

# PROPOSED BUDGET

TWO YEAR BUDGET  
FISCAL YEARS 2025/2026 & 2026/2027



*Glendora*



# Table of Contents

<b>Introduction .....</b>	<b>5</b>	Budget Summary – Other Funds .....	61
Elected and Appointed Officials .....	6	Special Revenue Funds .....	61
Organizational Chart .....	7	Capital Projects Funds .....	63
GFOA Distinguished Budget Award .....	8	Debt Service Funds .....	65
CSMFO Operating Budget Excellence Award .....	9	Enterprise Funds .....	67
<b>Budget Message.....</b>	<b>11</b>	Water Funds Multi-Year Financial Forecast .....	69
City Manager's Budget Message .....	12	Internal Service Funds .....	70
<b>Budget Guide and Financial Policies.....</b>	<b>19</b>	Glendora Successor Agency .....	72
Budget Basis and Procedures .....	20	Summary of Revenues By Fund .....	73
Strategic Plan .....	21	General Fund Revenues by Line Item .....	75
Basis of Accounting .....	22	Other Fund Revenues by Line Item .....	79
Fiscal & Budgetary Policies .....	23	Summary of Expenditures by Fund Type .....	87
Employee Compensation .....	27	Summary of Expenditures by Division .....	89
Debt Limit and Obligation .....	28	Appropriations by Department Matrix .....	101
GANN Appropriations Limit .....	32	Interfund Transfers Matrix .....	103
<b>Resolutions.....</b>	<b>33</b>	<b>Capital Program .....</b>	<b>105</b>
Resolution: Adopting Budget .....	34	Capital Program Summary By Fund .....	107
Resolution: GANN Limit .....	37	Facilities Capital Improvements Projects .....	113
<b>Financial Summaries.....</b>	<b>39</b>	Parks Capital Improvements Projects .....	125
Summary of Available Resources .....	40	Stormwater Capital Improvements Projects .....	131
Budget Summary Overview – All Funds .....	44	Streets Capital Improvements Projects .....	135
Overview of Resources (Revenue) .....	44	Streets and Water Capital Improvements Projects .....	148
Overview of Appropriations (Expenditures) .....	47	Water Capital Improvements Projects .....	158
Budget Summary – General Fund .....	50	<b>Legislative.....</b>	<b>167</b>
General Fund Revenues (Resources) .....	50	City Council .....	168
General Fund Expenditures (Appropriations) .....	53	City Attorney .....	172
Budget Summary - Measures E/Z .....	56	<b>City Clerk .....</b>	<b>175</b>
General Fund and Measures E/Z Multi-Year Financial Forecasts .....	58	City Clerk .....	178
General Fund Multi-Year Financial Forecast .....	59	Municipal Elections .....	182
Measures E/Z Multi-Year Financial Forecast .....	60	Public Information & Media .....	185
		Passport Services .....	187
		<b>City Manager.....</b>	<b>191</b>
		City Manager .....	194

**Information Technology ..... 199**

Information Systems ..... 202

**Administrative Services ..... 207**

Non-Departmental ..... 210

Finance ..... 212

Human Resources ..... 216

Risk Management ..... 219

**Public Safety ..... 223**

Police Administration ..... 227

Patrol ..... 231

Dispatch ..... 236

Investigation ..... 238

Traffic Control ..... 241

Community Impact &amp; Relations ..... 244

Police Records ..... 248

Jail Operations ..... 250

Community Preservation ..... 252

Office of Traffic Safety (OTS) Grant ..... 255

**Community Development ..... 257**

Planning Administration ..... 260

Building ..... 265

Economic Development ..... 268

CDBG ..... 271

Business Improvement District (BID) ..... 273

Housing Authority ..... 275

Successor Agency ..... 276

**Public Works ..... 279**

Public Works Administration ..... 280

Environmental Services ..... 283

Streets ..... 285

Fleet Management ..... 288

Engineering ..... 292

Facilities Maintenance ..... 296

National Pollutant Discharge Elimination System (NPDES) ..... 298

Parks, Trees &amp; Landscape ..... 301

Water Administration ..... 305

Water Customer Service ..... 308

Water Conservation ..... 310

Water Transmission / Distribution ..... 312

Water Production ..... 314

**Library ..... 319**

Library Administration ..... 322

Circulation / Technical Services ..... 328

Youth Services ..... 331

Adult Services ..... 334

Development ..... 337

**Recreation & Human Services ..... 341**

Recreation &amp; Human Services Admin ..... 344

Recreation ..... 348

Human Services ..... 352

Teen &amp; Family Center ..... 356

Homelessness ..... 360

Public Transit ..... 363

**Staffing ..... 367**

Authorized Positions Full-Time and Part Time ..... 368

Authorized Positions Detail ..... 369

Authorized Positions Summary Reconciliation ..... 377

**Appendix ..... 379**

Community Information and Statistics ..... 380

Fund Descriptions ..... 381

Glossary of Terms ..... 386

Summary of Acronyms ..... 390



# Introduction

# Elected and Appointed Officials

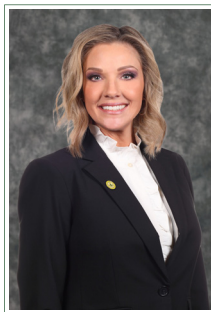
## ELECTED OFFICIALS



David Fredendall  
Mayor – District 2



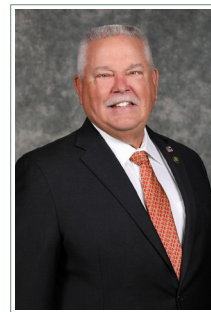
Michael Allawos  
Mayor Pro Tem – District 1



Shaunna Elias  
District 3



Karen Davis  
District 4



Mendell Thompson  
District 5

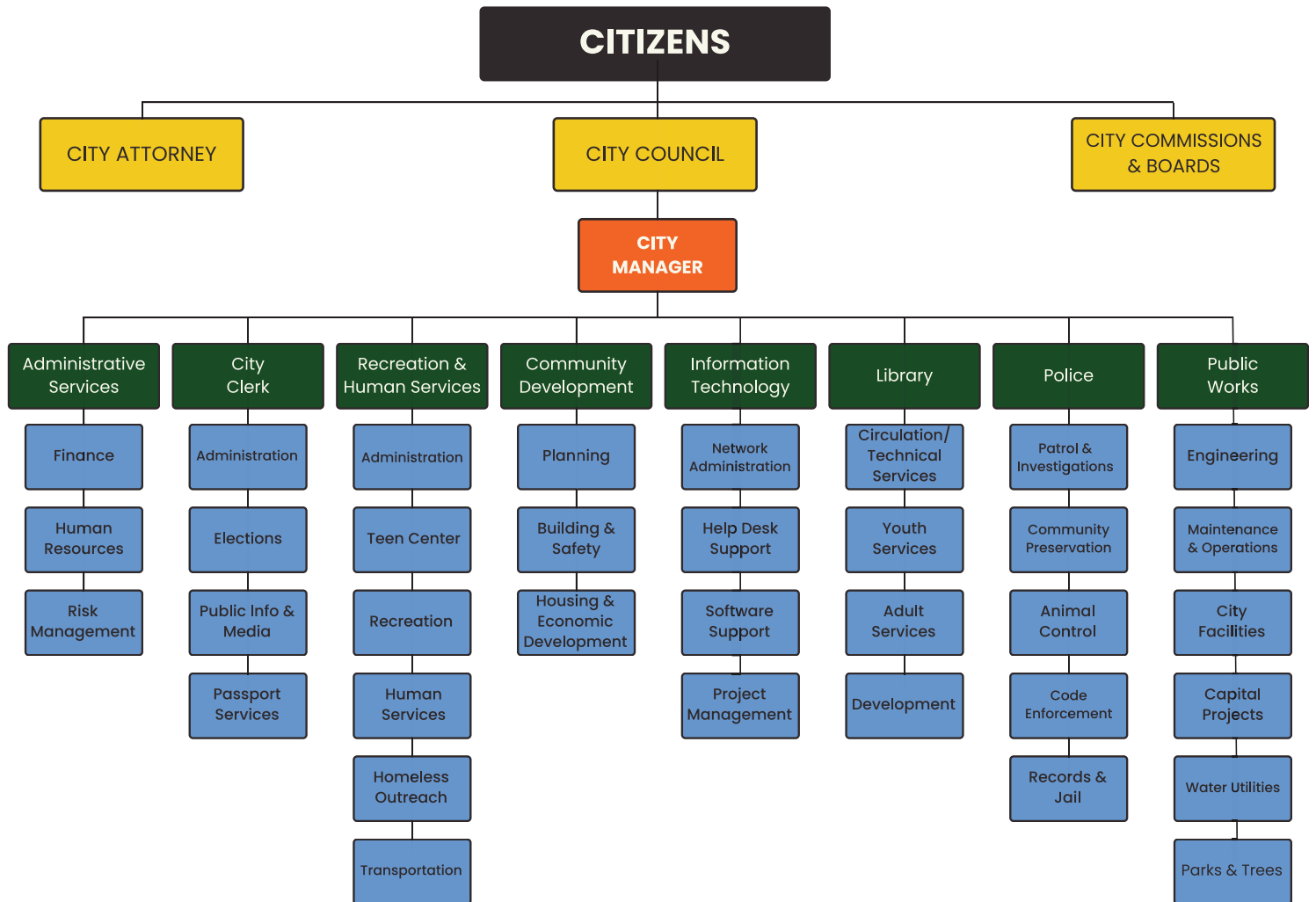
## BOARDS & COMMISSIONS

- Community Services Commission
- Planning Commission
- Business Improvement District Advisory Board
- Board of Library Trustees
- Water Commission

## APPOINTED OFFICIALS & DEPARTMENT HEADS

- City Manager – Adam Raymond
- Assistant City Manager - Moises Lopez
- Deputy City Manager - Marie Ricci
- City Clerk / Communications Director - Kathleen R. Sessman
- Information Technology Director - Sam Robbin
- Finance Director / City Treasurer – Kyle Johnson
- Police Chief - Michael Randazzo
- Community Development Director - Jeff Kugel
- Public Works Director - William Wittkopf
- Library Director - Janet Stone
- Recreation & Human Services Director - John Aguirre

# Organizational Chart



## GFOA Distinguished Budget Award



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Glendora  
California**

For the Biennium Beginning

**July 01, 2023**

*Christopher P. Morill*

**Executive Director**

The Government Finance Officers Association (GFOA) of the United States and Canada presented a Distinguished Budget Presentation Award to the City of Glendora, California, for its budget. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, operations guide, financial plan and communications device. This award is valid for a period of one year only.

We believe the upcoming budget document conforms to program requirements. We will be submitting it to GFOA to determine its eligibility for another award.

# CSMFO Operating Budget Excellence Award



The California Society of Municipal Finance Officers (CSMFO) presented an Operating Budget Excellence Award to the City of Glendora, California. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, operations guide, financial plan and communications device.

We believe this budget document conforms to program requirements. We will be submitting it to CSMFO to determine its eligibility for another award.



# Budget Message

# City Manager's Budget Message

June 10, 2025

## **TWO-YEAR BUDGET FOR FISCAL YEARS 2025-26 AND 2026-27, 5-YEAR CAPITAL IMPROVEMENTS PLANS, AND 2025-2030 FINANCIAL FORECASTS FOR THE GENERAL FUND, MEASURES E/Z, AND WATER FUNDS**

Honorable Mayor and City Council,

In accordance with Glendora Municipal Code Section 2.08.070(8), it is our pleasure to present the Fiscal Year 2025-2027 Two-Year Budget, Five-Year Capital Improvement Plan, and 2025-2030 Financial Forecasts for the General Fund, Measures E/Z, and Water Fund.

### **WELCOME TO THE BUDGET MESSAGE**

The Two-Year Budget is balanced and totals \$126 million in FY 2025-26 and \$142 million in FY 2026-27 in total citywide uses. The budget is a critical strategic and policy document, containing information on the City's financial position, financial challenges, upcoming opportunities, and the important strategic initiatives that have been funded. This document reflects the City's ongoing commitment to fiscal responsibility, efficient use of resources, and the dedication to providing high-quality services to our community.

Guided by City Council policy directives, this budget continues the City's "what gets funded, gets done" philosophy with input from the Glendora Community (2025 Community Survey), local/State/Federal mandates (both funded and unfunded), and long-term strategic planning (2025-2027 Adopted Strategic Plan).

The FY 2025-2027 Two-Year Budget will bring opportunities and challenges to the City's finances and operations. Challenges the City will face include a material reduction of sales tax revenues, a rapidly changing insurance market, the aftermath and impact of severe weather and fire events, the uncertainty related to the Federal Government, the continued impact of homelessness, the rising costs related to infrastructure, and the competitive job market. Opportunities the City will be presented with include leveraging generational infrastructure investments over the past five years, the completion of several key capital projects throughout the City, continued private investment throughout the City, engaging the community on City facility improvement needs, and upcoming employee negotiations.

### **Changing Consumer Confidence: Sales Tax, Including Measure E and Measure Z**

The City of Glendora has been incredibly fortunate to have overwhelming community support for two sales tax measures, Measure E in 2019 and Measure Z in 2024, which combine for a total of 1%. The passage of Measure E allowed the City to avoid significant service cuts, increase public safety staffing, fund additional homelessness services, and move forward with significant park and street projects. With the passage of Measure Z, the City Council will have the opportunity to identify funding goals, such as completing additional street improvements and funding those services the County of Los Angeles (e.g. homelessness, street funding, etc.) has failed to support, including those funded by Glendorans through Countywide sales tax measures.

For several years, the City has experienced increasing sales tax revenues fueled by significant gains in new car sales, home improvement projects, and the impact of inflation on gasoline and other products. Recently, the City's sales tax consultant, HdL, provided an updated fiscal outlook that shows significant reductions in new car sales, fuel purchases and home improvements (e.g. Home Depot). These decreases can be attributed to high interest rates, movement to electric vehicles, and people traveling more and spending less on their homes.

The 2025-2030 Financial Forecasts for the General Fund and Measures E/Z reflect the estimated reduction of combined (Bradley Burns, Measure E/Z) sales tax revenues of \$1.35 million during Fiscal Year 2024-25. Proposed and Forecasted amounts for Fiscal Year 2025-26 and beyond show minor increases less than those anticipated in prior forecasts for future years. This reduction will not impact current services but may impact new service delivery in areas such as infrastructure and homelessness. The City will continue to identify grant and other funding sources to make-up for the lost funding.



## **Insurance Market and Increasing Severe Weather Events**

The frequency and severity of weather events, including floods, wildfires, and heatwaves, have increased dramatically in recent years, affecting Southern California's local economies. Rising premiums in the insurance market are creating substantial challenges for the City. The shift in climate patterns and the unpredictability of extreme weather are pushing insurers to re-evaluate risk assessments, which has resulted in increased costs and further exacerbates housing instability. The City has taken action to explore other insurance pools during Fiscal Year 2024-25 on March 3, 2025, when the City Council authorized notice of intent to leave the current risk pool. The City is also evaluating its level of self-insured retention to mitigate rising premiums. Notwithstanding these actions, insurance premiums have increased by more than \$1.5 million over the last two years. This increase is borne by the General Fund, which significantly impacts the City's ability to fund other critical programs and services. Increases in premiums are anticipated to continue, particularly in light of the recent natural disasters such as the Eaton fire, Palisades fire, and hurricanes on the East Coast.

Policy changes enacted at the State level have also resulted in significant increases to power rates and have impacted our community largely through prolonged power outages. The fire and weather events also impact the City's staffing and contract services (e.g. overtime, limited staffing, fallen trees, street damage, and water system impacts, mutual aid), some of which is offset by State and Federal funding for emergencies.

## **Federal Impacts: Navigating Shifting Policy and Funding**

Shifting Federal economic policies, actions, and regulations are creating uncertainty in both the public and private sectors. Recent shifts in federal policy and funding priorities have had both direct and indirect consequences for our City. Changes to housing and homelessness program funding, public safety grants, and environmental regulations have created new uncertainties. While the City is actively seeking federal and state grants, it must also plan conservatively, ensuring that core services are not jeopardized by delayed or reduced funding streams.

The City has been directly impacted by changing federal policy in the pursuit of funding for the purchase of radios for the Police Department. The City secured a commitment from the federal government in the amount of \$850,000 that has since been rescinded. Fortunately, the City was able to pay for the radios from General Fund and Special Revenue Fund resources. Additionally, the City has been impacted during the preparation of this budget by the termination of grant funding from the federal Institute for Museum and Library Services to the California State Library for the eBooks for All Initiative. On a larger scale the City has been allocated approximately \$6.3 million in congressional earmarks towards the People Movement Project to be received on a reimbursement basis. Nearly \$2 million in traffic signal upgrades may also be impacted. This unpredictability creates uncertainty for several critical projects that benefit the entire community.

The City is currently working with the San Gabriel Valley Council of Governments (SGVCOG) on the People Movement Project, to provide project management and gap funding options to ensure the project is completed as quickly as possible to mitigate possible Federal funding impacts. The City has worked tirelessly over the past five years to raise funding for this project (\$20+ million) without impacting the General Fund.

## **Aging Facilities and Infrastructure: A Turning Point**

The City faces growing infrastructure challenges, in key areas such as facilities, streets, and its water system. Addressing these needs is essential for ensuring the City's long-term resilience, sustainability, and quality of life. Our City's infrastructure—from an aging police station to decades-old community centers and libraries—is nearing or has exceeded its intended lifespan. Continuing conversations on a potential bond measure for City facility improvements is one avenue to address the replacement of aging City facilities – replacement of the library alone could be upwards of \$70+ million. This does not consider the \$50 million in basic maintenance needed to keep facilities at a status-quo level. The condition of the City's streets, roadways, traffic signals is an ongoing concern. On January 14, 2025, the City Council awarded a contract to perform a pavement condition assessment that is underway and will help the City prioritize future streets projects and identify current and future funding needs, opportunities, and resources. The City's recent Water Rate Study and Infrastructure Assessment identified \$350 million in needed capital improvements to the City's water system. As part of a water rate increases approved by the City Council on November 28, 2023 (in compliance with Proposition 218), \$30 million of planned capital improvements to the water system would be programed over the next five years; this includes consideration of a planned \$15 million water bond issuance.

This budget continues an aggressive capital improvement plan dedicating resources to maintain our streets, water systems, stormwater systems, and parks—many of which are under strain from both heavy use and the effects of climate change, including extreme heat and drought conditions. Total capital investment citywide is \$15 million in FY 2025-26 and \$30 million in FY 2026-27. A few key capital projects included in this budget include Finkbiner Park Stormwater Capture Project, South Hills Bike Park, People Movement Project, and Colorado and Cypress Water and Streets Projects. These investments are not just about maintenance; they are about resilience and readiness for the future.

## Retention and Attraction: Workforce Stabilization

Cities provide services to their communities, and those services are primarily provided by City employees. The City Council, acknowledging the critical role played by employees, has made significant investments in the workforce. In addition to changes in compensation and career advancement opportunities, the City Council has approved changes the City's employee makeup, adding staff where necessary to achieve strategic plan goals (e.g. additional sworn officers, dispatcher, homeless staffing, water/streets operations etc.) and transitioning certain functions or portions of those functions to the private sector to provide better service levels (e.g. landscape maintenance, engineering, plan check, building inspections, etc.).

Workforce stabilization remains a critical issue for the City, particularly with:

- The ongoing challenges of staff turnover in critical areas driven by retirement of senior staff;
- Competition with the private sector and larger public agencies;
- Employee contracts in surrounding cities;
- Recruitment challenges for specialized/professional roles;
- Inexperienced applicants; and
- The political challenges/perceptions of working with the public within a public agency setting.

The City has implemented and/or is currently working to:

- Improve streamlined hiring processes;
- Improved branding/marketing of job openings;
- Developing internal talent;
- Establishing succession plans;
- Implementing modern work policies; and
- Identifying areas where the private sector provides a better customer experience.

The ongoing and upcoming labor negotiations offer an opportunity to enhance workforce stability by opening dialogue on benefits/compensation, addressing concerns, and working together on ways to enhance our service quality to the Glendora community.

## Homelessness: A Regional Crisis Requiring Local Leadership

Homelessness remains one of the most urgent and complex challenges facing Glendora and the broader Southern California region. The issue is not only visible (continuing to be one of the top concerns in the 2025 Community Survey)—it is deeply personal and profoundly systemic, touching every neighborhood and straining City resources, from emergency response to public health and sanitation. While the City recognizes that no city can solve this crisis alone, Glendora is committed to doing its part—and leading where possible—through data-informed programs, regional collaboration, and compassionate policy. The City continues to work closely with the County of Los Angeles, regional Continuums of Care, and local non-profits to align services, share data, and ensure that funding is used effectively.

Through a proactive and holistic approach that balances maintaining order in public areas while providing individuals experiencing homelessness access to needed services, we have been able to make progress on several fronts. Over the last two-year budget cycle, 24 individuals have been placed in permanent housing, 50 individuals have been placed in interim housing, and 29 households have been provided prevention assistance, while several others have been connected to available supportive services. City staff (Recreation and Human Services and Police) working alongside Los Angeles Centers for Alcohol & Drug Abuse (L.A. CADA), our non-profit partner, work daily to address the immediate needs related to homelessness. Nearly \$500,000 is budgeted each year to accomplish these outcomes, and this does not include the costs related to City staff time.

However, the City also acknowledges that the scale of need far outpaces current resources and capacity. The City will continue operate in a model of compassionate enforcement, where the rights and safety of both housed and unhoused residents are respected, and where public spaces remain clean and accessible to all.

Over the next couple of years, focus will be placed on the development of a local mid-to-longer-term need: interim and permanent affordable housing opportunities. The acquisition of the property at 1763 Dale Road will allow for to the development of a new permanent affordable housing opportunity, the City's first project since the Elwood Apartments were completed in 2009. An interim housing opportunity is also being explored alongside a non-profit partner, building on the success of the more informal program operated in partnership with local motels that began during the pandemic. Other housing projects – at San Jose Drive/Woodland Lane, Vermont Avenue, Arrow Highway – will also accommodate income restricted affordable housing units throughout the City. The proliferation of

ADUs is also helping with affordability. To achieve these desired outcomes, the City will need to leverage investments already made with an aggressive pursuit of every available grant funding opportunity. Only through such an approach will we be able offset some the local resources currently being expended to address this challenge.

### Community Enhancements: Building on Private Investment

For any community to successfully foster economic development, it must attract investment. Broadly speaking, economic development encompasses a wide range of elements that collectively contribute to the growth, prosperity, and sustainability of the community. All of these elements are crucial to continuing the great quality of life enjoyed by generations of Glendorans. Further, these elements include reliable infrastructure, public safety, new and diverse housing options, and quality education. Leveraging the work undertaken in each of these areas and the significant public investments made over the last few years, Glendora is in a strong position to continue attracting private investment. Several residential, commercial, and institutional projects are currently underway (in various stages of the entitlement process) that further the goals of the City:

- 1121 E. Arrow Highway: 19 three-story apartment units.
- 1201 E. Arrow Highway: 46 attached three-story condominium units.
- 531 E. Arrow Highway: 33 attached multi-family residential units.
- 631-657 E. Arrow Highway: 46 attached multi-family residential units.
- 1237 Bonnie Cove: 30 detached single-family residential units.
- 630 W. Foothill Boulevard: Two-story medical office building totaling 9,500 square feet.
- 501 Route 66 & 532 Parker: 8 attached three-story condominium units and a commercial building.
- 1861 E. Route 66: Two-story medical office building totaling 6,232 square feet.
- 723 E. Route 66: 39 attached three-story condominium will be developed on land previously occupied by an auto-related use.
- 363 W. Route 66: 24 attached multi-family residential units.
- San Jose/Woodland: 41 detached single-family residential units.
- Sunflower & Gladstone: 81 attached and detached two-story condominium units.

In addition, the City Council adopted an Economic Action Plan (August 2024) that outlined a strategic approach to enhance the City's economic vitality. Nearly 63% of Glendora's General Fund revenue is derived from property and sales taxes, and 70% of all revenue, so it is imperative that the City work to maintain a vibrant and diverse business community. To further this aim, the Economic Action Plan focuses on business retention and attraction and identifies several key strategic areas that hold significant potential for economic development, attracting investment, and enhancing the City's overall appeal. These efforts will be supplemented by the development and implementation of monetary and non-monetary incentives. To get the programs off the ground, the City Council allocated \$1 million for the various programs in 2024.

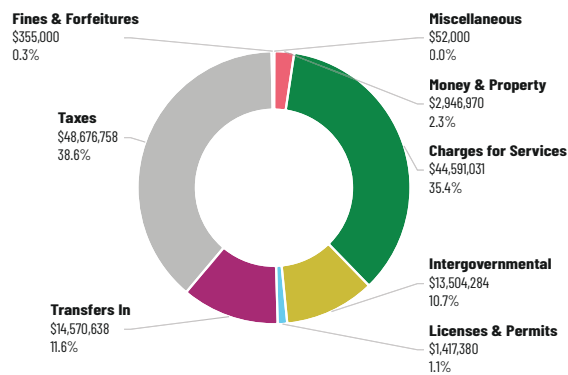
### BUDGET NUMBERS OF NOTE

As indicated above, there are many factors that influence the preparation of the budget plan. The focus of this budget has been on infrastructure improvements, economic development, and providing quality essential services to our residents. Some additional budget numbers of note are provided below.

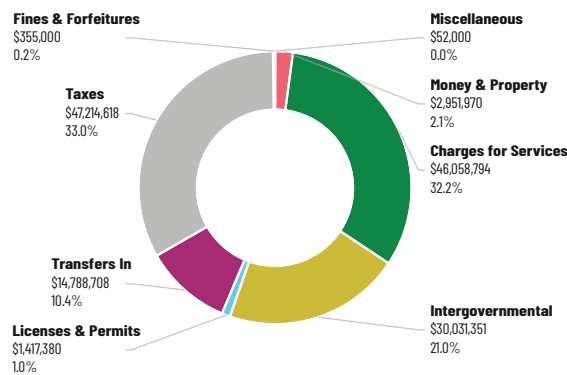
#### Revenue Budget:

The graph below shows the breakdown of the City's revenue for FY 2025-26 (\$125,952,197) & FY 2026-27 (\$143,150,931). Taxes and Charges for Services are the largest revenue components making up 74% and 65%, respectively, of the budgeted revenues. In FY 2026-27, the City anticipates receiving a substantial grant categorized as Intergovernmental related to the Finkbiner Park Stormwater Capture Project. Citywide revenues are discussed in more detail in the Financial Summaries section of the budget.

FY 2025-26 Citywide Revenues



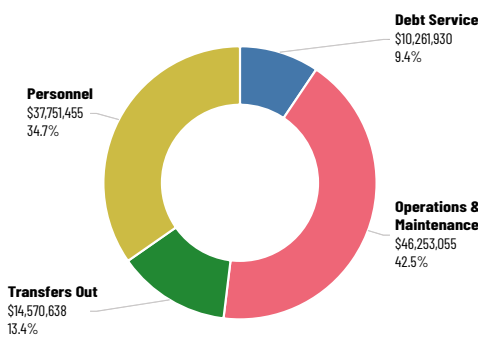
FY 2026-27 Citywide Revenues



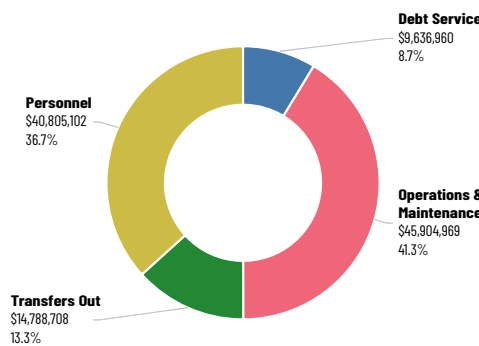
Operating Expenditures Budget:

The graph below shows the breakdown of the City’s operating budget for FY 2025-26 (\$110,380,577) & FY 2026-27 (\$112,253,635). Personnel and Operations & Maintenance are the largest expenditure components making up 77% and 76%, respectively, of the budgeted operating expenditures. Citywide expenditures are discussed in more detail in the Financial Summaries section of the budget.

FY2025-26 Operating Expenditures



FY 2026-27 Operating Expenditures

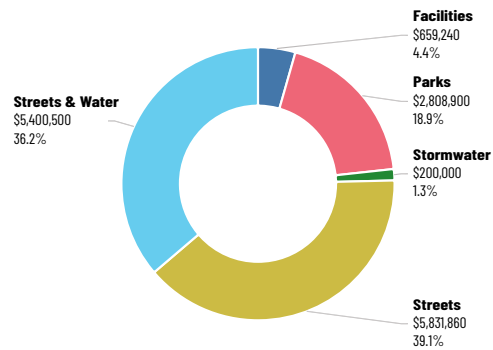


The total Full-Time Equivalents for FY 2025-26 and FY 2026-27 decreased by 3.65 to 266 from 269.65 in FY2024-25. The changes address succession planning and services level needs in the Police Department (Community Impact Team), Community Development (movement of Transportation Division and creating Assistant Director and Assistant Building Official positions for succession planning through the removal currently vacant positions), Public Works (removal of positions for services now provided through contracts), and Recreation & Human Services (aligning part-time hours to meet level of services provided).

