match	\$ 1,596	\$ 1,291	\$ 1,187	\$ 1,187	\$ 1,745	47%	\$ 558
5325	FSA Contribution	\$ -	\$ -	\$ 3,456	\$ 3,456	\$ 4,247	23%	\$ 791
5410	Auto Allowance	\$ -	\$ 1,250	\$ 1,200	\$ 1,200	\$ 1,080	-10%	\$ (120)
5415	Cell Phone	\$ 50	\$ -	\$ 1,490	\$ 1,490	\$ -	N/A	\$ (1,490)
5418	Bilingual Pay	\$ -	\$ -	\$ -	\$ 1,500	\$ 1,350		\$ -
	Total Benefits	\$ 9,231	\$ 148,170	\$ 91,133	\$ 140,577	\$ 190,356	35%	\$ 49,779
	Total Personnel	\$ 430,802	\$ 541,106	\$ 520,522	\$ 584,598	\$ 714,810	22%	\$ 130,211
Utilities and Services								
6020	City Hall Pro-Rata	\$ 7,479	\$ 4,236	\$ -	\$ -	\$ -	N/A	\$ -
6035	Contractual Services	\$ 8,544	\$ 1,061	\$ 33,200	\$ 33,200	\$ 33,200	0%	\$ -
	Comcate							
	Online Striping							
	Yunex							
	Mariposa							
7010	Light and Power	\$ 3,212	\$ 4,057	\$ 3,400	\$ 3,400	\$ 3,600	6%	\$ 200
7030	Telephone/Internet	\$ 5,587	\$ 3,961	\$ 5,500	\$ 5,500	\$ 5,500	0%	\$ -
7050	Water	\$ 4,294	\$ 2,766	\$ 4,500	\$ 4,500	\$ 4,500	0%	\$ -
7130	Security Services/Maintenance	\$ 551	\$ 1,100	\$ 1,000	\$ 1,000	\$ 1,200	20%	\$ 200
7250	Equipment Svc./Maint./Acquis.	\$ 692	\$ 3,281	\$ 7,200	\$ 7,200	\$ 7,200	0%	\$ -
7720	Equipment Rental	\$ 23	\$ -	\$ 4,000	\$ 4,000	\$ 4,000	0%	\$ -
	Total Utilities and Services	\$ 30,382	\$ 20,462	\$ 58,800	\$ 58,800	\$ 59,200	1%	\$ 400
Materials & Supplies								
5570	Uniforms	\$ 2,500	\$ 4,942	\$ 2,070	\$ 2,070	\$ 3,800	84%	\$ 1,730
6500	City Hall Supplies/Other	\$ 1,691	\$ 2,857	\$ -	\$ -	\$ -	N/A	\$ -
6520	Office Supplies	\$ 656	\$ 1,344	\$ 1,000	\$ 1,000	\$ 1,000	0%	\$ -
6530	Postage	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	0%	\$ -
6540	Printing	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	0%	\$ -
6560	Special Supplies/Uniforms	\$ 2,298	\$ 3,382	\$ 3,450	\$ 7,000	\$ 4,600	-34%	\$ (2,400)
6720	Public Notices	\$ -	\$ 290	\$ -	\$ -	\$ -	N/A	\$ -
7320	Alley Maintenance/Resurface	\$ 170	\$ 7	\$ 100	\$ 100	\$ 100	0%	\$ -
7715	Graffiti Removal Program and Supplies	\$ -	\$ 6,909	\$ 15,000	\$ 15,000	\$ 15,000	0%	\$ -
7820	Adopt-A-Tree	\$ -	\$ 543	\$ -	\$ -	\$ -	N/A	\$ -
	Total Materials & Supplies	\$ 4,847	\$ 19,730	\$ 21,620	\$ 27,170	\$ 26,500	-2%	\$ (670)

Public Works

100-6100		FY 2022 Actual	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimate	FY 2025 Budget	Budget %▲	Budget \$▲
Other Expenses								
Miscellaneous								
5610	Retiree Health Ins	\$ 21,313	\$ 2,450	\$ 24,000	\$ 9,600	\$ 11,000	15%	\$ 1,400
6490	Dues/Subscriptions/Training	\$ 3,188	\$ 4,223	\$ 4,200	\$ 4,200	\$ 4,200	0%	\$ -
6840	Staff Training	\$ 354	\$ 625	\$ 1,000	\$ 1,300	\$ 1,600	23%	\$ 300
6900	Travel and Meeting	\$ 500	\$ -	\$ 500	\$ 800	\$ 800	0%	\$ -
7265	Vehicle and Equipment Fuel	\$ 6,500	\$ 17,324	\$ 14,487	\$ 14,487	\$ 15,800	9%	\$ 1,313
7645	Annual Fee Storm Water	\$ 10,602	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total Miscellaneous		\$ 42,457	\$ 24,622	\$ 44,187	\$ 30,387	\$ 33,400	10%	\$ 3,013
Maintenance								
7220	HVAC System Service/Maintenance			\$ -	\$ 6,000	\$ 10,000	67%	\$ 4,000
7260	Vehicle Maintenance	\$ 5,500	\$ 10,328	\$ 11,500	\$ 11,500	\$ 11,500	0%	\$ -
7280	Facility Maintenance	\$ 4,389	\$ 8,756	\$ 25,000	\$ 25,000	\$ 30,000	20%	\$ 5,000
7335	City Right of Way Maintenance	\$ 935	\$ 15,166	\$ 4,000	\$ 8,000	\$ 8,000	0%	\$ -
Total Maintenance		\$ 10,825	\$ 34,250	\$ 40,500	\$ 50,500	\$ 59,500	18%	\$ 9,000
Total Other Expenses		\$ 53,282	\$ 58,872	\$ 84,687	\$ 80,887	\$ 92,900	15%	\$ 12,013
Beautification & Maint. Commission								
7675	Commissioner Recognition/Expense	\$ 60	\$ 300	\$ 300	\$ 300	\$ 300	0%	\$ -
7807	Business Beautification Awards	\$ 100	\$ 650	\$ 650	\$ 650	\$ 650	0%	\$ -
7811	Holiday Home Decoration Awards	\$ 100	\$ 300	\$ 300	\$ 300	\$ 300	0%	\$ -
Total Beautification Expenses		\$ 260	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	0%	\$ -
Capital								
7300	Street Maintenance (MOE)	\$ 400	\$ 1,804	\$ 4,200	\$ 4,200	\$ 4,200	0%	\$ -
8011	Capital Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
8055	Norwalk Improvement	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total Capital		\$ 400	\$ 1,804	\$ 4,200	\$ 4,200	\$ 4,200	0%	\$ -
Total Expenses		\$ 522,441	\$ 643,766	\$ 691,079	\$ 756,905	\$ 898,860	19%	\$ 141,954
Net Subsidy General Fund		\$ 366,640	\$ 483,766	\$ 691,079	\$ 756,905	\$ 898,860	19%	\$ 141,954

Public Works will be funded by through Gas Tax revenue and the General Operating Fund.

MANAGING DEPARTMENT HEAD: Deputy City Manager

PRIMARY ACTIVITIES:

The City of Artesia contracts with the Los Angeles County Sheriff's Department for law enforcement services. The law enforcement contract provides for a team of deputies to provide law enforcement services including crime prevention and traffic enforcement, neighborhood watch and community relations, homeless outreach activities, and the general enforcement of the laws of Artesia.

FY 2023-24 ACOMPLISHMENTS:

- ❖ Held monthly meetings with Neighborhood Watch captains to discuss and address public safety concerns of residents.
- ❖ Continued Downtown Foot Patrol Program with (2) two deputies on Fridays, Saturdays and local community holidays.
- ❖ Conducted homeless outreach twice a month with City Staff to offer and provide services.
- ❖ Made 12 arrests for illegal possession of firearms and recovered 13 firearms.
- ❖ Enforced the City's ordinance banning RVs on City streets and decreased nuisance RVs by 95% in the city.
- ❖ Held one Catalytic Converter Etching Event to assist with catalytic converter theft in the community.
- ❖ Hosted a Gun Buy Back event where 19 guns were recovered increasing community safety.
- ❖ Increased public relations by holding three Coffee with the Captain events, a Community Baseball BBQ, two Business Meet and Greets with city merchants, and participated in several city events during the holiday season related to Christmas which included collecting 25 Christmas trees and delivering them to families in need.
- ❖ Increased outreach to North Artesia residents by participating in the Red Ribbon event, two motivational events at A.J. Padelford Park and a town hall meeting held at A.J. Padelford Park.
- ❖ Conducted three illegal marijuana grow search warrants and confiscated over 25,000 marijuana plants continuing the efforts to keep illegal marijuana out of the community.
- ❖ Continued monitoring probationary individuals by conducting five parole probation compliance checks to ensure compliance with release terms.
- ❖ Improved public safety relations with schools by implementing a bimonthly meeting with principals and participated in eight school safety drills.

FY 2024-25 OBJECTIVES:

- ❖ Increase community participation in Neighborhood Watch program to have more residents looking out for and reporting public safety matters to law enforcement to create a safer community.

- ❖ Hold two Catalytic Converter Etching Events to further deter theft.
- ❖ Host one Gun Buy Back event to improve public safety in the community.
- ❖ Continue to increase public relations by holding quarterly Coffee with the Captain events, meet and greet community events, the community BBQ and attending and participating in community activities hosted by the City.
- ❖ Initiate and manage Vital Intervention and Directional Alternatives (VIDA) youth gang intervention program.
- ❖ Assess the feasibility of the Los Angeles County Sheriff's Youth Athletic League Program or another similar program geared to keep at-risk youth in positive activities and environments.
- ❖ Continue the bimonthly school safety meetings with principals from local schools ensuring open communications with law enforcement, the City and schools.
- ❖ Through targeted enforcement and patrol, reduce part one crime occurrence in the City.

Law Enforcement

Law Enforcement is a contract service provided by the Los Angeles County Sheriff's Department to preserve the quality of life in Artesia. Services include general law enforcement, traffic enforcement, jail services, warrants service and monitoring, and community relations.

100-7100		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
No Positions Allocated		0.00	0.00	0.00	0.00	0.00	0%	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	0%	0.00
Revenues & Transfers In								
Revenue From General Fund		\$ 4,040,838	\$ 4,396,304	\$ 4,774,383	\$ 4,846,383	\$ 5,264,133	9%	\$ 417,750
Transfer in from COPS Fund 77		\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 192,000	92%	\$ 92,000
Total Revenue for Department		\$ 4,140,838	\$ 4,496,304	\$ 4,874,383	\$ 4,946,383	\$ 5,456,133	10%	\$ 509,750
Expenditures								
Law Enforcement Services		\$ 4,040,662	\$ 4,496,304	\$ 4,850,446	\$ 4,946,383	\$ 5,456,133	10%	\$ 509,750
Total Expenditures		\$ 4,040,662	\$ 4,496,304	\$ 4,850,446	\$ 4,946,383	\$ 5,456,133	10%	\$ 509,750
Net Subsidy General Fund		\$ 3,940,662	\$ 4,396,304	\$ 4,750,446	\$ 4,846,383	\$ 5,264,133	9%	\$ 417,750
Law Enforcement Services								
6080	Los Angeles County Sheriffs Contract	\$ 4,140,838	\$ 4,292,304	\$ 4,674,383	\$ 4,674,383	\$ 5,159,133	10%	\$ 484,750
	CFD-Funded Contract	\$ -	\$ 23,505	\$ 23,937	\$ 23,937	\$ (24,000)	-200%	\$ (47,937)
	Suppression/Equipment	\$ -	\$ 180,495	\$ 176,063	\$ 248,063	\$ 321,000	29%	\$ 72,937
	Total Law Enforcement	\$ 4,140,838	\$ 4,496,304	\$ 4,874,383	\$ 4,946,383	\$ 5,456,133	10%	\$ 509,750
Net Subsidy General Fund		\$ 3,940,662	\$ 4,396,304	\$ 4,750,446	\$ 4,846,383	\$ 5,264,133	9%	\$ 417,750

Law Enforcement will be funded by COPS Grant funds and the General Operating Fund.

Restricted Funds

Restricted Funds Descriptions

State Gas Tax Fund: The State Gas Tax Fund holds monies for maintenance and construction of roads, engineering and administration apportioned under the Streets and Highways Code of the State of California.

Proposition A – Transportation Fund: Proposition A accounts for the benefit of public transit such as fixed-route, on-demand (dial-a-ride), and recreation transportation programs.

Bicycle and Pedestrian TDA Fund: Transportation Development Act, Article 3 funds are used by Artesia for the planning and construction of bicycle and pedestrian facilities.

Proposition C - Expanded Transportation Fund: Proposition C funding is used to better the conditions of arterial streets and freeways used for public transit. Specifically, Proposition C funding is allocated to maintain, operate, and improve traffic signals, medians, and striping of arterial streets throughout the City.

Measure R Fund: Measure R is a fund to account for the engineering, administrative, traffic median, and parking overflow improvements related to transportation services.

Measure M Fund: Measure M funds are intended to ease traffic congestion, repave streets, repair potholes, synchronize signals, improve neighborhood streets and intersections, and enhance bike and pedestrian connections.

SB1 RMRA Fund: The State SB1 Fund holds monies for maintenance and construction of roads, engineering and administration apportioned under the Streets and Highways Code of the State of California.

CDBG Fund: The Community Development Block Grant (CDBG) are funds awarded to the City through the State of California's or the Los Angeles Urban County's administration of the Federal Community Development Block Grant program. The primary objectives of the CDBG Fund are the development of viable urban communities by providing decent housing, providing a suitable living environment, and expanding economic opportunities, principally for persons of low- and moderate-income or disabled.

South Coast Air Quality Control: The South Coast Air Quality Control accounts for AB2766 Subvention Program funds to implement programs that reduce air pollution from motor vehicles.

Summer Lunch Program: The Summer Lunch Program is a State Grant to provide lunches to youth ages 18 and under during the Summer when schools are not in session.

California Street Grant Fund: The California Street Grant Fund records the CalTrans Grants for Street improvements.

Bond Project Pioneer Blvd.: Fund records expenditure related to the improvement of Pioneer Blvd. and Historical District Recreational Trails Project Area.

California Beverage Recycling Fund: Funds from the Beverage Container Recycling City/County Payment Program administered by the California Department of Resources Recycling and Recovery (CalRecycle) are used to implement projects that promote recycling of refund value eligible beverage containers (bottles and cans) citywide.

Street Light Maintenance District: The Street Light Maintenance District was formed by the voters to fund the cost of electricity for streetlights in residential areas of the City. The assessment does not cover the cost of the electricity for these areas and the general fund covers the annual shortfall each year.

Community Facilities District: The Community Facilities District finances public services provided in the District's territory. This includes police protection services, flood and storm protection services, including, the operation and maintenance of storm drainage systems, and maintenance and lighting of parks, parkways, streets, roads, and open space.

Citizens' Option for Public Safety (COPS) Fund: Citizens' Option for Public Safety (COPS) is a fund to account for supplemental law enforcement services funding of frontline law enforcement and juvenile justice programs

AJ Padelford Park Expansion Project: The AJ Padelford Park Expansion Project is a grant-funded project to expand the size of AJ Padelford Park through the acquisition of residential properties. The acquisition of the properties will allow the City to expand AJ Padelford Park to be visible and usable from 169th Street.

CAL Fire Urban Grant: The CAL Fire Urban Grant program is a State-funded project to expand the City's Urban Forest and reduce greenhouse gasses and urban heat island impacts through tree planting.

Development Impact Fees: The City's Development Impact Fees are charged on specific developments for the purpose of defraying all or a portion of the cost of public facilities related to the development project. All money received by the City is used for specific projects under the following five categories: public facilities, traffic facilities, storm drain facilities, parks and recreation facilities, and community center facilities.

Measure W: Measure W funds are intended for monitoring and implementing federal, state, and local programs to ensure surface water quality, water conservation and recycling efforts, maintaining the storm water management plan, improving storm water drainage quality, and maintaining the City-owned drainage system.

Artesia Housing Authority Fund: The Artesia Housing Authority serves as a foundation to build affordable housing units.

TOD Planning Grant: The Transportation Oriented Development (TOD) Planning fund is a grant funded project from the Metropolitan Transportation Authority (MTA) to develop the TOD Plan for Downtown Artesia and areas surrounding the MTA commuter transit line planned in the MTA right of way.

Restricted Funds Accomplishments

Proposition A

- Purchased new bus shelters to be installed in FY 2024-25 to improve passenger comfort and satisfaction.
- Increased the frequency and reach of bus services to meet growing demand.
- Supported initiatives that facilitate recreational travel and access to activities.

Proposition C

- Improved the aesthetic and safety of roadway medians through targeted enhancements.

Measure R

- Completed rehabilitation work on eight residential roadway segments to ensure high-quality road conditions.

COPS Fund

- Acquired automated license plate readers to enhance law enforcement capabilities and public safety.

SB1 RMRA

- Completed rehabilitation work on eight residential roadway segments to ensure high-quality road conditions.

Summer Lunch Program

- Provided 1,689 meals to youth at AJ Padelford Park during the summer months.

Restricted Funds Objectives

Proposition A

- Install 14 new bus shelters at existing bus stops throughout the City.

Proposition C

- Complete an update to the City's Pavement Management System which evaluates all City streets for viability and longevity, assisting the City in prioritizing future street projects.

CDBG (Community Development Block Grant)

- Replace and repair sidewalks to reduce hazards and enhance pedestrian accessibility.

AJ Padelford Park Expansion Project

- Acquire and develop property to increase the size and facilities of AJ Padelford Park.

Measure M

- Complete Phase III of the landscape trail project to enhance and beautify pedestrian connections

Summer Lunch Program

The Summer Lunch Program is a State Grant to provide lunches to school children during the Summer.

Fund 150		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
No positions allocated		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4285	Revenue	\$ 25,556	\$ 6,063	\$ 18,000	\$ 18,000	\$ 18,000	0%	\$ -
Total Revenue		\$ 25,556	\$ 6,063	\$ 18,000	\$ 18,000	\$ 18,000	0%	\$ -
Expenses								
5900	Administrative Expense	\$ -	\$ -	\$ 3,500	\$ 3,500	\$ 3,500	0%	\$ -
7830	Summer Lunch Program	\$ 42,344	\$ 6,799	\$ 14,500	\$ 14,500	\$ 14,500	0%	\$ -
Total Expenses		\$ 42,344	\$ 6,799	\$ 18,000	\$ 18,000	\$ 18,000	0%	\$ -
Net surplus/(deficit)		\$ (16,787)	\$ (736)	\$ -	\$ -	\$ -	N/A	\$ -

Summer Lunch Program does not require General Funds Revenue for Expense Activity.

Artesia Housing Authority Fund

The Artesia Housing Authority serves as a foundation to build affordable housing units.

Fund 200		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	% ▲	\$ ▲
Staffing Summary								
	Community Development Director	0.00	0.05	0.00	0.05	0.05	0%	0.00
	Housing Projects Manager	0.75	0.00	0.75	0.00	0.00	N/A	0.00
	Management Analyst	0.75	0.25	0.75	0.25	0.25	0%	0.00
	Total FTE	1.50	0.30	1.50	0.30	0.30	0%	0.00
Revenues								
4710	Interest	\$ 3,236	\$ 16,254	\$ 20,000	\$ 20,000	\$ 18,000	-10%	\$ (2,000)
4720	Rental Income	\$ 78,507	\$ 78,507	\$ 78,500	\$ 78,500	\$ 86,358	10%	\$ 7,858
	Total Revenue	\$ 81,743	\$ 94,761	\$ 98,500	\$ 98,500	\$ 104,358	6%	\$ 5,858
Expenses								
Personnel								
	Salaries and Wages	\$ -	\$ 28,448	\$ 30,468	\$ 30,468	\$ 20,686	-32%	\$ (9,782)
	Other Pay	\$ -	\$ -	\$ -	\$ -	\$ 1,000	N/A	\$ 1,000
	Benefits, and Payroll Expenses	\$ -	\$ 6,002	\$ 7,383	\$ 6,949	\$ 5,045	-27%	\$ (1,904)
	Total Personnel	\$ -	\$ 34,450	\$ 37,851	\$ 37,417	\$ 26,731	-29%	\$ (10,686)
Salaries & Wages								
5010	Full Time	\$ -	\$ 28,448	\$ 30,468	\$ 30,468	\$ 20,686	-32%	\$ (9,782)
	Total Salaries & Wages	\$ -	\$ 28,448	\$ 30,468	\$ 30,468	\$ 20,686	-32%	\$ (9,782)
Other Pay								
5140	Accrued Leave Buy Back	\$ -	\$ -	\$ -	\$ -	\$ 1,000	N/A	\$ 1,000
	Total Other Pay	\$ -	\$ -	\$ -	\$ -	\$ 1,000	N/A	\$ 1,000
Benefits								
5225	Retirement - Employer Contr.		\$ 272	\$ 842	\$ 1,702	\$ 1,808	6%	\$ 106
5250	Medicare/FICA Tax	\$ -	\$ 595	\$ 442	\$ 442	\$ 300	-32%	\$ (142)
5315	Health Insurance	\$ -	\$ 4,808	\$ 5,409	\$ 4,115	\$ 2,027	-51%	\$ (2,088)
5320	457 Match	\$ -	\$ 171	\$ 176	\$ 176	\$ 621	253%	\$ 445
5325	FSA Contribution	\$ -	\$ -	\$ 207	\$ 207	\$ 139	-33%	\$ (68)
5410	Auto Allowance		\$ 156	\$ 210	\$ 210	\$ 150	-29%	\$ (60)
5415	Cell Phone	\$ -	\$ -	\$ 97	\$ 97	\$ -	N/A	\$ (97)
	Medicare Tax	\$ -	\$ 6,002	\$ 7,383	\$ 6,949	\$ 5,045	-27%	\$ (1,904)
	Total Personnel	\$ -	\$ 34,450	\$ 37,851	\$ 37,417	\$ 26,731	-29%	\$ (10,686)
Other Expenses								
5900	Administrative Cost Allowance	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	0%	\$ -
6035	Contract Services	\$ -	\$ -	\$ -	\$ 59,500	\$ 59,500	0%	\$ -
7205	Property Maintenance	\$ 425	\$ 400	\$ 5,000	\$ 5,000	\$ 2,000	-60%	\$ (3,000)
	Total Other Expenses	\$ 425	\$ 400	\$ 15,000	\$ 74,500	\$ 71,500	-4%	\$ (3,000)
	Total Expenses	\$ 425	\$ 34,850	\$ 52,851	\$ 111,917	\$ 98,231	-12%	\$ (13,686)
	Net surplus/(deficit)	\$ 81,318	\$ 59,911	\$ 45,649	\$ (13,417)	\$ 6,127	-146%	\$ 19,543
	Ending Fund Balance	\$ 775,959	\$ 835,870	\$ 881,519	\$ 868,102	\$ 874,229	1%	\$ 6,127

Artesia Housing Authority Fund does not require General Funds Revenue for Expense Activity.