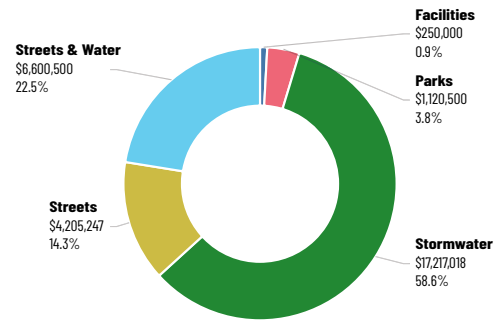
Capital Improvement Budget:

The graph below shows the breakdown of the City’s Capital budget for FY 2025-26 (\$14,975,500) & FY 2026-27 (\$29,393,265). Stormwater, Water, and Streets are the largest expenditure components making up 77% and 95%, respectively of the budgeted capital expenditures over the next two years. In FY 2026-27 the City anticipates the approximately \$21.5 million Finkbiner Park Stormwater Capture Project to commence. Capital improvement projects are discussed in more detail in the Capital Improvement Program section of the budget.

## FY 2025-26 Capital Improvements

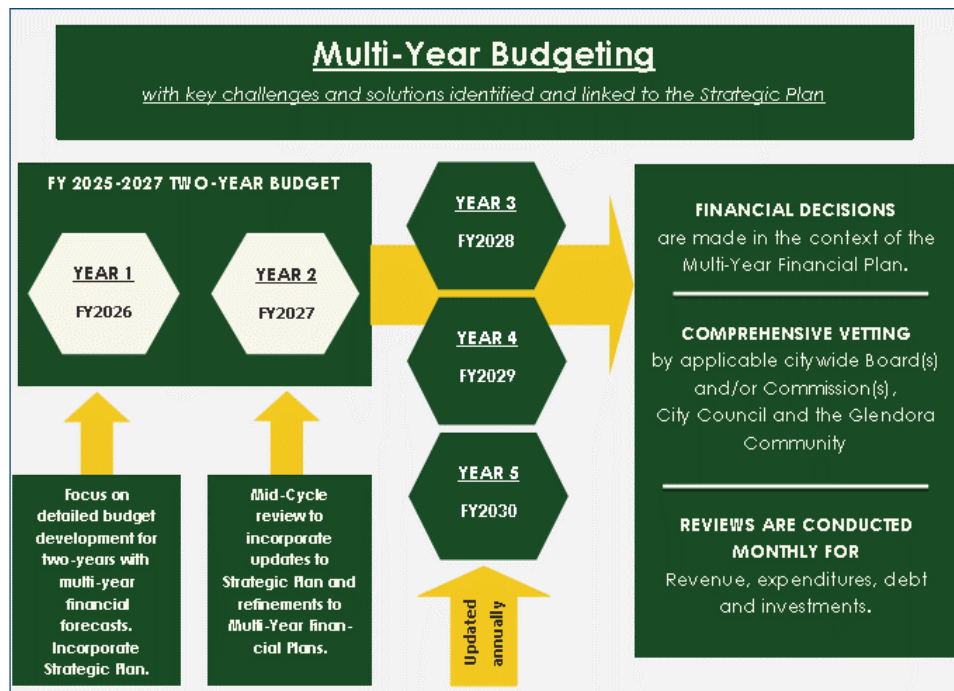


## FY2026-27 Capital Improvements



## MULTI-YEAR BUDGETING

Multi-year financial planning, ongoing financial monitoring, frequent financial reporting, prompt corrective actions when necessary, and longer-term financial health strategies, are essential elements of sound financial management. Multi-year financial planning, including the adoption of a two-year budget, provides the City Council, departments, and the public with greater certainty regarding ongoing funding and staffing for programs and services. Multi-year financial plans allow the City to estimate the impacts of policy decisions during the budget process. The City currently includes FY 2025-2029 Multi-Year Projection for the General Fund, Measures E/Z, and the Water Funds. The following graphic highlights the overview and benefits of the multi-year financial planning process.



## Conclusion

The City of Glendora FY2025-2027 Two-Year Budget has been developed to encompass the values of being fiscally prudent, adaptable, and forward-thinking. The City is investing in the essentials—quality of life, infrastructure, public safety, and fiscal health—while staying agile in an evolving federal and economic landscape.

With reductions in sales tax estimates and rising costs in the insurance market, the City will face impacts to the General Fund of \$2.3 to \$2.8 million annually. While this represents a significant challenge, the City is well positioned to continue to provide services at the current levels. The City Council has overseen a fiscal transformation of the City over the past seven years that has seen the City move forward with generational infrastructure improvements, make key investments in the City's workforce, and transform the City fiscal position to a AAA rated General Fund, with funding set aside to address economic downturns and future pension increases. This hard work will allow the City to assess the changing landscape and make critical decisions about its future, deciding which key policy initiatives need to be funded.

Glendora has measured the quality of life in the community for almost 15 years. The 2025 Community Survey, documented homelessness, additional dining/shopping, and infrastructure as three of the five highest quality of life concerns. Due to the inequitable alignment of homelessness funding at the County and State levels, Glendora has found ways to fund homeless programs and services. Additional investment is needed in services and housing to provide staff with the tools necessary to make up for the County and State shortcomings, while staying within the legal parameters for addressing homelessness. Staff has done a tremendous job with the resources they have and will continually work to find additional resources to further this critical issue.

After decades of underinvestment in streets, roads, and City facilities, the City continues its generational investment in water projects, new streets/sidewalks, major park improvements, and facility upgrades. The City has invested more than \$50 million over the last five years. While these significant improvements were necessary and critical to the quality of life in Glendora, the City faces difficult decisions moving forward. With rapid increases in capital costs since 2020, and the continued deterioration of key facilities (e.g. civic complex, public works yard, etc.), the City Council will need to consider a facility bond. The changing landscape of municipal finance post Proposition 13 does not allow the City to fund critical facilities, such as the ones in use today (e.g. Library, City Hall, Police Department, etc.). Over the past three years, the City has funded structural assessments, space planning, and community visioning of key City facilities. With the inability to fund facility needs from existing funding sources, the City will need to meaningfully engage its residents as we consider replacing aging City facilities. Similar to the decisions made by City leaders more than 50 years ago, current leaders will need to ask the community to fund improvements so future generations of Glendorans can experience the same quality of life enjoyed by the existing community and those that came before us.

I want to thank our dedicated City staff for their stewardship and creativity, and the City Council for its leadership in setting clear priorities. The success of the City's financial and operational achievements is possible due to the tireless work of so many individuals in every department. Special thanks to the Finance Department who worked on the budget with all the City departments, with special recognition to Deputy City Manager, Marie Ricci, Finance Director, Kyle Johnson, and Office Coordinator, Desiree Valdivia.

Together, we continue to build upon the tremendous quality of life in Glendora by ensuring our City is safe, vibrant, and prepared for tomorrow.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Adam Raymond". The signature is stylized with a large, sweeping initial "A" and a cursive "R".

Adam Raymond  
City Manager

# **Budget Guide and Financial Policies**

# Budget Basis and Procedures



# Strategic Plan

The City's [Strategic Plan](#) is a tool to guide the City and community toward a future we collectively envision for our city. It includes setting goals and objectives to manage changes which may include community demographics, state and federal mandates, fiscal constraints, economic conditions, emerging technologies, and other issues that influence our service delivery. The Strategic Plan incorporates the City's Mission, Vision and values which guide the planning efforts toward implementation of the Strategic Plan goals and objectives.

City staff and officials consider the Strategic Plan when developing, implementing or reviewing programs and services, and when considering requests for fiscal resources. This page provides information about current and past strategic planning efforts.

## VISION STATEMENT

The City of Glendora strives to maintain our distinct sense of community values that fosters an environment of innovation, resiliency, safety, sustainability, and inspiration for everyone.

## MISSION STATEMENT

The City of Glendora's mission is to provide its citizens and business community effective municipal services while maintaining our historical sense of community values.

## STRATEGIC GOALS, OUTCOMES, & ACTIONS

The plan adopted April 2025 includes 21 outcomes and 61 actions across the 5 Strategic Goals. The Strategic Goals and Outcomes are identified throughout departmental sections using the the images below. The details of each of the objectives is available on the City Website at the following link: <https://www.cityofglendora.gov/Explore/About-Glendora/Strategic-Plan>

Strategic Goals and Objectives for the next Two Year budget cycle are cross referenced in table format that links objectives to the applicable City Council strategic goal. Additionally, the specific Outcomes and Actions will be noted as applicable. For example, in the department sections of the budget, the Goals in the image below will have an "X" below indicating applicable goal achieved by the described budgeted item and there will be another column providing the Outcome\_Action as "X\_X.X" allowing for direct tie-in to the Strategic Plan document.

The 2025-27 goals (not in priority order) are identified by the icons shown below:



# Basis of Accounting

## BASIS OF ACCOUNTING

### ACCOUNTING SYSTEM

Basis of accounting refers to the timing of revenue and expenditure recognition for budgeting and financial reporting. The City of Glendora's accounting records are maintained in full accordance with all the requirements of Generally Accepted Accounting Principles (GAAP) as established by the Government Accounting Standards Board (GASB). The governmental fund financial statements and the budget are reported using the current financial resources measurement focus and the modified accrual basis of accounting. However, the proprietary fund financial statements and the budget are reported using the economic resources measurement focus and the accrual basis of accounting.

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. The operation of each fund is accounted for with a separate set of self-balancing accounts that comprise its

assets, liabilities, fund equity, revenues, expenditures or expenses as appropriate. The basic financial statements are presented on an "economic resources" measurement focus, utilizing the accrual basis of accounting. Under the accrual basis of accounting, revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the providers have been met. The Annual Comprehensive Financial Report (ACFR) is prepared on the accrual basis. An independent, certified public accounting firm annually reviews the City's financial accounting processes, practices and records.

### FUND STRUCTURE AND TYPES

The City of Glendora's budget consists of the following Fund types:

- The **General Fund and Measures E/Z** provides City services the general public typically associates with local government, which in Glendora includes parks, the library, police services, public works, and general administrative support. The General Fund collects all general revenues not specifically levied or collected for other City funds or expenditures.
- The **Special Revenue Funds** consist of restricted funds, which may not be used for general municipal purposes. They are restricted for specific purposes by Local Ordinance, State or Federal Statute. These groups of funds represent services funded primarily by other levels of government. Should the funding for most of these programs be eliminated, it is likely the services would also be eliminated or the General Fund would absorb the services.
- The **Capital Funds** are funded through transfers from the General Fund at year end based on Council policy. The Capital Project Fund is used to fund a variety of City projects for parks, library, and facility modifications, and other various street and infrastructure-improvement projects.
- The **Debt Service Funds** are funded through transfers from multiple funds. They are used to pay a portion for the 2019 Pension Obligation Bonds (2019 POBs) and the full amount of the 2013 Pinnacle Public Finance Capital Lease (Energy Efficiency Performance Project). The remaining portions of the 2019 POBs are paid directly from the Enterprise and the Internal Service Funds.
- The **Enterprise Funds** primary source of revenues are charges for services that cover operating costs. The Water Fund (both Operations and Capital) is the only Enterprise Fund.
- The **Internal Service Funds** serve only the City of Glendora. These funds consist of the Workers' Compensation Fund, Liability Insurance Fund, Technology Fund and Vehicles (Fleet/Equipment Management) Fund. Charges are allocated to each division based on the allocated benefit or cost related to that division. For example, allocations for vehicle maintenance and purchases will vary between departments based on the cost of maintenance, fuel used and the vehicle purchases being recommended.
- The **Housing Authority** was established on January 10, 2012, when the City was designated authority to retain the housing functions previously performed by the Glendora Redevelopment Agency. These functions consist of monitoring affordable housing agreements for the Heritage Oaks and Elwood Apartments and managing the portfolio of housing rehabilitation and first-time homebuyer loans by the former Glendora Redevelopment Agency.
- The **Successor Agency Funds** - Pursuant to ABX1 26, Chapter 5, Statutes of 2011, (Dissolution Act) redevelopment agencies (RDAs) throughout California were dissolved February 1, 2012, and replaced with Successor Agencies. On March 27, 2012, City Council adopted a Resolution as Successor Agency to the Glendora Community Redevelopment Agency. The Successor Agency spending plan is approved annually by the State Department of Finance through the Recognized Obligation Payment schedule. Expenditures represent debt service payments on the remaining debt obligations.

# Fiscal & Budgetary Policies

## TRANSPARENCY

The City believes the taxpayers need and deserve to understand how their money is spent and accounted for. The City will strive to make that understanding as simple as possible by trying to use clear and concise language, post timely information on various media formats, and fully comply with the

Public Records Act when members of the public make such requests. At the same time, transparency is only effective when the public is engaged and avails itself of the information in a timely fashion.

## APPROPRIATIONS AND BUDGETARY CONTROL

The City Council adopts the City's annual budget after its presentation at public meeting(s). The City Council may modify appropriations at any time with majority approval. Changes in appropriations at the fund level during the year must be submitted by the City Manager to the City Council for review and approval, and must be accompanied by appropriate fiscal impact analysis. The level of expenditures is controlled at the fund level. The City Manager is autho-

## BUDGETARY POLICY

rized to transfer budgeted appropriations within the control accounts, including capital projects, provided no change is made to the total amount provided for any one fund. At year end, all unencumbered budgeted amounts lapse, subject to requests for continuing appropriations. Outstanding encumbrances will be carried forward into the new fiscal year with City Manager approval.

## BALANCED BUDGET

The City will maintain a balanced operating budget for the General Fund and any other fund (i.e., Water Operations, and Gas Tax) which is used to fund Operations and Maintenance functions within the City, with total recurring

revenues equal to or greater than recurring expenditures. Appropriations of available fund balance for anything other than "one-time" non-recurring expenditures are discouraged.

## GENERAL FUND BUDGETING

The City will strive to budget a 1% positive variance between revenues and expenditures each year. This budget goal shall be for stabilizing reserves and or unexpected appropriations needed during the budget year.

## FINANCIAL PLANNING

The City will maintain a long-range fiscal perspective through the use of an biennial operating budget with a mid-cycle update for the second year of the operating budget, multi-year capital improvement plans, and multi-year financial forecasting.

## FUND BALANCE RESERVE POLICIES

### GENERAL FUND RESERVE

#### Fund Balance Policy for General Fund (GASB 54 compliant)

This Fund Balance Policy establishes the procedures for reporting unrestricted fund balance in the General Fund Annual Comprehensive Financial Reports (ACFR). Certain commitment and assignments of fund balance will help ensure there will be adequate financial resources to protect the City against unforeseen circumstances and events such as revenue shortfalls and unanticipated expenditures.

#### Procedures

Fund balance is essentially the difference between the assets and liabilities reported in a governmental fund. There are five separate components of fund balance, each of which identifies the extent to which the City is bound to honor constraints on the specific purposes for which amounts can be spent.

The policy also authorizes and directs the Administrative Services Director to prepare financial reports which accurately categorize fund balance as per Governmental Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions

- Non-spendable fund balance (inherently non-spendable)
- Restricted fund balance (externally enforceable limitations on use)
- Committed fund balance (self-imposed limitations on use)
- Assigned fund balance (limitation resulting from intended use)
- Unassigned fund balance (residual net resources)

The first two components listed above are not addressed in this policy due to the nature of their restrictions. An example of non-spendable fund balance is inventory. Restricted fund balance is either imposed by law or constrained by grantors, contributors, or laws or regulations of other governments. This policy is focused on financial reporting of unrestricted fund balance, or the last three components listed above. These three components are further defined below.

### Committed Fund Balance

The City Council, as the City's highest level of decision-making authority, may commit fund balance for specific purposes pursuant to constraints imposed by formal actions taken, such as an ordinance or resolution. These committed amounts cannot be used for any other purpose unless the City Council removes or changes the specified use through the same type of formal action taken to establish the commitment. City Council action to commit fund balance needs to occur within the fiscal reporting period; however, the amount can be determined subsequently. The City Council has the following committed fund balance:

#### Contingency Reserve

- The City's General fund balance committed for emergency contingencies is established at a maximum of 45% of the operating expense. The minimum of 30% is established as a baseline needed for funding three months' operations in the event of an emergency. The contingency reserve will be calculated based on the operating expense incurred in the prior fiscal year, reduced by unusual, non-recurring expenditures and reimbursable grant program expenditures expended during the prior fiscal year. The Emergency Contingency is reserved for economic uncertainties, local disasters, recession or other financial hardships; to subsidize unforeseen operating or capital needs, and for cash flow requirements.

### Assigned Fund Balance

Amounts are constrained by the City's intent for use for specific purposes, but are neither restricted nor committed, should be reported as assigned fund balance. This policy hereby delegates the authority to assign amounts to be used for specific purposes to the Administrative Services Director for the purpose of reporting these amounts in the annual financial statements. A few examples of assigned fund balance follow.

#### General Government & Capital Projects

- Fund balance levels must be sufficient to meet funding requirements for projects approved in prior years which must be carried forward into the new fiscal year and/or open purchase orders that must be carried forward into the new fiscal year.

#### Compensated Absences

- Fund balance levels must be sufficient to meet funding requirements for vested vacation and compensatory leave time.

#### Paid Family Leave

- A \$45,000 assignment of fund balance for the City's self-insured paid family leave. This assignment of fund balance will be replenished to \$45,000 at the end of each fiscal year.

### Unassigned Fund Balance

These are residual positive net resources of the general fund in excess of what can properly be classified in one of the other four categories.

- The City also recognizes the need for providing adequate funding for capital and maintenance improvements and has established that after funding is met for the Committed Fund Balance: Contingency Reserve, any unassigned, undesignated, unencumbered or other unrestricted fund balance at the end of the fiscal year shall be transferred from the General Fund using the following priority:
- 50% of all excess would go to the Capital Projects Fund
- The next 30% would go to the PERS Rate Stabilization Fund
- The next 10% would go to the Other Post Employment Benefits Section 115 Trust
- If needed, the final 10% would go to reduce any Deficit Funds, specifically internal service funds that do not meet the cash reserves identified in this policy.

### Fund Balance Classification

The accounting policies of the City consider restricted fund balance to have been spent first when an expenditure is incurred for which both restricted and unrestricted fund balance is available. Similarly, when an expenditure is incurred for purposes for which amounts in any of the unrestricted classifications of fund balance could be used, the City considers committed amounts to be reduced first, followed by assigned amounts and then unassigned amounts.

This policy is in place to provide a measure of protection for the City against unforeseen circumstances and to comply with GASB Statement No. 54. No other policy or procedure supersedes the authority and provisions of this policy.

## ENTERPRISE FUNDS

The City will require the enterprise funds be self-supporting, recovering all costs of operations, capital improvements, capital equipment, depreciation, and cash-reserve policy objectives from recurring revenues (customer user fees, interest income, and all other income). The City will maintain appropriate operating reserves that will support operations during times of financial emergency or "dry periods."

## WATER FUND RESERVES

The City recognizes the need for ensuring sound financial management within the City's Water Operations by establishing a Water Operations Reserve. The Water Operations Working Capital and Catastrophic Reserve (adopted by Resolution No. 2010-49) shall be in an amount equal to the cost to fund operations for a six-month period in the event of a catastrophic event. The Reserve may be used to cover operational expenses, upon authorization by the City Council, for unforeseen expenses and claims against the City's water enterprise during the fiscal year.

The City also recognizes the need for providing adequate funding for capital and maintenance improvements and has established after funding is met for the Water Operations Reserve, any unencumbered funds at the end of the fiscal year shall be transferred from the Water Operations Fund to the Water Capital Projects Fund.

## ACCOUNTING

The City will continue to comply with all the requirements of Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB) statements.

## REPORTING STANDARDS

The City will prepare an Annual Comprehensive Financial Report (ACFR) to demonstrate compliance with the accounting requirements.

## FINANCIAL REPORTING

The Finance Division shall prepare and present to the City Council in sufficient detail to show the exact financial condition of the City, the following reports: (1) A quarterly, or more frequently as may be desired, statement of all receipts, disbursements and balances of the City; (2) An annual statement or report of the financial condition of the City; and (3) Such other financial reports as may be required.

## TREASURY MANAGEMENT

The City will invest cash balances in conformance with the City Council adopted annual [Investment Policy](#). The policy will be in conformance with California Government Code and the three main investment objectives of safety, liquidity and yield. The City will adhere to the prudent investor standards and best practices in Treasury Management. The City will pursue the tri-annual certification of that policy through the California Municipal Treasurers Association.

## INFRASTRUCTURE

The City will maintain a long-range fiscal perspective through the use of a Capital Improvement Program to maintain the quality of City infrastructure, including streets, sidewalks, drains, lighting, buildings, parks, and trees.

## INTERNAL SERVICE FUNDS

The City will require each internal service fund have revenues (City department allocations, interest income, and all other income) sufficient to meet all operating expenses, and cash reserve policy objectives. The City will maintain appropriate operating reserves that will support operations during times of financial emergency or "dry" periods. However, in each self-insurance Internal Service Fund (Workers' Compensation and General Liability Funds), the City will maintain adequate cash, not less than the operating budget.

## ACCOUNTING & REPORTING POLICIES

## COST RECOVERY AND FEES FOR SERVICE

The City will establish and maintain a master fee schedule for services provided by City departments. The fees and charges are intended to be set at a level that recovers the complete cost of all direct and indirect activity costs and all overhead costs, for most services unique to the City of Glendora. For all services offered in a competitive, market-based economy or for services having partial cost recovery objectives, cost recovery ratios may vary according to policy objectives. Each year the departments evaluate the fees to determine if the personnel and overhead cost calculation basis and/or new fees not previously considered should be included. The [Master Schedule of Fees for Service](#) will be presented for City Council consideration and approval separately from the budget document.

## CAPITAL IMPROVEMENT, DEBT AND ASSET POLICIES

## **FINANCING METHODS AND INDEBTEDNESS**

The City will use long-range financing methods or cash accumulated according to policy requirements for major capital improvements and acquisitions. The City will issue bonds or incur other forms of indebtedness only for appropriate purposes and only if the debt service requirements do not negatively impact the City's ability to meet future operating, capital, and cash reserve policy requirements. The City will not use debt to finance current oper-

ations. The City may use short-term financing to support current operations if used to meet temporary cash flow requirements. The City will not leverage borrowed money for purposes of increased investment return nor to increase its borrowing capacity. All financing options will need to comply with the [Debt Issuance & Management Policy](#) adopted by the City Council effective on September 11, 2018.

## **FIXED ASSETS AND INFRASTRUCTURE ASSETS**

The City will capitalize assets with a cost equal to or greater than \$5,000 and a useful life of more than one year. Repairs and maintenance of infrastructure assets will generally not be subject to capitalization unless the repair extends the useful life of the asset. Depreciation of assets shall be recorded on a straight-line basis over estimated useful lives of assets.

# Employee Compensation

The City will strive to pay competitive compensation to our employees yet understand that the City needs to live within its means.

## LABOR AGREEMENTS

The City maintains memorandums of understanding (MOUs) for four labor bargaining groups: American Federation of State, County and Municipal Employees Local 3915 (AFSCME); Glendora Management Association (GMA); Police Officers Association (POA); and the Police Management Association (PMA). The City Manager and the City's department directors are not represented by an organized bargaining unit; the terms and conditions of their employment are captured in individual employment contracts adopted by the City Council. [Copies of the current salary schedules and agreements are available on the City website.](#)

- The MOU with American Federation of State, County and Municipal Employees Local 3915 (AFSCME) current agreement and related side-letters are for February 1, 2023 - January 31, 2026.

- The MOU with the Glendora Management Association (GMA) current agreement and related side-letters are for January 1, 2023 - December 31, 2025.
- The MOU with the Police Officers Association (POA) current agreement and related side-letters encompass from July 1, 2019 - June 30, 2022 to July 1, 2022 - June 30, 2025.
- The MOU with the Police Management Association (PMA) current agreement and related side-letters encompass from July 1, 2018 - June 30, 2020 to July 1, 2022 - June 30, 2025.
- The most recent Resolution for salary increases for Executive Management Contract Employees was approved on December 13, 2022.
- The employment agreement between the City and the City Manager was effective on September 4, 2018 and continues through June 2029.

## EMPLOYEE RETIREMENT

The City provides defined benefit retirement plans through the California Public Employees Retirement System (CalPERS) for its Safety and Miscellaneous employees. Until April of 2012, the City maintained a "2.5%@55" plan for Miscellaneous employees. Under the plan, Miscellaneous employees receive retirement benefits equal to 2.5% of their salary per year of service and are eligible to retire at age 55. The plan was amended April 2012 to the "2%@60" plan creating a second tier of pension coverage for new hires. A similar change was made for Safety employees for a second tier for new hires from "3%@50" to "2%@50." The new plans were applicable to employees hired before January 1, 2013, when the new State Pension Reform Law took effect, and were a valuable tool in taking steps to lessen the City's pension contribution costs, albeit only after a 10 to 12 year period.

Effective in Fiscal Year 2014-15, all employees pay their full share of the required employee contribution, which ranges from 6.25% to 8% for Miscellaneous employees and 9% to 12.25% for Safety employees. These concessions agreed to by the labor groups resulted in immediate savings to the City by lowering the City's contributions to CalPERS every year.

While the City was proactive in achieving pension reform by transferring all allocable current and future costs to the benefitted employee, the State went a step further, enacting the Public Employees' Pension Reform Act of 2013 (PEPRA), which took effect on January 1, 2013. PEPRA limits pension benefits for new employees even further to a "2%@62" formula for Miscellaneous employees and "2.7%@57" for Safety employees, and increases cost sharing between employers and employees. Like the City's second tier, savings associated with PEPRA pension reform will take many years to realize, since the new law only affects new employees who are not already enrolled in the CalPERS system.

# Debt Limit and Obligation

The Financial Policies of the City of Glendora allow the City to incur debt for major capital improvements and acquisitions. The following information provides the Debt Limit Margin in compliance with State laws and a listing of the City's current debt obligations. [Additional information relating to the debt obligations discussed below may also be found at the Municipal Securities Rulemaking Board's \(MSRB\) Electronic Municipal Market Access \(EMMA\) website.](#)

## LEGAL DEBT LIMIT MARGIN

Under state law, the City has a legal debt limitation not to exceed 15% of the total adjusted assessed valuation of taxable property within City boundaries. In accordance with California Government Code Section 43605, only the City's general obligation bonds are subject to that legal debt limit. The table below summarizes the City's debt limit margin over a three-year period:

**Computation of Legal Bonded Debt Limit Margin Years end 2022-2024**  
(in thousands of dollars)

	2022	2023	2024
Assessed Valuation	\$8,576,766	\$9,116,066	\$9,610,061
Conversion Percentage	25%	25%	25%
Adjusted Assessed Value	\$2,144,194	\$2,279,017	\$2,402,515
Debt Limit Percentage	15%	15%	15%
Debt Limit	<b>\$321,629</b>	<b>\$341,852</b>	<b>\$360,377</b>
Total Net Debt Applicable to the Limit:			
<b>General Obligation Bonds</b>	\$58,795	\$56,215	\$53,590
Legal Debt Margin	<b>\$262,834</b>	<b>\$285,637</b>	<b>\$306,787</b>

## CURRENT DEBT OBLIGATIONS

### SUCCESSOR AGENCY DEBT (PREVIOUSLY THE REDEVELOPMENT AGENCY)

Redevelopment Agency bonds were primarily issued for infrastructure capital projects. With the dissolution of the Redevelopment Agency, since 2012, debt service payments are funded through an allocation from the County of Los Angeles' Redevelopment Property Tax Trust Fund (RPTTF). All obligations of the Successor Agency, including debt service, are reviewed and approved by the local Oversight Board to the Glendora Successor Agency, comprised of County and school district appointees as well as City staff, and the State Department of Finance before any RPTTF allocations are released to the Agency.

### 2006 REVENUE BONDS, SERIES A

On March 29, 2006, the Redevelopment Agency issued \$6,945,000 in Series A Revenue Tax Allocation Bonds. At issuance, S&P Global rating assigned this bond with a rating of "AAA." The proceeds of the bonds were used to fund the completion of the infrastructure improvements related to the Diamond Ridge and Pompei Park projects within Redevelopment Project No. 1 boundaries. The annual debt service requirements to amortize the outstanding bond, including interest, are detailed in the table. Principal payments continue through the maturity of the bond in Fiscal Year 2026.

**2006 CSCDA Water Revenue Bonds, Series A**

Year	Principal	Interest
<b>2026</b>	2,700,000	60,750
	<b>2,700,000</b>	<b>60,750</b>



## **WATER UTILITY DEBT**

The Water Fund debt service is supported by the Water Enterprise funds through charges to water customers for water service. Debt issued was for capital improvement projects that included building reservoirs, water main replacements and upgrades to the distribution system. Refunding of bonds occurs when significant savings are available due to changes in the market with lower interest rates.

### **2012 SERIES A CSCDA WATER AND WASTEWATER POOLED REVENUE BONDS**

The California Statewide Communities Development Authority (CSCDA) issued a Water Revenue Bond dated May 30, 2012, of which \$14,785,000 was owed by the City of Glendora. S&P Global Rating assigned this bond with a rating of "AA+." The purpose of the bonds was to advance refund portions of the 2003 Series A and 2004 Series C CSCDA Water and Wastewater Pooled Revenue Bonds, in effect reducing the aggregate debt service payments by almost \$0.44 million over the next 14 years and obtaining an economic gain (difference between the present values of the old and new debt service payments) of \$0.16 million. The annual debt service requirements to amortize the outstanding bonds are detailed in the table.