AJ Padelford Park Expansion Project

The AJ Padelford Park Expansion Project is a grant-funded project to expand the size of AJ Padelford Park through the acquisition of residential properties. The acquisition of the properties will allow the City to expand AJ Padelford Park to be visible and usable from 169th Street.

Fund 205		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
No positions allocated		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4230	Grant Reimbursement	\$ 1,840,318	\$ -	\$ 2,189,297	\$ 2,189,297	\$ 2,269,922	4%	\$ 80,625
4710	Interest	\$ 683	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total Revenue		\$ 1,841,001	\$ -	\$ 2,189,297	\$ 2,189,297	\$ 2,269,922	4%	\$ 80,625
Expenses								
5900	Administrative Cost Allowance	\$ -	\$ -	\$ -	\$ -	\$ 14,517	N/A	\$ 14,517
6010	Appraisal Fees	\$ 1,650	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
6035	Contract Services	\$ -	\$ 27,324	\$ -	\$ -	\$ 12,500		
6700	Publicity		\$ 4,018					
7200	Maintenance	\$ 737	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
7818	Property Relocation Fees	\$ 579,371	\$ -	\$ 600,000	\$ 600,000	\$ 450,000	-25%	\$ (150,000)
8000	Demolition and Development	\$ -	\$ -	\$ 489,297	\$ 489,297	\$ 747,906	53%	\$ 258,609
8070	Property Acquisition	\$ 1,275,982	\$ 369,194	\$ 1,100,000	\$ 1,100,000	\$ 1,045,000	-5%	\$ (55,000)
Total Expenses		\$ 1,857,740	\$ 400,536	\$ 2,189,297	\$ 2,189,297	\$ 2,269,922	4%	\$ 80,625
Net surplus/(deficit)		\$ (16,739)	\$ (400,536)	\$ -	\$ -	\$ -	N/A	\$ -

AJ Padelford Park Expansion Project does not require General Funds Revenue for Expense Activity.

Bicycle & Pedestrian TDA Fund

Transportation Development Act, Article 3 funds are used by Artesia for the planning and construction of bicycle and pedestrian facilities.

Fund 210		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
No positions allocated		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4215	Bicycle/Pedestrian Facilities	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
4250	TDA Local Return	\$ -	\$ -	\$ -	\$ -	\$ 16,533	N/A	\$ 16,533
4255	Allocation on Reserve with County	\$ 33,536	\$ -	\$ 25,000	\$ 25,000	\$ -	N/A	\$ (25,000)
4710	Interest Income	\$ -	\$ 126	\$ -	\$ -	\$ -	N/A	\$ -
Total Revenue		\$ 33,536	\$ 126	\$ 25,000	\$ 25,000	\$ 16,533	-34%	\$ (8,467)
					\$ -	\$ -		
Expenses								
8009	Historical District Trails	\$ -	\$ 34,000	\$ 25,000	\$ 25,000	\$ 16,533	-34%	\$ (8,467)
8020	Capital Improvement	\$ 33,536	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total Expenses		\$ 33,536	\$ 34,000	\$ 25,000	\$ 25,000	\$ 16,533	-34%	\$ (8,467)
Net surplus/(deficit)		\$ -	\$ (33,874)	\$ -	\$ -	\$ -	N/A	\$ -

Bicycle & Pedestrian TDA Fund does not require General Funds Revenue for Expense Activity.

CNRA Specified Grant Fund

State grant for park improvements and development of open space.

Fund 225	FY 2022 Actual	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimate	FY 2025 Budget	Budget %▲	Budget \$▲
Staffing Summary							
No positions allocated	0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE	0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues							
Artesia Park - Grant Reimbursement					\$ 1,200,000	N/A	\$ 1,200,000
Botanical Garden - Grant Reimbursement					\$ 950,000	N/A	\$ 950,000
Total Revenue	\$ -	\$ -	\$ -	\$ -	\$ 2,150,000	N/A	\$ 2,150,000
Expenses							
Community Center Facilities Improvement							
5900 Project Administration	\$ -	\$ -	\$ -	\$ -	\$ 5,000	N/A	\$ 5,000
6035 Contract Services	\$ -	\$ -	\$ -	\$ -	\$ 700,000	N/A	\$ 700,000
Total CCFI Expenditure	\$ -	\$ -	\$ -	\$ -	\$ 705,000	N/A	\$ 705,000
Artesia Park Ball Field Refurbishment							
5900 Project Administration	\$ -	\$ -	\$ -	\$ -		N/A	\$ -
6035 Contract Services	\$ -	\$ -	\$ -	\$ -		N/A	\$ -
6560 Materials and Supplies	\$ -	\$ -	\$ -	\$ -		N/A	\$ -
Total Field Refurbishment Expenditure	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Artesia Park Snack Bar Refurbishment							
5900 Project Administration	\$ -	\$ -	\$ -	\$ -		N/A	\$ -
6035 Contract Services	\$ -	\$ -	\$ -	\$ -		N/A	\$ -
Total Snack Bar Refurbishment Expenditure	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Old Library Refurbishment							
5900 Project Administration	\$ -	\$ -	\$ -	\$ -	\$ 2,500	N/A	\$ 2,500
6035 Contract Services	\$ -	\$ -	\$ -	\$ -	\$ 390,000	N/A	\$ 390,000
Total Old Library Refurbishment Expenditure	\$ -	\$ -	\$ -	\$ -	\$ 392,500	N/A	\$ 392,500
Artesia Botanical Garden							
5900 Project Administration	\$ -	\$ -	\$ -	\$ -	\$ 10,000	N/A	\$ 10,000
6035 Contract Services	\$ -	\$ -	\$ -	\$ -	\$ 950,000	N/A	\$ 950,000
Total Artesia Botanical Garden Expenditure	\$ -	\$ -	\$ -	\$ -	\$ 960,000	N/A	\$ 960,000
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ 2,057,500	N/A	\$ 2,057,500

Housing Urban Development

The HUD Fund accounts for a Community Project Funding grant administered by the U.S. Department of Housing and Urban Development (HUD). The grant will be used for the development of the Artesia Botanical Garden.

Fund 227		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
No positions allocated		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4230	Grant Income - Botanical Garden					\$ 25,000		
Total Revenue		\$ -	\$ -	\$ -	\$ -	\$ 25,000	N/A	\$ 25,000
Expenses								
Artesia Botanical Garden								
5900	Project Administration	\$ -	\$ -	\$ -	\$ -	\$ 10,000	N/A	\$ 10,000
6035	Contract Services	\$ -	\$ -	\$ -	\$ -	\$ 15,000	N/A	\$ 15,000
Total Artesia Botanical Garden Expenditure		\$ -	\$ -	\$ -	\$ -	\$ 25,000	N/A	\$ 25,000
Total Expenses		\$ -	\$ -	\$ -	\$ -	\$ 25,000	N/A	\$ 25,000

California Beverage Recycling Fund

Funds from the Beverage Container Recycling City/County Payment Program administered by the California Department of Resources Recycling and Recovery (CalRecycle) are used to implement projects that promote recycling of refund value eligible beverage containers (bottles and cans) citywide.

Fund 230		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
No positions allocated		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4230	Grant Income	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
4710	Interest Income	\$ 31	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total Revenue		\$ 31	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Expenses								
6550	Collection Containers	\$ 2,428	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
7805	Administrative Cost Allowances	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
7825	Litter Clean-Up	\$ 111	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total Expenses		\$ 2,539	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Net surplus/(deficit)		\$ (2,539)	\$ -	\$ -	\$ -	\$ -	N/A	\$ -

California Beverage Recycling Fund does not require General Funds Revenue for Expense Activity.

Citizens' Option for Public Safety (COPS) Fund

Citizens' Option for Public Safety (COPS) is a fund to account for supplemental law enforcement services funding of frontline law enforcement and juvenile justice programs.

Fund 240		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
No positions allocated		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4220	Revenue	\$ 100,000	\$ 165,271	\$ 150,000	\$ 168,911	\$ 185,000	10%	\$ 16,089
4710	Interest	\$ 1,503	\$ 6,014	\$ -	\$ 6,500	\$ 7,000	8%	\$ 500
Total Revenue		\$ 101,503	\$ 171,286	\$ 150,000	\$ 175,411	\$ 192,000	9%	\$ 16,589
Expenses								
9900	Transfer to General Fund	\$ 100,000	\$ 100,000	\$ 150,000	\$ 168,911	\$ 192,000	14%	\$ 23,089
Total Expenses		\$ 100,000	\$ 100,000	\$ 150,000	\$ 168,911	\$ 192,000	14%	\$ 23,089
Net surplus/(deficit)		\$ 1,503	\$ 71,286	\$ -	\$ 6,500	\$ -	-4%	\$ (6,500)
Ending Fund Balance		\$ 185,293	\$ 256,579	\$ 256,579	\$ 263,079	\$ 263,079	0%	\$ -

Citizens' Option for Public Safety (COPS) Fund does not require General Funds Revenue for Expense Activity.

Community Facilities District

The Community Facilities District finances public services in addition to those already provided in the District's territory before it was formed, including: Police protection services, Fire protection and suppression services, and ambulance and paramedic services, Flood and storm protection services, including, but not limited to, the operation and maintenance of storm drainage systems, and Maintenance and lighting of parks, parkways, streets, roads, and open space.

Fund 260		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
	No positions allocated	0.00	0.00	0.00	0.00	0.00	N/A	0.00
	Total FTE	0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4045	Special Tax CFD	\$ 6,237	\$ 7,370	\$ 23,937	\$ 23,937	\$ 21,356	-11%	\$ (2,581)
4710	Interest Income	\$ 119	\$ 691	\$ 1,500	\$ 1,500	\$ 1,500	0%	\$ -
	Total Revenue	\$ 6,356	\$ 8,061	\$ 25,437	\$ 25,437	\$ 22,856	-10%	\$ (2,581)
Expenses								
6160	Los Angeles Co. Sheriff	\$ -	\$ 23,505	\$ 23,937	\$ 23,937	\$ 24,000	0%	\$ 63
	Total Expenses	\$ -	\$ 23,505	\$ 23,937	\$ 23,937	\$ 24,000	0%	\$ 63
	Net surplus/(deficit)	\$ 6,356	\$ (15,444)	\$ 1,500	\$ 1,500	\$ (1,144)	\$ (2)	-2643.72
	Ending Fund Balance	\$ 31,022	\$ 15,578	\$ 17,078	\$ 18,578	\$ 17,434	-6%	\$ (1,144)

Community Facilities District does not require General Fund Revenue for the Expense Activity.

CDBG Fund

The City of Artesia participates in the Los Angeles Urban County Community Development Block Grant (CDBG) program. This program can fund a wide range of community development needs such as infrastructure improvements, public services, and economic development projects aimed at benefiting low- and moderate-income residents.

Fund 270		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
No positions allocated		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4257	Grant Reimbursement	\$ 226,270	\$ 168,000	\$ 181,000	\$ 13,000	\$ 90,824	599%	\$ 77,824
4271	CDBG CV Reimbursement	\$ (7,929)	\$ 481,415	\$ 36,500	\$ 104,642		N/A	\$ (104,642)
Total Revenue		\$ 218,341	\$ 649,415	\$ 217,500	\$ 117,642	\$ 90,824	-23%	\$ (26,818)
Expenses								
CDBG Housing Rehabilitation								
5010	Salaries	\$ -	\$ -	\$ -	\$ -		N/A	\$ -
5900	Administrative Cost Allowance	\$ 3,316	\$ -	\$ -	\$ -		N/A	\$ -
6120	Administrative Expense	\$ 34,884	\$ 34,000	\$ -	\$ -	\$ 5,000	N/A	\$ 5,000
7630	Activity Delivery	\$ 456	\$ 4,000	\$ 4,000	\$ -		N/A	\$ -
7730	Housing Rehabilitation Program	\$ 147,002	\$ 130,000	\$ 181,000	\$ -	\$ -	N/A	\$ -
7801	Vehicle & Equipment Fuel	\$ 32,001	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total CDBG Housing Rehabilitation		\$ 217,659	\$ 168,000	\$ 185,000	\$ -	\$ 5,000	N/A	\$ 5,000
Sidewalk Replacement Program								
6035	Contract Services					\$ 85,824	N/A	\$ 85,824
6120	Administrative Expense			\$ -	\$ -	\$ 5,000	N/A	\$ 5,000
Total Sidewalk Replacement Program Expenditures		\$ -	\$ -	\$ -	\$ -	\$ 90,824	N/A	\$ 90,824
CV 1-00090 Microenterprise Grants								
7816	CDBG CV 1-00090 Microenterprise Grants						N/A	\$ -
	Activity Delivery	\$ 644	\$ 56,367	\$ -	\$ -	\$ -	N/A	\$ -
	Planning and Administration	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total CV 1-00090 Expenditures		\$ 644	\$ 56,367	\$ -	\$ -	\$ -	N/A	\$ -
CV 1-00091 City Hall and Council Chambers Accessibility Improvements								
8021	CDBG CV 1-00091 City Hall and Council Chambers Accessibility Improvements							
	Activity Delivery	\$ 25,555	\$ 6,300	\$ -	\$ -	\$ -	N/A	\$ -
	Planning and Administration	\$ 6,446	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total CV 1-00091 Expenditure		\$ 32,001	\$ 6,300	\$ -	\$ -	\$ -	N/A	\$ -
CV 1-00092 Albert O. Little Community Center and Artesia Park Bathroom Renovations								
8023	CDBG CV 1-00092 Albert O. Little Community Center and Artesia Park Bathroom Renovations							
	Activity Delivery	\$ 26,511	\$ 11,091	\$ -	\$ -	\$ -	N/A	\$ -
	Planning and Administration	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total CV 1-00092 Expenditure		\$ 26,511	\$ 11,091	\$ -	\$ -	\$ -	N/A	\$ -
CV 2-3 Small Business Assistance Grants								
7822	CDBG CV 2-3 Small Business Assistance Grants							
	Activity Delivery	\$ 4,349	\$ 413,957	\$ 30,000	\$ 22,500		N/A	\$ (22,500)
	Planning and Administration	\$ -	\$ -	\$ 6,500			N/A	\$ -
Total CV 2-3 Expenditure		\$ 4,349	\$ 413,957	\$ 36,500	\$ 22,500	\$ -	N/A	\$ (22,500)
Total Expenses		\$ 281,164	\$ 655,715	\$ 221,500	\$ 22,500	\$ 95,824	326%	\$ 73,324

CDBG Fund does not require General Funds Revenue for Expense Activity.

California Street Grant Fund

The California Street Grant Fund records the CalTrans Grants for Street improvements.

Fund 280		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
No positions allocated		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4225	DOT Funds	\$ 40,000	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
4710	Interest Income	\$ 1,470	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
4900	Transfer in from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total Revenue		\$ 41,470	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Expenses								
6065	General Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
8055	Norwalk Blvd. Improvement	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
7261	HSIPL-5355	\$ 18,397	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total Expenses		\$ 18,397	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Net surplus/(deficit)		\$ 23,073	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Ending Fund Balance		\$ 31,022	\$ 31,022	\$ 31,022	\$ 31,022	\$ 31,022	0%	\$ -

California Street Grant Fund does not require General Funds Revenue for Expense Activity.

Measure M Fund

Measure M funds are intended to ease traffic congestion, repave streets, repair potholes, synchronize signals, improve neighborhood streets and intersections, and enhance bike and pedestrian connections.

Fund 320		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
No positions allocated		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4000	LACMTA Sales Tax	\$ 293,109	\$ 304,823	\$ 330,600	\$ 330,600	\$ 319,136	-3%	\$ (11,464)
4710	Interest	\$ 3,782	\$ 23,769	\$ 25,000	\$ 25,000	\$ 23,000	-8%	\$ (2,000)
Total Revenue		\$ 296,892	\$ 328,592	\$ 355,600	\$ 355,600	\$ 342,136	-4%	\$ (13,464)
Expenses								
5900	Administrative Cost Allowance	\$ 890	\$ 83	\$ 61,100	\$ 61,100	\$ 61,100	0%	\$ -
6035	Contract Services	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
7355	Traffic Median Maintenance	\$ 5,450	\$ -	\$ 5,500	\$ 5,500	\$ 5,500	0%	\$ -
	Traffic Signal Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 20,000	N/A	\$ 20,000
8080	Street Projects	\$ -	\$ -	\$ 300,000	\$ 514,848	\$ 300,000	-42%	\$ (214,848)
8090	Trails Project	\$ -	\$ 4,500	\$ -	\$ -	\$ -	N/A	\$ -
8125	Alley Improvement Study	\$ 1,920	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total Expenses		\$ 8,260	\$ 4,583	\$ 366,600	\$ 581,448	\$ 386,600	-34%	\$ (194,848)
Net surplus/(deficit)		\$ 288,631	\$ 324,009	\$ (11,000)	\$ (225,848)	\$ (44,464)	-80%	\$ 181,384
Ending Fund Balance		\$ 1,005,869	\$ 1,329,878	\$ 1,318,878	\$ 1,093,030	\$ 1,048,566	-4%	\$ (44,464)

Measure M Fund does not require General Funds Revenue for Expense Activity.

Measure R Fund

Measure R is a fund to account for the engineering, administrative, traffic median, and parking overflow improvements of transportation services.

Fund 330		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
No positions allocated		0.00	0.00	0.00			N/A	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4000	LACMTA Sales Tax	\$ 259,018	\$ 308,490	\$ 291,700	\$ 291,700	\$ 281,591	-3%	\$ (10,109)
4710	Interest	\$ 2,121	\$ 11,728	\$ 10,000	\$ 10,000	\$ 10,000	0%	\$ -
Total Revenue		\$ 261,139	\$ 320,217	\$ 301,700	\$ 301,700	\$ 291,591	-3%	\$ (10,109)
Expenses								
5900	Administrative Cost Allowances	\$ 2,330	\$ 1,533	\$ 50,000	\$ 50,000	\$ 50,000	0%	\$ -
6035	Contract Services	\$ 319	\$ 32,100	\$ -	\$ -	\$ -	N/A	\$ -
Trail Maintenance								
6490	Dues and Subscriptions	\$ 8,063	\$ 8,628	\$ -	\$ -	\$ -	N/A	\$ -
7230	ATP Cycle 3	\$ 36,197	\$ 15,176	\$ -	\$ -	\$ -	N/A	\$ -
7300	Street Projects	\$ -	\$ 3,280	\$ 250,000	\$ 250,000	\$ 250,000		
8065	Pioneer Blvd. Improvement	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
8090	Trails Project	\$ 7,557	\$ 295,030	\$ -	\$ -	\$ -	N/A	\$ -
Total Expenses		\$ 54,466	\$ 355,748	\$ 300,000	\$ 300,000	\$ 300,000	0%	\$ -
Net surplus/(deficit)		\$ 206,673	\$ (35,531)	\$ 1,700	\$ 1,700	\$ (8,409)	-595%	\$ (10,109)
Ending Fund Balance		\$ 638,842	\$ 603,311	\$ 605,011	\$ 606,711	\$ 598,302	-1%	\$ (8,409)

Measure R Fund does not require General Funds Revenue for Expense Activity.

TOD Planning Grant

The Transportation Oriented Development (TOD) Planning fund was set up to accept the funds awarded to the City to fund a consultant to develop the TOD Plan for Downtown Artesia and areas surrounding the Metropolitan Transportation Authority (MTA) commuter transit line planned in the MTA right of way.

Fund 340		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
No positions allocated		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4230	Grant Receivable	\$ 3,254	\$ 414,709	\$ 414,709	\$ 430,997	\$ 430,997	0%	\$ -
Total Revenue		\$ 3,254	\$ 414,709	\$ 414,709	\$ 430,997	\$ 430,997	0%	\$ -
Expenses								
6012	CEQA	\$ -	\$ 197,701	\$ 197,701	\$ 219,204	\$ 219,204	0%	\$ 1
6050	Design and Policy Guidelines	\$ -	\$ 121,781	\$ 121,781	\$ 42,836	\$ 42,836	0%	\$ 1
6125	Procurement and Project Management	\$ -	\$ 24,527	\$ 24,527	\$ 23,399	\$ 29,319	25%	\$ 5,920
6170	Prep of Specific Plan	\$ -	\$ 50,691	\$ 50,691	\$ 64,630	\$ 64,630	0%	\$ (0)
7637	Adoption	\$ -	\$ 2,501	\$ 2,501	\$ 18,298	\$ 18,298	0%	\$ -
7775	Public Outreach	\$ -	\$ 6,657	\$ 6,657	\$ 32,604	\$ 26,683	-18%	\$ (5,921)
7826	Technical Studies	\$ -	\$ 10,851	\$ 10,851	\$ 30,027	\$ 30,027	0%	\$ -
Total Expenditures		\$ -	\$ 414,709	\$ 414,709	\$ 430,997	\$ 430,997	0%	\$ (0)
Net surplus/(deficit)		\$ 3,254	\$ -	\$ -	\$ (0)	\$ -	N/A	\$ 0

TOD Planning Grant does not require General Funds Revenue for Expense Activity.

Measure A - Park Improvement

Grant funds from Measure A are administered through Los Angeles County Recreation, Park, and Open Space District (RPOSD), are refundable and serve to improve and preserve parks, recreation facilities, and recreational programming.

Fund 350		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	% ▲	\$ ▲
Staffing Summary								
	No positions allocated	0.00	0.00	0.00	0.00	0.00	N/A	0.00
	Total FTE	0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4230	Grant Receivable				\$ 95,039	\$ 579,554	510%	\$ 484,515
	RPOSD-TAP	\$ -	\$ -	\$ -	\$ -	\$ 130,170	N/A	\$ 130,170
	Total Revenue	\$ -	\$ -	\$ -	\$ 95,039	\$ 709,724	647%	\$ 614,685
Expenses								
8024	Park Improvements	\$ -	\$ -	\$ -	\$ -	\$ 579,554	N/A	\$ 579,554
6035	Contract Services	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
	Botanical Garden	\$ -	\$ -	\$ -	\$ -	\$ 130,170	N/A	\$ 130,170
	Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 709,724	N/A	\$ 709,724
	Net surplus/(deficit)	\$ -	\$ -	\$ -	\$ 95,039	\$ -	-100%	\$ (95,039)

Measure A - Park Improvement does not require General Funds Revenue for Expense Activity.

Proposition A - Transportation Fund

Proposition A accounts for the benefit of public transit such as dial-a-ride and recreation transportation programs.

Fund 360		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
No positions allocated		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4000	LACMTA Sales Tax	\$ 416,422	\$ 421,640	\$ 468,900	\$ 468,900	\$ 452,642	-3%	\$ (16,258)
4035	National Transit Database MOU	\$ 19,570	\$ 8,000	\$ 5,000	\$ 5,000		N/A	\$ (5,000)
4710	Interest Income	\$ 5,406	\$ 22,000	\$ 30,000	\$ 30,000		N/A	\$ (30,000)
Total Revenue		\$ 441,398	\$ 451,640	\$ 503,900	\$ 503,900	\$ 452,642	-10%	\$ (51,258)
Expenses								
5900	Program Administration	\$ -	\$ 53,800	\$ 53,800	\$ 53,800	\$ 100,000	86%	\$ 46,200
6075	Gateway COG 91-605-405 Study	\$ 53,650	\$ 3,350	\$ 33,650	\$ 33,650	\$ 35,333	5%	\$ 1,683
6140	Recreation Transit	\$ 4,059	\$ 55,000	\$ 55,000	\$ 55,000	\$ 72,000	31%	\$ 17,000
6155	Contract Services	\$ 129,641	\$ 138,000	\$ 142,140	\$ 244,000	\$ 651,500	167%	\$ 407,500
6490	Dues/Subscriptions/Publications	\$ 750	\$ -	\$ -	\$ -		N/A	\$ -
7010	Light & Power	\$ 8,979	\$ 17,000	\$ 15,000	\$ 17,000	\$ 17,000	0%	\$ -
7130	Security				\$ 10,000	\$ 10,000	0%	\$ -
7260	Vehicle Fuel/Maintenance	\$ 2,427	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	0%	\$ -
7265	Vehicle/Equipment Fuel				\$ 1,000	\$ 1,100	10%	\$ 100
7680	Community Transit	\$ 26,002	\$ 65,000	\$ 41,708	\$ 63,400	\$ 75,000	18%	\$ 11,600
Capital								
8011	Capital Equipment	\$ -	\$ -	\$ -	\$ -	\$ 300,000	N/A	\$ 300,000
8035	Electric Bus Operations	\$ -	\$ -	\$ -	\$ -		N/A	\$ -
Total Expenses		\$ 225,509	\$ 335,150	\$ 344,298	\$ 480,850	\$ 1,264,933	163%	\$ 784,083
Net surplus/(deficit)		\$ 215,889	\$ 116,490	\$ 159,602	\$ 23,050	\$ (812,291)	-3624%	\$ (835,341)
Ending Fund Balance		\$ 1,302,433	\$ 1,418,923	\$ 1,578,525	\$ 1,601,575	\$ 789,285	-51%	\$ (812,291)

Proposition A - Transportation Fund does not require General Funds Revenue for Expense Activity.

Proposition C - Expanded Transportation Fund

Proposition C funding is used to better the conditions of streets, and freeways used for public transit. Specifically, Proposition C funding is allocated to maintain, operate, improve traffic signals, marking and striping, and medians throughout the City.

Fund 370		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
No positions allocated		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4000	LACMTA Sales Tax	\$ 345,414	\$ 333,578	\$ 389,000	\$ 389,000	\$ 375,455	-3%	\$ (13,545)
4710	Interest Income	\$ 1,502	\$ 10,000	\$ 15,000	\$ 15,000		N/A	\$ (15,000)
Total Revenue		\$ 346,916	\$ 343,578	\$ 404,000	\$ 404,000	\$ 375,455	-7%	\$ (28,545)
Expenses								
5900	General Program Administration	\$ 3,369	\$ 56,000	\$ 56,000	\$ 56,000	\$ 59,000	5%	\$ 3,000
6065	General Engineering	\$ 4,416	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0%	\$ -
6490	Dues/Subscriptions/Publications	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
7230	ATP Cycle 3	\$ 31,333	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	0%	\$ -
7345	Traffic Marking/Striping	\$ 14,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	0%	\$ -
7355	Median Maintenance	\$ 210,833	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	0%	\$ -
8067	PMS & Drainage Plans	\$ 45,800	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
8071	Traffic Controller Upgrade	\$ -	\$ 17,000	\$ 17,000	\$ 17,000	\$ 32,000	88%	\$ 15,000
8080	Street Projects	\$ 1,992	\$ 28,495	\$ 28,495	\$ 28,495	\$ 40,000	40%	\$ 11,505
8105	Pavement Management System	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
8125	Alley Improvement Study	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
8130	91-605 Freeway	\$ 3,180	\$ 3,180	\$ 3,180	\$ 3,180	\$ 3,180	0%	\$ -
Total Other Expenses		\$ 314,924	\$ 341,175	\$ 341,175	\$ 341,175	\$ 370,680	9%	\$ 29,505
Total Expenses		\$ 314,924	\$ 341,175	\$ 341,175	\$ 341,175	\$ 370,680	9%	\$ 29,505
Net surplus/(deficit)		\$ 31,992	\$ 2,403	\$ 62,825	\$ 62,825	\$ 4,775	-92%	\$ (58,050)
Ending Fund Balance		\$ 325,765	\$ 328,168	\$ 390,993	\$ 453,818	\$ 458,593	1%	\$ 4,775

Proposition C - Expanded Transportation Fund does not require General Funds Revenue for Expense Activity.

SB1 RMRA Fund

The State SB1 Fund holds monies for maintenance and construction of roads, engineering and administration apportioned under the Streets and Highways Code of the State of California.

Fund 375		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
No positions allocated		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4205	Road Maintenance and Rehab Account	\$ 358,573	\$ 336,515	\$ 407,600	\$ 394,750	\$ 421,967	7%	\$ 27,217
4710	Interest Income	\$ 4,215	\$ 29,249	\$ 30,000	\$ 30,000	\$ 35,000	17%	\$ 5,000
Total Revenue		\$ 362,788	\$ 365,764	\$ 437,600	\$ 424,750	\$ 456,967	8%	\$ 32,217
Expenses								
7300	Street Repairs	\$ -	\$ 390,865	\$ 307,600	\$ 1,000,000	\$ 300,000	-70%	\$ (700,000)
8085	Streets and Alleys	\$ -	\$ 74,031	\$ 130,000	\$ 130,000	\$ 300,000	131%	\$ 170,000
Total Other Expenses		\$ -	\$ 464,896	\$ 437,600	\$ 1,130,000	\$ 600,000	-47%	\$ (530,000)
Total Expenses		\$ -	\$ 464,896	\$ 437,600	\$ 1,130,000	\$ 600,000	-47%	\$ (530,000)
Net surplus/(deficit)		\$ 362,788	\$ (99,132)	\$ -	\$ (705,250)	\$ (143,033)	-80%	\$ 562,217
Ending Fund Balance		\$ 1,303,069	\$ 1,203,937	\$ 1,203,937	\$ 498,687	\$ 355,654	-29%	\$ (143,033)

SB1 RMRA Fund does not require General Funds Revenue for Expense Activity.

SB 1383 Local Assistance Grant

State grant funding to help local governments implement SB 1383 requirements.

Fund 377		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
No positions allocated		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4230	Grant Income					\$ 75,000	N/A	\$ 75,000
Total Revenue		\$ -	\$ -	\$ -	\$ -	\$ 75,000	N/A	\$ 75,000
Expenses								
5900	Administrative Cost Allowances	\$ -	\$ -	\$ -	\$ -	\$ 30,250	N/A	\$ 30,250
	Administrative Overhead							
	Edible Food Recovery-Reimbursable Staff Time							
	Enforcement-Reimbursable Staff Time							
6155	Special Contract Services	\$ -	\$ -	\$ -	\$ -	\$ 44,750	N/A	\$ 44,750
Total Expenses		\$ -	\$ -	\$ -	\$ -	\$ 75,000	N/A	\$ 75,000

South Coast Air Quality Control

The South Coast Air Quality Control accounts for AB2766 Subvention Program funds to implement programs that reduce air pollution from motor vehicles.

Fund 390		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
No positions allocated		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4245	Revenue	\$ 19,903	\$ 19,850	\$ 18,250	\$ 18,250	\$ 19,850	9%	\$ 1,600
4710	Interest Income	\$ -	\$ 3,000	\$ 3,000	\$ 3,000		N/A	\$ (3,000)
Total Revenue		\$ 19,903	\$ 22,850	\$ 21,250	\$ 21,250	\$ 19,850	-7%	\$ (1,400)
Expenses								
5900	Administrative Cost Allowances	\$ -	\$ 1,000	\$ 1,000	\$ 1,000		N/A	\$ (1,000)
6035	Contract Services	\$ -	\$ -	\$ -	\$ -	\$ 1,200	N/A	\$ 1,200
ChargePoint Insurance								
6490	Dues/Subscriptions	\$ -	\$ -	\$ -	\$ -	\$ 3,186	N/A	\$ 3,186
6075	Gateway COG Membership/Study	\$ -	\$ 6,057	\$ 6,057	\$ 6,057		N/A	\$ (6,057)
7341	Master Comp. Signal Maintenance	\$ -	\$ 8,825	\$ 8,825	\$ 8,825		N/A	\$ (8,825)
8011	Capital Equipment	\$ -	\$ 3,968	\$ -	\$ -		N/A	\$ -
8020	Capital Improvements	\$ -	\$ -	\$ 3,968	\$ 21,250	\$ 19,850	-7%	\$ (1,400)
Total Expenses		\$ -	\$ 19,850	\$ 19,850	\$ 37,132	\$ 24,236	-35%	\$ (12,896)
Net surplus/(deficit)		\$ 19,903	\$ 3,000	\$ 1,400	\$ (15,882)	\$ (4,386)	-72%	\$ 11,496

South Coast Air Quality Control does not require General Funds Revenue for Expense Activity.

State Gas Tax Fund

The State Gas Tax Fund holds monies for maintenance and construction of roads, engineering and administration apportioned under the Streets and Highways Code of the State of California.

Fund 420		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
	Lead Maintenance Specialist	0.00	0.40	0.00	0.40	0.40	0%	0.00
	Maintenance Specialist I	0.00	0.80	0.00	0.80	0.80	0%	0.00
	Maintenance Worker II	0.00	1.20	0.00	1.20	1.20	0%	0.00
	Total FTE	0.00	2.40	0.00	2.40	2.40	0%	0.00
Revenues								
4200	2103	\$ 130,579	\$ 134,379	\$ 163,400	\$ 145,153	\$ 146,413	1%	\$ 1,260
4201	2105	\$ 91,647	\$ 93,857	\$ 108,200	\$ 100,371	\$ 102,361	2%	\$ 1,990
4202	2106	\$ 57,113	\$ 58,678	\$ 66,100	\$ 61,273	\$ 62,414	2%	\$ 1,141
4203	2107	\$ 109,571	\$ 127,911	\$ 129,900	\$ 137,093	\$ 139,891	2%	\$ 2,798
4204	2107.5	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	0%	\$ -
4710	Interest	\$ 2,443	\$ 8,172	\$ 1,000	\$ 10,000	\$ 8,000	-20%	\$ (2,000)
4810	Miscellaneous Reimbursements	\$ 3,389	\$ 23,507	\$ 5,000	\$ 5,000	\$ 10,000	100%	\$ 5,000
	Total Revenue	\$ 398,742	\$ 450,503	\$ 477,600	\$ 462,890	\$ 473,079	2%	\$ 10,189
Expenses								
Personnel								
	Salaries and Wages	\$ -	\$ 156,864.90	\$ 176,442.00	\$ 176,442.00	\$ 93,327	-47%	\$ (83,115)
	Benefits, and Payroll Expenses	\$ -	\$ 25,914	\$ 46,829	\$ 51,953	\$ 29,984	-42%	\$ (21,969)
	Total Benefits	\$ -	\$ 182,779	\$ 223,271	\$ 228,395	\$ 123,311	-46%	\$ (105,084)
Salaries & Wages								
5010	Full Time	\$ -	\$ 126,241	\$ 152,442	\$ 152,442	\$ 78,327	-49%	\$ (74,115)
5020	Part Time	\$ -	\$ 1,814	\$ -	\$ -	\$ -	N/A	\$ -
5030	Overtime	\$ -	\$ 28,810	\$ 24,000	\$ 24,000	\$ 15,000	-38%	\$ (9,000)
	Total Salaries & Wages	\$ -	\$ 156,865	\$ 176,442	\$ 176,442	\$ 93,327	-47%	\$ (83,115)
Benefits								
5225	Retirement - Employer Contr.	\$ -	\$ 1,349	\$ 4,974	\$ 9,948	\$ 7,396	-26%	\$ (2,552)
5250	Medicare Tax	\$ -	\$ 3,185	\$ 2,210	\$ 2,210	\$ 1,136	-49%	\$ (1,074)
5315	Health Insurance	\$ -	\$ 20,530	\$ 36,504	\$ 36,654	\$ 20,226	-45%	\$ (16,428)
5320	457 Match	\$ -	\$ 849	\$ 646	\$ 646	\$ 367	-43%	\$ (279)
5325	FSA Contribution	\$ -	\$ -	\$ 1,717	\$ 1,717	\$ 859	-50%	\$ (858)
5415	Cell Phone	\$ -	\$ -	\$ 778	\$ 778	\$ -	N/A	\$ (778)
	Total Benefits	\$ -	\$ 25,914	\$ 46,829	\$ 51,953	\$ 29,984	-42%	\$ (21,969)
	Total Personnel	\$ -	\$ 182,779	\$ 223,271	\$ 228,395	\$ 123,311	-46%	\$ (105,084)
5570	Uniforms	\$ -	\$ -	\$ 1,380	\$ 1,380	\$ 1,380	0%	\$ -
5900	Administrative Cost and Supplies	\$ -	\$ 10,591	\$ -	\$ -	\$ -	N/A	\$ -
6035	Contract Services	\$ 3,000	\$ -	\$ 3,000	\$ 3,000	\$ 3,000	0%	\$ -
6185	Traffic Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
7300	Street Repairs	\$ 8,700	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
7305	Street Sweeping	\$ 120,907	\$ 141,564	\$ 168,000	\$ 168,000	\$ 179,760	7%	\$ 11,760
7310	Street Tree Maintenance	\$ 92,074	\$ 83,793	\$ 100,000	\$ 100,000	\$ 100,000	0%	\$ -
7340	Traffic Signal/Energy/Main.	\$ 71,596	\$ 119,265	\$ 65,000	\$ 65,000	\$ 75,000	15%	\$ 10,000
7345	Traffic Marking/Striping	\$ 19,939	\$ 25,566	\$ 20,000	\$ 20,000	\$ 20,000	0%	\$ -
8030	Curbs/Sidewalk/Gutter	\$ -	\$ 50,005	\$ 80,000	\$ 80,000	\$ 100,000	25%	\$ 20,000
8085	Streets and Alleys	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
	Total Other Expenses	\$ 316,216	\$ 430,784	\$ 437,380	\$ 437,380	\$ 479,140	10%	\$ 41,760
	Total Expenses	\$ 714,958	\$ 613,564	\$ 660,651	\$ 665,775	\$ 602,451	-10%	\$ (63,324)
	Net surplus/(deficit)	\$ (316,216)	\$ (163,060)	\$ (183,051)	\$ (202,885)	\$ (129,372)	-36%	\$ 73,513
	Ending Fund Balance	\$ 446,986	\$ 283,926	\$ 100,875	\$ (102,010)	\$ (231,382)	127%	\$ (129,372)

State Gas Tax Fund does not require General Funds Revenue for Expense Activity.

Street Light Maintenance District

The Street Light Maintenance District was formed by the voters to fund the cost of electricity for a small area of street lights in the City. The assessment does not cover the cost of the electricity and the general fund covers the annual shortfall each year.

Fund 440		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	% ▲	\$ ▲
Staffing Summary								
No positions allocated		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4060	Property Tax Assessment	\$ 136,517	\$ 138,867	\$ 138,000	\$ 138,000	\$ 137,996	0%	\$ (4)
4900	Transfer in from General Fund	\$ 60,238	\$ 60,238	\$ 64,631	\$ 64,631	\$ 64,635	0%	\$ 4
Total Revenue		\$ 196,755	\$ 199,105	\$ 202,631	\$ 202,631	\$ 202,631	0%	\$ -
Expenses								
5900	Admin Cost Allowance	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
6035	Contract Service	\$ 4,905	\$ 5,093	\$ 7,631	\$ 7,631	\$ 7,631	0%	\$ -
7010	Light and Power	\$ 172,542	\$ 205,783	\$ 190,362	\$ 195,000	\$ 195,000	0%	\$ -
Total Expenses		\$ 177,447	\$ 210,876	\$ 197,993	\$ 202,631	\$ 202,631	0%	\$ -
Net surplus/(deficit)		\$ 19,308	\$ (11,771)	\$ 4,638	\$ -	\$ -	N/A	\$ -
Ending Fund Balance		\$ 9,250	\$ (2,521)	\$ 2,117	\$ 2,117	\$ 2,117	0%	\$ -

Street Light Maintenance District is projected to receive \$138,025 in Property Tax Assessments, and will need \$60,238 from General Fund to address the Expense Activity.

CAL Fire Urban Grant

The CAL Fire Urban Grant program is a State-funded project to expand the City's Urban Forest and reduce greenhouse gasses and urban heat island impacts through tree planting.

Fund 460		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
	No positions allocated	0.00	0.00	0.00	0.00	0.00	N/A	0.00
	Total FTE	0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4230	Grant Income	\$ 147,573	\$ 686,972	\$ 84,260	\$ 84,260	\$ -	N/A	\$ (84,260)
	Total Revenue	\$ 147,573	\$ 686,972	\$ 84,260	\$ 84,260	\$ -	N/A	\$ (84,260)
Expenses								
6035	Contract Services	\$ 120,773	\$ 686,972	\$ 84,260	\$ 181,359	\$ 62,545	-66%	\$ (118,814)
6560	Special Dept. Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
	Total Expenses	\$ 120,773	\$ 686,972	\$ 84,260	\$ 181,359	\$ 62,545	-66%	\$ (118,814)

Development Fees

The City of Artesia's Development Impact Fees are charged on specific developments for the purpose of defraying all or a portion of the cost of public facilities related to the development project. All money received by the City will be used for specific projects under the following five categories: public facilities, traffic facilities, storm drain facilities, parks and recreation facilities, and community center facilities.

Fund 470		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
No Positions Allocated		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4710	Interest Income	\$ 42	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
4800	Development Impact Fees	\$ -	\$ 964,905	\$ 1,900,000	\$ 900,000		N/A	\$ (900,000)
PFF	Public Facilities Fees					\$ 746,236		
TFF	Traffic Facilities Fees					\$ 371,137		
SDFF	Storm Drain Facilities Fees					\$ 29,651		
PRFF	Parks and Recreation Facilities Fees					\$ 1,636,895		
CCFF	Community Center Facilities Fees					\$ 981,960		
Transfers in from GF								
PFF	Public Facilities Fees					\$ 14,190		
TFF	Traffic Facilities Fees					\$ 8,541		
SDFF	Storm Drain Facilities Fees					\$ 1,157		
PRFF	Parks and Recreation Facilities Fees					\$ 31,122		
CCFF	Community Center Facilities Fees					\$ 18,675		
Total Revenue		\$ 42	\$ 964,905	\$ 1,900,000	\$ 900,000	\$ 3,839,564	327%	\$ 2,939,564
Development Fees Expenditures								
PFF Public Facilities Fund								
Capital Projects		\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
5900	Administrative Cost	\$ -	\$ -	\$ -	\$ -	\$ 14,720	N/A	\$ 14,720
Total PFF Expenditures		\$ -	\$ -	\$ -	\$ -	\$ 14,720	N/A	\$ 14,720
TFF Traffic Facilities Fund								
Capital Projects		\$ -	\$ -	\$ -	\$ -	\$ 90,000	N/A	\$ 90,000
5900	Administrative Cost	\$ -	\$ -	\$ -	\$ -	\$ 7,332	N/A	\$ 7,332
Total TFF Expenditures		\$ -	\$ -	\$ -	\$ -	\$ 97,332	N/A	\$ 97,332
SDFF Storm Drain Facilities Fund								
Capital Projects		\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
5900	Administrative Cost	\$ -	\$ -	\$ -	\$ -	\$ 588	N/A	\$ 588
Total SDFF Expenditures		\$ -	\$ -	\$ -	\$ -	\$ 588	N/A	\$ 588
PRFF Parks and Recreation Facilities Fund								
Capital Projects		\$ -	\$ -	\$ -	\$ -	\$ 1,650,000	N/A	\$ 1,650,000
5900	Administrative Cost	\$ -	\$ -	\$ -	\$ -	\$ 32,287	N/A	\$ 32,287
Total PFF Expenditures		\$ -	\$ -	\$ -	\$ -	\$ 1,682,287	N/A	\$ 1,682,287
CCFF Community Center Facilities Fund								
Capital Projects		\$ -	\$ -	\$ -	\$ -	\$ 250,000	N/A	\$ 250,000
5900	Administrative Cost	\$ -	\$ -	\$ -	\$ -	\$ 19,371	N/A	\$ 19,371
Total PFF Expenditures		\$ -	\$ -	\$ -	\$ -	\$ 269,371	N/A	\$ 269,371
Development Impact Fees Reserve		\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Annual Development Fees		\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Administrative Cost Recovery		\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Total Expenditures		\$ -	\$ -	\$ -	\$ -	\$ 2,064,298	N/A	\$ 2,064,298
Net surplus/(deficit)		\$ 42	\$ 964,905	\$ 1,900,000	\$ 900,000	\$ 1,775,266	97%	\$ 875,266
Ending Fund Balance		\$ 9,747	\$ 974,652	\$ 2,874,652	\$ 3,774,652	\$ 5,549,918	47%	\$ 1,775,266

Development Fees does not require General Funds Revenue for Expense Activity.