<b>2012 CSCDA Water Revenue Bonds, Series A</b>		
<b>Year</b>	<b>Principal</b>	<b>Interest</b>
<b>2026</b>	1,090,000	177,162
<b>2027</b>	1,120,000	143,312
<b>2028</b>	1,160,000	96,812
<b>2029</b>	1,220,000	43,412
<b>2030</b>	585,000	9,506
	<b>5,175,000</b>	<b>470,204</b>

### **2016 SERIES A WATER REVENUE BONDS**

On January 26, 2016, the City issued \$8,395,000 in water revenue refunding bonds with an assigned S&P Global Rating of "AA+." The purpose of the bonds was to advance refund the 2006 Series A, CSCDA Water and Wastewater Pooled Revenue Bonds, in effect reducing debt service payments by \$1,780,404 through the maturity of the bond in fiscal year 2033. The annual debt service requirements are detailed in the table.

<b>2016 Water Revenue Refunding Bonds, Series A</b>		
<b>Year</b>	<b>Principal</b>	<b>Interest</b>
<b>2026</b>	495,000	217,375
<b>2027</b>	520,000	192,000
<b>2028</b>	550,000	168,000
<b>2029</b>	570,000	142,750
<b>2030-2033</b>	2,570,000	264,500
	<b>4,705,000</b>	<b>984,625</b>

## **CITY DEBT**

The City debt service is supported by the General Fund and all other legally available sources. Debt issued was for capital improvement projects that include energy efficiency projects and paying off the City's CalPERS Unfunded Accrued Liability (UAL) creating savings for the City by benefitting from lower interest rates.

### **2013 PINNACLE PUBLIC FINANCE - CAPITAL LEASE**

In June 2013, the city entered into a lease agreement for the Energy Efficiency Performance Project with Pinnacle Finance Inc. The projects included various energy saving devices and equipment at City Hall, other City buildings, and landscape medians. Future minimum lease payments under the lease are detailed in the table.

**2013 Pinnacle Public Finance, Capital Lease**

Year	Principal	Interest
<b>2026</b>	102,024	6,700
<b>2027</b>	110,253	4,046
<b>2028</b>	75,796	1,179
	<b>288,074</b>	<b>11,924</b>

**2019 TAXABLE PENSION OBLIGATION BONDS**

In September 2019, the City issued \$64,420,000 taxable pension obligation bonds to replace the existing payments made to CalPERS for the Unfunded Accrued Liability (UAL). S&P Global Ratings assigned a "AAA" long-term rating. The liability is allocated between governmental and business-type activities. The annual principal requirements for governmental and business-type activities to amortize the outstanding 2019 Pension Obligation Bonds are detailed in the table.

**2019 Pension Obligation Bonds, Series A**

Year	Principal	Interest
<b>2026</b>	2,730,000	1,382,195
<b>2027</b>	2,785,000	1,324,646
<b>2028</b>	2,845,000	1,262,958
<b>2029</b>	2,910,000	1,198,519
<b>2030-2034</b>	15,655,000	4,895,903
<b>2035-2039</b>	14,525,000	2,678,013
<b>2040-2044</b>	9,465,000	825,192
	<b>50,915,000</b>	<b>13,567,427</b>

## City Obligations and Debt Outstanding Bonded Debt Service Requirements

FY 2025-26 & FY 2026-27									
Issue Date	Description	Average Interest Rate	Final Maturity Date	Principal	Interest	Total	Total Outstanding Principal	Total Outstanding Interest	Total Outstanding
<b>Governmental Fund Type:</b>									
<b>General Fund:</b>									
Pension Obligation Bonds									
9/5/2019	2019-Series A Taxable Pension Obligation Bonds CalPERS UAL Payoff	2.19%	6/1/2044	5,515,000	2,706,841	8,221,841	50,915,000	13,567,427	64,482,427
<b>Energy Efficiency Fund:</b>									
Capital Lease									
6/2/2013	Pinnacle Public Finance Energy Efficiency Performance Project	2.55%	1/2/2028	212,277	10,746	223,023	288,074	11,924	299,998
<b>Total Governmental Fund</b>				<b>5,727,277</b>	<b>2,717,587</b>	<b>8,444,864</b>	<b>51,203,074,</b>	<b>13,579,351</b>	<b>64,782,425</b>
<b>Business-Type Activities:</b>									
<b>Water Enterprise Fund</b>									
5/30/2012	CSCDA Water & Wastewater Pooled Revenue Bonds – 2012 Series A Fund Water Capital Projects	1.0% to 5.0%	10/1/2029	2,210,000	320,474	2,530,474	5,175,000	470,204	5,645,204
1/26/2016	Water Revenue Refunding Bonds – Series 2016 A	2.0% to 5.0%	10/1/2023	1,015,000	409,375	1,424,375	4,705,000	984,625	5,689,625
<b>Total Business-Type Activities</b>				<b>3,225,000</b>	<b>729,849</b>	<b>3,954,849</b>	<b>9,880,000</b>	<b>1,454,829</b>	<b>11,334,829</b>
<b>Fiduciary Activities:</b>									
Glendora Successor Agency Trust for Former Redevelopment Agency									
6/26/2012	Loan from City of Glendora Resolution 2012-09			-	-	-	4,739,883	-	4,739,883
3/29/2006	Project Area 1 2006 Revenue Bonds – Series B Diamond Ridge Improvements	3.25% to 4.50%	3/1/2026	2,700,000	60,750	2,760,750	2,700,000	60,750	2,760,750
<b>Total Fiduciary Funds</b>				<b>2,700,000</b>	<b>60,750</b>	<b>2,760,750</b>	<b>7,439,883</b>	<b>60,750</b>	<b>7,500,633</b>

# GANN Appropriations Limit

In November 1979, voters passed Proposition 4, also known as the Gann Initiative. Proposition 4 Article XIII (B) of the California Constitution provides that the City’s annual appropriations be subject to certain State limitations. This appropriation limit is referred to as the Gann Spending Limitation or Gann Appropriations Limit. The calculation limits the increase in annual appropriations to a factor which is based on a combination of population growth, State per capita income change, and the change in assessment value for non-residential property. Appropriations for proprietary related activities such as water, wastewater, airport, etc., and Redevelopment functions are not subject to the limit. When the limit is exceeded, Proposition 4 requires the surplus to be returned to the taxpayers within two years. Appropriations in the two-year period can be averaged before becoming subject to the excess revenue provisions of the Gann limit. The City has never exceeded the limit.

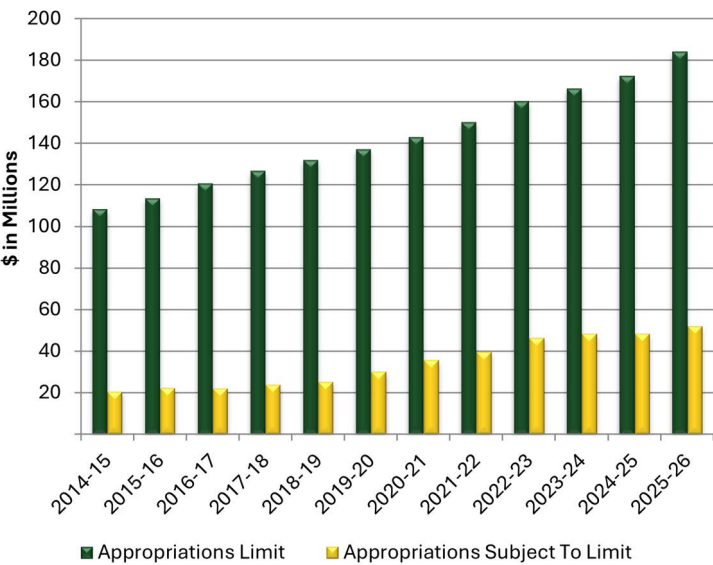
The City of Glendora calculated the Gann Limit of \$183,873,743 for Fiscal Year 2025-26 using the prior year’s limitation of \$172,232,029 multiplied by the 6.44% (1.0644) increase in per capita income multiplied by the 0.30% (1.0030) increased population growth in the County of Los Angeles. The City’s appropriations subject to the limit is \$52,005,680. Total General Fund appropriations are only 28.28 % of the limit.

## Appropriations Limit Calculation: Fiscal Year 2025-26

<b>I Appropriations Limit</b>		
Prior Year, 2024-25 Adopted Limit		\$172,232,029
Change Factors:		
Change in County of Los Angeles Population (Note 1)	1.0030	
Change in Per Capita Income (Note 2)	<u>x1.0644</u>	1.0676
Current Year, 2025-26 Appropriations Limit		\$183,873,743
<b>II Appropriations Subject to Limit</b>		
Projected 2025-26 Revenues, General Fund & Measures E/Z		\$52,005,680
<b>III Amount Over/(Under) Limit (I-II)</b>		(\$131,868,063)
<b>IV Total City Appropriations as a % of Limit</b>		28.28%

Note 1: Change in Los Angeles County’s growth of 0.30%, exceeded City of Glendora population growth, -0.07%. Total City population as of January 1, 2025 is 51,254.

Note 2: Change in California per capita income, 6.44% provided by the State of California.



# Resolutions

# Resolution: Adopting Budget

## JOINT RESOLUTION

CC 2025-\_\_

CC 2025-\_\_ (SA) HA 2025-\_\_

FN 2025-\_\_

**A JOINT RESOLUTION OF THE CITY COUNCIL, SUCCESSOR AGENCY, HOUSING AUTHORITY AND PUBLIC FINANCING AUTHORITY OF THE CITY OF GLENDORA, CALIFORNIA, ADOPTING THE BUDGET FOR THE CITY OF GLENDORA FOR THE FISCAL YEAR BEGINNING JULY 1, 2025, AND ENDING JUNE 30, 2026 AND ADOPTING THE TENTATIVE BUDGET PLAN FOR FISCAL YEAR BEGINNING JULY 1, 2026 AND ENDING JUNE 30, 2027.**

**CITY COUNCIL, SUCCESSOR AGENCY,  
PUBLIC FINANCING AUTHORITY AND HOUSING AUTHORITY  
City of Glendora, California**

**WHEREAS**, in accordance with Glendora Municipal Code Section 2.08.070, it is the City Manager's/Executive Director's duty to prepare and submit a proposed annual budget and salary plan to the Glendora City Council; and

**WHEREAS**, the City Manager/Executive Director has submitted a proposed two-year budget to the Glendora City Council, Glendora Successor Agency, Glendora Housing Authority, and Glendora Public Finance Authority for Fiscal Years 2025-2026 and 2026-2027, commencing July 1<sup>st</sup> ; and

**WHEREAS**, after due consideration and review, the Glendora City Council, Glendora Successor Agency, Glendora Housing Authority, and Glendora Public Financing Authority find it is in the interest of the health, welfare and safety of the City, its citizens and businesspersons, to adopt the financial plan within the budget for the receipt and expenditure of public monies; and

**WHEREAS**, the City of Glendora, as Successor Agency to the Glendora Community Redevelopment Agency, is desirous of adopting a revenue and expenditure budget applicable to the Successor Agency, on the express condition that said budget be published the same as a separate component of the City of Glendora's budget, and further conditioned on the City of Glendora, its General Fund and all its various other accounting funds are NOT obligated to finance or fulfill any Successor Agency obligations; and

**WHEREAS**, the Fiscal and Budgetary Policies have been updated and amended to reflect change in the policy and current Council reserve goals.

**NOW, THEREFORE, THE CITY COUNCIL AND THE SUCCESSOR AGENCY TO THE FORMER GLENDORA COMMUNITY REDEVELOPMENT AGENCY, HOUSING AUTHORITY, AND PUBLIC FINANCE AUTHORITY OF THE CITY OF GLENDORA HEREBY RESOLVES AS FOLLOWS:**

**SECTION 2.** The City Council, as Successor Agency to the Glendora Community Redevelopment Agency, does hereby adopt the two-year budget as incorporated hereinto by this reference for the City of Glendora, as Successor Agency to the Glendora Community Redevelopment Agency, for the fiscal year beginning July 1, 2025 and the tentative budget plan for fiscal year ending June 30, 2027. The City Council, as Successor Agency to the Glendora Community Redevelopment Agency, is the same as a separate component of the city of Glendora's Budget. The City Council hereby determines and declares that the City of Glendora, its General Fund and all of its other accounting funds shall NOT be obligated to finance or fulfill any Successor Agency obligations in any manner.

**SECTION 3.** The City Council, Successor Agency, Housing Authority and Public Financing Authority recognizes the value of establishing citywide financial policies and has done so previously. The Fiscal and Budgetary Policies as incorporated in the budget document are hereby approved and adopted, which restates and replaces any and all pre-existing resolutions related to the General Fund reserves effective immediately and applied to starting Fiscal Year 2026.

**SECTION 4.** The Authorized Positions as amended and incorporated in the budget document are hereby approved and adopted.

**SECTION 5.** Per the adopted Financial Policies, the City Manager/Executive Director is authorized to transfer appropriations between departments or functions, provided that no change is made in the total amount of the annual budget of any single fund.

**SECTION 6.** The Mayor/Chair shall sign and the City Clerk/Agency Secretary shall certify to the passage and adoption of this resolution shall enter the same in the Book of Original Resolutions and that this resolution shall take effect and be in force on this date.

**SECTION 7.** The City Clerk/Agency Secretary is hereby directed to forward a copy of this resolution to the Finance Director/City Treasurer.

**PASSED, APPROVED AND ADOPTED** by the City Council of Glendora, Glendora Successor Agency, Glendora Housing Authority, and Glendora Public Financing Authority this 10<sup>th</sup> day of June, 2025.

BY: \_\_\_\_\_  
DAVID FREDENDALL  
Mayor

APPROVED AS TO FORM:  
Aleshire & Wynder, LLP

---

DANNY ALESHIRE  
City Attorney

### **CERTIFICATION**

I, do hereby certify that the foregoing Resolution was duly adopted by the City Council, Successor Agency, Housing Authority and Public Financing Authority to the former Glendora Community Redevelopment Agency of the City of Glendora at a regular meeting held on the 10<sup>th</sup> day of June, 2025, by the following vote:

AYES: MEMBERS:  
NOES: MEMBERS:  
ABSENT: MEMBERS:  
ABSTAIN: MEMBERS:

Dated:

---

KATHLEEN R. SESSMAN  
City Clerk/Agency Secretary/  
Communications Director



# Resolution: GANN Limit

RESOLUTION CC 2025 - \_\_\_\_\_

**A RESOLUTION OF THE CITY OF GLENDORA, CALIFORNIA, DETERMINING AND ESTABLISHING AN APPROPRIATIONS LIMIT FOR FISCAL YEAR 2025-26 IN ACCORDANCE WITH ARTICLE XIII B OF THE CALIFORNIA CONSTITUTION AND GOVERNMENT CODE SECTION 7910**

**THE CITY COUNCIL  
City of Glendora, California**

**THE CITY COUNCIL OF THE CITY OF GLENDORA DOES HEREBY RESOLVE AS FOLLOWS:**

**WHEREAS**, Article XIII B was added to the California Constitution at the special State-wide election held November 6, 1979 (commonly known as Proposition 4 or the Gann Limit); and

**WHEREAS**, Government Code Section 7910 was added to Chapter 12.05 by Statute at the Regular Session of the California Legislature; and

**WHEREAS**, Proposition 111, which, among other things, provides new annual adjustment formulas for the Appropriations Limit, was approved by the voters in June, 1990; and

**WHEREAS**, The League of California Cities and the State of California Department of Finance have published population and per capita income growth indexes, as well as guidelines for the uniform application of Proposition 111; and

**WHEREAS**, Government Code Section 7910 requires the governing body of each local jurisdiction to adopt, by resolution, its appropriation limit; and

**WHEREAS**, said appropriations limit must be adhered to in preparing and adopting this City's annual budget.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GLENDORA, CALIFORNIA, DOES HEREBY RESOLVES AS FOLLOWS:**

**SECTION 1:** In compliance with Article XIII B of the Constitution of the State of California, and Section 7910 of the Government Code, the City hereby establishes the City's Appropriation Limit for the 2025-26 Fiscal Year to be \$183,873,743 as shown in Exhibit A.

**SECTION 2:** Said Appropriation Limit shall be adhered to in the City of Glendora's budget for the 2025-26 fiscal year.

**SECTION 3:** This resolution shall become effective immediately upon its adoption.

**PASSED, APPROVED AND ADOPTED** by the City Council of Glendora, Glendora Successor Agency, Glendora Housing Authority, and Glendora Public Financing Authority this 10<sup>th</sup> day of June, 2025.

BY: \_\_\_\_\_  
DAVID FREDENDALL  
Mayor

APPROVED AS TO FORM:  
Aleshire & Wynder, LLP

\_\_\_\_\_  
DANNY ALESHIRE  
City Attorney

#### **CERTIFICATION**

I, Kathleen R. Sessman, City Clerk of the City of Glendora, do hereby certify that the foregoing Resolution was duly adopted by the City Council, Successor Agency, Housing Authority and Public Financing Authority to the former Glendora Community Redevelopment Agency of the City of Glendora at a regular meeting held on the 10<sup>th</sup> day of June, 2025, by the following vote:

AYES: MEMBERS:  
NOES: MEMBERS:  
ABSENT: MEMBERS:  
ABSTAIN: MEMBERS:

Dated:

\_\_\_\_\_  
KATHLEEN R. SESSMAN, City Clerk

# Financial Summaries

# Summary of Available Resources

## Available Balance Summary 2025-2026

		FY 2025-26 Beginning Balance	FY 2025-26 Revenues Proposed	FY 2025-26 Expenses Proposed	Estimated Net Activity	FY 2025-26 Ending Balance
101	General Fund	17,992,731	46,199,930	45,491,332	708,598	18,701,329
102	Pension Stabilization	1,610,566	176,000	—	176,000	1,786,566
103	Measures E/Z	—	11,507,000	9,943,250	1,563,750	1,563,750
105	Gusd Jua	—	1,068,530	1,068,530	—	—
201	Street Lighting Assessmt	597,324	582,850	435,415	147,435	744,759
202	Street Improvement Dist	30,220	400	—	400	30,620
203	Landscape Assessment	49,093	85,878	85,875	3	49,096
204	Glendora Village Bus Dist	—	45,000	45,000	—	—
211	Park & Rec Development	373,530	61,600	300,000	(238,400)	135,130
216	Library Foundation	—	184,190	184,190	—	—
221	Plan Maint Fees	1,113,231	118,975	559,800	(440,825)	672,406
222	General Plan Maint Fee	459,730	95,000	500,000	(405,000)	54,730
223	PEG Cable TV	234,964	97,600	117,251	(19,651)	215,314
228	Affordable Housing	30,911	—	—	—	30,911
229	Glendora Hsg. Authority	153,290	5,300	—	5,300	158,590
230	Trans Develop Act	59,387	40,900	—	40,900	100,287
231	Prop A Transit	886,001	1,702,650	1,693,347	9,303	895,304
232	Prop C Transit	1,985,761	1,136,760	900,000	236,760	2,222,521
233	Measure R Transpt. 2009	517,496	833,370	1,194,092	(360,722)	156,774
234	Measure M	1,516,790	949,948	1,650,821	(700,873)	815,917
240	Measure A/Parks	83,288	760,000	700,000	60,000	143,288
250	Measure W	1,233,159	1,041,100	658,110	382,990	1,616,149
254	Air Quality	57,938	81,430	665	80,765	138,703
255	State Gas Tax	804,925	2,083,400	2,074,788	8,612	813,537
256	Road Maintenance Repair	1,975,947	1,411,540	721,933	689,607	2,665,554
257	Surface Trans. Prog-Stlp	211,820	3,000	—	3,000	214,820
265	Home-State Grant	201,590	3,000	—	3,000	204,590
266	Cal-Home Prop 1C	76,230	700	—	700	76,930
270	Used Oil Block Grant	39,173	10,129	9,729	400	39,573
271	Beverage Recyling Grant	72,150	15,750	14,950	800	72,950
275	Suppl Law Enf SVCE (Cops)	13,913	205,000	80,000	125,000	138,913
280	Grants	37,107	3,507,092	3,507,092	—	37,107
281	Asset Forfeiture	10,016	14,000	—	14,000	24,016
282	Step OTS Grants	3,400	—	—	—	3,400

**Available Balance Summary 2025-2026**

		<b>FY 2025-26 Beginning Balance</b>	<b>FY 2025-26 Revenues Proposed</b>	<b>FY 2025-26 Expenses Proposed</b>	<b>Estimated Net Activity</b>	<b>FY 2025-26 Ending Balance</b>
285	Community Dev Block Grant	—	444,625	444,625	—	—
291	Highwy Safety Improv Grnt	856	—	—	—	856
301	Capital Projects	4,715,772	518,173	3,304,294	(2,786,121)	1,929,651
401	Pension Obligation Bonds	37,220	3,384,175	3,384,175	—	37,220
405	Energy Efficiency Project	15,380	108,730	108,730	—	15,380
450	Rda Succesor Agency	243,495	2,917,640	2,862,565	55,075	298,570
501	Water Operations	7,755,600	29,777,175	26,829,916	2,947,259	10,702,859
502	Water Capital Projects	12,672,785	3,639,400	4,551,973	(912,573)	11,760,212
550	Workers Compensation	762,451	1,291,070	929,576	361,494	1,123,945
551	Liability Insurance	431,034	3,613,731	3,819,524	(205,793)	225,241
553	Technology	3,979,753	3,777,820	4,278,097	(500,277)	3,479,476
554	Fleet Management	1,808,719	2,613,500	3,228,933	(615,433)	1,193,286
<b>Total</b>		<b>64,854,746</b>	<b>126,114,061</b>	<b>125,678,577</b>	<b>435,483</b>	<b>65,290,229</b>

**Available Balance Summary 2026-2027**

	Fund	FY 2026-27 Beginning Balance	FY 2026-27 Revenues Proposed	FY 2026-27 Expenses Proposed	Estimated Net Activity	FY 2026-27 Ending Balance
101	General Fund	18,701,329	48,231,485	47,857,225	374,260	19,075,589
102	Pension Stabilization	1,786,566	206,000	—	206,000	1,992,566
103	Measures E/Z	1,563,750	11,547,000	10,766,415	780,585	2,344,335
105	Gusd Jua	—	1,088,400	1,088,400	—	—
201	Street Lighting Assessmt	744,759	582,850	446,490	136,360	881,119
202	Street Improvement Dist	30,620	400	—	400	31,020
203	Landscape Assessment	49,096	85,878	85,875	3	49,100
204	Glendora Village Bus Dist	—	45,000	45,000	—	—
211	Park & Rec Development	135,130	61,600	—	61,600	196,730
216	Library Foundation	—	187,880	187,880	—	—
221	Plan Maint Fees	672,406	118,975	59,800	59,175	731,581
222	General Plan Maint Fee	54,730	95,000	—	95,000	149,730
223	PEG Cable TV	215,314	97,600	121,821	(24,221)	191,092
228	Affordable Housing	30,911	—	—	—	30,911
229	Glendora Hsg. Authority	158,590	5,300	—	5,300	163,890
230	Trans Develop Act	100,287	40,900	—	40,900	141,187
231	Prop A Transit	895,304	1,702,650	1,713,473	(10,823)	884,480
232	Prop C Transit	2,222,521	1,136,760	2,043,935	(907,175)	1,315,346
233	Measure R Transpt. 2009	156,774	833,370	841,346	(7,976)	148,797
234	Measure M	815,917	949,948	701,310	248,638	1,064,555
240	Measure A/Parks	143,288	60,000	—	60,000	203,288
250	Measure W	1,616,149	1,041,100	666,590	374,510	1,990,659
251	Stormwater Investment	—	18,000,000	17,017,018	982,982	982,982
254	Air Quality	138,703	81,430	660	80,770	219,472
255	State Gas Tax	813,537	2,133,400	2,128,999	4,401	817,938
256	Road Maintenance Repair	2,665,554	1,411,540	705,500	706,040	3,371,594
257	Surface Trans. Prog-Stlp	214,820	3,000	—	3,000	217,820
265	Home-State Grant	204,590	3,000	—	3,000	207,590
266	Cal-Home Prop 1C	76,930	700	—	700	77,630
270	Used Oil Block Grant	39,573	10,129	9,729	400	39,973
271	Beverage Recyling Grant	72,950	15,750	14,950	800	73,750
275	Suppl Law Enf SVCE (Cops)	138,913	205,000	80,000	125,000	263,913
280	Grants	37,107	3,175,094	3,175,094	—	37,107
281	Asset Forfeiture	24,016	14,000	—	14,000	38,016
282	Step OTS Grants	3,400	—	—	—	3,400
291	Highwy Safety Improv Gmt	856	—	—	—	856

**Available Balance Summary 2026-2027**

	Fund	FY 2026-27 Beginning Balance	FY 2026-27 Revenues Proposed	FY 2026-27 Expenses Proposed	Estimated Net Activity	FY 2026-27 Ending Balance
301	Capital Projects	1,929,651	252,778	1,560,250	(1,307,472)	622,179
401	Pension Obligation Bonds	37,220	3,382,105	3,382,105	—	37,220
405	Energy Efficiency Project	15,380	114,300	114,300	—	15,380
450	Rda Succesor Agency	298,570	101,000	100,000	1,000	299,570
501	Water Operations	10,702,859	30,577,175	29,499,709	1,077,466	11,780,325
502	Water Capital Projects	11,760,212	3,329,000	5,740,681	(2,411,681)	9,348,532
550	Workers Compensation	1,123,945	1,330,690	942,144	388,546	1,512,491
551	Liability Insurance	225,241	3,742,848	3,831,159	(88,311)	136,930
553	Technology	3,479,476	3,820,383	4,115,955	(295,572)	3,183,904
554	Fleet Management	1,193,286	3,048,403	3,123,189	(74,786)	1,118,499
<b>Total</b>		<b>65,290,229</b>	<b>142,869,821</b>	<b>142,167,004</b>	<b>702,816</b>	<b>65,993,046</b>

# Budget Summary Overview – All Funds

## Overview of Resources (Revenue)

### OVERVIEW OF RESOURCES (REVENUE)

The budget for Fiscal Year 2025-26 (FY 2026) and 2026-27 (FY 2027) reflects a conservative and consistent approach to forecast revenues. Trend analysis, economic indicators, and professional judgment are used to arrive at the revenue estimates.

This section provides an overview of the the revenues for all City Funds.

### SUMMARY OF REVENUES BY FUND TYPE

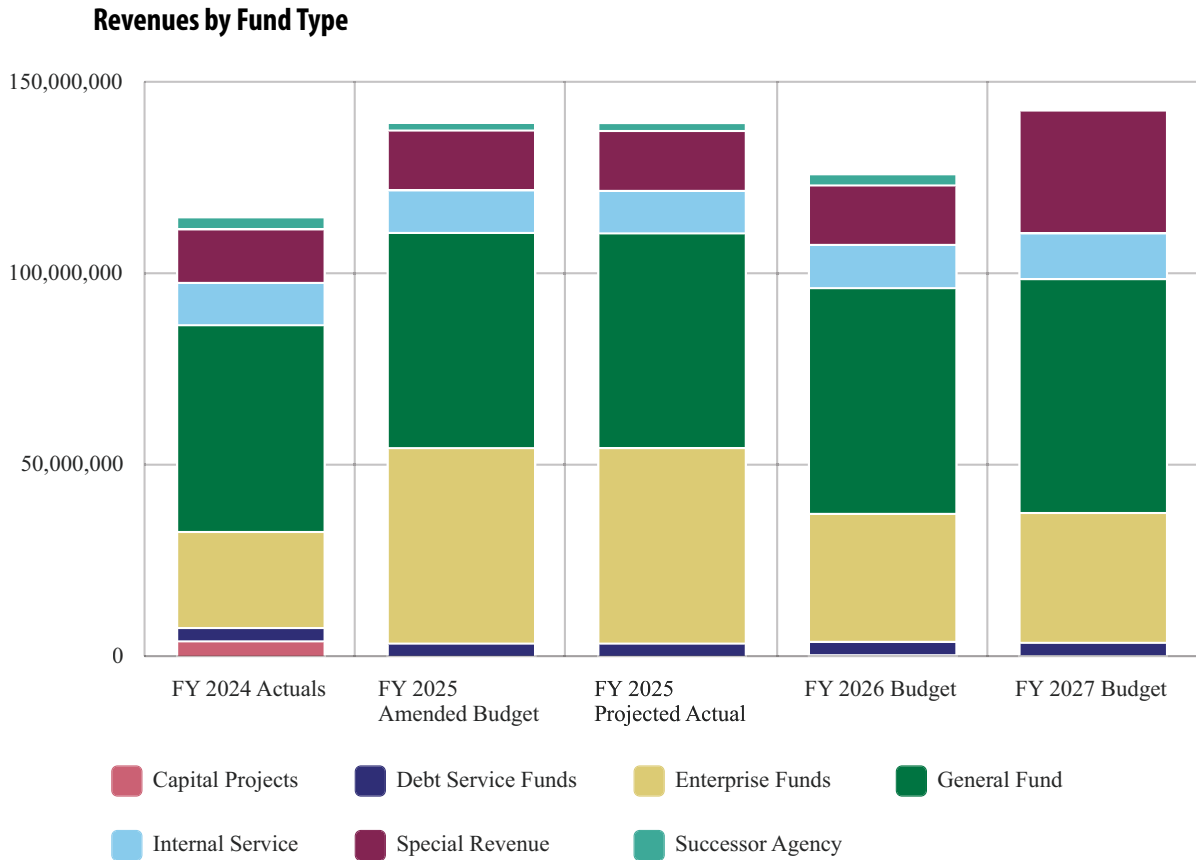
The Summary of Revenues provides an overview perspective of all revenues grouped by fund type. The fund types are described in the Budget Guide section of this budget document.

Estimated revenues, for all fund types for FY 2026 and FY 2027 Budget are \$126 million and \$142.9 million. General Fund revenues are approximately \$46.2 million and \$48.2 million comprising 37 percent and 34 percent of total City-wide revenues for the FY 2026 and FY 2027 Budget. The table and chart below illustrates the percent of total revenues by fund type. The General Fund is typically the largest fund receiving revenues from property taxes, sales taxes and many other sources the City depends on to provide services to the residents.

Summary of Revenues by Fund Type

Fund Type	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
General Fund	53,996,952	56,200,771	56,080,854	58,951,460	61,072,885
Special Revenue	13,969,863	15,641,215	15,641,215	15,521,187	32,098,254
Capital Projects	4,131,441	61,456	61,456	518,173	252,778
Debt Service Funds	3,480,993	3,486,129	3,486,129	3,492,905	3,496,405
Enterprise Funds	25,083,991	51,049,200	51,049,200	33,416,575	33,906,175
Internal Service	11,056,301	11,102,686	11,102,686	11,296,121	11,942,324
Successor Agency	3,150,981	2,069,321	2,069,321	2,917,640	101,000
<b>Total</b>	<b>114,870,521</b>	<b>139,610,778</b>	<b>139,490,861</b>	<b>126,114,061</b>	<b>142,869,821</b>





SUMMARY OF REVENUES BY CATEGORY

Taxes are the major funding source for services provided by the City. The tax category includes property, sales, and business taxes. Water Sales & Service revenues are restricted for water related services only. Charges for Service are made up of services provided by the Departments such as Police, Planning, Public Works, Library and Community Services. Licenses & Permits varies based upon the amount of development occurring in the City for the year. Money & Property consists of interest earnings and rental income generated from rental of City facilities for special events by a third party. Fines & Forfeitures represent revenues collected from municipal code violations, vehicle code fines and parking citations.

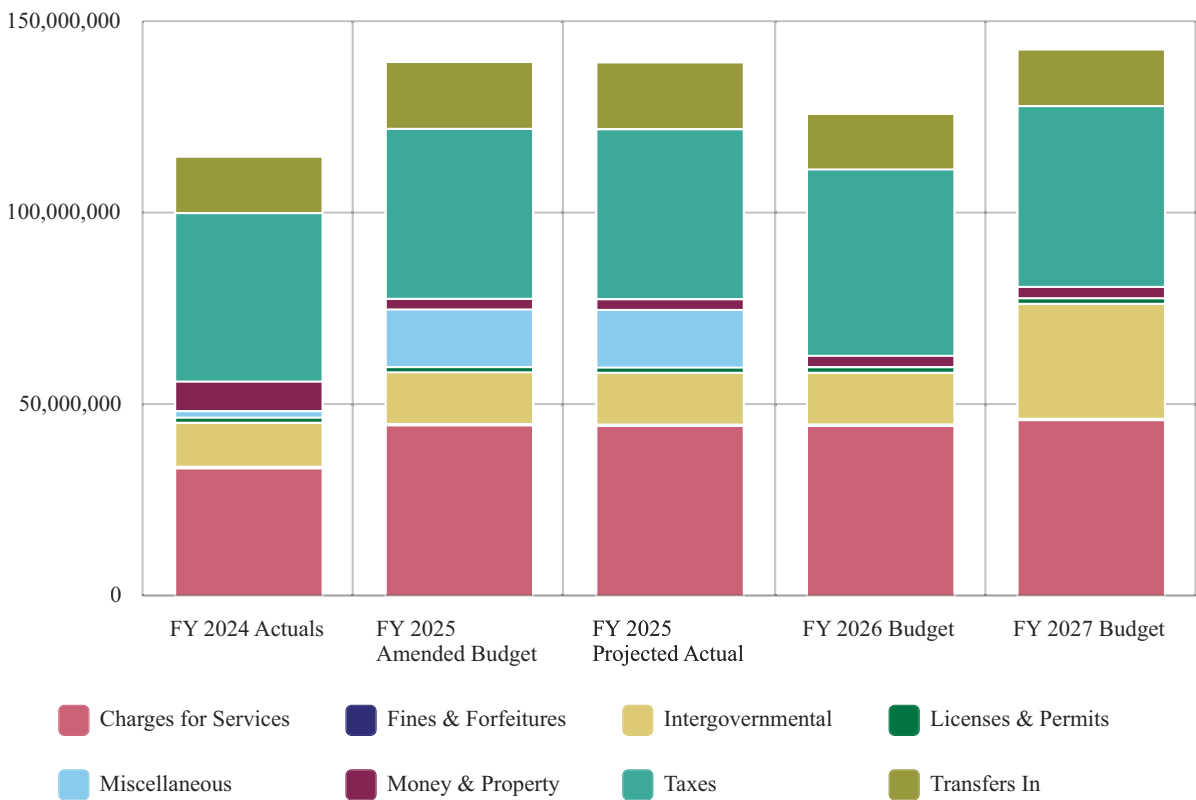
The revenues show generally minor growth with more stabilization in revenue levels seen compared to prior years from FY 2025 to FY 2027 with the exception of the intergovernmental section which fluctuates from year to year based on grant awards. FY 2027 forecasts a large stormwater capital project grant of \$18 million reported as intergovernmental revenue.

Additional detailed reports are available in the General Fund Revenues By Line Item and Other Fund Revenues by Line Item sections.

Summary of Revenues by Category

Fund Type	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
Taxes	44,000,484	44,391,376	44,391,376	48,676,758	47,214,618
Licenses & Permits	1,336,581	1,357,475	1,357,475	1,417,380	1,417,380
Fines & Forfeitures	445,834	332,000	332,000	355,000	355,000
Money & Property	7,727,161	2,782,080	2,782,080	2,946,970	2,951,970
Intergovernmental	11,476,933	13,528,219	13,528,219	13,504,284	30,031,351
Charges for Services	33,455,905	44,695,222	44,575,305	44,591,031	46,058,794
Miscellaneous	1,689,310	15,058,125	15,058,125	52,000	52,000
Transfers In	14,738,314	17,466,281	17,466,281	14,570,638	14,788,708
Total	114,870,521	139,610,778	139,490,861	126,114,061	142,869,821

Revenues by Category



## Overview of Appropriations (Expenditures)

### OVERVIEW OF APPROPRIATIONS (EXPENDITURES)

The appropriations budget for Fiscal Year 2025-26 and 2026-27 reflects a conservative and consistent approach to forecasting expenditures in the budget. More information is available in the Budget Guide section of the budget document regarding the ***Basis of Budgeting and Procedures*** when preparing the budget. Expenditure budgets include a review of the programs, activities and functions of each department, then a review of the cost of the staffing and other resources needed to accomplish those activities. The level of funding is dependent on the available resources.

This section provides an overview of the expenditures for all City funds.

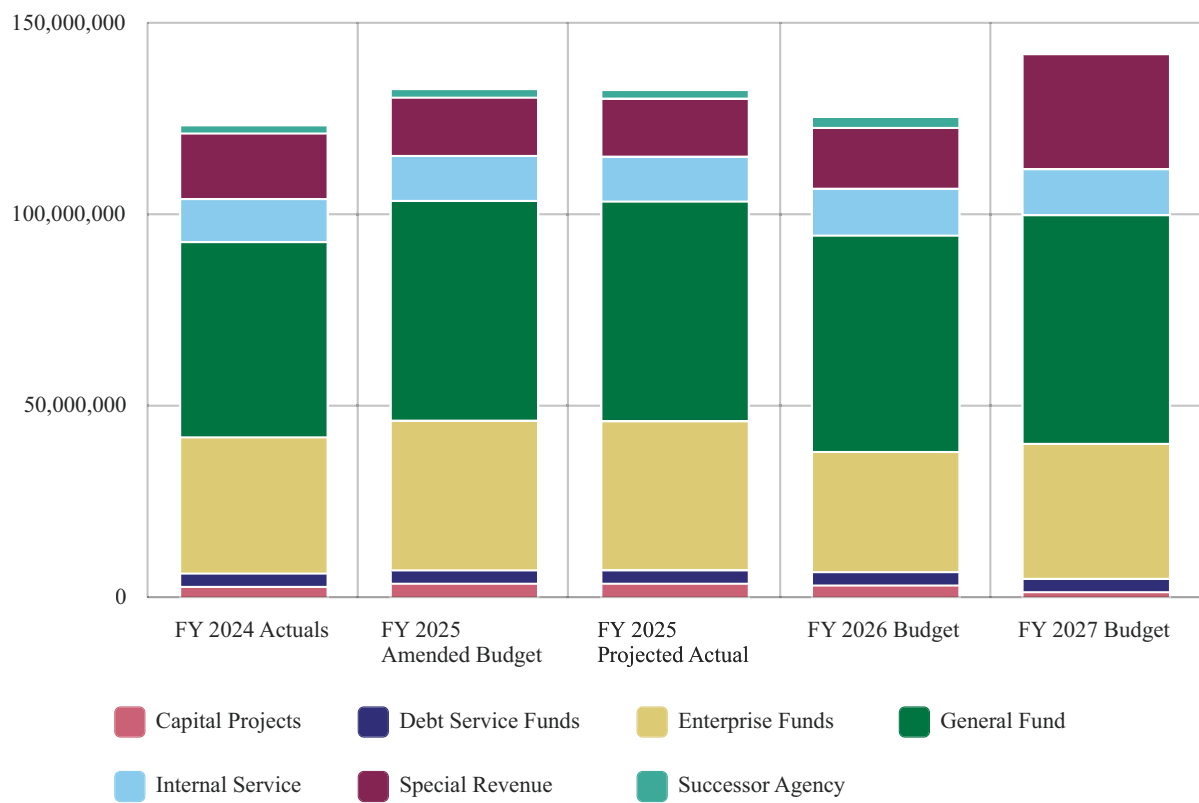
### SUMMARY OF EXPENDITURES BY FUND TYPE

This table of Expenditure Summary By Fund Types provides a perspective of all expenditures grouped by the fund types. The fund types are described in the ***Budget Guide*** section of this budget document.

#### Summary of Expenditures by Fund Type

Fund Type	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
General Fund	50,989,031	57,384,063	57,384,063	56,503,112	59,712,040
Special Revenue	17,124,037	15,214,328	15,154,328	15,877,682	30,045,471
Capital Projects	2,949,824	3,771,150	3,771,150	3,304,294	1,560,250
Debt Service Funds	3,479,637	3,486,129	3,486,129	3,492,905	3,496,405
Enterprise Funds	35,570,127	39,108,453	38,930,453	31,381,889	35,240,390
Internal Service	11,236,795	11,747,458	11,747,458	12,256,130	12,012,448
Successor Agency	2,137,573	2,244,321	2,244,321	2,862,565	100,000
<b>Total</b>	<b>123,487,023</b>	<b>132,955,902</b>	<b>132,717,902</b>	<b>125,678,577</b>	<b>142,167,004</b>

Expenditures by Fund Type



This overview provides a big picture of City-wide functional expenditures regardless of funding source. It is important to understand there are restricted uses for most funds except for the General Fund. If the City is no longer able to receive special revenue from other government entities, then the General Fund would be responsible for those services.

Public Safety services, which includes Police services and all of its components (Patrol, Community Preservation, Animal Services, etc.) typically make up the highest expenditure category in the City. The majority of Public Works is responsible for maintaining the City’s infrastructure such as roadways and the water system, as well as managing capital projects. General Government includes the Administrative Departments such as the City Council, City Clerk, City Manager, Information Technology, and Administrative Services (includes the Finance Department).

Summary of Expenditures by Functional Area

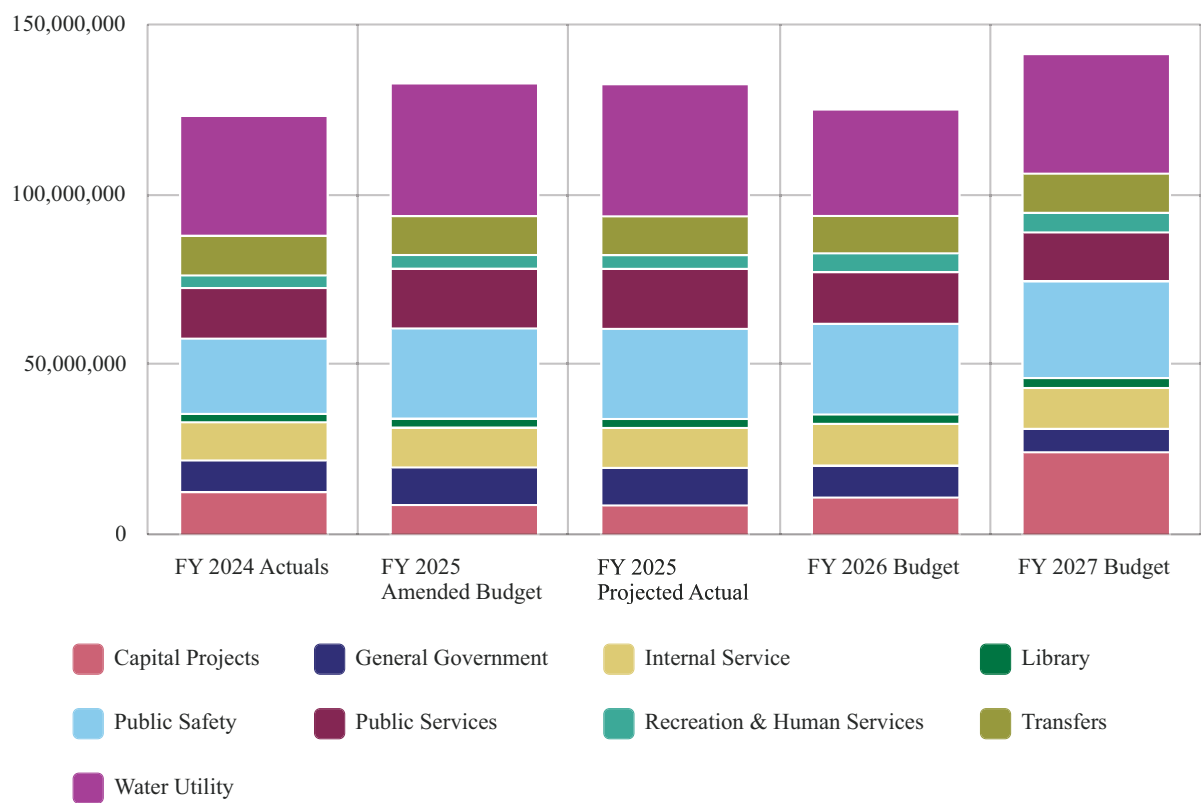
Fund Type	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
Capital Projects	12,694,454	8,923,923	8,798,923	11,120,150	24,442,890
General Government	9,337,083	11,055,042	11,055,042	9,485,222	6,952,452
Internal Service	11,236,795	11,747,458	11,747,458	12,256,130	12,012,448
Library	2,467,817	2,640,598	2,640,598	2,851,516	3,021,638
Transfers	11,696,048	11,431,039	11,431,039	11,154,058	11,680,198

Summary of Expenditures by Functional Area

Fund Type	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
Public Safety	22,141,953	26,506,599	26,506,599	26,767,562	28,679,077
Public Services	14,885,643	17,597,095	17,662,095	15,163,265	14,428,888
Recreation & Human Services	3,702,922	4,013,767	4,013,767	5,569,138	5,782,923
Water Utility	35,324,307	39,040,381	38,862,381	31,311,537	35,166,491
<b>Total</b>	<b>123,487,023</b>	<b>132,955,902</b>	<b>132,717,902</b>	<b>125,678,577</b>	<b>142,167,004</b>

Additional detailed reports are available in the Summary of Expenditures by Department section and within the individual departmental sections of the budget, more narratives and explanations are provided.

Summary Expenditures by Functional Area



## Budget Summary – General Fund

### General Fund Revenues (Resources)

The General Fund revenue budget for Fiscal 2025-2026 (FY 2026) and 2026-27 (FY 2027) is projected to be approximately \$46.2 million and \$48.2 million, respectively. The General Fund provides the majority of ongoing governmental services that are not funded through restricted special revenue funds. These services include Police, Community Development, Public Works, Library, Community Services, and general government administrative departments. This fund is supported by general taxes including property and sales tax, and other revenue sources, such as charges for services, licenses, permits, and fines

#### General Fund Revenues By Category

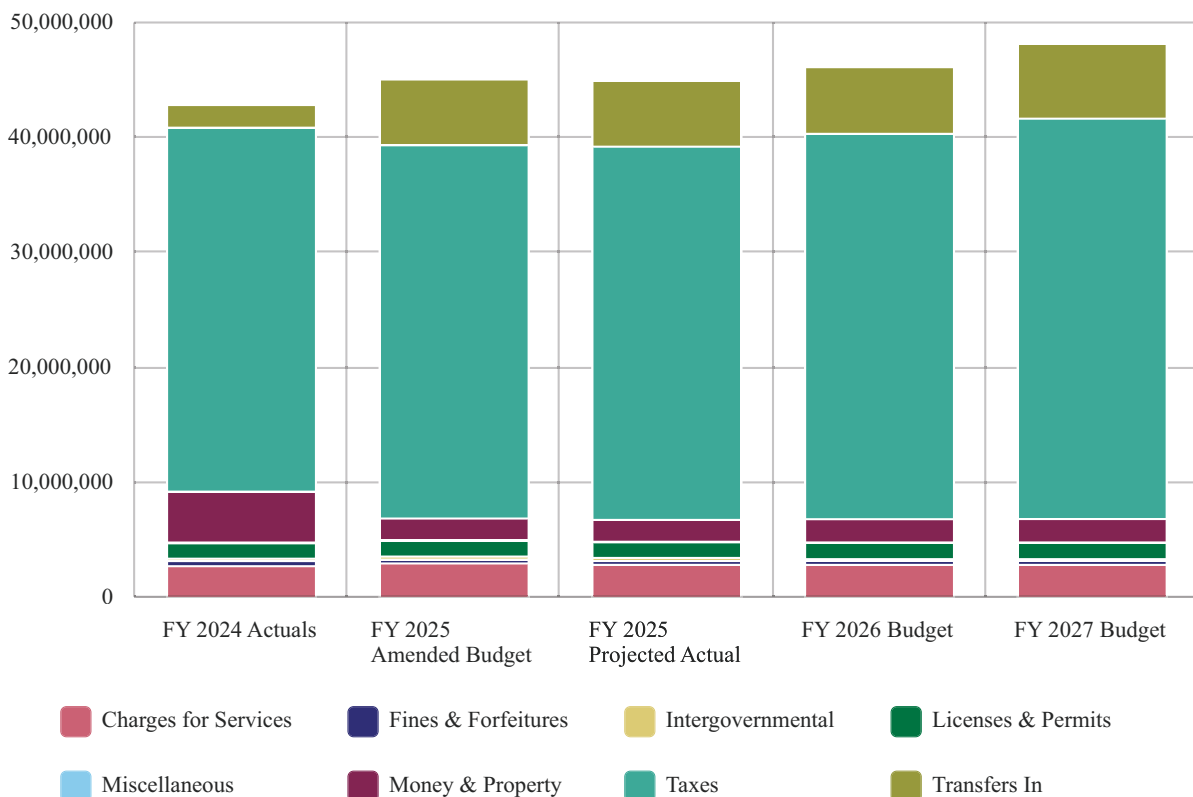
The Revenue Summary by Category table provides a four-year perspective of revenues for the General Fund.

FY 2026 and FY 2027 show projected stabilization and minor growth due to prices of homes sold in the City, a slow down in sales tax revenues in FY2024-25 with anticipated continued spending by the citizens of Glendora and a steady. Permits are consistent with prior years as development continues to occur within the City with increases included for the ongoing citywide fee study. Transfers In shows a fluctuates based on the amount of Measures E/Z revenue needed to balance the General Fund.

Revenues are budgeted strategically due to unknowns for how the economy will respond as the current inflationary economy is navigated. Any additional significant downturn in revenues would impact the budget plan.

This chart highlights the General Fund revenues budgeted in FY 2026 and FY 2027.

**General Fund - Revenues by Category**



## GENERAL FUND TOP FIVE LEADING REVENUES

The following table focuses on the top five revenue categories, which make up 90 percent of all General Fund revenues projected for FY 2026 and FY 2027.

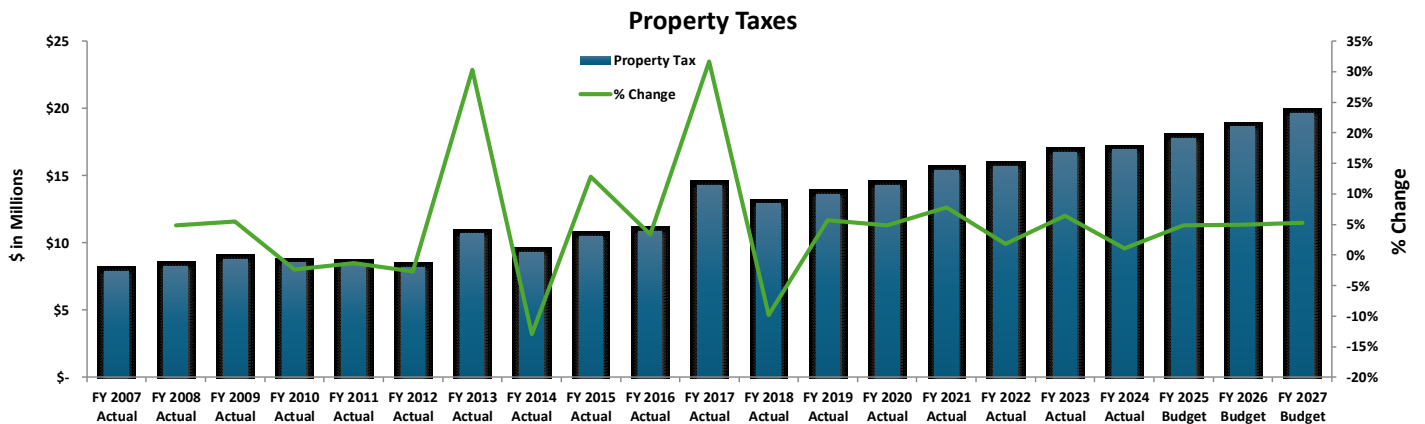
### General Fund Top Five Leading Revenues

Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
Property Taxes	16,958,356	17,754,200	17,754,200	18,628,000	19,617,500
Sales and Use Tax	11,119,948	11,120,000	11,120,000	11,300,000	11,600,000
Franchise Taxes	2,958,062	3,012,000	3,012,000	2,992,000	3,007,000
Charges for Services	2,757,607	2,997,450	2,877,533	2,873,730	2,873,520
Transfers In	1,970,368	5,729,451	5,729,451	5,801,250	6,513,515
<b>Total</b>	<b>35,764,341</b>	<b>40,613,101</b>	<b>40,493,184</b>	<b>41,594,980</b>	<b>43,611,535</b>

## PROPERTY TAXES

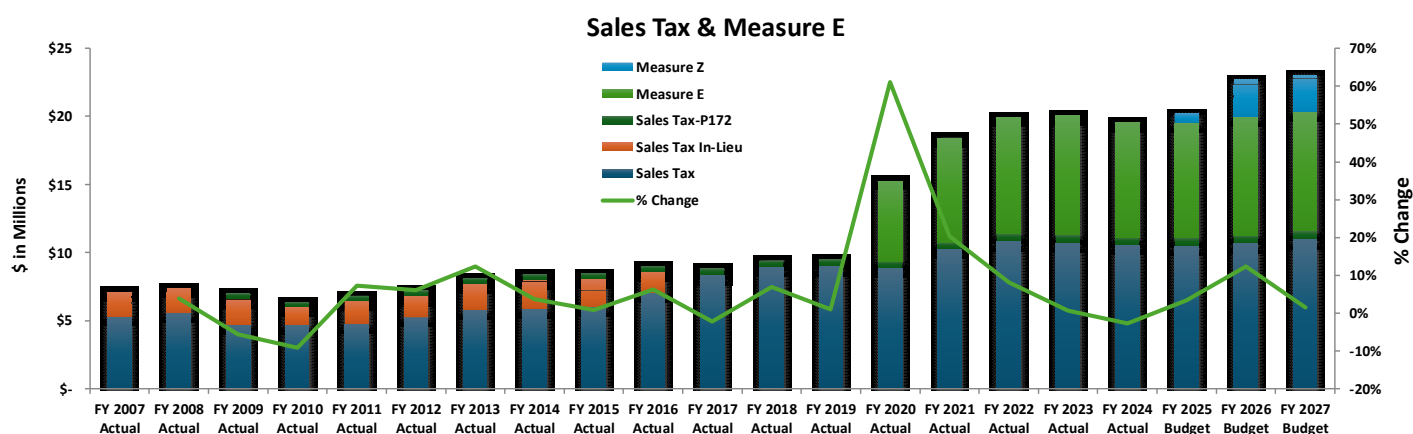
**Property Taxes** are imposed on real (secured) and personal (unsecured) property. The tax is constitutionally limited to one percent of assessed value by Proposition 13. Assessed valuation adjustments, when made, are limited to the lesser of a two percent annual increase or the growth in the California index of the CPI. Property transfers resulting from sales transactions and new construction trigger new appraisals with the new assessed value being the current market price, resulting in some assessments that exceed the two percent cap. It is important to note that the City's share of the base property tax amounts to approximately 10 percent of the Proposition 13 1 percent levy limitation. So, for a home with an assessed value of \$500,000, the base one percent property tax is \$5,000 and the City will receive \$500 as its share. Property taxes continue to be the largest category of income to the City, comprising 40 percent General Fund revenues.

The growth in Property Taxes is a reflection of the increases in assessed property tax values resulting in higher property taxes being paid.



**Sales Tax** is levied at the point-of-sale. The sales tax rate in Glendora is set and imposed at the County level. The levy in Los Angeles County is 9.75 percent (includes November 2024 voter approval of Measure A, 0.50 percent). The voters approved Measure E and Measure Z adding an additional 0.75 percent and 0.25 percent, respectively, levy to the sales tax levy referred to as a transactions and use tax. The total levy of 10.75 percent is divided as follows:

Tax Rate and Recipient	Distribution of Sales Tax on a \$100 Purchase
3.94% State of California	\$3.94 General Fund
<b>1.00% City of Glendora</b>	<b>\$1.00 General Fund 100% Discretionary</b>
<b>0.75% City of Glendora (Measure E)</b>	<b>\$0.75 General Fund 100% Discretionary</b>
<b>0.25% City of Glendora (Measure Z)</b>	<b>\$0.25 General Fund 100% Discretionary</b>
0.50% County Public Safety (Prop 172)	\$0.50 County and City (General Fund-Public Safety)
1.56% County Realignment	\$1.56 Mental Health/Welfare
0.25% Countywide Transportation Fund	\$0.25 County Transportation
2.00% County of Los Angeles	\$2.00 Measure M & R and Proposition A & C
0.50% County of Los Angeles	\$0.50 Homelessness Services



## TOP SALES TAX PRODUCERS

The table below shows the top 25 sales tax producers. Ten businesses generate 48 percent of all General Fund sales tax revenues.

Albertsons	Chevrolet of Glendora	Glendora Chrysler Jeep Dodge	Marshalls	Toyota of Glendora
Barnes & Noble	Chick Fil A	Home Depot	Old Navy	Ulta Beauty
Bath & Body Works	Colley Ford	Home Goods	Petsmart	Verizon Wireless
Best Buy	Fuel Zone	In N Out Burger	Raising Cane's	Vons
Cardinalway Hyundai of Glendora	Glendora Route 66 Arco	Kohls	Sams Club w/Fuel	Walmart

**Franchise Fees** are collected from local utilities for extraordinary use of the public right-of-way. Southern California Edison, Frontier, Charter, Verizon, and Athens are among the utilities that pay a Franchise Fee to the City. Cable revenue is decreasing as more consumers use online services or satellite company providers. Electric franchise revenues are increasing as utility rates increase even with alternative options such as solar. The amount paid to the City is governed by an agreement with each entity. Some franchise revenues have increased, while others are being monitored such as cable services, which show signs of decreasing as providers navigate customer use of online services or satellite company providers.

**Licenses & Permits** includes building permits and all other types of permits collected by the City departments (i.e. swap meet vendor permits, etc). A majority of this revenue consists of building permits. In FY 2024 & FY 2025 revenues are projected to be consistent with prior years. Fines & Forfeitures consists of municipal code violations, parking citations, and vehicle code fines. This revenue is somewhat unpredictable. Over the years, the amount of money generated from vehicle code violations has decreased as a result of the change in distribution methodology from the State of California.