Measure W

Measure W funds are intended for monitoring and implementing federal, state, and local programs to ensure surface water quality, water conservation and recycling efforts, maintaining the storm water management plan, improving storm water drainage quality, and maintaining the City-owned drainage system.

Fund 480		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
	Community Development Director	0.00	0.25	0.00	0.25	0.25	0%	0.00
	Planning Director	0.25	0.00	0.25	0.00	0.00	N/A	0.00
	Planning Manager	0.05	0.00	0.05	0.05	0.05	0%	0.00
	Assistant Planner	0.05	0.00	0.05	0.05	0.05	0%	0.00
	Total FTE	0.35	0.25	0.35	0.35	0.35	0%	0.00
Transfers and Revenues								
4265	Measure W Storm Water Revenue	\$ 211,863	\$ -	\$ 220,000	\$ 457,542		N/A	\$ (457,542)
4710	Interest	\$ 890	\$ 3,892		\$ -	\$ -	N/A	\$ -
	Total Transfers and Revenue	\$ 212,752	\$ 3,892	\$ 220,000	\$ 457,542	\$ -	N/A	\$ (457,542)
Expenditures								
	Personnel Expense	\$ 43,962	\$ 40,000	\$ 47,485	\$ 47,813		N/A	\$ (47,813)
	Professional Services	\$ 36,711	\$ 38,649	\$ 54,000	\$ 54,000		N/A	\$ (54,000)
	Other Expenses	\$ 66,116	\$ 42,297	\$ 254,068	\$ 254,068		N/A	\$ (254,068)
	Total Expenses	\$ 146,789	\$ 120,945	\$ 355,553	\$ 355,881	\$ -	N/A	\$ (355,881)
Expenses								
Personnel								
	Salaries and Wages	\$ 32,934	\$ 30,150	\$ 39,460	\$ 39,460	\$ 33,255	-16%	\$ (6,205)
	Other Pay	\$ 482	\$ 2,500	\$ -	\$ -	\$ -	N/A	\$ -
	Benefits, and Payroll Expenses	\$ 10,546	\$ 7,350	\$ 8,025	\$ 8,353	\$ 7,795	-7%	\$ (558)
	Total Personnel	\$ 43,962	\$ 40,000	\$ 47,485	\$ 47,813	\$ 41,050	-14%	\$ (6,763)
Salaries & Wages								
5010	Full Time	\$ 32,925	\$ 30,087	\$ 39,460	\$ 39,460	\$ 33,255	-16%	\$ (6,205)
5020	Part Time		\$ 57	\$ -	\$ -	\$ -	N/A	\$ -
5030	Overtime	\$ 8	\$ 6	\$ -	\$ -	\$ -	N/A	\$ -
	Total Salaries & Wages	\$ 32,934	\$ 30,150	\$ 39,460	\$ 39,460	\$ 33,255	-16%	\$ (6,205)
Other Pay								
5140	Accrued Leave Buy Back	\$ 482	\$ 2,500	\$ -	\$ -	\$ -	N/A	\$ -
	Total Other Pay	\$ 482	\$ 2,500	\$ -	\$ -	\$ -	N/A	\$ -
Benefits								
5225	Retirement - Employer Contr.	\$ 162	\$ 332	\$ 1,402	\$ 2,330	\$ 2,617	12%	\$ 287
5250	Medicare Tax	\$ 568	\$ 652	\$ 572	\$ 572	\$ 482	-16%	\$ (90)
5315	Health Insurance	\$ 8,831	\$ 5,200	\$ 4,482	\$ 3,881	\$ 3,759	-3%	\$ (122)
5320	457 Match	\$ 941	\$ 853	\$ 878	\$ 878	\$ 337	-62%	\$ (541)
5325	FSA Contribution	\$ -	\$ 313	\$ 249	\$ 249	\$ 195	-22%	\$ (54)
5410	Auto Allowance		\$ -	\$ 345	\$ 345	\$ 255	-26%	\$ (90)
5415	Cell Phone	\$ 44	\$ -	\$ 97	\$ 97	\$ -	N/A	\$ (97)
5418	Bilingual Pay	\$ -	\$ -	\$ -	\$ -	\$ 150	N/A	\$ 150
	Total Benefits	\$ 10,546	\$ 7,350	\$ 8,025	\$ 8,353	\$ 7,795	-7%	\$ (558)
	Total Personnel	\$ 43,962	\$ 40,000	\$ 47,485	\$ 47,813	\$ 41,050	-14%	\$ (6,763)
Professional Services								
6035	Contract Services	\$ 36,711	\$ 38,649	\$ 54,000	\$ 54,000	\$ 54,000	0%	\$ -
	Storm Water Mgmt. Compliance						N/A	\$ -
	Storm Water System Inspections						N/A	\$ -
	NPDES						N/A	\$ -
	Consulting Services						N/A	\$ -
	Total Professional Services	\$ 36,711	\$ 38,649	\$ 54,000	\$ 54,000	\$ 54,000	0%	\$ -

Measure W

Measure W funds are intended for monitoring and implementing federal, state, and local programs to ensure surface water quality, water conservation and recycling efforts, maintaining the storm water management plan, improving storm water drainage quality, and maintaining the City-owned drainage system.

Fund 480		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Other Expenses								
5900	Administrative Cost Allowance	\$ -	\$ -	\$ 40,587	\$ 40,587	\$ 40,587	0%	\$ -
6490	Dues & Subscriptions	\$ 35,736	\$ 26,742	\$ 35,737	\$ 35,737	\$ 35,737	0%	\$ -
	Gateway Water Management Authority						N/A	\$ -
	Lower San Gabriel River Watershed						N/A	\$ -
	LSGR Harbor Toxic Cost Share/TMDL						N/A	\$ -
6710	Legal Publications (NPDES Public Campaign)	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0%	\$ -
7646	Storm Water Fee	\$ 11,520	\$ 14,055	\$ 15,000	\$ 15,000	\$ 15,000	0%	\$ -
	State Water Board Annual Permit Fee for Storm Sewer	\$ -					N/A	\$ -
7817	NPDES Reporting Mandates	\$ -		\$ 4,500	\$ 4,500	\$ 4,500	0%	\$ -
8010	Capital Expenditures	\$ 18,860		\$ 156,744	\$ 156,744	\$ 156,744	0%	\$ -
	Total Other Expenses	\$ 66,116	\$ 42,297	\$ 254,068	\$ 254,068	\$ 254,068	0%	\$ -
	Total Expenses	\$ 146,789	\$ 120,945	\$ 355,553	\$ 355,881	\$ 349,118	-2%	\$ (6,763)
	Net surplus/(deficit)	\$ 65,963	\$ (117,053)	\$ (135,553)	\$ 101,661	\$ (349,118)	-443%	\$ (450,779)
	Ending Fund Balance	\$ 249,429	\$ 370,374	\$ 725,927	\$ 1,081,808	\$ 1,430,926	32%	\$ 349,118

Measure W does not require General Funds Revenue for Expense Activity.

Recycled Oil

State grant funding to promote proper disposal and recycling of used motor oil.

Fund 490		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
No positions allocated		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4230	Grant Income					\$ 5,000	N/A	\$ 5,000
Total Revenue		\$ -	\$ -	\$ -	\$ -	\$ 5,000	N/A	\$ 5,000
Expenses								
6155	Special Contract Services					\$ 5,000	N/A	\$ 5,000
Total Expenses		\$ -	\$ -	\$ -	\$ -	\$ 5,000	N/A	\$ 5,000

Capital Projects

Fund 500	FY 2022 Actual	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimate	FY 2025 Budget	Budget %▲	Budget \$▲
Staffing Summary							
No positions allocated	0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE	0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues							
Total Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Expenses							
Other Expenses							
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Net surplus/(deficit)	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Ending Fund Balance	\$ 399,879	\$ 399,879	\$ 399,879	\$ 399,879	\$ 399,879	0%	\$ -

Capital Projects does not require General Funds Revenue for Expense Activity.

Bond Project Pioneer Blvd.

The Bond Project - Pioneer Blvd. Fund records expenditure related to the improvement of Pioneer Blvd. and Historical District Recreational Trails Project Area.

Fund 510		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
No positions allocated		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Expenses								
8045	HRTA Project	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
8065	Pioneer Blvd Improvement				\$ 5,000			
Total Expenses		\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Net surplus/(deficit)		\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Ending Fund Balance		\$ 386,470	\$ 386,470	\$ 386,470	\$ 386,470	\$ 386,470	0%	\$ -

Bond Project Pioneer Blvd. does not require General Funds Revenue for Expense Activity.

Enterprise Funds

Public, Education And Government (PEG)

PEG fees are paid by utility franchises to the City, and the revenue can be used by the City for public access channels such as the delivery of City Council meetings to the public via a live-stream.

Fund 215		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
No positions allocated		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4710	Interest	\$ 1,517	\$ 200	\$ 500	\$ 500	\$ 7,000	1300%	\$ 6,500
4375	PEG Fees	\$ 20,085	\$ 17,443	\$ 20,000	\$ 20,000	\$ 20,000	0%	\$ -
Total Revenue		\$ 21,601	\$ 17,643	\$ 20,500	\$ 20,500	\$ 27,000	32%	\$ 6,500
Expenses								
Other Expenses								
6035	Contract Services	\$ 6,760	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	0%	\$ -
	Chamber Web Streaming/Video Archive						N/A	\$ -
	Chamber Web Camera Replacement						N/A	\$ -
8011	Capital Equipment	\$ -	\$ -	\$ -	\$ -	\$ 152,570		
Total Expenses		\$ 6,760	\$ 12,000	\$ 12,000	\$ 12,000	\$ 164,570	1271%	\$ 152,570
Net surplus/(deficit)		\$ 14,841	\$ 5,643	\$ 8,500	\$ 8,500	\$ (137,570)	-1718%	\$ (146,070)
Ending Fund Balance			\$ 204,473	\$ 212,973	\$ 221,473	\$ 83,903	-62%	\$ (137,570)

Public, Education And Government (PEG) does not require General Funds Revenue for Expense Activity.

Billboard

Billboard revenue is collected by the City through lease agreements of billboards in various locations.

Fund 220		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
No positions allocated		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4710	Interest Income	\$ 2,219	\$ 12,692	\$ 15,000	\$ 15,000	\$ 15,000	0%	\$ -
4237	Billboard Revenues	\$ 150,000	\$ 155,000	\$ 150,000	\$ 150,000	\$ 155,000	3%	\$ 5,000
Total Revenue		\$ 152,219	\$ 167,692	\$ 165,000	\$ 165,000	\$ 170,000	3%	\$ 5,000
Expenses								
6110	Lobbyist	\$ 54,000	\$ 28,800	\$ 28,800	\$ -	\$ -	N/A	\$ -
6155	Special Contract Services				\$ 5,000	\$ 18,300		
6700	Publicity	\$ -	\$ -	\$ -	\$ -		N/A	\$ -
7250	Equipment Maintenance				\$ 11,500			
8011	Capital Equipment				\$ 79,000			
6065	Engineering/Architectural	\$ 9,794	\$ 1,500	\$ -	\$ -		N/A	\$ -
	Transfer to GF	\$ -	\$ 138,892	\$ 136,000	\$ 160,000	\$ 250,000	56%	\$ 90,000
Total Expenses		\$ 63,794	\$ 169,192	\$ 164,800	\$ 255,500	\$ 268,300	5%	\$ 12,800

Successor Agency

Successor Agency Fund Descriptions

Successor agencies in California are entities established to oversee the dissolution and wind-up process of redevelopment agencies, which were previously responsible for revitalization and economic development initiatives in designated areas. Following the passage of the California Redevelopment Dissolution Law in 2011, the Successor Agency to the Artesia Redevelopment Agency (“Successor Agency”) was formed to ensure the orderly transition of assets, liabilities, and functions of the dissolved Redevelopment Agency. The Successor Agency’s primary responsibilities include managing and disposing of redevelopment assets, such as land and properties, and fulfilling the outstanding financial obligations.

Successor Agency ROPS: The Successor Agency Recognized Obligation Payment Schedule (ROPS) Fund pays the obligations on the State approved ROPS Form. These expenditures are included in the budget document for transparency purposes.

Successor Agency RORF: The Successor Agency Redevelopment Obligation Retirement Fund (RORF) received Real Property Tax Trust Fund (RPTTF) revenues and transfers them to the ROPS and General Funds. These expenditures are included in the budget document for transparency purposes.

Successor Agency ROPS

The Successor Agency Recognized Obligation Payment Schedule (ROPS) Fund pays the obligations on the State approved ROPS Form.

Fund 800		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
	No positions allocated	0.00	0.00	0.00	0.00	0.00	N/A	0.00
	Total FTE	0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4710	Interest							
4900	Transfer in from Fund 820	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 35,176	-86%	\$ (214,824)
	Total Revenue	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 35,176	-86%	\$ (214,824)
Expenses								
5900	Administrative Allowance	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 35,176	-86%	\$ (214,824)
	Total Expenses	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 35,176	-86%	\$ (214,824)
	Net surplus/(deficit)	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -

Successor Agency ROPS

The Successor Agency Recognized Obligation Payment Schedule (ROPS) Fund pays the obligations on the State approved ROPS Form.

Fund 810		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
No positions allocated		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4710	Interest	\$ 0	\$ 100	\$ -	\$ -	\$ -	N/A	\$ -
4900	Transfer in from Fund 64		\$ 1,144,672	\$ 743,306	\$ 743,306	\$ 965,505	30%	\$ 222,199
Total Revenue		\$ 0	\$ 1,144,772	\$ 743,306	\$ 743,306	\$ 965,505	30%	\$ 222,199
Expenses								
6035	Contract Services	\$ 1,963	\$ 8,300	\$ 13,900	\$ 13,900	\$ 8,800	-37%	\$ (5,100)
9615	Bond Interest Expense	\$ 235,145	\$ 1,136,372	\$ 729,406	\$ 729,406	\$ 956,705	31%	\$ 227,299
Total Expenses		\$ 237,107	\$ 1,144,672	\$ 743,306	\$ 743,306	\$ 965,505	30%	\$ 222,199
Net surplus/(deficit)		\$ (237,107)	\$ 100	\$ -	\$ -	\$ -	N/A	\$ -

Successor Agency RORF

The Successor Agency Redevelopment Obligation Retirement Fund (RORF) received Real Property Tax Trust Fund (RPTTF) revenues and transfers them to the ROPS and General Funds.

Fund 820		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	Budget	Budget
		Actual	Actual	Budget	Estimate	Budget	%▲	\$▲
Staffing Summary								
No positions allocated		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Total FTE		0.00	0.00	0.00	0.00	0.00	N/A	0.00
Revenues								
4090	RPTTF from County	\$ 779,723	\$ 1,394,672	\$ 993,306	\$ 993,306	\$ 1,000,681	1%	\$ 7,375
Total Revenue		\$ 779,723	\$ 1,394,672	\$ 993,306	\$ 993,306	\$ 1,000,681	1%	\$ 7,375
Expenses								
9900	Transfer To ROPS Fund	\$ 779,723	\$ 1,394,672	\$ 993,306	\$ 993,306	\$ 1,000,681	1%	\$ 7,375
Total Expenses		\$ 779,723	\$ 1,394,672	\$ 993,306	\$ 993,306	\$ 1,000,681	1%	\$ 7,375
Net surplus/(deficit)		\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ -

FISCAL YEAR 2024-25 BUDGET

GLOSSARY OF TERMS AND SYMBOLS

FY: This acronym stands for Fiscal Year. The City’s fiscal year period is from July 1 through June 30.

%▲: Percent change from the prior fiscal year to the proposed fiscal year.

\$▲: Dollar change from the prior fiscal year to the proposed fiscal year.

(): When shown around a dollar amount, parenthesis represent a negative amount.

-: When shown in front of a percent change, the dash represents a negative change.

FTE: This acronym stands for Full Time Equivalent.

RESOLUTION NO. 24-2993

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARTESIA, CALIFORNIA, DETERMINING AND ADOPTING AN APPROPRIATIONS LIMIT FOR FISCAL YEAR 2024-25 FOR THE CITY OF ARTESIA IN ACCORDANCE WITH ARTICLE XIII B OF THE CONSTITUTION OF THE STATE OF CALIFORNIA

WHEREAS, Article XIII B was added to the Constitution of the State of California at a General Election held on November 6, 1979;

WHEREAS, in accordance with Section 7910 of the Government Code of the State of California, an annual appropriations limit must be established for this City; and

WHEREAS, in accordance with Section 7910 of the Government Code of the State of California fifteen days prior to the date of adoption of this resolution, documentation used in the determination of appropriations limit has been made available to the public.

NOW, THEREFORE, the City Council of the City of Artesia does hereby find, order and resolve as follows:

SECTION 1. The City Council determines that in accordance with Article XIII B of the California Constitution and Section 7901 of the California Government Code, that the appropriations limit for the 2024-25 fiscal year shall be \$15,134,546, as set forth in detail in the attached "EXHIBIT A".

SECTION 2. The Council reserves the right to modify or adjust the limit if necessary.

SECTION 3. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 17th day of June, 2024.

TONY LIMA, MAYOR

ATTEST:

JENNIFER ALDERETE, CITY CLERK

**Computation of Appropriation Limitation for Base Year (1978-79)
and for the Fiscal Years 1980 thru 2025
Beginning Data taken from 1978-79 Budget Report**

BUDGET APPROPRIATIONS:		TOTAL
Total of all appropriations (per page 4 of 1978-79 Budget report)	\$ 3,046,195	
Less appropriation not subject to limit	\$ 923,918	
Less Non-Proceeds of taxes	\$ 416,615	
Less Debt Service Appropriations	\$ -	
Add Excess User Fees	\$ -	
APPROPRIATIONS SUBJECT TO LIMITATION - BASE YEAR (1978-79)	\$	1,705,662
1979-1980 Appropriation Limit	\$	1,843,236
1980-1981 Appropriation Limit	\$	2,066,659
1981-1982 Appropriation Limit	\$	2,238,450
1982-1983 Appropriation Limit	\$	2,404,067
1983-1984 Appropriation Limit	\$	2,468,436
1984-1985 Appropriation Limit	\$	2,610,260
1985-1986 Appropriation Limit	\$	2,737,400
1986-1987 Appropriation Limit	\$	2,832,844
1987-1988 Appropriation Limit	\$	2,921,882
1988-1989 Appropriation Limit	\$	3,026,994
1989-1990 Appropriation Limit	\$	3,199,982
1990-1991 Appropriation Limit	\$	3,342,372
1991-1992 Appropriation Limit	\$	3,782,282
1992-1993 Appropriation Limit	\$	3,814,446
1993-1994 Appropriation Limit	\$	3,955,817
1994-1995 Appropriation Limit	\$	4,032,108
1995-1996 Appropriation Limit	\$	4,251,980
1996-1997 Appropriation Limit	\$	4,471,910
1997-1998 Appropriation Limit	\$	4,738,789
1998-1999 Appropriation Limit	\$	5,004,052
1999-2000 Appropriation Limit	\$	5,323,843
2000-2001 Appropriation Limit	\$	5,682,985
2001-2002 Appropriation Limit	\$	6,229,109
2002-2003 Appropriation Limit	\$	6,258,854
2003-2004 Appropriation Limit	\$	6,509,730
2004-2005 Appropriation Limit	\$	6,816,029
2005-2006 Appropriation Limit	\$	7,259,211
2006-2007 Appropriation Limit	\$	7,605,539
2007-2008 Appropriation Limit	\$	7,998,884
2008-2009 Appropriation Limit	\$	8,413,777
2009-2010 Appropriation Limit	\$	8,542,135
2010-2011 Appropriation Limit	\$	8,394,263
2011-2012 Appropriation Limit	\$	8,637,657
2012-2013 Appropriation Limit	\$	8,997,357
2013-2014 Appropriation Limit	\$	9,523,282
2014-2015 Appropriation Limit	\$	9,575,489
2015-2016 Appropriation Limit	\$	10,022,791
2016-2017 Appropriation Limit	\$	10,650,784
2017-2018 Appropriation Limit	\$	11,106,747
2018-2019 Appropriation Limit	\$	11,573,088
2019-2020 Appropriation Limit	\$	12,017,450
2020-2021 Appropriation Limit	\$	12,451,989
2021-2022 Appropriation Limit	\$	13,048,315
2022-2023 Appropriation Limit	\$	14,083,524
2023-2024 Appropriation Limit	\$	14,598,516
Computation of 2024-2025 Limit:		
County Change in population	0.05%	\$ 7,299.26
California per Capita increase	3.62%	\$ 528,730.52
2024-2025 Appropriation Limit	\$	15,134,546

Position Summary for Fiscal Year 2024-2025

FTE 2025

Mayor	Elected
Mayor Pro Tem	Elected
Councilmember	Elected
Councilmember	Elected
Councilmember	Elected

CITY MANAGER

City Manager	1.000
Special Projects Manager	1.000
Administrative Secretary	1.000

PARKS AND RECREATION

Parks & Recreation Manager	1.000
Parks & Recreation Supervisor	1.000
Recreation Program Coordinator	1.000
Recreation Program Coordinator	1.000
Recreation Specialist	1.000
Parks & Recreation Leader II	0.4125
Parks & Recreation Leader II	0.4125
Parks & Recreation Leader I	0.4125
Parks & Recreation Leader I	0.4125
Parks & Recreation Leader I	0.400
Parks & Recreation Leader I	0.350

ADMINISTRATION

Deputy City Manager	1.000
Management Analyst	1.000
Administrative Analyst	1.000

FINANCE

Finance Manager	1.000
Management Analyst	1.000
Senior Accountant	1.000
Accounting Technician II	1.000

PUBLIC WORKS

Public Works Manager	1.000
Lead Maintenance Specialist	1.000
Maintenance Specialist I	1.000
Maintenance Specialist I	1.000
Maintenance Worker II	1.000
Maintenance Worker II	1.000
Maintenance Worker II	1.000

COMMUNITY DEVELOPMENT

Community Development Director	1.000
Code Compliance Officer	1.000
Code Compliance Officer	1.000
Code Compliance Officer	1.000
Code Compliance Officer - PT	0.475
Parking Enforcement Officer	0.475
Parking Enforcement Officer	0.475
Parking Enforcement Officer	0.475

PLANNING

Planning Manager	1.000
Assistant Planner	1.000

HUMAN RESOURCES

Human Resources Manager	1.000
Administrative Assistant	1.000
Administrative Assistant	1.000

CITY CLERK

City Clerk	1.000
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Position Summary Total	39.300
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RESOLUTION NO. 24-2994

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARTESIA, CALIFORNIA, APPROVING AND ADOPTING A CITY-WIDE SALARY SCHEDULE AS REQUIRED BY THE CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CALPERS) FOR, RESPECTIVELY, UNREPRESENTED MANAGEMENT EMPLOYEES, EMPLOYEES OF THE MANAGERS AND SUPERVISORS UNIT, AND EMPLOYEES OF THE GENERAL UNIT

THE CITY COUNCIL OF THE CITY OF ARTESIA, CALIFORNIA DOES HEREBY RESOLVE:

WHEREAS, the California Public Employees' Retirement System requires by regulation, that the City Council approve and adopt a salary schedule for every employee position; and

WHEREAS, such salary schedule shall be available for public review; and

WHEREAS, posting of the salary schedule may be satisfied by listing on the employer's website.