**Money & Property** includes interest income, and rental income, primarily from parks and facilities. Interest income is often a minor component in this revenue category due to the State restrictions on investments and the short-term nature of the investments (within five years). However, increased diversification of the investment portfolio and the increase in interest rates by the Federal Reserve Bank has made a difference in interest income.

**Intergovernmental** are those revenues collected by other government agencies and then distributed to cities. Through various forms of legislation, these revenues have been eroded significantly throughout the years. The primary types of intergovernmental revenues are reimbursements from POST, Motor Vehicle in Lieu, and SB90 State Mandate reimbursements.

**Charges for Service** reflect cost recovery for services provided to external customers. These services span a wide range of customer choice: plan checking; duplication of materials; recreational classes and tours; engineering inspections; and Library fees. The largest components of this revenue includes the Environmental Administrative Fee revenues from Athens services, plan checking, inspection fees, and recreation classes.

## General Fund Expenditures (Appropriations)

The General Fund budget for FY 2026 and FY 2027 is \$45.5 million and \$47.9 million, respectively, which maintains the current level of services as described throughout the budget document. Estimated General Fund revenues of \$46.2 million and \$48.2 million are sufficient to cover the proposed expenditures due to voter approval of Measures E/Z.

### GENERAL FUND EXPENDITURES BY DEPARTMENT

All of the department budgets are affected by ongoing labor negotiations, fluctuating CalPERS (PERS) pension costs, and contractual agreements increases based on the Consumer Price Index (CPI) and/or minimum wage increase mandates.

Non-Departmental shows negative budget due to the use of a "vacancy factor" because the City budgets assuming all positions will be filled for the full fiscal year. However, this is unlikely so, staff analyzes prior years budget versus actual expenditures for personnel costs to determine an amount used to offset this assumption.

Some increases did occur related to additional investments in technology, vehicles, and increases in various contracts. This two-year budget cycle focuses on continued modernization of the organization and services provided to be consistent with the City's strategic planning.

The table below provides an overview of General Fund Expenses by Department.

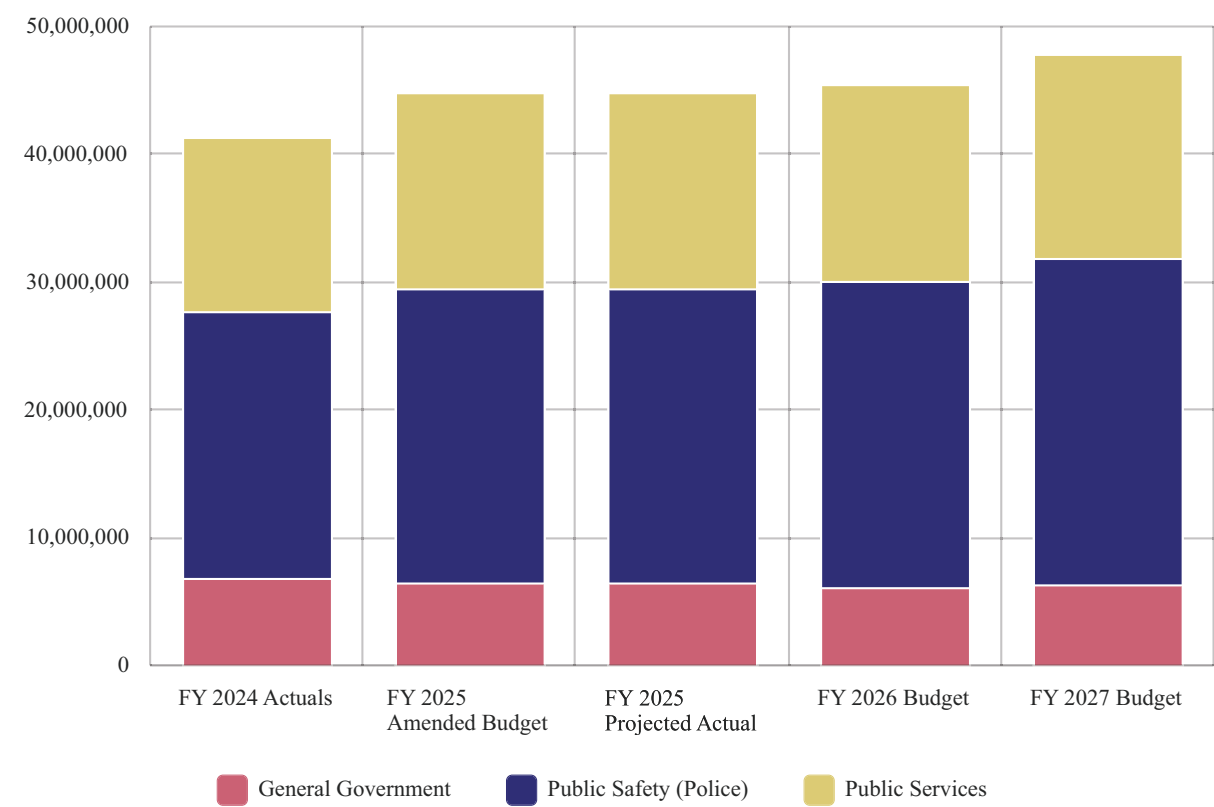
### General Fund Expenditures by Department

Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
<b>General Government</b>					
Non-Departmental	3,404,550	2,962,568	2,962,568	2,261,420	2,266,555
Legislative	652,815	742,329	742,329	713,660	713,868
City Clerk	571,418	724,114	724,114	686,484	793,997
City Manager	722,203	567,570	567,570	830,431	869,443
Administrative Services	1,491,739	1,488,434	1,488,434	1,626,242	1,694,417
<b>General Government Subtotal</b>	<b>6,842,725</b>	<b>6,485,015</b>	<b>6,485,015</b>	<b>6,118,237</b>	<b>6,338,280</b>
<b>Public Safety (Police)</b>					
Public Safety	20,875,921	23,022,317	23,022,317	23,971,607	25,546,550
<b>Public Safety (Police) Subtotal</b>	<b>20,875,921</b>	<b>23,022,317</b>	<b>23,022,317</b>	<b>23,971,607</b>	<b>25,546,550</b>

General Fund Expenditures by Department

Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
Public Services					
Community Development	2,752,712	3,689,071	3,689,071	3,505,234	3,681,532
Public Works	5,758,990	6,002,948	6,002,948	6,042,843	6,092,714
Library	2,201,251	2,444,198	2,444,198	2,667,326	2,833,758
Recreation & Human Services	2,923,937	3,212,306	3,212,306	3,186,085	3,364,391
Public Services Subtotal	13,636,890	15,348,523	15,348,523	15,401,488	15,972,395
Total	41,355,536	44,855,855	44,855,855	45,491,332	47,857,225

General Fund Expenditures by Department



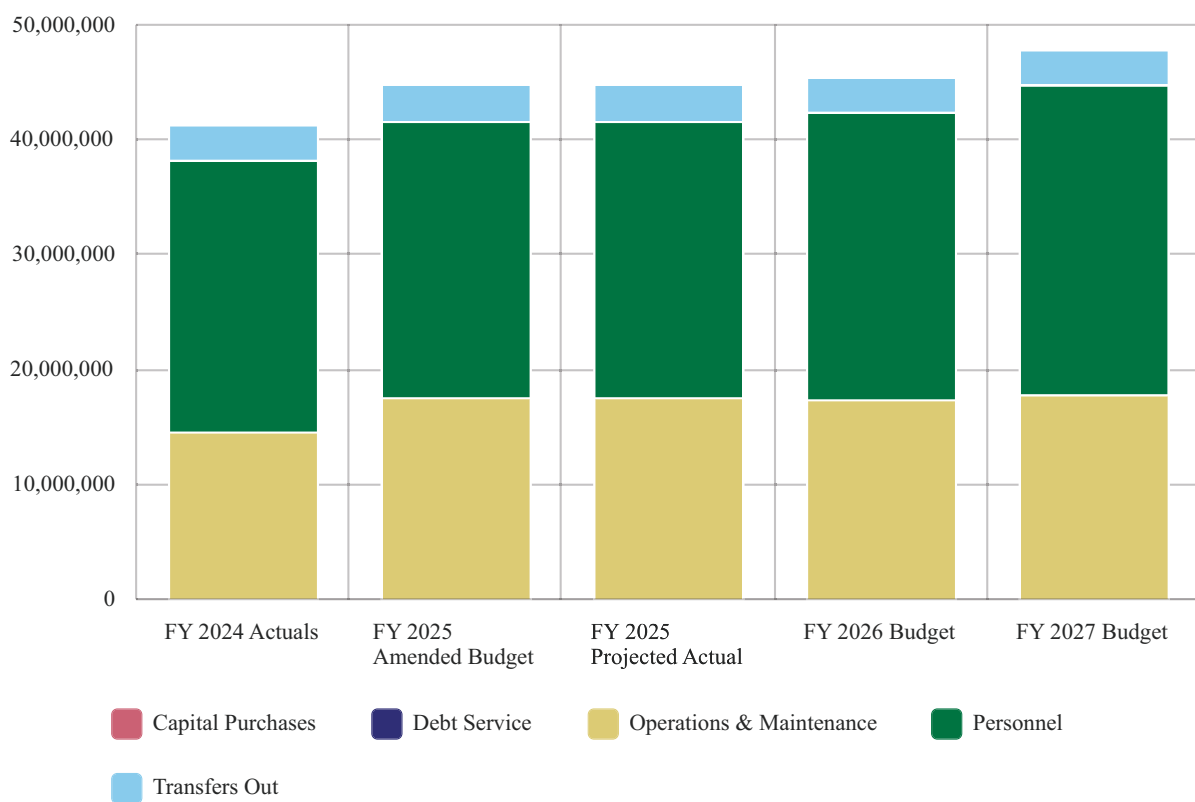
GENERAL FUND EXPENSES BY CATEGORY

General Fund expenses are categorized into salaries & benefits, operations & maintenance, allocated costs, and debt service. Below are more detailed explanations of each of the categories.

## Expenditures By Category

Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
Capital Purchases	24,280	—	—	—	—
Operations & Maintenance	14,569,863	17,581,503	17,581,503	17,399,502	17,823,368
Transfers Out	3,066,699	3,228,568	3,228,568	3,049,420	3,049,555
Personnel	23,665,317	24,045,784	24,045,784	25,042,410	26,984,302
<b>Total</b>	<b>41,326,160</b>	<b>44,855,855</b>	<b>44,855,855</b>	<b>45,491,332</b>	<b>47,857,225</b>

## General Fund Expenditures by Category



**Personnel:** This category makes up 55 percent of total General Fund expenditures. The salaries and benefits budget includes all known increases to salaries per approved MOUs, a vacancy factor for unfilled position assumptions, increases in normal CalPERS costs, and medical benefits. Approximately \$2.95 million of pension costs were relocated to Transfers as a result of the City issuing POBs in FY 2020 (resulting in approximately \$1 million in annual savings).

**Operations & Maintenance:** The operations and maintenance expense category includes costs such as office supplies, contract services, maintenance of parks and medians, tree maintenance, utility costs, and allocated costs, etc. The budget for General Fund operations and maintenance expense is \$17.2 million in for FY 2026 and \$17.5 million for FY 2027 which is about a 1 percent decrease and 1 percent increase, respectively, from FY 2025. Allocated costs are the largest component of the Operations & Maintenance category representing charges from the City's Internal Service Funds for centralized technology and vehicle services as well as general liability and property insurance. Allocated costs for the General Fund totals \$7.6 million and \$7.8 million. Compared to FY25, this is a 3 percent and 1 percent increase. The majority of the increase results from Measures E/Z creating opportunities for the General Fund to make capital purchases.

**Transfers:** For FY 2026 and FY 2027, the transfers out are for the debt service on the energy efficiency project financing, a subsidy to the street lighting & landscape district zones (Fund 201 & 203), and debt service for the 2019 pension obligation bonds (POBs). The 2019 POBs are paid from a separate fund that requires each benefiting fund to transfer out their fair share of the debt service costs.

## Budget Summary - Measures E/Z

In 2018, the City Council established a Citizens Ad Hoc Committee and after careful evaluation of the a recommendation was made to the City Council to consider a special election for Measure E, a Transaction and Use Tax. A transaction and use tax is levied during any taxable event where goods are consumed (restaurants & over the counter purchases), delivered (building materials) or registered (autos, RVs, motorcycles) in/to the City of Glendora. Measure E was approved on March 5, 2019 by the Glendora voters for the purpose of maintaining critical services including but not limited to, maintaining police services, repairing streets, and maintaining services to the community. Measure E is an unrestricted revenue similar to other revenues reported in the General Fund. Subsequently on November 5, 2024 the voters approved a supplemental transaction and use tax Measure Z. Measure Z like Measure E is discretionary and may be used for general fund purposes, including addressing public nuisance issues associated with homelessness, public safety, street and road improvements, keeping public areas safe/clean, and/or maintaining parks and City facilities.

The Measures E/Z Fund was created to provide additional transparency around the amount of subsidy required by the General Fund to have a balance budget and meet the General Fund Reserve Policy as well as more easily show the programs and services funded by Measures E/Z.

### Measures E/Z Revenues

The City continues to see some growth in Measures E/Z and with some revenue loss and stabilization FY 2024 and followed by growth in FY 2026 and FY 2027 based on professional judgement and consulting with industry experts.

#### Revenues By Object

Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
Trans & Use Tax Meas E	8,454,822	9,100,000	9,100,000	8,700,000	8,730,000
Trans & Use Tax Meas Z	—	—	—	2,700,000	2,710,000
Interest Earnings	122,291	101,600	101,600	107,000	107,000
Unrealized Gains/Losses	89,771	—	—	—	—
<b>Total</b>	<b>8,666,884</b>	<b>9,201,600</b>	<b>9,201,600</b>	<b>11,507,000</b>	<b>11,547,000</b>

### Measures E/Z Expenditures

Measures E/Z are a critical revenue stream that allows the City to maintain financial stability and sustainability. Measures E/Z is used to provide resources for:

- Public Safety positions responsible for handling dispatched calls for service (including traffic enforcement, traffic collision investigations), reducing injury collisions (through education and enforcement), investigating calls for service at the schools (including thefts, threats/bullying incidents and child abuse investigations), and the Community Impact Team (addresses quality of life issues and emerging crime trends and problem areas in the community).
- Public Services like Community Outreach responsible for coordinating the City's homelessness efforts. Homelessness was identified as the City's top quality of life issue in it's 2022 Community Survey and remains in the top five quality of life issues in the 2025 Community Survey.
- Portions of positions and professional services dedicated evaluating the City's current economic development and affordable housing environment.
- For providing a subsidy to balance the General Fund budget, for future capital projects, increasing the pension stabilization reserve, increasing the Other Post-Employment Benefit (OPEB) Section 115 Trust, and providing assistance to the Internal Service Funds according the General Fund Reserve Policy through Transfers Out.
  - The General Fund subsidy is budgeted in the amount of \$5.7 million for FY 2026 and \$6.4 million for FY 2027.
  - Future capital projects transfer is budgeted in the amount of \$500 thousand for FY 2026 and \$250 thousand for FY 2027.
  - Pension stabilization transfer is budgeted in the amount of \$120 thousand for FY 2026 and \$150 thousand for FY 2027.
  - The Internal Service Funds and the OPEB transfers are both budgeted in the amounts of \$40 thousand for FY 2026 and \$50 thousand for FY 2027.

- FY 2023-24 Capital projects, represent the completed Finkbiner Park Improvements project.

This following chart shows Measures E/Z Expenditures by Department and Category. Transfers are the largest category with the primary purpose of providing a subsidy to balance the General Fund.

### Expenditures by Department

Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
<b>General Government</b>					
Non-Departmental	8,082,414	6,185,951	6,185,951	6,883,628	7,357,243
Administrative Services	300	2,000	2,000	500	500
<b>General Government Subtotal</b>	<b>8,082,714</b>	<b>6,187,951</b>	<b>6,187,951</b>	<b>6,884,128</b>	<b>7,357,743</b>
<b>Public Safety (Police)</b>					
Public Safety	1,005,337	1,827,069	1,827,069	1,896,806	2,027,219
<b>Public Safety (Police) Subtotal</b>	<b>1,005,337</b>	<b>1,827,069</b>	<b>1,827,069</b>	<b>1,896,806</b>	<b>2,027,219</b>
<b>Public Services</b>					
Community Development	191,628	189,747	189,747	217,891	228,489
Recreation & Human Services	327,981	543,916	543,916	708,175	733,549
<b>Public Services Subtotal</b>	<b>519,609</b>	<b>733,663</b>	<b>733,663</b>	<b>926,066</b>	<b>962,038</b>
<b>Total</b>	<b>9,607,661</b>	<b>8,748,683</b>	<b>8,748,683</b>	<b>9,707,000</b>	<b>10,347,000</b>

### Expenditures By Category

Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
Capital Projects	1,196,918	—	—	—	—
Operations & Maintenance	56,026	300,683	300,683	490,900	490,900
Personnel	1,469,260	2,262,049	2,262,049	2,407,472	2,754,757
Transfers Out	6,885,457	6,185,951	6,185,951	7,044,878	7,520,758
<b>Total</b>	<b>9,607,661</b>	<b>8,748,683</b>	<b>8,748,683</b>	<b>9,943,250</b>	<b>10,766,415</b>

# General Fund and Measures E/Z Multi-Year Financial Forecasts

## MULTI-YEAR FINANCIAL FORECAST NOTES

The Multi-Year Financial Forecast (Forecast) provides a long-range financial outlook that assists in planning and decision-making in connection with the financial operations of the General Fund. The forecast is updated a minimum of two times each year, during the budget development and at Mid-Year.

The Forecast has been updated to provide actual activity for FY 2023-24, the amended FY 2024-25 budget, the proposed budget for FY 2025-26, the proposed budget for FY 2026-27, and estimates for FY 2028 through FY 2030. The Forecast includes several footnotes providing additional explanations for specific line items. Below are additional observations about the forecast.

### General Fund

**Revenues** — Overall revenues are conservatively forecasted with average increases of 2.7 percent. It is expected some revenues will increase and others will decrease. Property are showing growth and sales tax is showing some stabilizing (due to economic uncertainty related to shifting federal policies) while other revenues show some growth due to full re-opening of the economy and the anticipated impacts of the ongoing Citywide Fee Study. A long term economic slow-down or another adverse economic event would significantly change the forecast, which is why it is updated throughout the year.

**Expenditures** —Overall expenditures are forecasted with average increases of 2.4 percent. The biggest drivers of the increasing costs are assumptions for employee negotiations improving the City's retention and recruitment efforts and allocated costs (rising insurance costs and investing in City vehicles and technology).

### Measures E/Z

**Revenues** — Overall revenues are conservatively forecasted with average increases of 0.4 percent. Measures E and Z show some stabilizing with the economic uncertainty due to shifting federal policies. A long term economic slow-down or another adverse economic event would significantly change the forecast, which is why it is updated throughout the year.

**Expenditures** —Overall expenditures are forecasted with average increases of 4.4 percent. The biggest drivers of the increasing costs are assumptions for employee negotiations continuing City's efforts improving retention and recruitment efforts, and transfers out for the General Fund Reserve Policy. Additionally, the City held a Budget Workshop on June 3, 2025 where the City Council identified funding priorities including addressing communications with the public, community events, Library services/programs impacted by reductions of outside funding sources, affordable housing consulting services, and embracing modern policing by adding positions to the Community Impact Team.

### Other major items impacting the General Fund and Measures E/Z budget and forecasts are described below:

- Measures E/Z are critical revenue streams that allows the City to operate at its current service levels and continue to exhibit relative financial stability.
- The Successor Agency revenue covering administrative costs associated with the wind down of the redevelopment agency has been reduced to \$100,000 based on information received from the State and assumes only \$25,000 for FY 2027-28 to FY 2029-30.
- The transfers out line item reflects the 2019 POB debt service payment. The Measures E/Z forecast includes budget appropriations for the General Fund Reserve Policy transfers to the Capital Projects Fund, Pension Stabilization Fund, OPEB Section 115 Trust and Internal Service Funds.
- Retirement costs do increase from FY 2026 to FY 2030. Although the 2019 POB provides significant savings, CalPERS investment losses generate new unfunded accrued liabilities (UAL). The forecast assumes the new discount rate of 6.8% which will increase the City's normal cost. Also note that it takes two years for investment gains or losses to affect our rates.

Furthermore, the General Fund and Measures E/Z could be additionally impacted by losses in revenues or demands for services in other operating funds. Because the budget is a dynamic document, the Forecast should also be seen as a dynamic tool. In addition to the concerns discussed above the current inflationary economic environment and any other problems with the global or local economy or unknown mandates from the State or Federal governments could dramatically change the projections provided.

## General Fund Multi-Year Financial Forecast

		FY 2023-24 ACTUAL	FY 2024-25 AMENDED	FY 2025-26 PROPOSED		FY 2026-27 PROPOSED		FY 2027-28 ESTIMATE		FY 2028-29 ESTIMATE		FY 2029-30 ESTIMATE		
1	BEGINNING BALANCE				17,992,731		18,701,329		19,075,589		19,139,512		19,472,680	
REVENUE														
2	Property Taxes	\$ 16,958,356	\$ 17,754,200	4.7%	\$ 18,628,000	4.9%	\$ 19,617,500	5.3%	20,007,500	2.0%	20,808,000	4.0%	21,640,000	4.0%
3	Sales Tax	11,119,948	11,120,000	0.0%	11,300,000	1.6%	11,600,000	2.7%	11,720,000	1.0%	11,896,000	1.5%	12,009,000	0.9%
4	Other Taxes	3,870,228	3,881,600	0.3%	3,926,290	1.2%	3,941,290	0.4%	3,941,000	0.0%	3,941,000	0.0%	3,941,000	0.0%
5	Licenses & Permits	1,336,581	1,357,475	1.6%	1,417,380	4.4%	1,417,380	0.0%	1,432,000	1.0%	1,446,000	1.0%	1,460,000	1.0%
6	Fines & Forfeitures	445,834	332,000	-25.5%	355,000	6.9%	355,000	0.0%	355,000	0.0%	355,000	0.0%	355,000	0.0%
7	Rents & Interest	4,319,913	1,900,580	-56.0%	2,022,570	6.4%	2,037,570	0.7%	2,048,000	0.5%	2,052,000	0.2%	2,058,000	0.3%
8	Plan, Bldg & Eng	1,208,455	1,348,110	11.6%	1,501,300	11.4%	1,501,300	0.0%	1,546,000	3.0%	1,592,000	3.0%	1,640,000	3.0%
9	Admin, Recreation & Library	1,093,763	1,007,031	-7.9%	995,440	-1.2%	995,230	0.0%	995,000	0.0%	995,000	0.0%	995,000	0.0%
10	Miscellaneous	669,477	625,408	-6.6%	392,700	-37.2%	402,700	2.5%	403,000	0.1%	403,000	0.0%	403,000	0.0%
11	Transfers In-Measures E/Z	303,604	5,529,451	1721.3%	5,661,250	2.4%	6,363,515	12.4%	6,370,000	0.1%	6,660,000	4.6%	6,520,000	-2.1%
REVENUE TOTAL		41,326,159	44,855,855	8.5%	46,199,930	3.0%	48,231,485	4.4%	48,817,500	1.2%	50,148,000	2.7%	51,021,000	1.7%
EXPENDITURES														
12	Salaries	17,772,756	17,364,408	-2.3%	17,845,314	2.8%	19,279,542	8.0%	19,858,000	3.0%	20,454,000	3.0%	21,068,000	3.0%
13	Retirement	2,461,151	2,582,550	4.9%	3,045,336	17.9%	3,504,222	15.1%	3,809,000	8.7%	4,123,000	8.2%	4,329,000	5.0%
14	Other Benefits	3,431,410	4,098,826	19.5%	4,151,760	1.3%	4,200,539	1.2%	4,243,000	1.0%	4,285,000	1.0%	4,306,000	0.5%
15	Operations & Maintenance	8,139,304	9,672,266	18.8%	9,823,952	1.6%	9,913,076	0.9%	9,963,000	0.5%	10,013,000	0.5%	10,063,000	0.5%
16	Allocation - Internal Svc	4,703,151	5,735,215	21.9%	5,517,338	-3.8%	5,758,975	4.4%	5,759,000	0.0%	5,759,000	0.0%	5,759,000	0.0%
17	Allocation - Insurance	1,748,088	2,043,522	16.9%	2,046,812	0.2%	2,060,917	0.7%	2,061,000	0.0%	2,061,000	0.0%	2,061,000	0.0%
18	Elections	3,601	130,500	3524.4%	11,400	-91.3%	90,400	693.0%	8,000	-91.2%	130,500	1531.3%	8,000	-93.9%
19	Transfers Out-POB	2,949,160	2,948,175	100.0%	2,953,460	0.2%	2,950,355	-0.1%	2,953,377	0.1%	2,954,332	0.0%	2,960,000	0.2%
20	Transfers Out-Other	117,539	280,393	138.6%	95,960	-65.8%	99,200	3.4%	99,200	0.0%	35,000	-64.7%	35,000	0.0%
EXPENDITURE TOTAL		41,326,159	44,855,855	8.5%	45,491,332	1.4%	47,857,225	5.2%	48,753,577	1.9%	49,814,832	2.2%	50,589,000	1.6%
21	Net (Loss)	-	-		708,598		374,260		63,923		333,168		432,000	
22	Ending Balance				18,701,329	42.1%	19,075,589	42.0%	19,139,512	40.2%	19,472,680	40.0%	19,904,680	40.1%

**NOTES:**

- 2 Numbers from consultant indicate steady increases in property tax.
- 3 FY25 reduction due to sluggish third quarter 2024 tax filings and mixed short-term performance (primarily in the Autos/Transportation, Building/Construction, Food/Drugs, Fuel/Service, and Consumer Goods sectors).
- 4 Franchise Fees are projected to remain relatively consistent with programmed increases for Refuse. Business License & TOT are projected to remain consistent.
- 5,6 The revenues are projected to be relatively consistent with some programmatic increases anticipated for Licenses & Permits related to the Citywide Fee Study and enhanced parking enforcement tools.
- 7 Rental activity has stabilized and the City's investments are trending in a positive direction. FY26 and beyond, interest earnings are relatively stable as the current/future interest rate environment is uncertain.
- 8 Development has continued and steady increases are projected with the citywide fee study. The current economic and insurance environments create uncertainty around future development.
- 9 FY26 & Beyond expected to be consistent. Primary components of this line are Recreation contract classes and programs.
- 10 FY25 DOF approved \$200K and FY26 \$100K for ROPS administrative amount, assumes \$100K FY27 and beyond. FY25 Includes one-time adjustment for Gold Line police services overtime reimbursement.
- 11 Based on actual results at the end of the fiscal year to represent the "subsidy" amount from Measures E/Z to balance the General Fund and meet the contingency reserve requirements.  
If there are savings in the General Fund this will result in a "subsidy" less than the amount projected to cover budgeted expenditures.  
Includes Measures E/Z funding priorities set by Council at June 3, 2025 Budget Workshop for City Clerk, Library and Recreation.
- 12,13,14 Salaries/Benefits/Retirement; FY26 and beyond include assumptions for upcoming negotiations.  
Includes Measures E/Z funding priorities set by Council at June 3, 2025 Budget Workshop for City Clerk, Library and Recreation. Future years assumptions include additional use of contracted services to maintain service levels.
- 15
- 16,17 These costs are related to internal services funds. Fluctuation due to capital outlay needs in Information Technology and City Fleet. Assumes City achieves insurance savings with change in SIR approach.
- 18 The City holds elections in November of even calendar years.
- 19,20 Includes debt service payment for the 2019 POBs, lease pmts on the energy efficiency projects & Landscape Maintenance Fund subsidy.
- 21 Amount required from the operating results to maintain 30%-45% contingency reserve.
- 22 The City's General Fund Reserve Policy is a minimum of 30% to maximum of 45% of prior year operational expenditures.  
The Contingency Reserve Contribution is added to the beginning available balance to reach the ending available balance.

## Measures E/Z Multi-Year Financial Forecast

		FY 2023-24	FY 2024-25			FY 2025-26	FY 2026-27			FY2027-28	FY2028-29			FY2029-30
		ACTUAL	AMENDED			PROPOSED	PROPOSED			PROJECTED	PROJECTED			PROJECTED
1	BEGINNING BALANCE					-	1,563,750			2,344,335		2,715,335		2,913,335
REVENUE														
2	Transactions & Use Tax (E)	\$ 8,454,822	\$ 8,400,000	-0.6%	\$ 8,700,000	3.6%	\$ 8,730,000	0.3%	\$ 8,770,000	0.5%	\$ 8,800,000	0.3%	\$ 8,830,000	0.3%
3	Transactions & Use Tax (Z)	-	700,000	0.0%	\$ 2,700,000	285.7%	2,710,000	0.4%	2,720,000	0.4%	2,730,000	0.4%	2,740,000	0.4%
4	Interest	212,062	101,600	-52.1%	107,000	5.3%	107,000	0.0%	108,000	0.9%	109,000	0.9%	110,000	0.9%
	REVENUE TOTAL	\$ 8,666,884	\$ 9,201,600	6.2%	\$ 11,507,000	25.1%	\$ 11,547,000	0.3%	\$ 11,598,000	0.4%	\$ 11,639,000	0.4%	\$ 11,680,000	0.4%
EXPENDITURES														
5	Salaries	1,108,081	1,593,355	43.8%	1,712,135	7.5%	1,947,559	13.8%	2,316,135	18.9%	2,386,000	3.0%	2,458,000	3.0%
6	Retirement	128,104	296,622	131.5%	308,396	4.0%	381,676	23.8%	472,507	23.8%	487,000	3.1%	502,000	3.1%
7	Other Benefits	233,074	372,072	59.6%	386,941	4.0%	425,522	10.0%	513,358	20.6%	529,000	3.0%	545,000	3.0%
8	Operations & Maintenance	56,026	300,683	436.7%	490,900	63.3%	490,900	0.0%	506,000	3.1%	521,000	3.0%	628,732	20.7%
9	Transfers Out-GF	303,604	5,529,451	1721.3%	5,661,250	2.4%	6,363,515	12.4%	6,320,000	-0.7%	6,630,000	4.9%	6,490,000	-2.1%
10	Transfers Out-GUSD	-	157,503	0.0%	294,500	87.0%	282,600	-4.0%	230,000	-18.6%	220,000	-4.3%	220,000	0.0%
11	Transfers Out-POB	381,195	376,085	-1.3%	370,955	-1.4%	371,865	0.2%	367,175	-1.3%	366,425	-0.2%	360,000	-1.8%
12	Transfers Out-CIP	2,629,941	287,915	-89.1%	518,173	80.0%	252,778	-51.2%	251,825	-0.4%	151,575	-39.8%	159,317	5.1%
13	Transfers Out-Pension Fund	1,577,965	172,748	-89.1%	120,000	-30.5%	150,000	25.0%	150,000	0.0%	90,000	-40.0%	90,000	0.0%
14	Transfers Out-OPEB 115 Trust	525,988	57,583	-89.1%	40,000	-30.5%	50,000	25.0%	50,000	0.0%	30,000	-40.0%	30,000	0.0%
15	Transfers Out-Internal Svc	525,988	57,583	-89.1%	40,000	-30.5%	50,000	25.0%	50,000	0.0%	30,000	-40.0%	30,000	0.0%
16	Capital Outlay/Projects	1,196,918	-	-100%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%
	EXPENDITURE TOTAL	\$ 8,666,884	\$ 9,201,600	6.2%	\$ 9,943,250	8.1%	\$ 10,766,415	8.3%	\$ 11,227,000	4.3%	\$ 11,441,000	1.9%	\$ 11,513,049	0.6%
17	Net (Loss)	-	-		1,563,750		780,585		371,000		198,000		166,951	
18	ENDING BALANCE				\$ 1,563,750		\$ 2,344,335		\$ 2,715,335		\$ 2,913,335		\$ 3,080,286	

### NOTES:

- 2,3 FY25 reduction due to sluggish third quarter 2024 tax filings and mixed short-term results in Autos/Transportation, Building/Construction, Food/Drugs, Fuel/Service, and Consumer Goods sectors.
- 4 FY26 and beyond, interest earnings are relatively stable as the current/future interest rate environment is uncertain.
- 5,6,7 Salaries/Benefits/Retirement for FY25 include ongoing costs of the recent realignments. FY26 and beyond include assumptions for upcoming negotiations. Includes Measures E/Z funding priorities set by Council at June 3, 2025 Budget Workshop adding Community Impact Team Positions.
- 8 Includes \$335K to \$380K for Homelessness Programs for FY 2026 and beyond. City staff is actively looking for grants to recover these anticipated costs. Includes Measures E/Z funding priorities set by Council at June 3, 2025 Budget Workshop for additional consulting services for affordable housing.
- 9 Transfer covering General Fund deficit and meeting contingency reserve policy limits. Includes Measures E/Z funding priorities set at June 3, 2025 Budget Workshop for City Clerk, Library and Recreation.
- 10 Transfer for cost offset of GUSD JUA for police department provided services.
- 11 Transfer for fairshare of pension obligation bond debt service cost.
- 12,13 The City has taken a more active approach to budgeting for the reserve policy that provides funding for capital projects, pension stabilization, subsidies for internal service funds, and OPEB 115 Trust. These transfers may be updated based on actual results at the end of the fiscal year.
- 14,15 50% to the Capital Projects Fund, 30% to the PERS Rate Stabilization Fund, 10% to OPEB Section 115 Trust (held in General Fund) and 10% to Internal Service Funds. Forecast is based on budgeted amounts and may fluctuate with actual results as of June 30. Assumes amounts available for capital projects, pension reserve and internal service funds are moved to those funds in accordance with the Reserve Policy
- 16 This line represents funding for Finkbiner Park Playground, Restroom and Tennis/Pickleball in FY2023-24.



## Budget Summary – Other Funds

### Special Revenue Funds

#### SPECIAL REVENUE FUNDS

Special Revenue Funds consist of those "restricted receipts" which may not be used for general municipal purposes. They are restricted for specific purposes by Local Ordinance, State or Federal Statute.

Within the Special Revenue Fund category are reimbursement-based grants, local return of State of California and Los Angeles County tax levies (e.g., Proposition A and C, Gas Taxes, Measure R & M, SB1) and special fee sources established by the City (e.g., Park and Recreation Facilities, Affordable Housing). The revenue accumulation patterns for special revenue funds can vary significantly from year to year based on the availability of funding and/or expenditure timing for grant awards and reimbursement.

The Special Revenue Funds also include several operating funds. These funds are relied upon annually to cover staff time providing services related to street maintenance (Gas Tax and Measure R), transit operations (Prop A and Prop C), and police overtime (Asset Forfeiture).

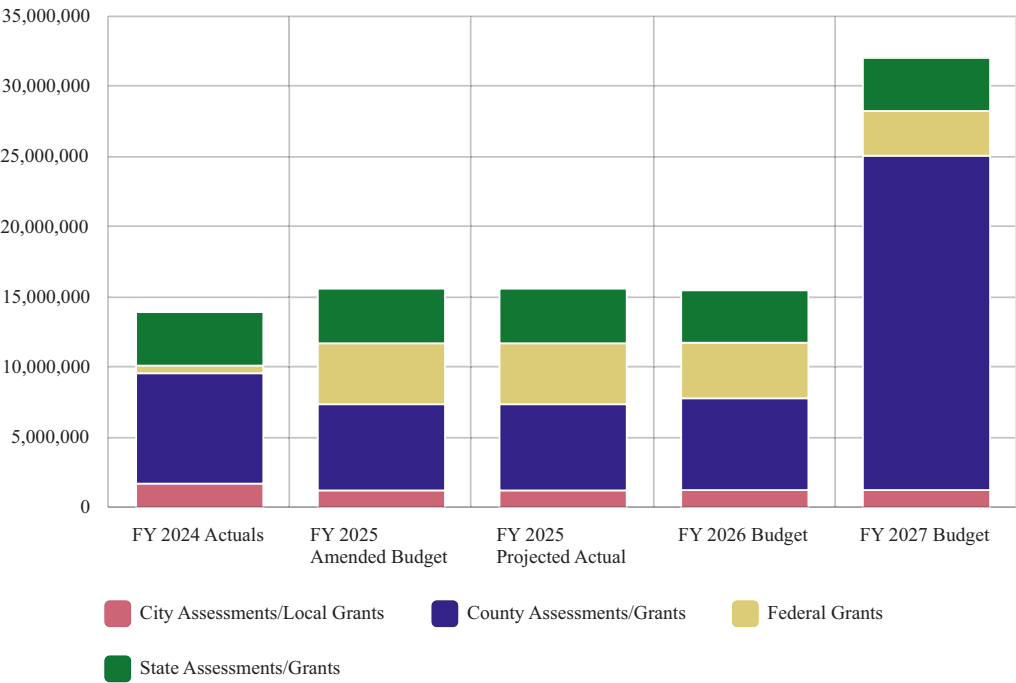
For FY 2026 and FY 2027, Special Revenue Funds are expected to generate \$15.5 million and \$32.1 million. The increase from FY 2026 to FY 2027 is primarily due to grant funding for the Finkbiner Park Stormwater Capture Project of approximately \$18 million.

The Special Revenue funds fluctuate from year to year based on which grants or special funding is available to the City. When preparing the budget for Special Revenue Funds, staff relies primarily on other government agencies to provide estimates. When a grant is awarded, it is presented to Council and budget adjustments are made after the Council action, since grants are not always guaranteed.

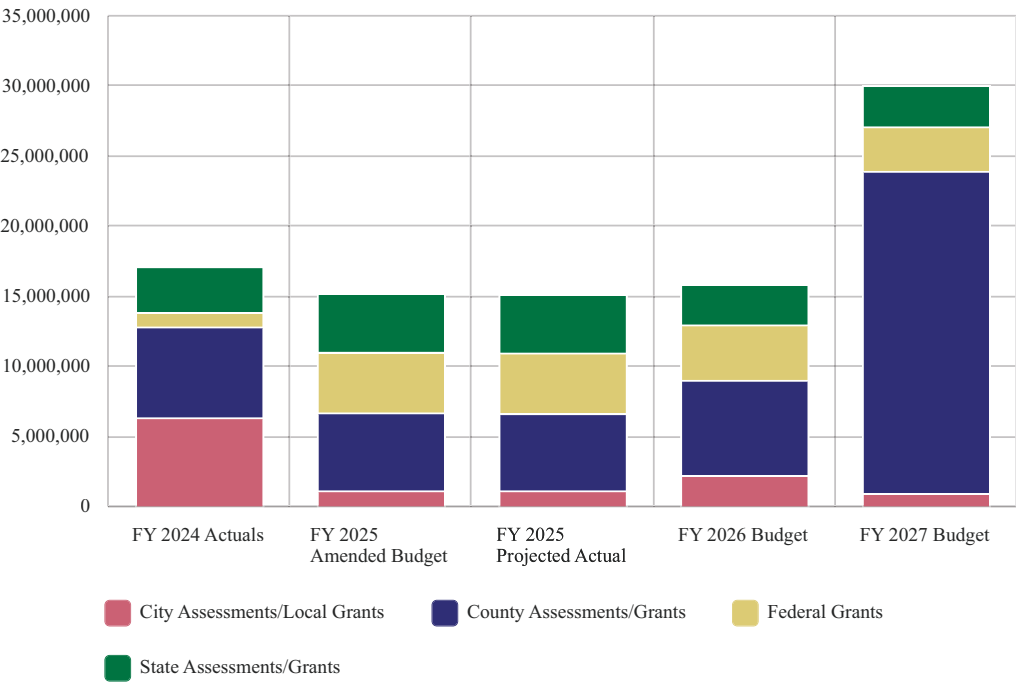
The City of Glendora has assessment district funds which levy and collect special assessments for the City's street, street lighting and landscape maintenance. Each district is assessed differently depending on the level of service it receives. Council action is required each year in order to place the assessment on the property tax rolls.

The City Council established the Glendora Housing Authority and designated the City authority to retain the housing functions previously performed by the Glendora Redevelopment Agency. These functions consist of monitoring affordable housing agreements for the Heritage Oaks and Elwood Apartments and managing the portfolio of housing rehabilitation and first-time homebuyer loans given by the former Glendora Redevelopment Agency. Housing Authority income is derived primarily through rental income resulting from an agreement with the Heritage Oaks residence. The Housing Authority may receive program income from loan repayments from time to time. The Authority also receives a interest income each year.

Revenues



Expenditures



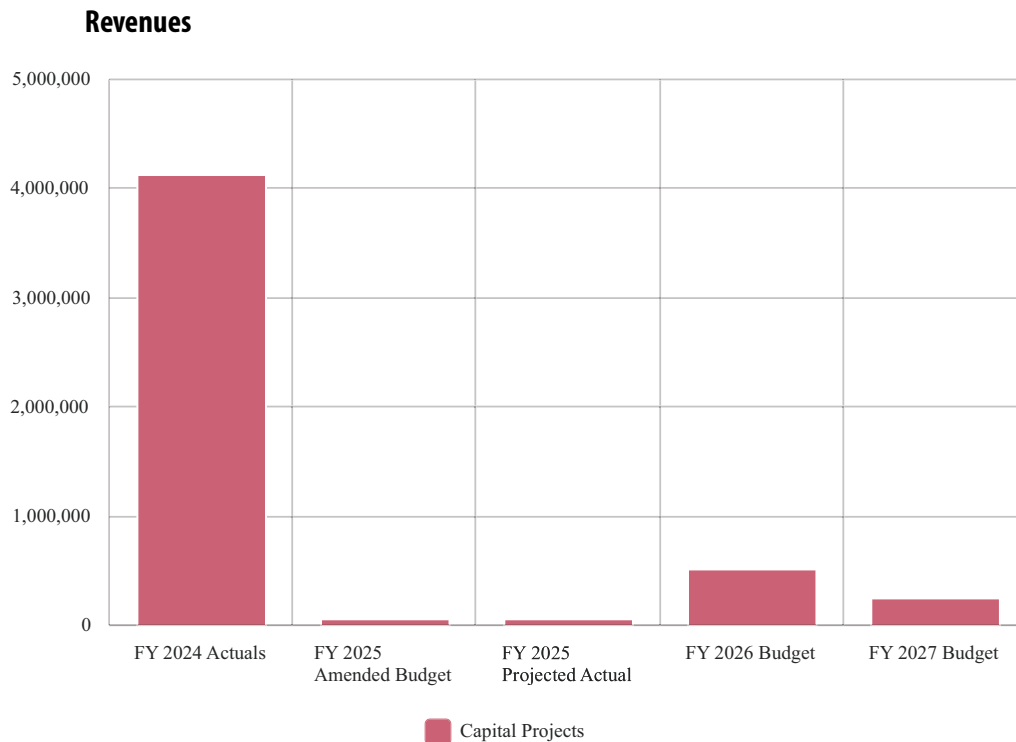
## Capital Projects Funds

### CAPITAL PROJECTS FUNDS

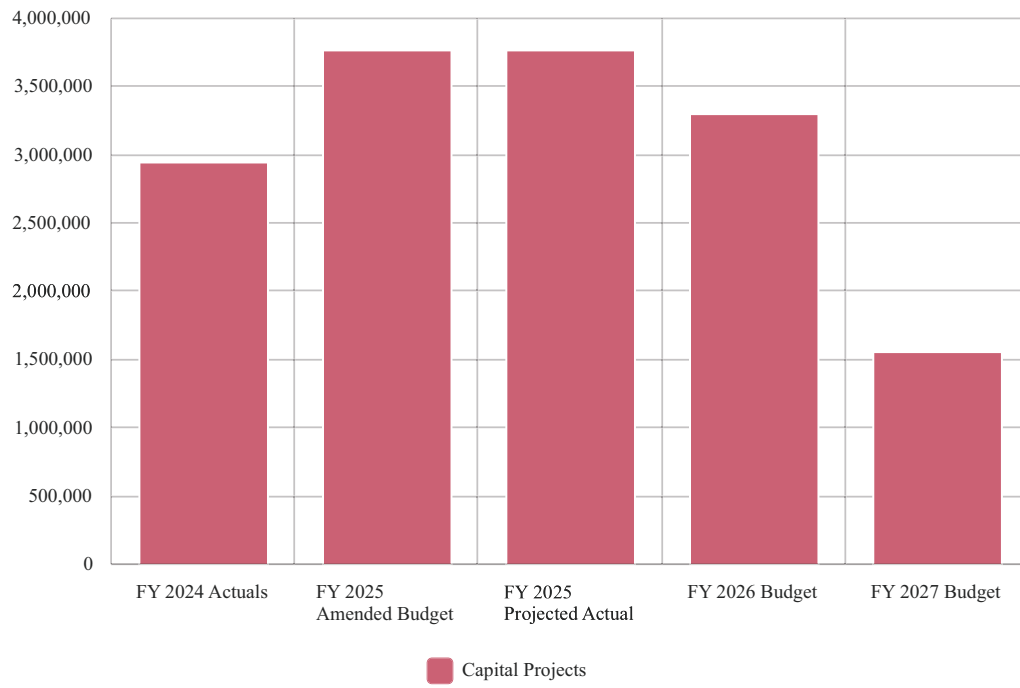
The Capital Projects Fund is funded through transfers from the General Fund. At year end, excess General Fund funds are transferred to the Capital Projects Fund per the terms of the Council adopted Reserve Policy. The Capital Projects Fund is relied upon for a variety of City projects such as the Gold Line, parks, library, facility improvements, and other street and infrastructure improvement projects. The Capital Projects Fund does not have a source of a revenue other than the General Fund Reserve Policy.

Details on the Capital Projects are provided in the Capital Improvement Program section of the budget. Projects proposed from the Capital Projects Fund in FY2026 and FY2027 include projects to improve facilities, information technology, parks, and streets. Additional funding sources are used to fund streets, stormwater and water projects. The chart below highlights the level of funding provided by the Capital Projects Fund.

The City of Glendora has made a historic investment in capital improvements as a result of strong Measure E revenue levels as well as strong levels of revenue for property taxes and sales taxes. The voters approved an additional transactions and use tax in November 2024, Measure Z. Measures E/Z and the General Fund are the only revenue source for the Capital Projects Fund.



### Expenditures

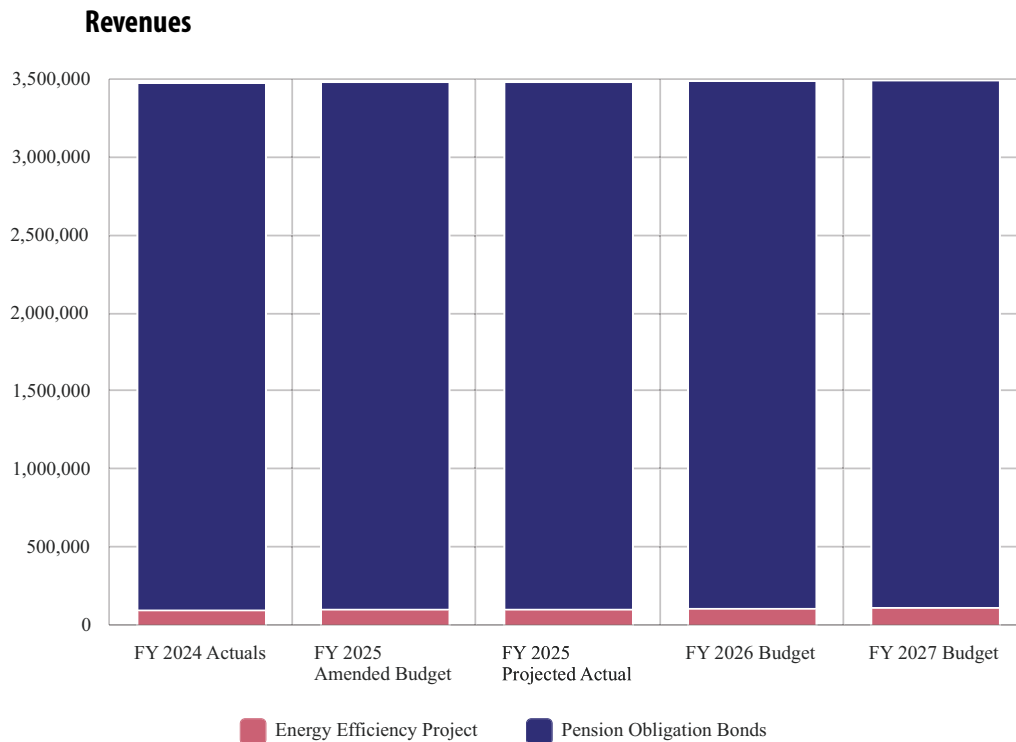


## Debt Service Funds

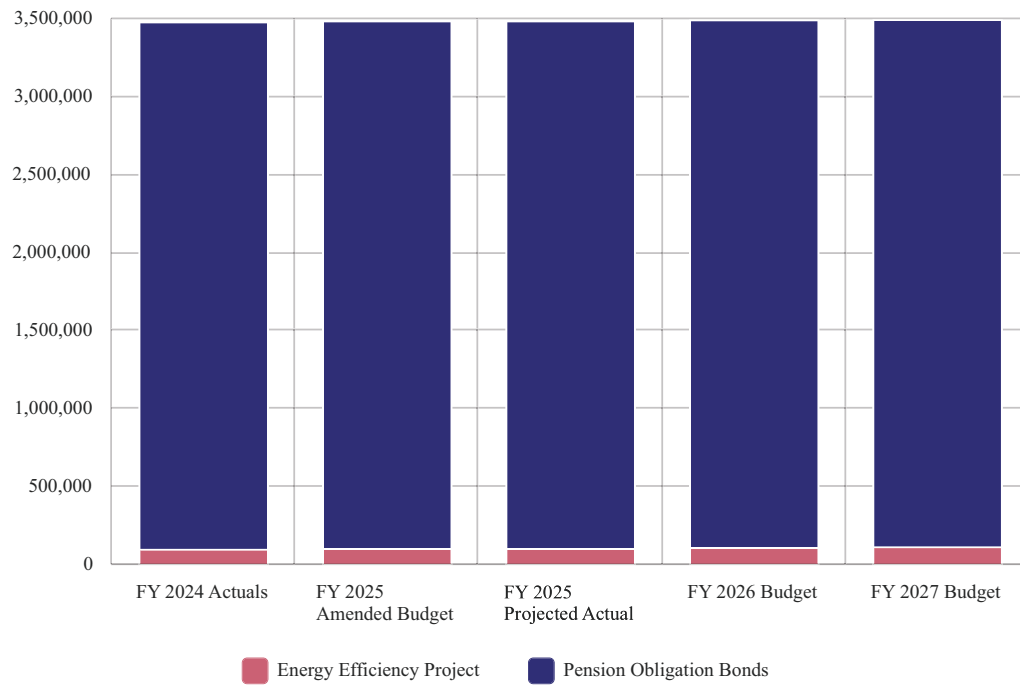
### DEBT SERVICE FUNDS

The Debt Service Funds are funded through transfers from the various funds (including the General Fund, Special Revenue Funds and Enterprise Funds). The City currently has two debt obligations paid by debt service funds. The 2019 Taxable Pension Obligation Bonds (2019 POBs) and the 2013 Pinnacle Public Finance - Capital Lease (Energy Efficiency Project). In September 2019, the City issued the 2019 POBs in amount of \$64,420,000 to replace the existing payments made to CalPERS for the Unfunded Accrued Liability (UAL) and in June 2013, the City entered into a lease agreement for the Energy Efficiency Performance Project which included various energy saving devices and equipment at City Hall, other City buildings, and landscape medians. The Debt Service Funds do not have a source of a revenue other than transfers from other funds.

More information on the debt obligations discussed above and paid by the Debt Service Funds is provided in the Debt Limit and Obligations section of the budget. The 2019 POB represents approximately 97% of the Debt Service Fund expenditures. The chart below highlights the level of appropriations needed to pay these by the Debt Service Funds.



### Expenditures



## Enterprise Funds

### ENTERPRISE FUNDS

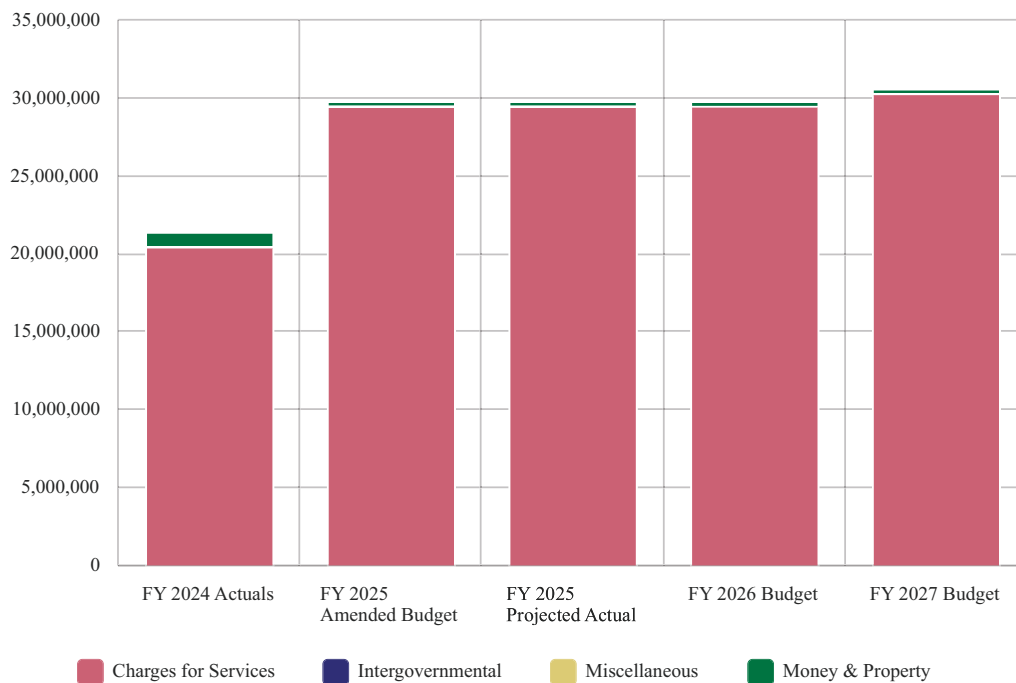
Enterprise funds account for the City's business activities providing service to external customers. Enterprise Funds are considered self-supporting and cost recovery is maintained through user fees and charges for service.

The Water Utility is the only enterprise operation and it comprises 23.6 percent and 21.4 percent, respectively, of City-wide revenues annually.

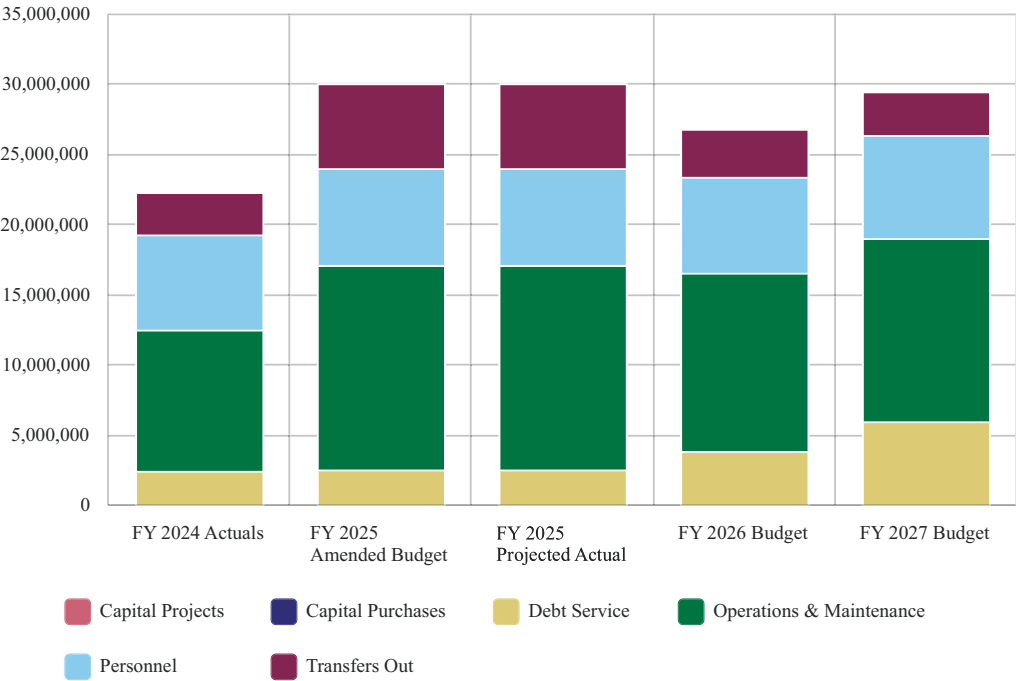
### Water Operating Fund

Water operating revenues are projected to be \$29.8 million and \$30.6 million, respectively, and water operating expenditures are projected to be \$26.8 million and \$29.5 million for FY 2026 and FY 2027. Both revenues and expenditures include assumptions regarding rate increases related to the City's water rate study and infrastructure assessment adopted in November 2023. In addition to the operating expenditures in FY 2026 and FY 2027, there is a transfer of \$3.3 million and \$3 million, respectively, to the Water Capital fund for water infrastructure projects. More information on the Water Capital Projects is included in the Capital Improvement Program section of the budget document.