NOW, THEREFORE, the City Council of the City of Artesia does hereby resolve, determine and order as follows:

SECTION 1. The Salary Schedule for the Unrepresented Management, Managers and Supervisors Unit, and General Unit effective July 1, 2024 (Exhibit A) shall be posted on the City website.

SECTION 2. The Salary Schedule shall be retained and available for public inspection for not less than five years.

PASSED, APPROVED AND ADOPTED this 17th day of June 2024.

TONY LIMA, MAYOR

JENNIFER ALDERETE, CITY CLERK

City of Artesia Payroll Salary Schedule

Unrepresented Management

FY 2024-2025

Classification Title	FLSA	Range	Step A	Step B	Step C	Step D	Step E	Step F	
City Manager- Contract	E	Yearly	\$ 166,237.50	\$ 179,536.50	\$ 193,899.42	\$ 209,411.37	\$ 226,164.28	\$ 237,472.50	
		Monthly	\$13,853.13	\$14,961.38	\$16,158.29	\$17,450.95	\$18,847.02	\$19,789.37	
		Bi/Weekly	\$6,393.75	\$6,905.25	\$7,457.67	\$8,054.28	\$8,698.63	\$9,133.56	
		Hourly	\$79.92	\$86.32	\$93.22	\$100.68	\$108.73	\$114.17	
				Step G	Step H	Step I	Step J	Step K	
		Yearly	\$ 243,409.31	\$ 249,494.54	\$ 255,731.91	\$ 262,125.20	\$ 268,678.33		
		Monthly	\$20,284.11	\$20,791.21	\$21,310.99	\$21,843.77	\$22,389.86		
		Bi/Weekly	\$9,361.90	\$9,595.94	\$9,835.84	\$10,081.74	\$10,333.78		
		Hourly	\$117.02	\$119.95	\$122.95	\$126.02	\$129.17		
				Step G	Step H	Step I	Step J	Step K	
Deputy City Manager	E	Yearly	\$ 153,283.94	\$ 160,948.13	\$ 168,995.54	\$ 177,445.32	\$ 186,317.58	\$ 195,633.46	
		Monthly	\$ 12,773.66	\$ 13,412.34	\$ 14,082.96	\$ 14,787.11	\$ 15,526.47	\$ 16,302.79	
		Bi/Weekly	\$ 5,895.5360	\$ 6,190.3128	\$ 6,499.8284	\$ 6,824.8199	\$ 7,166.0609	\$ 7,524.3639	
		Hourly	\$ 73.6942	\$ 77.3789	\$ 81.2479	\$ 85.3102	\$ 89.5758	\$ 94.0545	
				Step G	Step H	Step I	Step J	Step K	
		Yearly	\$ 200,524.30	\$ 205,537.41	\$ 210,675.84	\$ 215,942.74	\$ 221,341.30		
		Monthly	\$ 16,710.36	\$ 17,128.12	\$ 17,556.32	\$ 17,995.23	\$ 18,445.11		
		Bi/Weekly	\$ 7,712.4730	\$ 7,905.2848	\$ 8,102.9169	\$ 8,305.4899	\$ 8,513.1271		
		Hourly	\$ 96.4059	\$ 98.8161	\$ 101.2865	\$ 103.8186	\$ 106.4141		
				Step G	Step H	Step I	Step J	Step K	
Finance Manager	E	Yearly	\$ 109,436.20	\$ 114,908.01	\$ 120,653.41	\$ 126,686.08	\$ 133,020.38	\$ 139,671.40	
		Monthly	\$ 9,119.68	\$ 9,575.67	\$ 10,054.45	\$ 10,557.17	\$ 11,085.03	\$ 11,639.28	
		Bi/Weekly	\$ 4,209.0846	\$ 4,419.5388	\$ 4,640.5157	\$ 4,872.5415	\$ 5,116.1686	\$ 5,371.9770	
		Hourly	\$ 52.6136	\$ 55.2442	\$ 58.0064	\$ 60.9068	\$ 63.9521	\$ 67.1497	
				Step G	Step H	Step I	Step J	Step K	
		Yearly	\$ 143,163.19	\$ 146,742.27	\$ 150,410.82	\$ 154,171.10	\$ 158,025.37		
		Monthly	\$ 11,930.27	\$ 12,228.52	\$ 12,534.24	\$ 12,847.59	\$ 13,168.78		
		Bi/Weekly	\$ 5,506.2765	\$ 5,643.9334	\$ 5,785.0317	\$ 5,929.6575	\$ 6,077.8989		
		Hourly	\$ 68.8285	\$ 70.5492	\$ 72.3129	\$ 74.1207	\$ 75.9737		
				Step G	Step H	Step I	Step J	Step K	
Human Resources Manager	E	Yearly	\$ 93,037.24	\$ 97,689.10	\$ 102,573.56	\$ 107,702.23	\$ 113,087.34	\$ 118,741.71	
		Monthly	\$ 7,753.10	\$ 8,140.76	\$ 8,547.80	\$ 8,975.19	\$ 9,423.95	\$ 9,895.14	
		Bi/Weekly	\$ 3,578.3553	\$ 3,757.2731	\$ 3,945.1367	\$ 4,142.3936	\$ 4,349.5133	\$ 4,566.9889	
		Hourly	\$ 44.7294	\$ 46.9659	\$ 49.3142	\$ 51.7799	\$ 54.3689	\$ 57.0874	
				Step G	Step H	Step I	Step J	Step K	
		Yearly	\$ 121,710.25	\$ 124,753.01	\$ 127,871.84	\$ 131,068.63	\$ 134,345.35		
		Monthly	\$ 10,142.52	\$ 10,396.08	\$ 10,655.99	\$ 10,922.39	\$ 11,195.45		
		Bi/Weekly	\$ 4,681.1636	\$ 4,798.1927	\$ 4,918.1476	\$ 5,041.1012	\$ 5,167.1288		
		Hourly	\$ 58.5145	\$ 59.9774	\$ 61.4768	\$ 63.0138	\$ 64.5891		
				Step G	Step H	Step I	Step J	Step K	
Administrative Secretary	E	Yearly	\$ 67,891.20	\$ 71,285.76	\$ 74,850.05	\$ 78,592.55	\$ 82,522.18	\$ 86,648.29	
		Monthly	\$ 5,657.60	\$ 5,940.48	\$ 6,237.50	\$ 6,549.38	\$ 6,876.85	\$ 7,220.69	
		Bi/Weekly	\$ 2,611.2000	\$ 2,741.7600	\$ 2,878.8480	\$ 3,022.7904	\$ 3,173.9299	\$ 3,332.6264	
		Hourly	\$ 32.6400	\$ 34.2720	\$ 35.9856	\$ 37.7849	\$ 39.6741	\$ 41.6578	
				Step G	Step H	Step I	Step J	Step K	
		Yearly	\$ 88,814.49	\$ 91,034.86	\$ 93,310.73	\$ 95,643.50	\$ 98,034.58		
		Monthly	\$ 7,401.21	\$ 7,586.24	\$ 7,775.89	\$ 7,970.29	\$ 8,169.55		
		Bi/Weekly	\$ 3,415.9421	\$ 3,501.3406	\$ 3,588.8741	\$ 3,678.5960	\$ 3,770.5609		
		Hourly	\$ 42.6993	\$ 43.7668	\$ 44.8609	\$ 45.9824	\$ 47.1320		

City of Artesia Payroll Salary Schedule								
Management and Supervisors Unit								
FY 2024-2025								
Classification Title	FLSA	Range	Step A	Step B	Step C	Step D	Step E	Step F
Community Development Director	E	Yearly	\$ 99,239.77	\$ 104,201.76	\$ 109,411.85	\$ 114,882.44	\$ 120,626.56	\$ 126,657.89
		Monthly	\$ 8,269.98	\$ 8,683.48	\$ 9,117.65	\$ 9,573.54	\$ 10,052.21	\$ 10,554.82
		Bi/Weekly	\$ 3,816.9142	\$ 4,007.7600	\$ 4,208.1480	\$ 4,418.5554	\$ 4,639.4831	\$ 4,871.4573
		Hourly	\$ 47.7114	\$ 50.0970	\$ 52.6018	\$ 55.2319	\$ 57.9935	\$ 60.8932
Economic Development Manager	E	Yearly	\$ 109,436.20	\$ 114,908.01	\$ 120,653.41	\$ 126,686.08	\$ 133,020.38	\$ 139,671.40
		Monthly	\$ 9,119.68	\$ 9,575.67	\$ 10,054.45	\$ 10,557.17	\$ 11,085.03	\$ 11,639.28
		Bi/Weekly	\$ 4,209.0845	\$ 4,419.5387	\$ 4,640.5156	\$ 4,872.5414	\$ 5,116.1685	\$ 5,371.9769
		Hourly	\$ 52.6136	\$ 55.2442	\$ 58.0064	\$ 60.9068	\$ 63.9521	\$ 67.1497
Planning Manager	E	Yearly	\$ 88,069.13	\$ 92,472.59	\$ 97,096.22	\$ 101,951.03	\$ 107,048.58	\$ 112,401.01
		Monthly	\$ 7,339.09	\$ 7,706.05	\$ 8,091.35	\$ 8,495.92	\$ 8,920.72	\$ 9,366.75
		Bi/Weekly	\$ 3,387.2743	\$ 3,556.6380	\$ 3,734.4699	\$ 3,921.1934	\$ 4,117.2531	\$ 4,323.1158
		Hourly	\$ 42.3409	\$ 44.4580	\$ 46.6809	\$ 49.0149	\$ 51.4657	\$ 54.0389
Public Works Manager	E	Yearly	\$ 99,239.77	\$ 104,201.76	\$ 109,411.85	\$ 114,882.44	\$ 120,626.56	\$ 126,657.89
		Monthly	\$ 8,269.98	\$ 8,683.48	\$ 9,117.65	\$ 9,573.54	\$ 10,052.21	\$ 10,554.82
		Bi/Weekly	\$ 3,816.9142	\$ 4,007.7600	\$ 4,208.1480	\$ 4,418.5554	\$ 4,639.4831	\$ 4,871.4573
		Hourly	\$ 47.7114	\$ 50.0970	\$ 52.6018	\$ 55.2319	\$ 57.9935	\$ 60.8932
City Clerk	E	Yearly	\$ 93,037.24	\$ 97,689.10	\$ 102,573.55	\$ 107,702.23	\$ 113,087.34	\$ 118,741.71
		Monthly	\$ 7,753.10	\$ 8,140.76	\$ 8,547.80	\$ 8,975.19	\$ 9,423.95	\$ 9,895.14
		Bi/Weekly	\$ 3,578.3553	\$ 3,757.2731	\$ 3,945.1367	\$ 4,142.3935	\$ 4,349.5132	\$ 4,566.9889
		Hourly	\$ 44.7294	\$ 46.9659	\$ 49.3142	\$ 51.7799	\$ 54.3689	\$ 57.0874
Parks & Recreation Manager	E	Yearly	\$ 85,305.46	\$ 89,570.74	\$ 94,049.27	\$ 98,751.74	\$ 103,689.33	\$ 108,873.79
		Monthly	\$ 7,108.79	\$ 7,464.23	\$ 7,837.44	\$ 8,229.31	\$ 8,640.78	\$ 9,072.82
		Bi/Weekly	\$ 3,280.9794	\$ 3,445.0284	\$ 3,617.2798	\$ 3,798.1438	\$ 3,988.0510	\$ 4,187.4535
		Hourly	\$ 41.0122	\$ 43.0629	\$ 45.2160	\$ 47.4768	\$ 49.8506	\$ 52.3432
Accounting Manager	E	Yearly	\$ 85,305.46	\$ 89,570.74	\$ 94,049.27	\$ 98,751.74	\$ 103,689.33	\$ 108,873.79
		Monthly	\$ 7,108.79	\$ 7,464.23	\$ 7,837.44	\$ 8,229.31	\$ 8,640.78	\$ 9,072.82
		Bi/Weekly	\$ 3,280.9794	\$ 3,445.0284	\$ 3,617.2798	\$ 3,798.1438	\$ 3,988.0510	\$ 4,187.4535
		Hourly	\$ 41.0122	\$ 43.0629	\$ 45.2160	\$ 47.4768	\$ 49.8506	\$ 52.3432
Special Projects Manager	E	Yearly	\$ 88,069.13	\$ 92,472.59	\$ 97,096.22	\$ 101,951.03	\$ 107,048.58	\$ 112,401.01
		Monthly	\$ 7,339.09	\$ 7,706.05	\$ 8,091.35	\$ 8,495.92	\$ 8,920.72	\$ 9,366.75
		Bi/Weekly	\$ 3,387.2743	\$ 3,556.6380	\$ 3,734.4699	\$ 3,921.1934	\$ 4,117.2531	\$ 4,323.1158
		Hourly	\$ 42.3409	\$ 44.4580	\$ 46.6809	\$ 49.0149	\$ 51.4657	\$ 54.0389
Assistant Parks and Recreation Manager	E	Yearly	\$ 77,550.48	\$ 81,428.00	\$ 85,499.40	\$ 89,774.37	\$ 94,263.09	\$ 98,976.24
		Monthly	\$ 6,462.54	\$ 6,785.67	\$ 7,124.95	\$ 7,481.20	\$ 7,855.26	\$ 8,248.02
		Bi/Weekly	\$ 2,982.7106	\$ 3,131.8462	\$ 3,288.4385	\$ 3,452.8604	\$ 3,625.5034	\$ 3,806.7786
		Hourly	\$ 37.2839	\$ 39.1481	\$ 41.1055	\$ 43.1608	\$ 45.3188	\$ 47.5847
Management Analyst	E	Yearly	\$ 82,660.44	\$ 86,793.46	\$ 91,133.13	\$ 95,689.79	\$ 100,474.28	\$ 105,497.99
		Monthly	\$ 6,888.37	\$ 7,232.79	\$ 7,594.43	\$ 7,974.15	\$ 8,372.86	\$ 8,791.50
		Bi/Weekly	\$ 3,179.2475	\$ 3,338.2099	\$ 3,505.1204	\$ 3,680.3764	\$ 3,864.3952	\$ 4,057.6150
		Hourly	\$ 39.7406	\$ 41.7276	\$ 43.8140	\$ 46.0047	\$ 48.3049	\$ 50.7202
Business License Specialist/Revenue Officer	E	Yearly	\$ 67,891.20	\$ 71,285.76	\$ 74,850.05	\$ 78,592.55	\$ 82,522.18	\$ 86,648.29
		Monthly	\$ 5,657.60	\$ 5,940.48	\$ 6,237.50	\$ 6,549.38	\$ 6,876.85	\$ 7,220.69
		Bi/Weekly	\$ 2,611.2000	\$ 2,741.7600	\$ 2,878.8480	\$ 3,022.7904	\$ 3,173.9299	\$ 3,332.6264
		Hourly	\$ 32.6400	\$ 34.2720	\$ 35.9856	\$ 37.7849	\$ 39.6741	\$ 41.6578
Parks and Recreation Supervisor	E	Yearly	\$ 68,570.11	\$ 71,998.62	\$ 75,598.55	\$ 79,378.48	\$ 83,347.40	\$ 87,514.77
		Monthly	\$ 5,714.18	\$ 5,999.88	\$ 6,299.88	\$ 6,614.87	\$ 6,945.62	\$ 7,292.90
		Bi/Weekly	\$ 2,637.3120	\$ 2,769.1776	\$ 2,907.6365	\$ 3,053.0183	\$ 3,205.6692	\$ 3,365.95
		Hourly	\$ 32.9664	\$ 34.6147	\$ 36.3455	\$ 38.1627	\$ 40.0709	\$ 42.07

City of Artesia Payroll Salary Schedule

General Unit

FY 2024-2025

Classification Title	FLSA	Range	Step A	Step B	Step C	Step D	Step E
Accounting Technician II	NE	Yearly	\$ 58,833.69	\$ 61,775.37	\$ 64,864.14	\$ 68,107.35	\$ 71,512.72
		Monthly	\$ 4,902.81	\$ 5,147.95	\$ 5,405.35	\$ 5,675.61	\$ 5,959.39
		Bi/Weekly	\$ 2,262.8341	\$ 2,375.9759	\$ 2,494.7746	\$ 2,619.5134	\$ 2,750.4890
		Hourly	\$ 28.2854	\$ 29.6997	\$ 31.1847	\$ 32.7439	\$ 34.3811
Senior Accountant	NE	Yearly	\$ 74,496.17	\$ 78,220.98	\$ 82,132.03	\$ 86,238.63	\$ 90,550.56
		Monthly	\$ 6,208.01	\$ 6,518.42	\$ 6,844.34	\$ 7,186.55	\$ 7,545.88
		Bi/Weekly	\$ 2,865.2374	\$ 3,008.4993	\$ 3,158.9243	\$ 3,316.8705	\$ 3,482.7140
		Hourly	\$ 35.8155	\$ 37.6062	\$ 39.4866	\$ 41.4609	\$ 43.5339
Administrative Analyst	NE	Yearly	\$ 74,496.17	\$ 78,220.98	\$ 82,132.03	\$ 86,238.63	\$ 90,550.56
		Monthly	\$ 6,208.01	\$ 6,518.42	\$ 6,844.34	\$ 7,186.55	\$ 7,545.88
		Bi/Weekly	\$ 2,865.2374	\$ 3,008.4993	\$ 3,158.9243	\$ 3,316.8705	\$ 3,482.7140
		Hourly	\$ 35.8155	\$ 37.6062	\$ 39.4866	\$ 41.4609	\$ 43.5339
Administrative Assistant	NE	Yearly	\$ 45,422.47	\$ 47,693.59	\$ 50,078.27	\$ 52,582.19	\$ 55,211.30
		Monthly	\$ 3,785.21	\$ 3,974.47	\$ 4,173.19	\$ 4,381.85	\$ 4,600.94
		Bi/Weekly	\$ 1,747.0181	\$ 1,834.3690	\$ 1,926.0875	\$ 2,022.3919	\$ 2,123.5114
		Hourly	\$ 21.8377	\$ 22.9296	\$ 24.0761	\$ 25.2799	\$ 26.5439
Administrative Clerk	NE	Yearly	\$ 37,523.08	\$ 39,399.23	\$ 41,369.20	\$ 43,437.66	\$ 45,609.54
		Monthly	\$ 3,126.92	\$ 3,283.27	\$ 3,447.43	\$ 3,619.80	\$ 3,800.79
		Bi/Weekly	\$ 1,443.1954	\$ 1,515.3552	\$ 1,591.1229	\$ 1,670.6791	\$ 1,754.2130
		Hourly	\$ 18.0399	\$ 18.9419	\$ 19.8890	\$ 20.8835	\$ 21.9277
Assistant Planner	NE	Yearly	\$ 67,651.46	\$ 71,034.03	\$ 74,585.73	\$ 78,315.02	\$ 82,230.77
		Monthly	\$ 5,637.62	\$ 5,919.50	\$ 6,215.48	\$ 6,526.25	\$ 6,852.56
		Bi/Weekly	\$ 2,601.9792	\$ 2,732.0781	\$ 2,868.6820	\$ 3,012.1161	\$ 3,162.7219
		Hourly	\$ 32.5247	\$ 34.1510	\$ 35.8585	\$ 37.6515	\$ 39.5340
Code Compliance Officer	NE	Yearly	\$ 56,906.79	\$ 59,752.13	\$ 62,739.73	\$ 65,876.72	\$ 69,170.56
		Monthly	\$ 4,742.23	\$ 4,979.34	\$ 5,228.31	\$ 5,489.73	\$ 5,764.21
		Bi/Weekly	\$ 2,188.7227	\$ 2,298.1588	\$ 2,413.0667	\$ 2,533.7201	\$ 2,660.4061
		Hourly	\$ 27.3590	\$ 28.7270	\$ 30.1633	\$ 31.6715	\$ 33.2551
Code Compliance Officer - Part Time	NE	Yearly	\$ 24,735.06	\$ 25,971.82	\$ 27,270.41	\$ 28,633.93	\$ 30,065.62
		Monthly	\$ 2,061.26	\$ 2,164.32	\$ 2,272.53	\$ 2,386.16	\$ 2,505.47
		Bi/Weekly	\$ 951.3486	\$ 998.9160	\$ 1,048.8618	\$ 1,101.3049	\$ 1,156.3702
		Hourly	\$ 25.0355	\$ 26.2873	\$ 27.6016	\$ 28.9817	\$ 30.4308
Maintenance Specialist I	NE	Yearly	\$ 55,605.30	\$ 58,385.56	\$ 61,304.84	\$ 64,370.08	\$ 67,588.59
		Monthly	\$ 4,633.77	\$ 4,865.46	\$ 5,108.74	\$ 5,364.17	\$ 5,632.38
		Bi/Weekly	\$ 2,138.6654	\$ 2,245.5986	\$ 2,357.8786	\$ 2,475.7725	\$ 2,599.5611
		Hourly	\$ 26.7333	\$ 28.0700	\$ 29.4735	\$ 30.9472	\$ 32.4945
Lead Maintenance Specialist	NE	Yearly	\$ 67,234.47	\$ 70,596.19	\$ 74,126.00	\$ 77,832.30	\$ 81,723.92
		Monthly	\$ 5,602.87	\$ 5,883.02	\$ 6,177.17	\$ 6,486.03	\$ 6,810.33
		Bi/Weekly	\$ 2,585.9412	\$ 2,715.2382	\$ 2,851.0002	\$ 2,993.5502	\$ 3,143.2277
		Hourly	\$ 32.3243	\$ 33.9405	\$ 35.6375	\$ 37.4194	\$ 39.2903
Maintenance Worker II	NE	Yearly	\$ 52,787.99	\$ 55,427.38	\$ 58,198.75	\$ 61,108.69	\$ 64,164.13
		Monthly	\$ 4,399.00	\$ 4,618.95	\$ 4,849.90	\$ 5,092.39	\$ 5,347.01
		Bi/Weekly	\$ 2,030.3071	\$ 2,131.8225	\$ 2,238.4136	\$ 2,350.3343	\$ 2,467.8510
		Hourly	\$ 25.3788	\$ 26.6478	\$ 27.9802	\$ 29.3792	\$ 30.8481
Parking Enforcement Officer - Part Time	NE	Yearly	\$ 18,803.11	\$ 19,743.26	\$ 20,730.43	\$ 21,766.95	\$ 22,855.29
		Monthly	\$ 1,566.93	\$ 1,645.27	\$ 1,727.54	\$ 1,813.91	\$ 1,904.61
		Bi/Weekly	\$ 723.1964	\$ 759.3563	\$ 797.3241	\$ 837.1903	\$ 879.0498
		Hourly	\$ 19.0315	\$ 19.9831	\$ 20.9822	\$ 22.0313	\$ 23.1329
Planning Aide	NE	Yearly	\$ 55,605.30	\$ 58,385.56	\$ 61,304.84	\$ 64,370.08	\$ 67,588.59