#### Revenues



Expenditures





## Water Funds Multi-Year Financial Forecast

FUND 501 - OPERATIONS		FY 2023-24 ACTUAL	FY 2024-25 AMENDED	FY 2025-26 PROPOSED	FY 2026-27 PROPOSED	FY 2027-28 PROJECTED	FY2028-29 PROJECTED	FY2029-30 PROJECTED				
BEGINNING BALANCE				\$ 7,755,600	\$ 10,702,859	\$ 11,780,325	\$ 11,823,261	\$ 11,848,028				
REVENUE												
1	Meter Connection	8,625,552	10,654,000	23.5%	10,970,000	3.0%	11,413,000	1.0%	11,470,000	0.5%	11,527,000	0.5%
2	Consumption	8,912,559	14,163,000	58.9%	14,500,000	2.4%	14,900,000	2.8%	15,049,000	1.0%	15,124,000	0.5%
3	Elevation	2,533,282	4,399,000	73.6%	3,600,000	-18.2%	3,670,000	1.9%	3,706,700	1.0%	3,744,000	1.0%
4	Other Water Service Charges	335,649	239,500	-28.6%	316,675	32.2%	316,675	0.0%	317,000	0.1%	317,000	0.0%
5	Sales to Other Water Co	39,863	50,000	25.4%	92,500	85.0%	92,500	0.0%	92,500	0.0%	92,500	0.0%
6	Misc Revenues/Interest	944,887	284,100	-69.9%	298,000	4.9%	298,894	0.3%	300,000	0.4%	301,000	0.3%
REVENUE TOTAL		21,391,792	29,789,600	39.3%	29,777,175	0.0%	30,577,175	2.7%	30,876,769	1.0%	31,047,500	0.6%
EXPENDITURES												
7	Production	4,750,423	7,846,197	65.2%	5,211,165	-33.6%	5,270,823	1.1%	5,323,532	1.0%	5,376,767	1.0%
8	Transmission/Distribution	2,170,793	3,503,038	61.4%	3,959,940	13.0%	4,095,428	3.4%	3,784,599	-7.6%	3,828,969	1.2%
9	Elevation (Pumping Expenses)	1,442,890	1,750,000	21.3%	1,837,500	5.0%	1,837,500	0.0%	1,837,500	0.0%	1,837,500	0.0%
10	Water Customer Service	1,813,858	793,322	-56.3%	775,363	-2.3%	800,564	3.3%	689,505	-13.9%	699,795	1.5%
11	Water Administration	1,941,345	2,709,502	39.6%	3,060,362	12.9%	3,442,899	12.5%	2,475,576	-28.1%	2,660,668	7.5%
12	Support	3,389,453	3,690,492	8.9%	3,478,053	-5.8%	3,664,773	5.4%	4,487,553	22.5%	4,533,407	1.0%
13	Water Conservation	638,483	1,201,648	88.2%	1,251,653	4.2%	1,307,452	4.5%	1,130,667	-13.5%	1,146,630	1.4%
14	Debt Service	2,441,134	2,535,145	3.9%	3,839,300	51.4%	5,971,760	55.5%	5,238,487	-12.3%	4,604,913	-12.1%
15	Transfer Out - Capital Fund	3,000,000	6,000,000	100.0%	3,365,400	-43.9%	3,055,000	-9.2%	5,830,000	90.8%	6,330,000	8.6%
16	Transfer Out - Energy & Others	233,081	47,533	-79.6%	51,180	7.7%	53,510	4.6%	36,414	-31.9%	4,084	-88.8%
EXPENDITURE TOTAL		21,821,460	30,076,877	37.8%	26,829,916	-10.8%	29,499,709	10.0%	30,833,833	4.5%	31,022,733	0.6%
Operations Net (Loss)		(429,668)	(287,277)		2,947,259		1,077,466		42,936		24,767	
17	ENDING BALANCE				10,702,859	45.7%	11,780,325	44.6%	11,823,261	47.4%	11,848,028	48.0%
FUND 502 - CAPITAL PROJECTS		FY 2023-24 ACTUAL	FY 2024-25 AMENDED	FY 2025-26 PROPOSED	FY 2026-27 PROPOSED	FY 2027-28 PROJECTED	FY2028-29 PROJECTED	FY2029-30 PROJECTED				
BEGINNING BALANCE				\$ 12,554,529	\$ 11,641,956	\$ 9,230,276	\$ 2,488,761	\$ 2,702,611				
REVENUE												
18	Transfer In - Operating Fund	3,000,000	6,000,000	100.0%	3,365,400	-43.9%	3,055,000	-9.2%	5,830,000	90.8%	6,330,000	8.6%
19	Development Fees/Other	692,199	259,600	-62.5%	274,000	5.5%	274,000	0.0%	267,300	-2.4%	270,000	1.0%
20	Infrastructure Revenue Bond	-	15,000,000	0.0%	-	-100.0%	-	0%	-	0%	-	0%
REVENUE TOTAL		3,692,199	21,259,600	0.0%	3,639,400	-82.9%	3,329,000	-8.5%	6,097,300	83.2%	6,600,000	8.2%
EXPENDITURES												
21	Capital Projects	13,498,801	23,925,496	77.2%	4,551,973	-81.0%	5,740,681	26.1%	12,838,815	123.6%	6,386,150	-50.3%
EXPENDITURE TOTAL		13,498,801	23,925,496	77.2%	4,551,973	-81.0%	5,740,681	26.1%	12,838,815	123.6%	6,386,150	-50.3%
Capital Projects Net (Loss)		(9,806,602)	(2,665,896)		(912,573)		(2,411,681)		(6,741,515)		213,850	
22	ENDING BALANCE			\$ 11,641,956	\$ 9,230,276	\$ 2,488,761	\$ 2,702,611	\$ 3,472,501				

### NOTES:

- Rate Study Adopted December 2023 according to Infrastructure Assessment.
- Sales to other companies, depends on the water demand from other water company
- Primarily interest earnings, forecasted conservatively due to uncertain interest rate environment.
- Actuals show maintenance and operations savings. FY25 and beyond assume consistent budget, any actual savings may become available for the Capital Projects Fund.
- Water Customer Service shows re-alignment of personnel costs between FY24 and FY25.
- Includes Vehicle Fund allocation of direct charge for vehicle purchases and indirect charges for maintenance and repairs.
- Cost of water personnel, water assessments, cost of water conservation grant programs and costs related to the divisions supporting the water fund (i.e Finance, Human Resources, etc.).
- Debt Service includes the 2012 CSCDA Water Revenue Bonds, 2016 Water Revenue Bonds, 2019 Pension Obligation Bonds, and assumptions for new infrastructure bond issuance.
- Amount based on Water Fund Reserves Policy where the Water Operations Working Capital and Catastrophic Reserve (adopted by Resolution No. 2010-49) shall be in an amount equal to the cost to fund operations for a six-month period in the event of a catastrophic event and remaining amounts are transferred from the Water Operations to the Water Capital Projects Fund.
- Transfers for Citywide Energy Efficiency Project debt service & to LMD's to supplement zones.
- Water Fund Reserves Policy (adopted by Resolution No. 2010-49) equal to the cost to fund operations for a six-month period.
- Primarily interest earnings, forecasted conservatively due to uncertain interest rate environment.
- Revenue Bond Issuance \$15 million to fund CIP. The City is monitoring the economy and issuance conditions. Issuance may occur during FY26.

## Internal Service Funds

### INTERNAL SERVICE FUNDS

The Internal Service Funds serve only the City of Glendora departments. These funds consist of the Workers' Compensation Fund, Liability Insurance Fund, Technology Fund and Vehicle (Fleet/Equipment Management) Fund. Each year the methods for charging the departments are evaluated and modified as necessary. Departments receiving more benefits or services from each of these funds are charged a proportionate share of the total costs. For example, allocations for vehicle maintenance and purchases will vary between departments based on the cost of maintenance, fuel used and the vehicle purchases.

**Workers' Compensation Fund** accounts for the City's worker's compensation program and claims management.

**Liability Insurance Fund** accounts for the City's insurance programs and claims management. Costs have increased due to insurance market changes due to fires, COVID-19 and other events in recent years.

Additional information regarding the Workers' Compensation and General Liability program is available in the Administrative Services / Risk Management section of the budget.

**Technology Fund** is used to account for all technology functions and costs Citywide. The fund accounts for costs associated with the operation, maintenance and upgrades to the City's network and website, computer workstations and other equipment such as printers and servers, and software costs associated with the various systems used by City departments. The budget has increased to address improvements in the functionality and efficiency of these services made possible by Measure E.

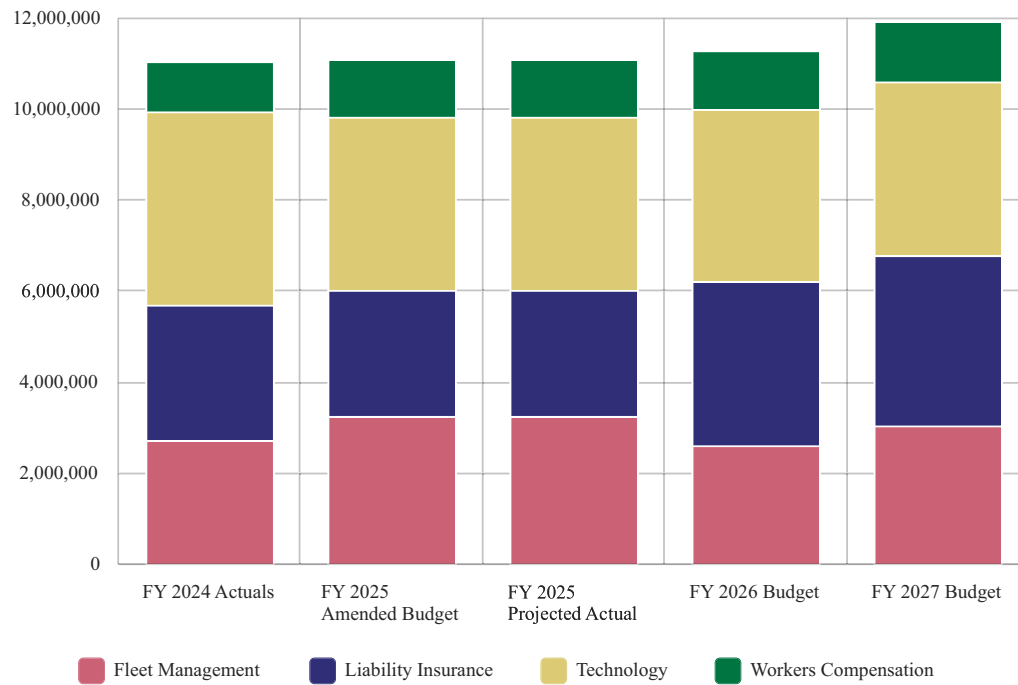
Additional information regarding the Technology Fund is available in the Information Technology section of the budget.

**Vehicle Replacement Fund** is used to account for the maintenance and replacement of the City's vehicle fleet and equipment. FY 2022 and FY 2023 have included capital/vehicle purchases in the allocation, made possible by voter approved Measure E, allowing the fund to keep needed reserves and to show the true cost of operations within each department.

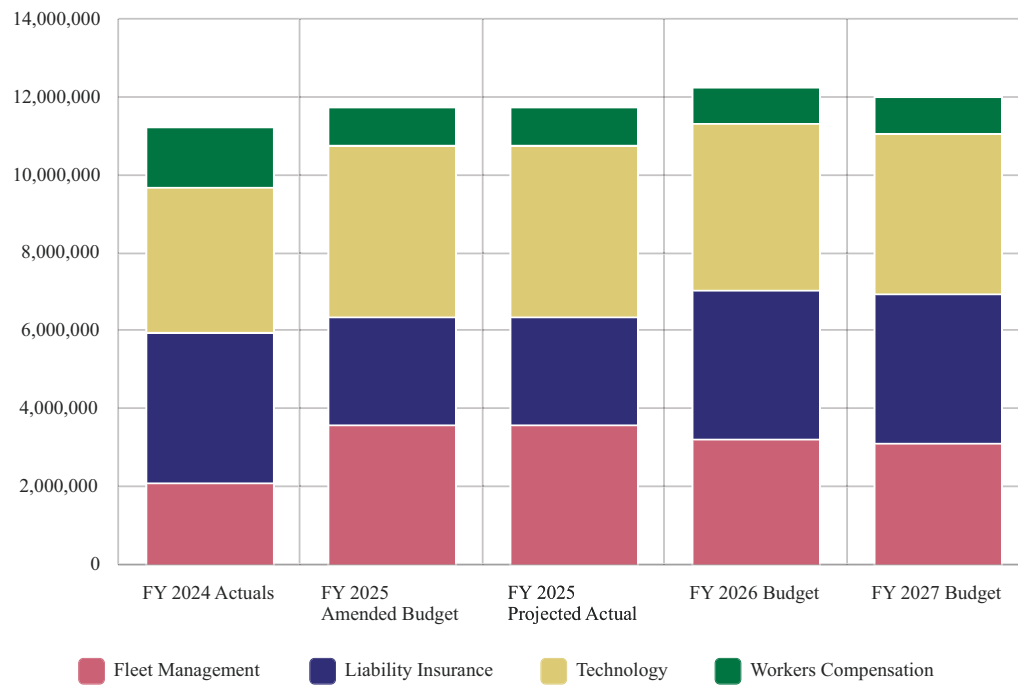
Additional information regarding the Vehicle Replacement Fund is available in the Public Works /Fleet Maintenance section of the budget.

These tables reflect the combined total revenue and expenditures of all four funds.

## Revenues



## Expenditures



## Glendora Successor Agency

### GLENDORA SUCCESSOR AGENCY

Pursuant to ABX1 26, Chapter 5, Statutes of 2011, (Dissolution Act), Redevelopment agencies (RDAs) throughout California were dissolved February 1, 2012, and replaced with Successor Agencies. On March 27, 2012, City Council adopted a Resolution as Successor Agency to the Glendora Community Redevelopment Agency and appointed two members to the Oversight Board representing the Successor Agency's interest. The Oversight Board approves the budget for the activities of the Successor Agency and the wind down of the dissolved redevelopment agency's affairs. It has fiduciary responsibility to holders of Enforceable Obligations and taxing entities that benefitted from the distributions of tax increment and other revenues of the Successor Agency. In April 2013, the Successor Agency received its Finding of Completion letter from the State Department of Finance indicating one of the legal requirements associated with the unwinding of the Community Redevelopment Agency was met, which ultimately meant that the remaining bond proceeds could be spent.

Expenditures listed on the Recognized Obligation Payment Schedule (ROPS) are due annually to the Department of Finance (DOF). The ROPS includes scheduled payments that were previously approved by the Department of Finance on the Enforceable Obligation Payment Schedule (EOPS). The ROPS represents payments which will be paid during the next year.

The FY 2026 and FY 2027 revenue estimate for the Successor Agency is based on an annualized estimate of the recognized obligations payments approved by the Oversight Board and State Department of Finance. These annual recognized obligations include debt service, bond expenses and other miscellaneous expenses. The General Fund receives \$100,000 of the allotment for administration costs associated with the wind down. The General Fund Financial Forecast assumes the \$100,000 allotment may be reduced in future years to \$25,000 as the Department of Finance has informed the City to expect a reduction in funding. This is the result of achieving the wind down goals that result in debt management being the primary remaining obligation of the Successor Agency.

# Summary of Revenues By Fund

## Summary of Revenues by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
<b>General Fund</b>						
101	General Fund	42,905,061	45,129,172	45,009,255	46,199,930	48,231,485
102	Pension Stabilization	2,425,006	90,474	90,474	176,000	206,000
103	Measures E/Z	8,666,884	8,501,600	8,501,600	11,507,000	11,547,000
105	Gusd Jua	—	1,779,525	1,779,525	1,068,530	1,088,400
106	Measure Z	—	700,000	700,000	—	—
<b>General Fund Subtotal</b>		<b>53,996,952</b>	<b>56,200,771</b>	<b>56,080,854</b>	<b>58,951,460</b>	<b>61,072,885</b>
<b>Special Revenue</b>						
201	Street Lighting Assessmt	556,704	507,750	507,750	582,850	582,850
202	Street Improvement Dist	407	400	400	400	400
203	Landscape Assessment	42,365	66,377	66,377	85,878	85,878
204	Glendora Village Bus Dist	129,462	104,300	104,300	45,000	45,000
211	Park & Rec Development	74,768	53,900	53,900	61,600	61,600
216	Library Foundation	292,023	196,400	196,400	184,190	187,880
221	Plan Maint Fees	94,022	116,500	116,500	118,975	118,975
222	General Plan Maint Fee	80,028	95,000	95,000	95,000	95,000
223	PEG Cable TV	87,355	107,200	107,200	97,600	97,600
228	Affordable Housing	37,590	—	—	—	—
229	Glendora Hsg. Authority	344,386	5,000	5,000	5,300	5,300
230	Trans Develop Act	(94,294)	53,000	53,000	40,900	40,900
231	Prop A Transit	1,770,241	1,821,860	1,821,860	1,702,650	1,702,650
232	Prop C Transit	1,175,566	1,230,100	1,230,100	1,136,760	1,136,760
233	Measure R Transpt. 2009	884,576	908,800	908,800	833,370	833,370
234	Measure M	997,250	1,045,100	1,045,100	949,948	949,948
240	Measure A/Parks	858,118	60,000	60,000	760,000	60,000
245	Measure H	19,964	50,000	50,000	—	—
250	Measure W	836,400	905,800	905,800	1,041,100	1,041,100
251	Stormwater Investment	1,283,940	—	—	—	18,000,000
254	Air Quality	137,708	71,330	71,330	81,430	81,430
255	State Gas Tax	2,079,738	2,311,500	2,311,500	2,083,400	2,133,400
256	Road Maintenance Repair	1,404,619	1,377,800	1,377,800	1,411,540	1,411,540
257	Surface Trans. Prog-Stlp	4,021	3,200	3,200	3,000	3,000
265	Home-State Grant	121,486	2,900	2,900	3,000	3,000
266	Cal-Home Prop 1C	974	700	700	700	700

## Summary of Revenues by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
270	Used Oil Block Grant	8,230	8,860	8,860	10,129	10,129
271	Beverage Recycling Grant	12,937	13,800	13,800	15,750	15,750
275	Suppl Law Enf SVCE (Cops)	179,291	174,900	174,900	205,000	205,000
280	Grants	165,369	3,748,029	3,748,029	3,507,092	3,175,094
281	Asset Forfeiture	(3,486)	14,200	14,200	14,000	14,000
282	Step OTS Grants	83,435	125,000	125,000	—	—
285	Community Dev Block Grant	61,061	461,509	461,509	444,625	—
291	Highway Safety Improv Grnt	243,612	—	—	—	—
<b>Special Revenue Subtotal</b>		<b>13,969,863</b>	<b>15,641,215</b>	<b>15,641,215</b>	<b>15,521,187</b>	<b>32,098,254</b>
<b>Capital Projects</b>						
301	Capital Projects	4,131,441	61,456	61,456	518,173	252,778
<b>Capital Projects Subtotal</b>		<b>4,131,441</b>	<b>61,456</b>	<b>61,456</b>	<b>518,173</b>	<b>252,778</b>
<b>Debt Service Funds</b>						
401	Pension Obligation Bonds	3,382,536	3,382,680	3,382,680	3,384,175	3,382,105
405	Energy Efficiency Project	98,457	103,449	103,449	108,730	114,300
<b>Debt Service Funds Subtotal</b>		<b>3,480,993</b>	<b>3,486,129</b>	<b>3,486,129</b>	<b>3,492,905</b>	<b>3,496,405</b>
<b>Enterprise Funds</b>						
501	Water Operations	21,391,792	29,789,600	29,789,600	29,777,175	30,577,175
502	Water Capital Projects	3,692,199	21,259,600	21,259,600	3,639,400	3,329,000
<b>Enterprise Funds Subtotal</b>		<b>25,083,991</b>	<b>51,049,200</b>	<b>51,049,200</b>	<b>33,416,575</b>	<b>33,906,175</b>
<b>Internal Service</b>						
550	Workers Compensation	1,102,129	1,266,832	1,266,832	1,291,070	1,330,690
551	Liability Insurance	2,972,134	2,769,270	2,769,270	3,613,731	3,742,848
553	Technology	4,251,224	3,807,136	3,807,136	3,777,820	3,820,383
554	Fleet Management	2,730,814	3,259,448	3,259,448	2,613,500	3,048,403
<b>Internal Service Subtotal</b>		<b>11,056,301</b>	<b>11,102,686</b>	<b>11,102,686</b>	<b>11,296,121</b>	<b>11,942,324</b>
<b>Successor Agency</b>						
450	Rda Successor Agency	3,150,981	2,069,321	2,069,321	2,917,640	101,000
<b>Successor Agency Subtotal</b>		<b>3,150,981</b>	<b>2,069,321</b>	<b>2,069,321</b>	<b>2,917,640</b>	<b>101,000</b>
<b>Total</b>		<b>114,870,521</b>	<b>139,610,778</b>	<b>139,490,861</b>	<b>126,114,061</b>	<b>142,869,821</b>

# General Fund Revenues by Line Item

## General Fund Revenues by Line Item

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
<b>Taxes</b>						
31101	Current Secured	8,536,162	8,951,900	8,951,900	9,400,800	9,830,000
31102	Current Unsecured	60,030	256,200	256,200	271,000	284,000
31103	Supplemental Cur & Unsec	73,158	50,000	50,000	50,000	50,000
31107	Redemption Master	76,115	90,000	90,000	90,000	90,000
31108	Redemption Supplemental	44,125	17,000	17,000	20,000	20,000
31109	Redemption Master Penalty	21,299	16,000	16,000	20,000	20,000
31110	Redemption Suppl. Penalty	10,136	3,500	3,500	3,500	3,500
31111	Crossng Grd Prop Tax	12,518	8,300	8,300	8,700	9,200
31112	Rpttf Redistribution	528,885	420,000	420,000	420,000	640,000
31113	Home Property Tax Relief	33,653	41,300	41,300	44,000	45,800
31114	Prop Tax In-Lieu Of Mvlf	7,303,523	7,600,000	7,600,000	8,000,000	8,325,000
31201	Sales And Use Tax	10,584,213	10,500,000	10,500,000	10,700,000	11,000,000
31202	Ps Sales Tax (Prop 172)	535,735	620,000	620,000	600,000	600,000
31301	Franchise Tax-Edison	642,749	675,000	675,000	675,000	690,000
31302	Franchise Tax-Gas	190,057	150,000	150,000	150,000	150,000
31303	Franchise Tax-Refuse	1,587,436	1,620,000	1,620,000	1,620,000	1,620,000
31304	Franchise Tax-Cable TV	473,975	500,000	500,000	480,000	480,000
31305	Franchise Tax-Towing	38,500	42,000	42,000	42,000	42,000
31306	Franchise Tax-Surburban	25,345	25,000	25,000	25,000	25,000
31401	Business Taxes	441,529	430,000	430,000	430,000	430,000
31502	Real Property Transfer Ta	258,753	300,000	300,000	300,000	300,000
31560	Transient Occupancy Tax	205,637	175,000	175,000	200,000	200,000
<b>Taxes Subtotal</b>		<b>31,683,532</b>	<b>32,491,200</b>	<b>32,491,200</b>	<b>33,550,000</b>	<b>34,854,500</b>
<b>Licenses &amp; Permits</b>						
32501	Residential Parking Pmt	79,100	60,000	60,000	65,000	65,000
32502	Temporary Parking Pmt	313,979	200,000	200,000	230,000	230,000
32503	Preferential Parking	344	200	200	200	200
32504	Bicycle Licenses	240	25	25	30	30
32505	Alarm Permits	103,400	70,000	70,000	70,000	70,000
32506	Concealed Weapons Permit	18,814	9,000	9,000	15,000	15,000
32507	Animal Licenses	—	145,000	145,000	140,000	140,000
32601	Building Permits	629,568	725,000	725,000	725,000	725,000
32602	Street Vendor Permits	2,750	500	500	2,500	2,500

### General Fund Revenues by Line Item

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
32604	Banner Permit	180	750	750	600	600
32701	Street/Curb/Driveway Per	35,785	40,000	40,000	46,000	46,000
32702	Excavation Permits	63,345	50,000	50,000	57,500	57,500
32703	Encroachment Permits	88,053	52,000	52,000	59,800	59,800
32704	Oversized Load Permit	1,024	5,000	5,000	5,750	5,750
<b>Licenses &amp; Permits Subtotal</b>		<b>1,336,581</b>	<b>1,357,475</b>	<b>1,357,475</b>	<b>1,417,380</b>	<b>1,417,380</b>
<b>Fines &amp; Forfeitures</b>						
33501	Municipal Code Violations	7,026	22,000	22,000	25,000	25,000
33502	Parking Citations	352,115	240,000	240,000	240,000	240,000
33503	Vehicle Code Fines	86,693	70,000	70,000	90,000	90,000
<b>Fines &amp; Forfeitures Subtotal</b>		<b>445,834</b>	<b>332,000</b>	<b>332,000</b>	<b>355,000</b>	<b>355,000</b>
<b>Money &amp; Property</b>						
34001	Interest Earnings	875,802	1,000,000	1,000,000	1,057,000	1,057,000
34002	Unrealized Gains/Losses	2,334,812	—	—	—	—
34004	Interest On Cra Loans	150,271	—	—	—	—
34005	Rental Income	857,904	748,000	748,000	798,000	813,000
34008	Lease Interest	32,567	—	—	—	—
34902	Bidwell Forum Rental	1,775	1,580	1,580	1,570	1,570
34903	Legion Bldg., Rentals	103,103	85,000	85,000	100,000	100,000
34904	La Fetra Rental	74,638	65,000	65,000	65,000	65,000
34905	Scout Hut Rentals	1,180	1,000	1,000	1,000	1,000
<b>Money &amp; Property Subtotal</b>		<b>4,432,051</b>	<b>1,900,580</b>	<b>1,900,580</b>	<b>2,022,570</b>	<b>2,037,570</b>
<b>Intergovernmental</b>						
35001	Motor Vehicle In-Lieu	64,856	50,000	50,000	75,000	75,000
35002	Grant Revenue	19,774	84,991	84,991	—	—
35003	Sb 90 Mandates	58,805	85,000	85,000	20,000	20,000
35101	Post	6,946	15,000	15,000	15,000	15,000
35105	Cal Oes	6,447	15,000	15,000	15,000	15,000
35201	Disability Access & Educ.	14,426	14,000	14,000	14,000	14,000
35902	Partners Contribution	37,500	5,000	5,000	5,000	5,000
<b>Intergovernmental Subtotal</b>		<b>208,754</b>	<b>268,991</b>	<b>268,991</b>	<b>144,000</b>	<b>144,000</b>
<b>Charges for Services</b>						
36004	Misc Fees	7,151	4,750	4,750	5,000	5,000
36005	Copy Fees	7,145	8,390	8,390	8,040	8,330
36152	Passport Exec/Photo Fee	32,035	40,000	40,000	40,000	40,000
36153	Passport/Mail/Express	1,794	1,500	1,500	1,500	1,500



**General Fund Revenues by Line Item**

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
36401	Business License App Fee	89,366	85,000	85,000	90,000	90,000
36501	School Resources Officer	70,000	—	—	—	—
36502	School Dist Cross Guards	40,000	—	(119,917)	—	—
36503	Special Police Services	39,916	318,000	318,000	18,000	18,000
36504	Dui Response Fee	6,826	20,000	20,000	20,000	20,000
36505	Police Records Fee	18,206	10,000	10,000	20,000	20,000
36506	Disorderly Gathering Fee	—	1,200	1,200	1,200	1,200
36507	Fingerprinting Fee	4,046	22,500	22,500	2,500	2,500
36508	Vehicle Impound Fees	10,815	10,000	10,000	10,000	10,000
36509	Vacant Prop. Registration	580	1,000	1,000	1,000	1,000
36601	Building Processing Fee	—	1,000	1,000	1,000	1,000
36603	Zoning & Subdivision Fee	115,477	195,000	195,000	200,000	200,000
36604	Plan Checking	322,395	375,000	375,000	375,000	375,000
36605	Fog Inspections	30,080	20,000	20,000	23,000	23,000
36606	Swppp Inspections	16,783	20,000	20,000	20,000	20,000
36701	Eng & Inspection Fee	8,396	14,000	14,000	16,100	16,100
36702	Building Readdress Fee	27,195	15,000	15,000	17,250	17,250
36703	Grading Plan Check	27,618	10,000	10,000	20,000	20,000
36704	Grading & Permit Inspect	8,265	15,000	15,000	17,250	17,250
36705	Traffic Plan Review	37,100	42,000	42,000	48,300	48,300
36706	Misc Plan Review	32,541	22,000	22,000	50,000	50,000
36709	Final Parcel Map Fee	21	3,610	3,610	4,200	4,200
36710	Street Repair Admin Chg	265,000	264,600	264,600	304,290	304,290
36711	Sewer Acreage Fees	1,474	5,000	5,000	5,750	5,750
36712	Drainage Check Fee	7,000	7,500	7,500	10,000	10,000
36714	Wireless Facilities Fee	2,250	8,000	8,000	9,200	9,200
36716	Environ Adm Fee	571,860	595,000	595,000	684,250	684,250
36801	Library Fees	4,664	6,300	6,300	5,800	5,300
36901	Recreation Fees	117,947	90,000	90,000	80,000	80,000
36902	Contract Classes	570,120	499,000	499,000	534,000	534,000
36903	Recreation Insurance	6,702	10,000	10,000	10,000	10,000
36904	Pool Maintenance Fees	2,435	5,600	5,600	5,600	5,600
36905	Trips & Tours	2,995	—	—	—	—
36906	Activities & Events	10,277	52,000	52,000	16,000	16,000
36907	Trips & Tours	35,747	32,000	32,000	32,000	32,000
36908	Extended Trips & Tours	5,178	5,000	5,000	5,000	5,000