		Monthly	\$ 4,633.77	\$ 4,865.46	\$ 5,108.74	\$ 5,364.17	\$ 5,632.38
		Bi/Weekly	\$ 2,138.6654	\$ 2,245.5986	\$ 2,357.8786	\$ 2,475.7725	\$ 2,599.5611
		Hourly	\$ 26.7333	\$ 28.0700	\$ 29.4735	\$ 30.9472	\$ 32.4945
Classification Title	FLSA	Range	Step A	Step B	Step C	Step D	Step E
Recreation Program Coordinator	NE	Yearly	\$ 56,906.79	\$ 59,752.13	\$ 62,739.73	\$ 65,876.72	\$ 69,170.56
		Monthly	\$ 4,742.23	\$ 4,979.34	\$ 5,228.31	\$ 5,489.73	\$ 5,764.21
		Bi/Weekly	\$ 2,188.7227	\$ 2,298.1588	\$ 2,413.0667	\$ 2,533.7201	\$ 2,660.4061
		Hourly	\$ 27.3590	\$ 28.7270	\$ 30.1633	\$ 31.6715	\$ 33.2551
Classification Title	FLSA	Range	Step A	Step B	Step C	Step D	Step E
Recreation Specialist	NE	Yearly	\$ 41,852.11	\$ 43,944.72	\$ 46,141.95	\$ 48,449.05	\$ 50,871.50
		Monthly	\$ 3,487.6758	\$ 3,662.0596	\$ 3,845.1626	\$ 4,037.4207	\$ 4,239.2917
		Bi/Weekly	\$ 1,609.6965	\$ 1,690.1813	\$ 1,774.6904	\$ 1,863.4249	\$ 1,956.5962
		Hourly	\$ 20.1212	\$ 21.1273	\$ 22.1836	\$ 23.2928	\$ 24.4575
Classification Title	FLSA	Range	Step A				
Parks and Recreation Leader I	NE	Hourly	\$ 16.25				
Classification Title	FLSA	Range	Step A				
Parks and Recreation Leader II	NE	Hourly	\$ 17.50				
Classification Title	FLSA	Range	Step A				
Parks and Recreation Leader III	NE	Hourly	\$ 18.75				

RESOLUTION NO. 24-2995

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARTESIA, CALIFORNIA, APPROVING A STATEMENT OF INVESTMENT POLICY, AND REPEALING RESOLUTION NO. 23-2945

WHEREAS, Government Code Section 53601 provides that all local agencies are subject to the reporting, fund management and investment policy requirements; and

WHEREAS, the City Council desires to revise and update the Statement of Investment Policy; and

WHEREAS, the City Council desires to establish the best practice of reviewing and adopting, annually, a Statement of Investment Policy.

NOW, THEREFORE, the City Council of the City of Artesia does hereby find, order and resolve as follows:

SECTION 1. The Statement of Investment Policy, attached hereto as Exhibit A and incorporated herein, is adopted as the Statement of Investment Policy of the City of Artesia, and the Statement of Investment Policy adopted via Resolution 23-2945 is hereby repealed.

SECTION 2. The City Treasurer shall comply with the Statement of Investment Policy of the City of Artesia adopted by this Resolution.

SECTION 3. In accordance with the authority granted by Artesia Municipal Code – Title 2, Chapter 4, Article 7, the City Treasurer shall assume full responsibility for the decisions and transactions involving the investment and reinvestment of City funds, the sale or exchange of security so purchased and the management of City funds and securities until such time as this delegation of authority is revoked.

SECTION 4. The City Treasurer shall report to the City Council, the City Manager and the City's Auditor as required by the Statement of Investment Policy and all applicable laws.

SECTION 5. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 17th day of June, 2024.

TONY LIMA, MAYOR

ATTEST:

JENNIFER ALDERETE, CITY CLERK

**CITY OF ARTESIA
STATEMENT OF INVESTMENT POLICY
Fiscal Year 2024-25**

1. POLICY:

This statement is intended to provide guidelines for the prudent investment of the temporarily idle cash of the City of Artesia (City) and outline the policies for maximizing the efficiency of the City's cash management system. The ultimate goal is to enhance the economic status of the City, while protecting the investment corpus of pooled cash in accordance with applicable local, state, and federal laws.

2. SCOPE:

This investment policy applies to all financial assets and investment activities of the City, except for proceeds of debt issuance. Debt proceeds shall be invested in accordance with the "Permitted Investments" and/or investment provisions for each specific bond indenture and/or bond document.

The Policy applies to the following funds, and is accounted for in the City's annual audited financial statements.

- A. General Fund
- B. Special Revenue Funds
- C. Debt Service Funds
- D. Capital Improvement Funds
- E. Enterprise Funds
- F. Internal Service Funds
- G. Successor Agency Funds
- H. Any joint powers authority funds.

3. STANDARDS OF PRUDENCE:

The City Treasurer authorized to make investment decisions on behalf of the City of Artesia investing public funds pursuant to this policy is a trustee, and therefore a fiduciary subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling, and managing public funds, the City Treasurer shall act with care, skill, prudence, and diligence under the circumstances then prevailing, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency. Within the limitations of this section and considering individual investments as part of an overall strategy, the City Treasurer is authorized to acquire investments as authorized by law.

4. INVESTMENT OBJECTIVES:

When investing, reinvesting, purchasing, acquiring, exchanging, selling, and managing public funds, the primary objective of the City Treasurer shall be to safeguard the principal of the funds under its control. The secondary objective shall be to meet the liquidity needs of the City. The third objective shall be to achieve a market average rate of return consistent with the primary objectives of safety and liquidity, throughout budgetary and economic cycles. At no time should safety or liquidity be

compromised in exchange for higher yields.

1. **Safety:** The preservation of invested capital (principal) is of primary importance. The City Treasurer shall only invest in investments that are considered safe. The safety and risk associated with an investment refers to the potential loss of principal, accrued interest, or a combination of these amounts. Each investment decision shall seek to ensure that capital losses are avoided.
2. **Liquidity:** The City's investment portfolio shall contain investments with a diversified mix of maturities in order to provide sufficient liquidity to meet projected operating cash requirements of the City.
3. **Return on Investments:** The City's investment portfolio shall be designed with the objective of obtaining a reasonable and competitive market rate of return taking into consideration risk constraints, prudent investment principles, and the cash flow characteristics of the portfolio.

5. **AUTHORITY:**

The authority to invest City funds is vested in the City Treasurer in accordance with Artesia Municipal Code 2-4.305. All investment decisions and investment of funds shall be made in full compliance with this policy, the California Government Code Sections 53600 *et seq.*, and all other relevant state and federal requirements as well as any amendments or additions to such requirements.

Management responsibility for the investment of City funds is vested in the City Treasurer who shall prepare written procedures for the operation of the investment program and safekeeping of investment instruments consistent with this investment policy.

6. **ETHICS AND CONFLICTS OF INTEREST:**

Elected officials and employees of the City involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial decisions under the Political Reform Act and Government Code Section 1090 *et seq.* Elected officials and employees shall disclose to the City Manager any material interests in financial institutions that conduct business with the City, and they shall further disclose any personal investment position or financial asset that could be related to the performance of the City's investment program. Elected officials and employees shall subordinate their personal investment transactions to those of the City particularly with regard to the time of purchases and sales.

Any firm proposing to provide any type of investment service to the City shall acknowledge their familiarity with the provisions of the Political Reform Act, Government Code Section 81000 *et seq.* and CA Code of Regulations 18110 *et seq.* and the provisions limiting contractual conflicts of interest under Government Code Section 1090 *et seq.* Any firm proposing to provide any type of investment service to the City shall also acknowledge their familiarity with and agree to abide by any Federal or State law, regulation, rule or policy pertaining to or limiting campaign contributions by such firms, their employees, spouses or agents.

All persons, firms, broker/dealers, financial institutions and advisors providing investment services or bond issue assistance shall disclose to the City Manager and the Treasurer all fee sharing, fee-splitting and commission arrangements with other entities or persons prior to the City agreeing to buy an investment or issue bonds.

7. AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS:

The City Treasurer shall select all security dealers and depositories subject to City Council approval. The City shall conduct its investment transactions with several competing, reputable security broker/dealers. The selection process shall focus on financial viability, knowledge, experience, and ethics in the fixed-income securities industry. The City Treasurer will maintain a list and a written agreement with financial institutions authorized to provide investment services subject to City Council approval.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the City Treasurer with the following: audited financial statements, proof of National Association of Security Dealers certification, proof of state registration, completed broker/dealer questionnaire, and certification of having read the City's investment policy and depository contracts. The City Treasurer will conduct an annual review of the financial condition and registrations of qualified bidders.

8. AUTHORIZED AND SUITABLE INVESTMENTS:

Authorized and suitable investments shall mean and include any of the following securities to the extent the same are permitted by applicable federal and state code:

Direct Obligations of the United States of America, specifically U.S. Treasury bills and notes. There are no portfolio percentage limits for Direct Obligations of the United States of America.

Direct Obligations of the U.S. Government Agencies, guaranteed directly or indirectly by the United States government and/or directly or indirectly by any of the following: Banks for Cooperatives, Federal Intermediate Credit Banks, Federal Home Loan Bank System, Export-Import Bank of the United States, Federal Financing Banks, Federal Land Banks, Federal Farm Credit Bank, Government National Mortgage Association, Farmers Home Administration, Federal Home Loan Mortgage Corporation, Federal National Mortgage Association, Federal Housing Administration, Student Loan Marketing Association, and the Resolution Funding Corporation. There are no portfolio percentage limits for Direct Obligations of the U.S. Government Agencies.

Certificates of Deposit which are federally insured or fully collateralized by permitted investments as defined herein; issued by institutions which are either a nationally or state chartered bank, or thrift, or savings and loan. No more than 30% of the City's portfolio may be invested in Certificates of Deposit.

Guaranteed Investment Contracts that meet the requirements of City / Successor Agency/joint powers authority bond documents may be utilized for the investment of those specific bond proceeds.

Banker's Acceptances which are issued by banks with a rating of "A" or higher by Standard and Poor's or Moody's at the time of investment, and do not exceed 180 days maturity. No more than 10% of the City's portfolio may be invested in Banker's Acceptances.

Repurchase Agreements with any federally insured state or national bank of primary government bond dealer on the Federal Reserve reporting dealer list. All repurchase agreements must be covered by a master repurchase agreement. The term of such repurchase agreement may not exceed two weeks. The repurchase agreement must be 102% collateralized by U.S. Treasury securities that are free and clear of any third- party lien or claim. The collateral must be delivered to the custodian or third party

acting as agent for the City. No more than 10% of the City's portfolio may be invested in Repurchase Agreements.

Government Pools

Government sponsored investment pools (Pools) are permitted under California Government Code Section 53601 *et seq.* and an excellent short-term investment option for cash management facilities. These pools can provide safety, liquidity, and yield in a single diversified investment. However, thoughtful investigation and due diligence are required, both initially at time of purchase, and ongoing analysis to determine that the investment pool is being managed in a manner consistent with the objective of the Policy. The following guidelines include, but are not limited to:

- A) Shall have attained the highest ranking or the highest letter and numerical rating provided by not less than two nationally recognized statistical rating organizations.
- B) The Pools mark to market weekly at a minimum.
- C) The Pool provides comprehensive, timely monthly reports which include detailed transaction listings, reports realized and unrealized gains and losses, provides accurate market values for each security, provides quality rating for individual securities, takes delivery DVP, provides third party safekeeping of all investments, and for whom an audit is conducted annually by an independent auditor with no relationship to the Pool.

There is no portfolio percentage limit for Government Pools.

State of California's Local Agency Investment Fund (LAIF)

Investment in LAIF may not exceed the current LAIF limit and should be reviewed periodically.

Los Angeles County Pool

Investment in the Los Angeles County Pool may not exceed the current pool limits and should be reviewed periodically.

California Asset Management Program (CAMP)

Investment in CAMP may not exceed the current pool limits and should be reviewed periodically.

California Cooperative Liquid Assets Securities System (CLASS)

Investment in California CLASS may not exceed the current pool limits and should be reviewed periodically.

Government Securities Money Market Fund(s) which invest only in U.S. Government Securities, and the net asset value is stabilized at one dollar. The fund shall have the highest ranking or the highest letter and numerical rating by not less than two of the three largest nationally recognized rating services. No more than 10% of the City's portfolio may be invested in Government Securities Money Market Fund(s).

Sweep Accounts in a banking institution at which the City currently does business may be utilized for the temporary placement of funds. Such placement of funds is intended to be for a temporary period, not to exceed seven days. It is acknowledged that the individual investment instruments which comprise said sweep accounts may or may not conform to the City's Statement of Investment Policy.

Specifically excluded as investments are: reverse repurchase agreements; longer-term U.S. Treasury, Agency, and corporate bonds with maturities exceeding five years; mortgage-backed securities; leveraged

investments; derivatives of any kind at any time; and other investments not permitted under applicable government codes.

9. DIVERSIFICATION OF INVESTMENTS:

It is the City's policy to minimize portfolio risk by diversifying maturity, sector, and class allocations. Default risk shall be minimized by investing in an assortment of permitted investments as mentioned above. To minimize overall portfolio risk, the following not-to-exceed diversification goals shall guide the City's operating fund portfolio, based upon the portfolio structure at the time of purchase. Percentage limitations stated below will be calculated and applied at the time of purchase of the investment instrument. Not-to-Exceed-Limits stated below apply to the par value of the investments not the market value. Such limits shall also be within any requirements of state law.

10. MONEY MARKET MUTUAL FUNDS

Money market mutual funds provide another safe, liquid and diversified investment option for the City's surplus capital: however, certain conditions need to be met both initially and on an ongoing basis. The money market may only invest in US Government securities permitted under this policy and under California Government Code Section 53601 *et seq.* with final stated maturities of one year or less "Government Money Market Funds."

In order to be an eligible money market investment under this section, the primary objective of the money market, as stated in the fund's prospectus, is to maintain a constant \$1.00 Net Asset Value (NAV). The following additional guidelines include, but are not limited to:

- A) Only invests in US Government securities, and the weighted average maturity of the portfolio is less than 180 days.
- B) The fund shall be registered with the SEC.
- C) The fund shall have a minimum of \$500 million in total asset size of portfolio at time of investment, and should not drop below this threshold.
- D) The money market shall have attained the highest ranking or the highest letter and numerical rating provided by not less than two nationally recognized statistical rating organizations, and shall maintain these ratings for the duration of the investment.

11. COLLATERALIZATION:

All demand deposits, time deposits and repurchase agreements are to be fully collateralized with securities authorized by the California Government Code and the City. The eligible collateral for repurchase agreements must be those investments authorized by Section 53651 of the California Government Code. The Treasurer may specify the type of eligible collateral for use in repurchase agreements. Eligible collateral must be in book entry form. Collateral is valued at current market plus accrued interest through the date of valuation.

- A) The cost value (book value) of collateral pledged for demand deposits must at all times be equal to or greater than the amount on deposit, plus accrued interest, in accordance with the following ratio:

U.S. Treasury Securities	110%
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- B) The cost value (book value) of collateral pledged for repurchase agreements must at all

times be equal to or greater than the par amount, plus accrued interest, with the following ratios:

U.S. Treasury Securities	102%
U.S. Government Agencies	102%
Cash (in immediately available funds)	100%

It is the policy of the City to require reports at least on a quarterly basis from institutions with which the Treasurer has pledged security interest. The Treasurer shall monitor the adequacy of collateralization to ensure that balances are collateralized in accordance with the ratios approved herein.

With regard to repurchase agreements, it is the policy of the City to initiate a margin call in the event pledged collateral falls below the appropriate ratio.

Collateralized investments and deposits often require substitution of collateral. Any broker or financial institution requesting substitution must contact the City through the City Treasurer, for approval in the event the counterparty to the transaction is not authorized under agreement with the City to make substitutions.

12. SAFEKEEPING AND CUSTODY:

The City Treasurer shall take possession of all of the City's investment securities pursuant to Government Code Section 53601 which, in pertinent part, provides as follows:

"A local agency purchasing or obtaining any securities prescribed in this section, in a negotiable, bearer, registered, or nonregistered format, shall require delivery of the securities to the local agency, including those purchased for the agency by financial advisors, consultants, or managers using the agency's funds, by book entry, physical delivery, or by third party custodial agreement. The transfer of securities to the counterpart bank's customer book entry account may be used for book entry delivery. For purposes of this section "counterparty" means the other party to the transaction. A counterparty bank's trust department or separate safekeeping department may be used for the physical delivery of the security if the security is held in the name of the local agency."

13. MAXIMUM MATURITIES:

The average dollar weighted maturity of the total portfolio shall not exceed 2 years. No investment shall have a maturity date in excess of 5 years from date of purchase without the approval of the City Council prior to any such transactions. No more than 35% of the total portfolio shall be invested in instruments with maturities beyond 3 years at the time of purchase, and no more than 20% of the total portfolio shall be invested in instruments with maturities beyond 4 years at the time of purchase. Maturities shall be staggered to minimize liquidity risk and to enhance the stability of incoming cashflows. At least 10% of the portfolio shall be invested in instruments which can be liquidated on one day's notice.

14. INTERNAL CONTROL:

The City Treasurer shall establish procedures that separate the internal responsibility for management

and accounting of the investment portfolio. An analysis by an external independent auditor shall be conducted annually to review internal controls, account activity and compliance with policies and procedures.

15. PERFORMANCE STANDARDS AND EVALUATION:

Investment performance is continually monitored and evaluated by the City Treasurer. Investment portfolio reports are generated on a monthly basis and submitted to the City Manager and the City Council Finance Committee. The investment portfolio reports are to be submitted within 60 days of the end of the reporting period.

The portfolio shall be designed to attain a market average rate of return comparable to the average one year U.S. Constant Maturity Treasury (CMT).

An annual audit of the City's Investment Policy, practices, procedures and portfolio status will be conducted by an independent auditor. The auditor will provide the City Manager and City Council with written observations and recommendations regarding the adequacy of investment controls.

16. REPORTING:

The City Treasurer shall provide the City Council with monthly reports about the City's investments. These reports shall include, at a minimum, the following information for each type of investment held in the City's investment portfolio: the issuer; date of purchase; date of maturity; amount of investment; current market value; yield on investment; yield and total return on portfolio; income generated from investments; and a description of unusual investment activity or developments during the month for which the report is prepared.

The City Treasurer shall prepare such a report for each month. The City Treasurer shall deliver each monthly report to the Mayor and each City Council Member no later than sixty (60) calendar days after the close of the month for which each report is prepared.

In the event that an investment advisor is retained by the City Council, the investment advisor shall prepare and deliver a report for each month's investment activity as required herein to the City Treasurer in such time as to allow the City Treasurer to comply with the delivery times for each report required by this policy.

The City Treasurer may be relieved from that office in the event of any failure to comply with the reporting requirements of this policy.

17. INVESTMENT POLICY ADOPTION:

The City's investment policy shall be adopted annually by resolution by the City Council. The policy shall be reviewed annually by the City Treasurer and the City Council and any modifications made thereto shall be approved by the City Council.

RESOLUTION NO. 24-2996

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARTESIA, CALIFORNIA, ADOPTING THE FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEARS 2024-25 THROUGH 2028-29

THE CITY COUNCIL OF THE CITY OF ARTESIA DOES HEREBY FIND, ORDER, AND RESOLVE AS FOLLOWS:

WHEREAS, Staff has prepared the Five-Year Capital Improvement Program for fiscal years 2024-25 through 2028-29, which defines the proposed capital projects to be undertaken by the City over the next five (5) years.

WHEREAS, on June 17, 2024, the Five-Year Capital Improvement Program was presented to the City Council for consideration and approval.