### General Fund Revenues by Line Item

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
36909	Adult Tn Center Open Play	1,878	2,500	2,500	2,500	2,500
36910	Youth Basketball Program	87,810	75,000	75,000	75,000	75,000
36911	Lighting Fees	27,185	25,000	25,000	25,000	25,000
36912	Administrative Fees	83,334	60,000	60,000	60,000	60,000
<b>Charges for Services Subtotal</b>		<b>2,757,607</b>	<b>2,997,450</b>	<b>2,877,533</b>	<b>2,873,730</b>	<b>2,873,520</b>
<b>Miscellaneous</b>						
37001	Sale Of Equipment	2,683	2,025	2,025	—	—
37002	Miscellaneous Receipts	47,124	29,000	29,000	27,000	27,000
37401	Returned Check Charge	49	—	—	—	—
37402	Cash Over & Short	(1,640)	—	—	—	—
37403	Insurance Reimbursement	9,558	—	—	—	—
37501	Sale Of Unclaimed Prop	—	3,500	3,500	4,000	4,000
37502	Court Ordered Restitution	—	1,000	1,000	—	—
37603	Charging Station Credits	7,511	12,000	12,000	—	—
37901	Advertising Fees	5,050	4,500	4,500	5,000	5,000
<b>Miscellaneous Subtotal</b>		<b>70,333</b>	<b>52,025</b>	<b>52,025</b>	<b>36,000</b>	<b>36,000</b>
<b>Transfers In</b>						
39103	T/I Measures E/Z	1,770,368	4,829,451	4,829,451	5,701,250	6,413,515
39106	T/I - Measure Z	—	700,000	700,000	—	—
39450	T/I Rda Oblig Retire Rorf	200,000	200,000	200,000	100,000	100,000
<b>Transfers In Subtotal</b>		<b>1,970,368</b>	<b>5,729,451</b>	<b>5,729,451</b>	<b>5,801,250</b>	<b>6,513,515</b>
<b>Total</b>		<b>42,905,061</b>	<b>45,129,172</b>	<b>45,009,255</b>	<b>46,199,930</b>	<b>48,231,485</b>

# Other Fund Revenues by Line Item

## Other Fund Revenues by Line Item

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
<b>102 - Pension Stabilization</b>						
34001	Interest Earnings	671,141	53,600	53,600	56,000	56,000
34002	Unrealized Gains/Losses	175,900	—	—	—	—
39103	T/I Measures E/Z	1,577,965	36,874	36,874	120,000	150,000
<b>102 - Pension Stabilization Subtotal</b>		<b>2,425,006</b>	<b>90,474</b>	<b>90,474</b>	<b>176,000</b>	<b>206,000</b>
<b>103 - Measures E/Z</b>						
31203	Trans & Use Tax Meas E	8,454,822	8,400,000	8,400,000	8,700,000	8,730,000
31204	Trans & Use Tax Meas Z	—	—	—	2,700,000	2,710,000
34001	Interest Earnings	122,291	101,600	101,600	107,000	107,000
34002	Unrealized Gains/Losses	89,771	—	—	—	—
<b>103 - Measures E/Z Subtotal</b>		<b>8,666,884</b>	<b>8,501,600</b>	<b>8,501,600</b>	<b>11,507,000</b>	<b>11,547,000</b>
<b>105 - GUSD Jua</b>						
36501	School Resources Officer	—	172,000	172,000	224,530	255,550
36502	School Dist Cross Guards	—	140,417	140,417	145,000	145,000
36717	Landscape Maint	—	510,900	510,900	404,500	405,250
39101	T/I General Fund	—	198,705	198,705	—	—
39103	T/I Measures E/Z	—	157,503	157,503	294,500	282,600
39301	T/I Capital Projects	—	600,000	600,000	—	—
<b>105 - GUSD Jua Subtotal</b>		<b>—</b>	<b>1,779,525</b>	<b>1,779,525</b>	<b>1,068,530</b>	<b>1,088,400</b>
<b>106 - Measure Z</b>						
31203	Trans & Use Tax Meas E	—	700,000	700,000	—	—
<b>106 - Measure Z Subtotal</b>		<b>—</b>	<b>700,000</b>	<b>700,000</b>	<b>—</b>	<b>—</b>
<b>201 - Street Lighting Assessmt</b>						
31152	Street Light Assessment	503,632	500,000	500,000	575,000	575,000
34001	Interest Earnings	7,119	2,400	2,400	2,500	2,500
34002	Unrealized Gains/Losses	(10,018)	—	—	—	—
39101	T/I General Fund	55,971	5,350	5,350	5,350	5,350
<b>201 - Street Lighting Assessmt Subtotal</b>		<b>556,704</b>	<b>507,750</b>	<b>507,750</b>	<b>582,850</b>	<b>582,850</b>
<b>202 - Street Improvement Dist</b>						
34001	Interest Earnings	541	400	400	400	400
34002	Unrealized Gains/Losses	(134)	—	—	—	—
<b>202 - Street Improvement Dist Subtotal</b>		<b>407</b>	<b>400</b>	<b>400</b>	<b>400</b>	<b>400</b>
<b>203 - Landscape Assessment</b>						
31151	Ls Highland/Oak Knoll	(194)	5,224	5,224	6,008	6,008

## Other Fund Revenues by Line Item

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
31154	Ls Gmr/Palm Drive	(602)	11,574	11,574	13,310	13,310
31155	Ls Hampton/Sunflower	723	600	600	690	690
31156	Ls Gmr/Boulder Springs	13,122	7,315	7,315	8,412	8,412
31157	Ls Glendora Bougainvillea	14,952	12,403	12,403	14,263	14,263
31158	Ls No. Lorraine/Palm Dr	1,698	1,339	1,339	1,540	1,540
31159	Ls Hidden Springs	7,584	7,300	7,300	8,395	8,395
34001	Interest Earnings	789	200	200	200	200
34002	Unrealized Gains/Losses	(1,084)	—	—	—	—
39101	T/I General Fund	4,463	16,338	16,338	27,550	27,550
39501	T/I Water Operations	914	4,084	4,084	5,510	5,510
<b>203 - Landscape Assessment Subtotal</b>		<b>42,365</b>	<b>66,377</b>	<b>66,377</b>	<b>85,878</b>	<b>85,878</b>
<b>204 - Glendora Village Bus Dist</b>						
31403	Bus Impr Distr Tax	47,152	45,700	45,700	45,000	45,000
34001	Interest Earnings	3,227	1,600	1,600	—	—
34002	Unrealized Gains/Losses	12,196	—	—	—	—
36610	Wine Walk	65,238	50,000	50,000	—	—
36611	Chalk Walk	—	5,000	5,000	—	—
36612	Halloween Walk	1,650	2,000	2,000	—	—
<b>204 - Glendora Village Bus Dist Subtotal</b>		<b>129,462</b>	<b>104,300</b>	<b>104,300</b>	<b>45,000</b>	<b>45,000</b>
<b>211 - Park &amp; Rec Development</b>						
31530	Construction Dev Tax (Di)	48,269	50,000	50,000	57,500	57,500
34001	Interest Earnings	4,727	3,900	3,900	4,100	4,100
34002	Unrealized Gains/Losses	21,772	—	—	—	—
<b>211 - Park &amp; Rec Development Subtotal</b>		<b>74,768</b>	<b>53,900</b>	<b>53,900</b>	<b>61,600</b>	<b>61,600</b>
<b>216 - Library Foundation</b>						
35601	Literacy Program (Sb 70)	20,000	—	—	—	—
35602	Friends Contributions	272,023	196,400	196,400	184,190	187,880
<b>216 - Library Foundation Subtotal</b>		<b>292,023</b>	<b>196,400</b>	<b>196,400</b>	<b>184,190</b>	<b>187,880</b>
<b>221 - Plan Maint Fees</b>						
36602	Permit File Mainten Fee	94,022	116,500	116,500	118,975	118,975
<b>221 - Plan Maint Fees Subtotal</b>		<b>94,022</b>	<b>116,500</b>	<b>116,500</b>	<b>118,975</b>	<b>118,975</b>
<b>222 - General Plan Maint Fee</b>						
36607	Plan Maint Fees	80,028	95,000	95,000	95,000	95,000
<b>222 - General Plan Maint Fee Subtotal</b>		<b>80,028</b>	<b>95,000</b>	<b>95,000</b>	<b>95,000</b>	<b>95,000</b>
<b>223 - PEG Cable TV</b>						
31310	PEG Fees	73,468	100,000	100,000	90,000	90,000

## Other Fund Revenues by Line Item

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
34001	Interest Earnings	7,379	7,200	7,200	7,600	7,600
34002	Unrealized Gains/Losses	6,508	—	—	—	—
<b>223 - PEG Cable TV Subtotal</b>		<b>87,355</b>	<b>107,200</b>	<b>107,200</b>	<b>97,600</b>	<b>97,600</b>
<b>228 - Affordable Housing</b>						
34001	Interest Earnings	12,561	—	—	—	—
34002	Unrealized Gains/Losses	25,029	—	—	—	—
<b>228 - Affordable Housing Subtotal</b>		<b>37,590</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>229 - Glendora Hsg. Authority</b>						
34001	Interest Earnings	94,958	5,000	5,000	5,300	5,300
34002	Unrealized Gains/Losses	83,251	—	—	—	—
34005	Rental Income	24,018	—	—	—	—
39450	T/I Rda Oblig Retire Rorf	142,160	—	—	—	—
<b>229 - Glendora Hsg. Authority Subtotal</b>		<b>344,386</b>	<b>5,000</b>	<b>5,000</b>	<b>5,300</b>	<b>5,300</b>
<b>230 - Trans Develop Act</b>						
34001	Interest Earnings	4	—	—	—	—
35202	Bicycle/Pedestrian Funds	(94,299)	53,000	53,000	40,900	40,900
<b>230 - Trans Develop Act Subtotal</b>		<b>(94,294)</b>	<b>53,000</b>	<b>53,000</b>	<b>40,900</b>	<b>40,900</b>
<b>231 - Prop A Transit</b>						
34001	Interest Earnings	35,585	17,800	17,800	18,000	18,000
34002	Unrealized Gains/Losses	20,404	—	—	—	—
35204	Nat'l Transport Funding	—	50,000	50,000	50,000	50,000
35207	Prop A-Transit Tax	1,374,105	1,440,000	1,440,000	1,324,650	1,324,650
36608	Transit Fares	12,625	10,060	10,060	6,000	6,000
37601	Bus Pass Subsidy	3,530	4,000	4,000	4,000	4,000
39232	T/I Prop C Transit	323,992	300,000	300,000	300,000	300,000
<b>231 - Prop A Transit Subtotal</b>		<b>1,770,241</b>	<b>1,821,860</b>	<b>1,821,860</b>	<b>1,702,650</b>	<b>1,702,650</b>
<b>232 - Prop C Transit</b>						
34001	Interest Earnings	65,632	36,100	36,100	38,000	38,000
34002	Unrealized Gains/Losses	(29,855)	—	—	—	—
35208	Prop C-Transit Tax	1,139,789	1,194,000	1,194,000	1,098,760	1,098,760
<b>232 - Prop C Transit Subtotal</b>		<b>1,175,566</b>	<b>1,230,100</b>	<b>1,230,100</b>	<b>1,136,760</b>	<b>1,136,760</b>
<b>233 - Measure R Transpt. 2009</b>						
34001	Interest Earnings	26,450	8,800	8,800	9,300	9,300
34002	Unrealized Gains/Losses	3,551	—	—	—	—
35308	Measure R Local Return	854,574	900,000	900,000	824,070	824,070
<b>233 - Measure R Transpt. 2009 Subtotal</b>		<b>884,576</b>	<b>908,800</b>	<b>908,800</b>	<b>833,370</b>	<b>833,370</b>

## Other Fund Revenues by Line Item

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
<b>234 - Measure M</b>						
34001	Interest Earnings	29,005	15,100	15,100	16,000	16,000
34002	Unrealized Gains/Losses	3,249	—	—	—	—
35209	Measure M	964,996	1,030,000	1,030,000	933,948	933,948
<b>234 - Measure M Subtotal</b>		<b>997,250</b>	<b>1,045,100</b>	<b>1,045,100</b>	<b>949,948</b>	<b>949,948</b>
<b>240 - Measure A/Parks</b>						
35904	New Measure A	—	60,000	60,000	60,000	60,000
35905	Measure A	858,118	—	—	700,000	—
<b>240 - Measure A/Parks Subtotal</b>		<b>858,118</b>	<b>60,000</b>	<b>60,000</b>	<b>760,000</b>	<b>60,000</b>
<b>245 - Measure H</b>						
34001	Interest Earnings	94	—	—	—	—
35950	Measure H Funding	19,870	50,000	50,000	—	—
<b>245 - Measure H Subtotal</b>		<b>19,964</b>	<b>50,000</b>	<b>50,000</b>	<b>—</b>	<b>—</b>
<b>250 - Measure W</b>						
34001	Interest Earnings	37,535	5,800	5,800	6,100	6,100
34002	Unrealized Gains/Losses	(94,978)	—	—	—	—
35350	Measure W	893,842	900,000	900,000	1,035,000	1,035,000
<b>250 - Measure W Subtotal</b>		<b>836,400</b>	<b>905,800</b>	<b>905,800</b>	<b>1,041,100</b>	<b>1,041,100</b>
<b>251 - Stormwater Investment</b>						
34001	Interest Earnings	26,128	—	—	—	—
34002	Unrealized Gains/Losses	(32,830)	—	—	—	—
35002	Grant Revenue	1,290,642	—	—	—	18,000,000
<b>251 - Stormwater Investment Subtotal</b>		<b>1,283,940</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>18,000,000</b>
<b>254 - Air Quality</b>						
34001	Interest Earnings	3,075	4,000	4,000	4,000	4,000
34002	Unrealized Gains/Losses	14,986	—	—	—	—
35002	Grant Revenue	50,760	—	—	—	—
35210	Aqmd Fees	68,886	67,330	67,330	77,430	77,430
<b>254 - Air Quality Subtotal</b>		<b>137,708</b>	<b>71,330</b>	<b>71,330</b>	<b>81,430</b>	<b>81,430</b>
<b>255 - State Gas Tax</b>						
34001	Interest Earnings	10,275	15,900	15,900	16,000	16,000
34002	Unrealized Gains/Losses	47,851	—	—	—	—
35302	Gas Tax 2105	318,525	330,000	330,000	334,200	334,200
35303	Gas Tax 2106	185,845	190,000	190,000	191,750	191,750
35304	Gas Tax 2107	431,152	440,000	440,000	456,150	456,150
35305	Gas Tax 2107.5	7,500	7,500	7,500	7,500	7,500

## Other Fund Revenues by Line Item

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
35306	Gas Tax 2103	477,628	470,000	470,000	477,800	477,800
39232	T/I Prop C Transit	600,962	858,100	858,100	600,000	650,000
<b>255 - State Gas Tax Subtotal</b>		<b>2,079,738</b>	<b>2,311,500</b>	<b>2,311,500</b>	<b>2,083,400</b>	<b>2,133,400</b>
<b>256 - Road Maintenance Repair</b>						
34001	Interest Earnings	56,244	32,800	32,800	34,000	34,000
34002	Unrealized Gains/Losses	(6,598)	—	—	—	—
35307	Road Rehab	1,354,973	1,345,000	1,345,000	1,377,540	1,377,540
<b>256 - Road Maintenance Repair Subtotal</b>		<b>1,404,619</b>	<b>1,377,800</b>	<b>1,377,800</b>	<b>1,411,540</b>	<b>1,411,540</b>
<b>257 - Surface Trans. Prog-Stlp</b>						
34001	Interest Earnings	5,039	3,200	3,200	3,000	3,000
34002	Unrealized Gains/Losses	(1,018)	—	—	—	—
<b>257 - Surface Trans. Prog-Stlp Subtotal</b>		<b>4,021</b>	<b>3,200</b>	<b>3,200</b>	<b>3,000</b>	<b>3,000</b>
<b>265 - Home-State Grant</b>						
34001	Interest Earnings	122,322	2,900	2,900	3,000	3,000
34002	Unrealized Gains/Losses	(836)	—	—	—	—
<b>265 - Home-State Grant Subtotal</b>		<b>121,486</b>	<b>2,900</b>	<b>2,900</b>	<b>3,000</b>	<b>3,000</b>
<b>266 - Cal-Home Prop 1C</b>						
34001	Interest Earnings	1,293	700	700	700	700
34002	Unrealized Gains/Losses	(319)	—	—	—	—
<b>266 - Cal-Home Prop 1C Subtotal</b>		<b>974</b>	<b>700</b>	<b>700</b>	<b>700</b>	<b>700</b>
<b>270 - Used Oil Block Grant</b>						
34001	Interest Earnings	484	400	400	400	400
34002	Unrealized Gains/Losses	268	—	—	—	—
35403	Used Oil Grant	7,477	8,460	8,460	9,729	9,729
<b>270 - Used Oil Block Grant Subtotal</b>		<b>8,230</b>	<b>8,860</b>	<b>8,860</b>	<b>10,129</b>	<b>10,129</b>
<b>271 - Beverage Recycling Grant</b>						
34001	Interest Earnings	1,036	800	800	800	800
34002	Unrealized Gains/Losses	(129)	—	—	—	—
35401	Beverage Container Recyc	12,030	13,000	13,000	14,950	14,950
<b>271 - Beverage Recycling Grant Subtotal</b>		<b>12,937</b>	<b>13,800</b>	<b>13,800</b>	<b>15,750</b>	<b>15,750</b>
<b>275 - Suppl Law Enf SVCE (Cops)</b>						
34001	Interest Earnings	3,564	4,900	4,900	5,000	5,000
34002	Unrealized Gains/Losses	(10,432)	—	—	—	—
35102	Cops Funds (Supl Law Enf)	186,159	170,000	170,000	200,000	200,000
<b>275 - Suppl Law Enf SVCE (Cops) Subtotal</b>		<b>179,291</b>	<b>174,900</b>	<b>174,900</b>	<b>205,000</b>	<b>205,000</b>

## Other Fund Revenues by Line Item

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
<b>280 - Grants</b>						
34001	Interest Earnings	427	—	—	—	—
35002	Grant Revenue	85,621	3,748,029	3,748,029	3,497,506	3,162,744
35107	Bullet Proof Vest Program	6,344	—	—	—	—
35109	Homeland Security Grant	34,725	—	—	9,586	12,350
35206	Fta Busstop Enhance Prog	38,252	—	—	—	—
<b>280 - Grants Subtotal</b>		<b>165,369</b>	<b>3,748,029</b>	<b>3,748,029</b>	<b>3,507,092</b>	<b>3,175,094</b>
<b>281 - Asset Forfeiture</b>						
34001	Interest Earnings	1,207	4,200	4,200	4,000	4,000
34002	Unrealized Gains/Losses	3,128	—	—	—	—
35106	County	(16,439)	—	—	—	—
35108	Justice (Dea)	8,619	10,000	10,000	10,000	10,000
<b>281 - Asset Forfeiture Subtotal</b>		<b>(3,486)</b>	<b>14,200</b>	<b>14,200</b>	<b>14,000</b>	<b>14,000</b>
<b>282 - Step OTS Grants</b>						
34001	Interest Earnings	65	—	—	—	—
35104	Step Reimbursements	83,370	125,000	125,000	—	—
<b>282 - Step OTS Grants Subtotal</b>		<b>83,435</b>	<b>125,000</b>	<b>125,000</b>	<b>—</b>	<b>—</b>
<b>285 - Community Dev Block Grant</b>						
34001	Interest Earnings	2,437	—	—	—	—
35004	Cdbg Administration Rev	58,623	57,986	57,986	62,825	—
35301	Requested Program	—	403,523	403,523	381,800	—
<b>285 - Community Dev Block Grant Subtotal</b>		<b>61,061</b>	<b>461,509</b>	<b>461,509</b>	<b>444,625</b>	<b>—</b>
<b>291 - Highway Safety Improv Grnt</b>						
35310	Federal-Aid Highway Funds	243,612	—	—	—	—
<b>291 - Highway Safety Improv Grnt Subtotal</b>		<b>243,612</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>301 - Capital Projects</b>						
37002	Miscellaneous Receipts	1,501,500	—	—	—	—
39103	T/I Measures E/Z	2,629,941	61,456	61,456	518,173	252,778
<b>301 - Capital Projects Subtotal</b>		<b>4,131,441</b>	<b>61,456</b>	<b>61,456</b>	<b>518,173</b>	<b>252,778</b>
<b>401 - Pension Obligation Bonds</b>						
37002	Miscellaneous Receipts	1	—	—	—	—
39101	T/I General Fund	2,949,160	2,948,175	2,948,175	2,953,460	2,950,355
39103	T/I Measures E/Z	381,195	376,085	376,085	370,955	371,865
39201	T/I Street Lighting Assessmt	710	690	690	710	720
39231	T/I Prop A Transit	27,821	27,985	27,985	28,470	28,490
39233	T/I Measure R Transpt. 2009	19,210	24,045	24,045	24,835	24,980



## Other Fund Revenues by Line Item

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
39234	T/I Measure M	3,765	5,040	5,040	5,080	5,035
39254	T/I Air Quality	675	660	660	665	660
<b>401 - Pension Obligation Bonds Subtotal</b>		<b>3,382,536</b>	<b>3,382,680</b>	<b>3,382,680</b>	<b>3,384,175</b>	<b>3,382,105</b>
<b>405 - Energy Efficiency Project</b>						
39101	T/I General Fund	57,105	60,000	60,000	63,060	66,300
39501	T/I Water Operations	41,352	43,449	43,449	45,670	48,000
<b>405 - Energy Efficiency Project Subtotal</b>		<b>98,457</b>	<b>103,449</b>	<b>103,449</b>	<b>108,730</b>	<b>114,300</b>
<b>450 - Rda Successor Agency</b>						
31140	Rops Distributions	3,152,326	2,058,721	2,058,721	2,906,640	100,000
34001	Interest Earnings	20,709	10,600	10,600	11,000	1,000
34002	Unrealized Gains/Losses	(23,515)	—	—	—	—
37002	Miscellaneous Receipts	1,460	—	—	—	—
<b>450 - Rda Successor Agency Subtotal</b>		<b>3,150,981</b>	<b>2,069,321</b>	<b>2,069,321</b>	<b>2,917,640</b>	<b>101,000</b>
<b>501 - Water Operations</b>						
34001	Interest Earnings	295,683	282,000	282,000	298,000	298,000
34002	Unrealized Gains/Losses	607,264	—	—	—	—
34009	Damage To City Property	6,531	—	—	—	—
36701	Eng & Inspection Fee	28,440	8,000	8,000	9,200	9,200
36713	Backflow Plan Check	2,880	1,500	1,500	1,725	1,725
36752	Elevation Charge	1,617,172	1,750,000	1,750,000	3,600,000	3,670,000
36753	Purchased Water	916,110	3,649,000	3,649,000	—	—
36754	Consumption Charge	8,912,559	13,163,000	13,163,000	14,500,000	14,900,000
36755	Meter Connection	8,625,552	10,654,000	10,654,000	10,970,000	11,300,000
36756	Fire Service Charges	35,148	34,000	34,000	39,100	39,100
36757	Hydrant Meter Sales	14,800	7,000	7,000	8,050	8,050
36758	Sales To Other Water Comp	39,000	50,000	50,000	57,500	57,500
36759	Admin Fee-Sow_App Fee	864	—	—	35,000	35,000
36760	Meter Installation Fee	47,563	15,000	15,000	45,000	45,000
36761	Front Footage Charges	1,040	5,000	5,000	5,750	5,750
36762	Water Acreage Charges	4,020	9,000	9,000	10,350	10,350
36763	Reconnect Fees	31,113	10,000	10,000	25,000	25,000
36764	Water Bill Penalties	170,645	150,000	150,000	172,500	172,500
36765	Conservation Violations	150	—	—	—	—
37002	Miscellaneous Receipts	7,437	100	100	—	—
37004	Subrogation Recovery	22,534	—	—	—	—

## Other Fund Revenues by Line Item

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
37401	Returned Check Charge	5,288	2,000	2,000	—	—
<b>501 - Water Operations Subtotal</b>		<b>21,391,792</b>	<b>29,789,600</b>	<b>29,789,600</b>	<b>29,777,175</b>	<b>30,577,175</b>
<b>502 - Water Capital Projects</b>						
34001	Interest Earnings	213,420	259,600	259,600	274,000	274,000
34002	Unrealized Gains/Losses	447,922	—	—	—	—
35002	Grant Revenue	30,856	—	—	—	—
37105	Bond Proceeds	—	15,000,000	15,000,000	—	—
39501	T/I Water Operations	3,000,000	6,000,000	6,000,000	3,365,400	3,055,000
<b>502 - Water Capital Projects Subtotal</b>		<b>3,692,199</b>	<b>21,259,600</b>	<b>21,259,600</b>	<b>3,639,400</b>	<b>3,329,000</b>
<b>550 - Workers Compensation</b>						
36003	Insurance Chargeback	1,102,129	1,254,541	1,254,541	1,291,070	1,330,690
39103	T/I Measures E/Z	—	12,291	12,291	—	—
<b>550 - Workers Compensation Subtotal</b>		<b>1,102,129</b>	<b>1,266,832</b>	<b>1,266,832</b>	<b>1,291,070</b>	<b>1,330,690</b>
<b>551 - Liability Insurance</b>						
36003	Insurance Chargeback	2,368,919	2,769,270	2,769,270	3,573,731	3,692,848
37004	Subrogation Recovery	77,226	—	—	—	—
39103	T/I Measures E/Z	525,988	—	—	40,000	50,000
<b>551 - Liability Insurance Subtotal</b>		<b>2,972,134</b>	<b>2,769,270</b>	<b>2,769,270</b>	<b>3,613,731</b>	<b>3,742,848</b>
<b>553 - Technology</b>						
36001	It Charges	3,826,626	3,807,136	3,807,136	3,777,820	3,820,383
39301	T/I Capital Projects	233,784	—	—	—	—
39502	T/I Water Capital Projects	190,814	—	—	—	—
<b>553 - Technology Subtotal</b>		<b>4,251,224</b>	<b>3,807,136</b>	<b>3,807,136</b>	<b>3,777,820</b>	<b>3,820,383</b>
<b>554 - Fleet Management</b>						
34009	Damage To City Property	30,807	—	—	—	—
36002	Vehicle Charges	2,700,007	3,259,448	3,259,448	2,601,500	3,036,403
37603	Charging Station Credits	—	—	—	12,000	12,000
<b>554 - Fleet Management Subtotal</b>		<b>2,730,814</b>	<b>3,259,448</b>	<b>3,259,448</b>	<b>2,613,500</b>	<b>3,048,403</b>
<b>Total</b>		<b>71,965,460</b>	<b>94,481,606</b>	<b>94,481,606</b>	<b>79,914,131</b>	<b>94,638,336</b>

# Summary of Expenditures by Fund Type

## Summary of Expenditures by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
<b>General Fund</b>						
101	General Fund	41,355,536	44,855,855	44,855,855	45,491,332	47,857,225
102	Pension Stabilization	25,834	2,000,000	2,000,000	—	—
103	Measures E/Z	9,607,661	8,048,683	8,048,683	9,943,250	10,766,415
105	Gusd Jua	—	1,779,525	1,779,525	1,068,530	1,088,400
106	Measure Z	—	700,000	700,000	—	—
<b>General Fund Subtotal</b>		<b>50,989,031</b>	<b>57,384,063</b>	<b>57,384,063</b>	<b>56,503,112</b>	<b>59,712,040</b>
<b>Special Revenue</b>						
201	Street Lighting Assessmt	412,021	382,838	382,838	435,415	446,490
203	Landscape Assessment	52,197	66,377	66,377	85,875	85,875
204	Glendora Village Bus Dist	113,211	152,250	152,250	45,000	45,000
211	Park & Rec Development	—	—	—	300,000	—
216	Library Foundation	265,566	196,400	196,400	184,190	187,880
221	Plan Maint Fees	9,870	121,435	121,435	559,800	59,800
222	General Plan Maint Fee	120,399	—	—	500,000	—
223	PEG Cable TV	236,683	113,159	113,159	117,251	121,821
228	Affordable Housing	3,733,223	—	—	—	—
229	Glendora Hsg. Authority	1,410,388	111,000	111,000	—	—
230	Trans Develop Act	15,759	65,000	65,000	—	—
231	Prop A Transit	2,113,597	2,440,014	2,440,014	1,693,347	1,713,473
232	Prop C Transit	1,319,448	1,158,100	1,158,100	900,000	2,043,935
233	Measure R Transpt. 2009	1,064,990	706,153	706,153	1,194,092	841,346
234	Measure M	279,221	429,518	369,518	1,650,821	701,310
240	Measure A/Parks	902,724	25,000	25,000	700,000	—
245	Measure H	29,838	50,000	50,000	—	—
250	Measure W	184,545	658,110	658,110	658,110	666,590
251	Stormwater Investment	226,942	—	—	—	17,017,018
254	Air Quality	339,294	26,859	26,859	665	660
255	State Gas Tax	1,830,602	2,212,187	2,212,187	2,074,788	2,128,999
256	Road Maintenance Repair	1,363,975	1,666,420	1,666,420	721,933	705,500
270	Used Oil Block Grant	15,658	8,460	8,460	9,729	9,729
271	Beverage Recyling Grant	11,949	—	—	14,950	14,950
275	Suppl Law Enf SVCE (Cops)	38,912	298,721	298,721	80,000	80,000
280	Grants	166,909	3,101,238	3,101,238	3,507,092	3,175,094

## Summary of Expenditures by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
281	Asset Forfeiture	65,726	55,000	55,000	—	—
282	Step OTS Grants	83,370	125,