WHEREAS, the Capital Improvement Program for fiscal years 2024-25 through 2028-29 consists of 20 projects at an estimated cost of \$22,177,432.

WHEREAS, the Capital Improvement Program for fiscal years 2024-2025 through 2028-2029 is consistent with the City of Artesia General Plan 2030.

NOW, THEREFORE, the City Council of the City of Artesia does hereby resolve, find, determine and order as follows:

SECTION 1: Adopts the Five-year Capital Improvement Program for fiscal years 2024-25 through 2028-29; and

SECTION 2: Authorizes the City Manager to proceed with those 2024-25 projects identified for implementation or the commencement of planning for them.

SECTION 3: The Acting City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED this 17th day of June 2024.

TONY LIMA, MAYOR

ATTEST:

JENNIFER ALDERETE, CITY CLERK



Five-Year Capital Improvement Program

For Fiscal Years 2024-25 through 2028-29

FY 25-29 Capital Improvement Plan - By Category

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
Transportation						
Roadway Pavement Rehabilitation Project	620,000	6,000,000	-	-	-	6,620,000
Pedestrian Enhancement Project	209,430	-	-	-	-	209,430
Pioneer Synchronization	136,000	-	-	-	-	136,000
Traffic Signal Upgrades	-	26,750	37,450	-	-	64,200
Transportation Total	\$ 965,430	\$ 6,026,750	\$ 37,450	\$ -	\$ -	\$ 7,029,630
Infrastructure						
185th Street Alley and Wall Project	573,000	-	-	-	-	573,000
Artesia Water Tower Improvement Project	-	120,000	-	-	-	120,000
EV Fleet Charging Facility Expansion	319,000	-	-	-	-	319,000
Monument Sign Replacement Project	-	350,000	-	-	-	350,000
Bus Shelter Project	310,000	-	-	-	-	310,000
Sidewalk Replacement Program	271,269	-	-	-	-	271,269
Infrastructure Total	\$ 1,473,269	\$ 470,000	\$ -	\$ -	\$ -	\$ 1,943,269
Parks						
AJ Padelford Park General Improvement	600,000	600,000	-	-	-	1,200,000
Artesia Botanical Garden Project	1,107,000	2,516,250	1,915,750	1,472,000	-	7,011,000
Artesia Park Facilities Improvement Project	1,320,000	678,953	-	-	-	1,998,953
Historical District Trails Landscaping Project	325,000	-	-	-	-	325,000
Parks Total	\$ 3,352,000	\$ 3,795,203	\$ 1,915,750	\$ 1,472,000	\$ -	\$ 10,534,953
Facilities						
Albert O. Little Community Center - Westside Renovation	250,000	300,000	-	-	-	550,000
Council Chamber AV Modernization	300,000	250,000	-	-	-	550,000
City Yard Fire Suppressions System	16,000	-	-	-	-	16,000
Emergency Generators	-	709,826	-	-	-	709,826
City Hall Improvements	-	120,000	210,000	-	-	330,000
HVAC Replacement	-	513,754	-	-	-	513,754
Facilities Total	\$ 566,000	\$ 1,893,580	\$ 210,000	\$ -	\$ -	\$ 2,669,580
Total CIP	\$ 6,356,699	\$ 12,185,533	\$ 2,163,200	\$ 1,472,000	\$ -	\$ 22,177,432

FY 25-29 Capital Improvement Plan - By Funding Source

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
Community Development Block Grant (CDBG)						
Sidewalk Replacement Program	271,269	-	-	-	-	271,269
CDBG Total	\$ 271,269	\$ -	\$ -	\$ -	\$ -	\$ 271,269
County Discretionary Grant						
AJ Padelford Park General Improvement	600,000	600,000	-	-	-	1,200,000
County Discretionary Grant Total	\$ 600,000	\$ 600,000	\$ -	\$ -	\$ -	\$ 1,200,000
California Natural Resources Agency (CNRA) Grant						
Artesia Park Facilities Improvement Project	741,047	478,953	-	-	-	1,220,000
Artesia Botanical Garden Project	809,000	1,191,000	-	-	-	2,000,000
CNRA Total	\$ 1,550,047	\$ 1,669,953	\$ -	\$ -	\$ -	\$ 3,220,000
Development Impact Fees (DIF)						
Albert O. Little Community Center - Westside Renovation	250,000	300,000	-	-	-	550,000
Artesia Park Facilities Improvement Project	-	200,000	-	-	-	200,000
Artesia Botanical Garden Project	157,000	1,307,250	435,750	-	-	1,900,000
DIF Total	\$ 407,000	\$ 1,807,250	\$ 435,750	\$ -	\$ -	\$ 2,650,000
Federal Grant						
Roadway Pavement Rehabilitation Project	-	6,000,000	-	-	-	6,000,000
Federal Grant Total	\$ -	\$ 6,000,000	\$ -	\$ -	\$ -	\$ 6,000,000
General Fund						
Artesia Water Tower Improvement Project	-	120,000	-	-	-	120,000
City Hall Improvements	-	120,000	210,000	-	-	330,000
Emergency Generators	-	709,826	-	-	-	709,826
HVAC Replacement	-	513,754	-	-	-	513,754
Monument Sign Replacement Project	-	350,000	-	-	-	350,000
Traffic Signal Upgrades	-	26,750	37,450	-	-	64,200
General Fund Total	\$ -	\$ 1,840,330	\$ 247,450	\$ -	\$ -	\$ 2,087,780
Highway Safety Improvement Program (HSIP)						
Pedestrian Enhancement Project	209,430	-	-	-	-	209,430
HSIP Total	\$ 209,430	\$ -	\$ -	\$ -	\$ -	\$ 209,430
HUD						
Artesia Botanical Garden Project	17,500	18,000	1,480,000	1,472,000	-	2,987,500
Parks Total	\$ 17,500	\$ 18,000	\$ 1,480,000	\$ 1,472,000	\$ -	\$ 2,987,500
Measure A - Annual Allocation						
Artesia Park Facilities Improvement Project	578,953	-	-	-	-	578,953
Measure A - Annual Allocation Total	\$ 578,953	\$ -	\$ -	\$ -	\$ -	\$ 578,953
Measure A - TAP						
Artesia Botanical Garden Project	123,500	-	-	-	-	123,500
Measure A - TAP Total	\$ 123,500	\$ -	\$ -	\$ -	\$ -	\$ 123,500
Measure M						
Historical District Trails Landscaping Project	325,000	-	-	-	-	325,000
Measure M Total	\$ 325,000	\$ -	\$ -	\$ -	\$ -	\$ 325,000
PEG						
Council Chamber AV Modernization	300,000	250,000	-	-	-	550,000
PEG Total	\$ 300,000	\$ 250,000	\$ -	\$ -	\$ -	\$ 550,000
Proposition A						
EV Fleet Charging Facility Expansion	300,000	-	-	-	-	300,000
Bus Shelter Project	310,000	-	-	-	-	310,000
Proposition A Total	\$ 610,000	\$ -	\$ -	\$ -	\$ -	\$ 610,000
Proposition C						
Pioneer Synchronization	136,000	-	-	-	-	136,000
Facilities Total	\$ 136,000	\$ -	\$ -	\$ -	\$ -	\$ 136,000
SB 1						
Roadway Pavement Rehabilitation Project	620,000	-	-	-	-	620,000
SB 1 Total	\$ 620,000	\$ -	\$ -	\$ -	\$ -	\$ 620,000
SCAQMD						
EV Fleet Charging Facility Expansion	19,000	-	-	-	-	19,000
SCAQMD Total	\$ 19,000	\$ -	\$ -	\$ -	\$ -	\$ 19,000
Surplus Fund						
185th Street Alley and Wall Project	573,000	-	-	-	-	573,000
City Yard Fire Suppressions System	16,000	-	-	-	-	16,000
Surplus Fund Total	\$ 589,000	\$ -	\$ -	\$ -	\$ -	\$ 589,000
CIP Total	\$ 6,356,699	\$ 12,185,533	\$ 2,163,200	\$ 1,472,000	\$ -	\$ 22,177,432

FY 25-29 Capital Improvement Plan

Project Title Roadway Pavement Rehabilitation Project

Managing Department Public Works

Project Cost			
Fiscal Year	Estimated Costs	Funding Sources	Potential Funding Sources
FY 24-25	\$620,000	Senate Bill 1	Gas Tax
FY 25-26	\$6,000,000	Federal Grant	
FY 26-27			
FY 27-28			
FY 28-29			
Total Cost		\$6,620,000	

Project Description

The Roadway Pavement Rehabilitation Project encompasses comprehensive roadway enhancements throughout the City. The project will maintain collector roadways per the City's Pavement Management Program and will include roadway maintenance and repair, including the repair of isolated areas of pavement, pavement grinding and removal, crack seal, patching, slurry seal when required, and roadway markings and striping.

- Project Justification**
- | | | | |
|---|--|--|---|
| <input checked="" type="checkbox"/> Health and Safety | <input checked="" type="checkbox"/> Asset Preservation | <input type="checkbox"/> Sustainability | <input checked="" type="checkbox"/> Community Needs |
| <input type="checkbox"/> Legal Requirements | <input type="checkbox"/> Service/Asset Expansion | <input checked="" type="checkbox"/> Funding Availability | <input type="checkbox"/> Departmental Needs |

The project will extend the roadway's lifespan and enhance structural integrity through targeted repairs informed by the City's Pavement Management Program. The project fulfills community needs for safer transportation infrastructure. Funding is available through Senate Bill 1, Gas Tax, and California State Grants.

Project Timeline

Schedule		Estimated Duration	
Start Date	July 2024	<input type="checkbox"/> One-Year	<input type="checkbox"/> Ongoing
Completion Date	September 2026	<input checked="" type="checkbox"/> Multi-Year	<i>Number of years: 2</i>

FY 25-29 Capital Improvement Plan

Project Title Pedestrian Enhancement Project

Managing Department Public Works

Project Cost			
Fiscal Year	Estimated Costs	Potential Funding Sources	Other Funding Sources
FY 24-25	\$209,430	Proposition C	
FY 25-26			
FY 26-27			
FY 27-28			
FY 28-29			
Total Cost	\$209,430		

Project Description

The Pedestrian Enhancement Project is focused on improving pedestrian safety at eleven key intersections along 166th St, 178th St, Pioneer Blvd, Ashworth St, and 186th Street. This Project includes the installation of rapid flashing beacons and high-visibility crosswalks, designed to increase pedestrian visibility and alert drivers more effectively. These enhancements aim to reduce pedestrian-related collisions and ensure safer crossing at busy intersections.

- Project Justification**

<input checked="" type="checkbox"/> Health and Safety	<input type="checkbox"/> Asset Preservation	<input type="checkbox"/> Sustainability	<input checked="" type="checkbox"/> Community Needs
<input type="checkbox"/> Legal Requirements	<input checked="" type="checkbox"/> Service/Asset Expansion	<input checked="" type="checkbox"/> Funding Availability	<input type="checkbox"/> Departmental Needs

The Pedestrian Enhancement Project is crucial for increasing safety and promoting pedestrian accessibility in the city. The addition of rapid flashing beacons and high-visibility crosswalks will greatly enhance the visibility of pedestrians, which is essential in preventing accidents. These upgrades will help reduce the likelihood of accidents and encourage walking as a safe, viable option for transportation. The Project also creates a more accessible and community-focused environment. Funding is available through the Highway Safety Improvement Program.

Project Timeline

	Schedule	Estimated Duration
Start Date	July 2024	<input checked="" type="checkbox"/> One-Year <input type="checkbox"/> Ongoing
Completion Date	June 2025	<input type="checkbox"/> Multi-Year Number of years: <input style="width: 50px;" type="text"/>

FY 25-29 Capital Improvement Plan

Project Title Pioneer Boulevard Traffic Synchronization Project

Managing Department Public Works

Project Cost			
Fiscal Year	Estimated Costs	Potential Funding Sources	Other Funding Sources
FY 24-25	\$136,000	Proposition C	
FY 25-26			
FY 26-27			
FY 27-28			
FY 28-29			
Total Cost	\$136,000		

Project Description

The work will include the installation of video and radar detection system upgrades for the traffic signals at ten (10) locations along Pioneer Boulevard. This project is a joint effort with Los Angeles County Public Works to improve traffic conditions by synchronizing all traffic signals on Pioneer Boulevard across multiple jurisdictions, including the City of Norwalk, the City of Cerritos, and the City of Whittier. Locations in Artesia:

1. Pioneer Boulevard at 166th Street
2. Pioneer Boulevard at Arkansas Street
3. Pioneer Boulevard at Artesia Boulevard
4. Pioneer Boulevard at 176th Street
5. Pioneer Boulevard at 178th Street
6. Pioneer Boulevard at Ashworth Street
7. Pioneer Boulevard at 183rd Street
8. Pioneer Boulevard at Pedestrian Crossing
9. Pioneer Boulevard at 186th Street
10. Pioneer Boulevard at 187th Street

Project Justification

Health and Safety
 Asset Preservation
 Sustainability
 Community Needs
 Legal Requirements
 Service/Asset Expansion
 Funding Availability
 Departmental Needs

These improvements will increase traffic handling capacity and channelize traffic on Pioneer Boulevard across multiple jurisdictions. This will result in faster commute times and a reduction in CO2 emissions.

Project Timeline

Schedule		Estimated Duration	
Start Date	July 2024		<input type="checkbox"/> One-Year <input type="checkbox"/> Ongoing
Completion Date	June 2026	140	<input checked="" type="checkbox"/> Multi-Year <i>Number of years: 2</i>

FY 25-29 Capital Improvement Plan

Project Title Traffic Signal Upgrades at Various Intersections

Managing Department Public Works

Project Cost			
Fiscal Year	Estimated Costs	Potential Funding Sources	Other Funding Sources
FY 24-25			
FY 25-26	\$26,750	General Fund	
FY 26-27	\$37,450	General Fund	
FY 27-28			
FY 28-29			
Total Cost	\$64,200		

Project Description

This project will include the installation of new Clary battery back-up systems and/or 41 Ahr batteries at various intersections. These equipment upgrades allow the traffic signal to function during a power outage. Locations:

1. 183rd Street and Clarkdale Avenue
2. Artesia Boulevard and Elaine Avenue
3. South Street and Norwalk Boulevard
4. South Street and Clarkdale Avenue

Project Justification

<input checked="" type="checkbox"/> Health and Safety	<input checked="" type="checkbox"/> Asset Preservation	<input type="checkbox"/> Sustainability	<input checked="" type="checkbox"/> Community Needs
<input type="checkbox"/> Legal Requirements	<input checked="" type="checkbox"/> Service/Asset Expansion	<input type="checkbox"/> Funding Availability	<input type="checkbox"/> Departmental Needs

The primary function of a traffic signal is to assign right-of-way to conflicting movements of traffic, both vehicle and pedestrian, at an intersection and increase traffic handling capacity. This service should continue in the case of an emergency power outage.

Project Timeline

	Schedule		Estimated Duration
Start Date	July 2025		<input type="checkbox"/> One-Year <input type="checkbox"/> Ongoing
Completion Date	June 2027		<input checked="" type="checkbox"/> Multi-Year <i>Number of years: 2</i>

FY 25-29 Capital Improvement Plan

Project Title 185th Street Alley and Block Wall Project

Managing Department Public Works

Project Cost			
Fiscal Year	Estimated Costs	Potential Funding Sources	Other Funding Sources
FY 24-25	\$573,000	General Fund	
FY 25-26			
FY 26-27			
FY 27-28			
FY 28-29			
Total Cost	\$573,000		

Project Description

This project involves comprehensive improvements to the alley at the westernmost dead end of 185th Street, focusing on enhancing asphalt surfaces and upgrading drainage systems. Additionally, the project includes the installation of 253 lineal feet of privacy wall/fencing. This project aims to improve the infrastructure adjacent to Historical District Recreational Trails and enhance the usability and aesthetics of the area servicing local residences.

- Project Justification**
- | | | | |
|---|---|--|---|
| <input checked="" type="checkbox"/> Health and Safety | <input type="checkbox"/> Asset Preservation | <input type="checkbox"/> Sustainability | <input checked="" type="checkbox"/> Community Needs |
| <input type="checkbox"/> Legal Requirements | <input checked="" type="checkbox"/> Service/Asset Expansion | <input checked="" type="checkbox"/> Funding Availability | <input type="checkbox"/> Departmental Needs |

The enhancement of the 185th Street Alley is crucial for improving access and functionality for the residents and services using the Trail. The improvements to the alley's asphalt surface and drainage systems will provide a more functional and reliable access route, preventing water damage and improving conditions for vehicle and pedestrian use. Additionally, the installation of privacy fencing addresses residents' requests for increased security and privacy. These improvements are critical for maintaining the integrity and usability of this area and ensures it meets the evolving needs of the community.

Project Timeline

	Schedule	Estimated Duration	
Start Date	August 2024	<input checked="" type="checkbox"/> One-Year	<input type="checkbox"/> Ongoing
Completion Date	June 2025	<input type="checkbox"/> Multi-Year	<i>Number of years:</i>

FY 25-29 Capital Improvement Plan

Project Title Artesia Water Tower Improvement Project

Managing Department Public Works

Project Cost			
Fiscal Year	Estimated Costs	Potential Funding Sources	Other Funding Sources
FY 24-25	\$120,000	General Fund	
FY 25-26			
FY 26-27			
FY 27-28			
FY 28-29			
Total Cost	\$120,000		

Project Description

This project focuses on vital enhancements to maintain and beautify the Arteria Water tower, a prominent city landmark. The project includes a structural power wash and a fresh coat of paint to highlight the tower's architectural features. These updates will preserve the integrity and aesthetic appeal of the Water Tower to ensure it continues to serve as a visual centerpiece of the community.

- Project Justification**
- | | | | |
|---|--|---|---|
| <input type="checkbox"/> Health and Safety | <input checked="" type="checkbox"/> Asset Preservation | <input type="checkbox"/> Sustainability | <input type="checkbox"/> Community Needs |
| <input type="checkbox"/> Legal Requirements | <input type="checkbox"/> Service/Asset Expansion | <input type="checkbox"/> Funding Availability | <input type="checkbox"/> Departmental Needs |

Regular maintenance, such as power washing and painting, is crucial to protect the Water Tower from environmental wear and corrosion which extends its lifespan and reducing future repair costs. Additionally, enhancing the tower's lighting not only improves its visibility and prominence but also boosts local pride and the tower's role as a community symbol.

Project Timeline

Schedule		Estimated Duration	
Start Date	July 2024	<input checked="" type="checkbox"/> One-Year	<input type="checkbox"/> Ongoing
Completion Date	June 2025	<input type="checkbox"/> Multi-Year	<i>Number of years:</i>

FY 25-29 Capital Improvement Plan

Project Title Electric Vehicle Fleet Charging Facility Expansion

Managing Department Administration, Parks and Recreation

Project Cost			
Fiscal Year	Estimated Costs	Funding Sources	Potential Funding Sources
FY 24-25	\$319,000	Proposition A	SCAQMD
FY 25-26			
FY 26-27			
FY 27-28			
FY 28-29			
Total Cost	\$319,000		

Project Description

The City's existing electric vehicle fleet charging facility requires enlargement due to the increasing number of electric vehicles the City has acquired for the fleet recently. The project will consist of:

1. Increasing the facility's electrical load capacity.
2. Extending existing and installing new infrastructure to accommodate four additional charging ports.
3. Expanding the wrought iron fence area.
4. Resurfacing and re-striping the facility.
5. Relocating existing facility lot lighting.

Enlarging the charging facility will also allow all storage containers to be contained within its gated area. Prop. A will fund the majority of the construction costs. SCAQMD AB 2766 funds will pay for two of the charging Ports.

Project Justification

Health and Safety
 Asset Preservation
 Sustainability
 Community Needs
 Legal Requirements
 Service/Asset Expansion
 Funding Availability
 Departmental Needs

The City's recent electric vehicle acquisitions (2 electric vans for Park & Rec; 4 electric cars for Code Enforcement) are consistent with the City's goals of environmental and fiscal sustainability. The additional charging ports and facility enlargement are needed to support these goals and to protect both new and existing assets. Funding is available through Proposition A (\$300,000) and SCAQMD AB 2766 (\$19,000).

Project Timeline

Schedule		Estimated Duration	
Start Date	July 2024	<input checked="" type="checkbox"/> One-Year	<input type="checkbox"/> Ongoing
Completion Date	June 2025	<input type="checkbox"/> Multi-Year	Number of years:

FY 25-29 Capital Improvement Plan

Project Title Monument Sign Replacement Project

Managing Department Public Works

Project Cost			
Fiscal Year	Estimated Costs	Funding Sources	Potential Funding Sources
FY 24-25			
FY 25-26	\$350,000	General Fund	
FY 26-27			
FY 27-28			
FY 28-29			
Total Cost	\$350,000		

Project Description

The Monument Sign Replacement Project involves the removal and replacement of existing monument signs, along with the purchase and installation of ten new monument signs across the city. This includes updating seven existing locations and introducing signs at three new locations. This project aims to enhance city branding and wayfinding to ensure that both residents and visitors can easily navigate and identify key locations and districts within the City. Locations:

1. Pioneer Boulevard at 166th Street
2. Artesia Boulevard at Gridley Road
3. Artesia Boulevard at Pioneer Boulevard
4. 183rd Street at Gridley Road
5. 183rd Street at Norwalk Boulevard
6. South Street at Jersey Avenue
7. South Street at Norwalk Boulevard
8. Pioneer Boulevard at 188th Street (New)
9. Norwalk Boulevard at Artesia Boulevard (New)
10. Norwalk Boulevard at Flora Vista Street (New)

Project Justification

Health and Safety
 Asset Preservation
 Sustainability
 Community Needs
 Legal Requirements
 Service/Asset Expansion
 Funding Availability
 Departmental Needs

The replacement and addition of new monument signs are vital for maintaining the city's visual identity and navigational ease. Replacing outdated and deteriorating monument signs helps maintain essential public assets, keeping them in good condition and preserving their longevity. Establishing new signs in strategic locations support the community's needs for clear and consistent wayfinding. This project not only boosts the aesthetic appeal of the City but also enhances functional communication through improved signage.

Project Timeline

Schedule		Estimated Duration	
Start Date	July 2024	<input checked="" type="checkbox"/> One-Year	<input type="checkbox"/> Ongoing
Completion Date	June 2025	<input type="checkbox"/> Multi-Year	<i>Number of years:</i>

FY 25-29 Capital Improvement Plan

Project Title Citywide Bus Shelter Replacement Project

Managing Department Public Works

Project Cost			
Fiscal Year	Estimated Costs	Funding Sources	Potential Funding Sources
FY 24-25	\$310,000	Proposition A	
FY 25-26			
FY 26-27			
FY 27-28			
FY 28-29			
Total Cost	\$310,000		

Project Description

The City will undergo replacement of bus shelters across fourteen locations to address the current state of dilapidation and improve the overall public transit experience. The project will involve the removal of existing deteriorated shelters and the installation of new, modern bus shelters. This Project aims to enhance safety, comfort, and accessibility for all transit users.

- Project Justification**
- | | | | |
|---|--|--|---|
| <input checked="" type="checkbox"/> Health and Safety | <input checked="" type="checkbox"/> Asset Preservation | <input type="checkbox"/> Sustainability | <input checked="" type="checkbox"/> Community Needs |
| <input type="checkbox"/> Legal Requirements | <input type="checkbox"/> Service/Asset Expansion | <input checked="" type="checkbox"/> Funding Availability | <input type="checkbox"/> Departmental Needs |

Replacing the dilapidated bus shelters is important for ensuring the safety and comfort of transit users city-wide. New shelters will provide improved protection from weather elements, enhance the aesthetic appeal of the city's transit facilities, and are designed to be more accessible, supporting the city's commitment to accessible public transportation for all residents, including those with mobility challenges. The project will update and maintain valuable city infrastructure to prevent further deterioration and higher future costs. Funding is available through Proposition A and the project will have no impact on the General Fund.

Project Timeline

Schedule		Estimated Duration	
Start Date	July 2024	<input checked="" type="checkbox"/> One-Year	<input type="checkbox"/> Ongoing
Completion Date	June 2025	<input type="checkbox"/> Multi-Year	Number of years:

FY 25-29 Capital Improvement Plan

Project Title Sidewalk Replacement Program

Managing Department Public Works

Project Cost			
Fiscal Year	Estimated Costs	Funding Sources	Potential Funding Sources
FY 24-25	\$271,269	CDBG	
FY 25-26			
FY 26-27			
FY 27-28			
FY 28-29			
Total Cost	\$271,269		

Project Description

This project provides for enhanced pedestrian safety and accessibility by addressing severe trip hazards identified in a recent sidewalk assessment. The City will replace sidewalks with elevation changes over 2 ½ inches or cracked and broken panels, reducing trip and fall risks. Priority areas from recent Sidewalk assessments will receive special attention. The primary goal is ADA compliance to provide safe paths for pedestrians, benefiting low to moderate-income individuals, the elderly, and those with disabilities.

- Project Justification**
- | | | | |
|--|--|--|---|
| <input checked="" type="checkbox"/> Health and Safety | <input checked="" type="checkbox"/> Asset Preservation | <input type="checkbox"/> Sustainability | <input checked="" type="checkbox"/> Community Needs |
| <input checked="" type="checkbox"/> Legal Requirements | <input type="checkbox"/> Service/Asset Expansion | <input checked="" type="checkbox"/> Funding Availability | <input type="checkbox"/> Departmental Needs |

The Sidewalk Replacement Program is crucial for enhancing health and safety. Deteriorated sidewalks pose significant tripping hazards, especially for the elderly and individuals with disabilities. By ensuring compliance with ADA standards, the city meets its legal requirements and provides accessible pathways for all residents. Preserving the city’s assets through timely sidewalk replacement prevents further deterioration and avoids costly future repairs. This initiative ultimately enhances the quality of life in Artesia, ensuring that all residents can navigate their city safely and comfortably. Funding is available through the Community Development Block Grant (CDBG)

Project Timeline

Schedule		Estimated Duration	
Start Date	July 2024	<input checked="" type="checkbox"/> One-Year	<input type="checkbox"/> Ongoing
Completion Date	June 2025	<input type="checkbox"/> Multi-Year	Number of years:

FY 25-29 Capital Improvement Plan

Project Title A.J. Padelford Park General Improvements

Managing Department Parks and Recreation

Project Cost			
Fiscal Year	Estimated Costs	Potential Funding Sources	Other Funding Sources
FY 24-25	\$600,000	LA County Grant	
FY 25-26	\$600,000	LA County Grant	
FY 26-27			
FY 27-28			
FY 28-29			
Total Cost		\$1,200,000	

Project Description

This project includes a series of enhancements aimed at revitalizing this key community asset. Planned improvements include the refurbishment of the teen center building, installation of new park lighting, construction of outdoor public restrooms, and upgrades to both building and program equipment. These upgrades are designed to modernize the park’s facilities, improve safety and accessibility, and enhance the overall visitor experience.

- Project Justification**
- | | | | |
|---|--|--|--|
| <input type="checkbox"/> Health and Safety | <input checked="" type="checkbox"/> Asset Preservation | <input type="checkbox"/> Sustainability | <input checked="" type="checkbox"/> Community Needs |
| <input type="checkbox"/> Legal Requirements | <input type="checkbox"/> Service/Asset Expansion | <input checked="" type="checkbox"/> Funding Availability | <input checked="" type="checkbox"/> Departmental Needs |

There has been strong community desire to enhance recreational spaces in North Artesia. This project directly responds to that community feedback and supports the operational needs of Park staff which will enable them to offer better services and programs. Additionally, refurbishing aging structures and updating equipment extend the life and functionality of park assets, preventing costlier replacements in the future. Funding is available through the County's Discretionary Community Program funds.

Project Timeline

Schedule	Estimated Duration
Start Date	July 2024
Completion Date	June 2026
	<input type="checkbox"/> One-Year <input type="checkbox"/> Ongoing <input checked="" type="checkbox"/> Multi-Year <i>Number of years: 2</i>

FY 25-29 Capital Improvement Plan

Project Title Artesia Botanical Garden Project

Managing Department Parks and Recreation

Project Cost			
Fiscal Year	Estimated Costs	Potential Funding Sources	Other Funding Sources
FY 24-25	\$950,000	HUD & CNRA Grants	TAP
FY 25-26	\$2,250,000	HUD & CNRA Grants	DIF
FY 26-27	\$2,440,000	HUD & CNRA Grants	DIF
FY 27-28	\$1,472,000	HUD Grant	DIF
FY 28-29			
Total Cost		\$7,112,000	

Project Description

The Artesia Botanical Garden Project involves transforming a 1.4-acre site into a vibrant public park. This comprehensive redevelopment includes the demolition of existing on-site structures and the creation of a botanical garden that utilizes the site's existing vegetation. The project will also feature a community building with restroom facilities, an open pavilion with picnic and BBQ areas, an outdoor theater, turf areas for leisure and activities, a themed biome walk, and a maintenance shed. This initiative aims to enhance local green spaces and provide a multifunctional area for community engagement and recreational activities.

- Project Justification**
- | | | | |
|---|---|--|---|
| <input type="checkbox"/> Health and Safety | <input type="checkbox"/> Asset Preservation | <input checked="" type="checkbox"/> Sustainability | <input checked="" type="checkbox"/> Community Needs |
| <input type="checkbox"/> Legal Requirements | <input checked="" type="checkbox"/> Service/Asset Expansion | <input checked="" type="checkbox"/> Funding Availability | <input type="checkbox"/> Departmental Needs |

The Community has expressed the need for more green and recreational areas. This project is designed to fulfill a vital community need for more green spaces and recreational areas. By transforming this underutilized area, the project will provide residents with a botanical garden and several public amenities that promote health, wellness, and community engagement. The inclusion of facilities like the outdoor theater and themed walks also supports educational and cultural engagement. This development not only maximizes the use of city land but also aligns with broader goals of sustainable urban development and beautification. Funding is available through: HUD funds from Congressional Directed Spending, CNRA funds from State Specified Grants, Technical Assistance Program (TAP) Funds from RPOSD and the City's Development Impact Fees (DIF).

Project Timeline

Schedule	Estimated Duration
Start Date August 2024	<input type="checkbox"/> One-Year <input type="checkbox"/> Ongoing <input checked="" type="checkbox"/> Multi-Year <i>Number of years: 4</i>
Completion Date June 2028	

FY 25-29 Capital Improvement Plan

Project Title Artesia Park Facilities Improvement Project

Managing Department Parks and Recreation

Project Cost			
Fiscal Year	Estimated Costs	Funding Sources	Potential Funding Sources
FY 24-25	\$1,200,000	CNRA Grant & Measure A	
FY 25-26	\$678,953	CNRA Grant	DIF
FY 26-27			
FY 27-28			
FY 28-29			
Total Cost	\$1,998,953		

Project Description

The City of Artesia will be restoring aging facilities at Artesia Park critical for delivering services to our residents. Four (4) individual projects that will enhance recreation amenities, ensuring safety, functionality, and improved community engagement. The project includes removing and replacing the roof, installing new flooring, and applying fresh exterior paint to enhance the center’s durability and aesthetic appeal. Artesia Park Snack Bar Refurbishment will involve general facility upgrades to improve operational efficiency and visitor experience. Artesia Park Ball Field Improvements will laser level the field, add a suitable mix of infield clay to correct uneven surfaces, and incorporate new field maintenance equipment to ensure optimal playing conditions. The Old Library Refurbishment aims to transform the space with interior renovations, new flooring, lighting, an upgraded HVAC system, modern furnishings, and ADA-compliant restroom facilities.

- Project Justification**
- | | | | |
|---|--|--|--|
| <input checked="" type="checkbox"/> Health and Safety | <input checked="" type="checkbox"/> Asset Preservation | <input type="checkbox"/> Sustainability | <input checked="" type="checkbox"/> Community Needs |
| <input type="checkbox"/> Legal Requirements | <input type="checkbox"/> Service/Asset Expansion | <input checked="" type="checkbox"/> Funding Availability | <input checked="" type="checkbox"/> Departmental Needs |

The Project enhances safety and functionality across several aging facilities in response to the growing needs of the community and improving operational efficiency for City departments. By refurbishing key areas the project ensures that these spaces meet modern safety standards and are more accessible, significantly reducing potential health risks. These upgrades are critical for preserving critical community assets, preventing the deterioration of facilities that are central to public recreation and community events. Funding is available through the California Natural Resources Agency grant.

Project Timeline

Schedule	Estimated Duration
Start Date	July 2024
Completion Date	June 2026
	<input type="checkbox"/> One-Year <input type="checkbox"/> Ongoing <input checked="" type="checkbox"/> Multi-Year <i>Number of years: 2</i>

FY 25-29 Capital Improvement Plan

Project Title Historical District Trails Project - Phase III Landscaping

Managing Department Public Works

Project Cost			
Fiscal Year	Estimated Costs	Funding Sources	Potential Funding Sources
FY 24-25	\$325,000	Measure M	
FY 25-26			
FY 26-27			
FY 27-28			
FY 28-29			
Total Cost		\$325,000	

Project Description

This project includes a series of enhancements aimed at revitalizing this key community asset. Planned improvements include the installation of retaining walls where grade differences are present, irrigation repairs, installation of ground cover and the installation of trees and shrubs.

- Project Justification**
- | | | | |
|---|--|--|--|
| <input type="checkbox"/> Health and Safety | <input type="checkbox"/> Asset Preservation | <input checked="" type="checkbox"/> Sustainability | <input type="checkbox"/> Community Needs |
| <input type="checkbox"/> Legal Requirements | <input type="checkbox"/> Service/Asset Expansion | <input checked="" type="checkbox"/> Funding Availability | <input checked="" type="checkbox"/> Departmental Needs |

The Community has expressed the need for more green and recreational areas. This project is designed to fulfill a vital community need for more green spaces and recreational areas. By transforming this underutilized area, the project will provide residents with a landscaped walking and bicycle trail which promote health, wellness, and community engagement.

Project Timeline

Schedule		Estimated Duration	
Start Date	July 2024	<input checked="" type="checkbox"/> One-Year	<input type="checkbox"/> Ongoing
Completion Date	June 2025	<input type="checkbox"/> Multi-Year	Number of years: <input style="width: 50px;" type="text"/>

FY 25-29 Capital Improvement Plan

Project Title Albert O. Little Community Center – Westside Renovation

Managing Department Parks and Recreation

Project Cost			
Fiscal Year	Estimated Costs	Funding Sources	Potential Funding Sources
FY 24-25	\$250,000	DIF – Community Center	
FY 25-26	\$300,000	DIF – Community Center	
FY 26-27			
FY 27-28			
FY 28-29			
Total Cost		\$550,000	

Project Description

This project is designed to transform the current facility into a modern, fully-equipped venue capable of hosting a diverse range of performance arts events, recreational activities, and other City events. Phase I of the renovation will include the installation of advanced stage lighting, high-quality audio systems, large projector screens, and other audio/visual upgrades. Phase II of the renovation includes interior renovations to the stage area, upgrading its design and functionality to better accommodate performances and events. These improvements will enhance the aesthetic appeal and usability of the stage, making it a more versatile and attractive space for community activities. These improvements will not only address existing limitations but also expand the Community Center's capabilities to engage residents with new and enriched cultural, educational, and recreational opportunities.

- Project Justification**
- | | | | |
|---|--|--|---|
| <input checked="" type="checkbox"/> Health and Safety | <input type="checkbox"/> Asset Preservation | <input type="checkbox"/> Sustainability | <input checked="" type="checkbox"/> Community Needs |
| <input type="checkbox"/> Legal Requirements | <input type="checkbox"/> Service/Asset Expansion | <input checked="" type="checkbox"/> Funding Availability | <input type="checkbox"/> Departmental Needs |

The Project addresses essential needs by enhancing the facility's capacity to support a wider array of events and activities which aligns with community desires for more varied and higher-quality programming. This project also meets departmental requirements for a more functional and adaptable space which would enable staff to offer programs that cater to evolving community interests. The Community Center will better serve as a cultural and recreational area that will significantly enrich the quality of life of residents and visitors. This project qualifies for DIF as it expands and enhances community amenities in line with the population growth and increased demand for cultural and recreational activities.

Project Timeline

	Schedule	Estimated Duration
Start Date	July 2024	<input type="checkbox"/> One-Year <input type="checkbox"/> Ongoing
Completion Date	June 2026	<input checked="" type="checkbox"/> Multi-Year <i>Number of years: 2</i>

FY 25-29 Capital Improvement Plan

Project Title Council Chamber Modernization Project

Managing Department Administration

Project Cost			
Fiscal Year	Estimated Costs	Funding Sources	Potential Funding Sources
FY 24-25	\$300,000	PEG	
FY 25-26	\$250,000	PEG	General Fund
FY 26-27			
FY 27-28			
FY 28-29			
Total Cost		\$550,000	

Project Description

The existing audio/visual system in the City Council Chamber is nearly 20 years old and no longer receives updates or support from the manufacturer. This system suffers from frequent failures that interrupt the City's broadcasting capabilities. Phase I of this project plans to modernize this system to meet current technological standards and enhance the functionality and reliability of meeting broadcasts. The project scope includes the installation of new high-definition cameras, microphones, speakers, confidence monitors, an assistive listening system, and an advanced control and broadcast system. Additionally, the new A/V system will support electronic voting and remote participation capabilities. Upgrades will also be completed to the adjacent conference room to improve A/V capabilities for various meeting formats. Phase II of the project will focus on updating the council chamber's furniture and infrastructure. Phase II includes replacing worn carpeting, installing new audience chairs, and making modifications to the dais and staff areas to enhance functionality, aesthetics, and ensure ADA compliance.

- Project Justification**
- | | | | |
|---|---|--|--|
| <input type="checkbox"/> Health and Safety | <input type="checkbox"/> Asset Preservation | <input type="checkbox"/> Sustainability | <input checked="" type="checkbox"/> Community Needs |
| <input type="checkbox"/> Legal Requirements | <input checked="" type="checkbox"/> Service/Asset Expansion | <input checked="" type="checkbox"/> Funding Availability | <input checked="" type="checkbox"/> Departmental Needs |

There has been a desire to modernize the City's AV System to enhance broadcasting capabilities. The current system's frequent failures disrupt meetings, and replacement parts are no longer available due to the system's age. Phase I of this project will be funded solely through the PEG Fund and will not impact the General Fund. This enhancement will significantly increase public access and participation by providing clearer and more reliable broadcasts, fostering greater transparency. Upgrading this technology will ensure Council meetings run smoothly and help increase efficiency, meeting operational demands and improve the City's broadcasting capabilities for years to come. Phase II will ensure that the physical space of the Chamber meets the functional needs of council members, staff, and audience members during meetings.

Project Timeline

Schedule		Estimated Duration	
Start Date	July 2024	<input type="checkbox"/> One-Year	<input type="checkbox"/> Ongoing
Completion Date	June 2026	<input checked="" type="checkbox"/> Multi-Year	Number of years: 2

FY 25-29 Capital Improvement Plan

Project Title Public Works Yard Fire Suppression System

Managing Department Public Works

Project Cost			
Fiscal Year	Estimated Costs	Funding Sources	Potential Funding Sources
FY 24-25	\$16,000	General Fund	
FY 25-26			
FY 26-27			
FY 27-28			
FY 28-29			
Total Cost	\$16,000		

Project Description

The project involves crucial updates to the fire suppression system at the Public Works Yard, including repairing or replacing existing components to meet current safety standards. This enhancement ensures that the facility remains compliant with fire safety regulations and is equipped to handle potential emergencies effectively, safeguarding both the personnel and the equipment housed at the site.

- Project Justification**
- Health and Safety
 Asset Preservation
 Sustainability
 Community Needs
 Legal Requirements
 Service/Asset Expansion
 Funding Availability
 Departmental Needs

This project is vital to maintain a safe working environment for city employees and ensures that they are protected from fire hazards while performing their duties. Enhancing this system not only prevents potential life-threatening incidents but also minimizes the risk of significant property damage, which can disrupt essential public services provided by the Public Works staff.

Project Timeline

Schedule		Estimated Duration	
Start Date	July 2024	<input checked="" type="checkbox"/> One-Year	<input type="checkbox"/> Ongoing
Completion Date	June 2025	<input type="checkbox"/> Multi-Year	<i>Number of years:</i>

FY 25-29 Capital Improvement Plan

Project Title Installation of Emergency Generators at City Facilities

Managing Department Public Works

Project Cost			
Fiscal Year	Estimated Costs	Potential Funding Sources	Other Funding Sources
FY 24-25			
FY 25-26	\$709,826	General Funds	
FY 26-27			
FY 27-28			
FY 28-29			
Total Cost	\$709,826		

Project Description

This work involves the purchase and installation of three (3) emergency backup power generators to be located at the Albert O. Little Community Center, A.J. Padelford Community Center, and the Public Works Service Yard. Generators will allow these facilities to be used as community resource centers during emergencies.

- Project Justification**
- | | | | |
|---|---|---|---|
| <input checked="" type="checkbox"/> Health and Safety | <input type="checkbox"/> Asset Preservation | <input type="checkbox"/> Sustainability | <input checked="" type="checkbox"/> Community Needs |
| <input type="checkbox"/> Legal Requirements | <input checked="" type="checkbox"/> Service/Asset Expansion | <input type="checkbox"/> Funding Availability | <input type="checkbox"/> Departmental Needs |

Emergency generators provide power for systems that will protect human life, such as egress lighting or fire detection and alarm systems, as well as other critical systems that impact safety such as heating and air conditioning and lighting.

Project Timeline

Schedule		Estimated Duration	
Start Date	July 2025	<input checked="" type="checkbox"/> One-Year	<input type="checkbox"/> Ongoing
Completion Date	June 2026	<input type="checkbox"/> Multi-Year	<i>Number of years:</i>

FY 25-29 Capital Improvement Plan

Project Title City Hall General Improvements

Managing Department Public Works

Project Cost			
Fiscal Year	Estimated Costs	Potential Funding Sources	Other Funding Sources
FY 24-25			
FY 25-26	\$120,000	General Fund	
FY 26-27	\$210,000	General Fund	
FY 27-28			
FY 28-29			
Total Cost		\$330,000	

Project Description

The work will include, but not be limited to general improvements to Artesia City Hall. The work includes:

1. Repairs to walls caused by water damage.
2. Repairs to plumbing to improve water pressure.
3. Building security improvements.
4. IT system improvements.

Project Justification

Health and Safety
 Asset Preservation
 Sustainability
 Community Needs
 Legal Requirements
 Service/Asset Expansion
 Funding Availability
 Departmental Needs

The Project enhances safety and functionality across several aging facilities in response to the growing needs of the community and improving operational efficiency for City departments

Project Timeline

Schedule	Estimated Duration
Start Date	July 2025 <input type="checkbox"/> One-Year <input type="checkbox"/> Ongoing
Completion Date	June 2027 <input checked="" type="checkbox"/> Multi-Year Number of years: 2

FY 25-29 Capital Improvement Plan

Project Title HVAC Replacement for City Facilities

Managing Department Public Works

Project Cost			
Fiscal Year	Estimated Costs	Potential Funding Sources	Other Funding Sources
FY 24-25			
FY 25-26	\$513,754	General Fund	SoCalREN Incentives
FY 26-27			
FY 27-28			
FY 28-29			
Total Cost	\$513,754		

Project Description

Installation of new HVAC units for Albert O. Little Community Center, City Hall, and AJ Padelford Park. This includes various energy efficiency measures, smart thermostats, smart motors, and LED lighting.

- Project Justification**
- Health and Safety
 Asset Preservation
 Sustainability
 Community Needs
 Legal Requirements
 Service/Asset Expansion
 Funding Availability
 Departmental Needs

Current HVAC units at Albert O. Little Community Center, City Hall, and AJ Padelford Park are approaching the end of their service life and do not meet current energy standards.

Project Timeline

Schedule		Estimated Duration	
Start Date	July 2025	<input checked="" type="checkbox"/> One-Year <input type="checkbox"/> Ongoing	
Completion Date	June 2026	<input type="checkbox"/> Multi-Year	Number of years: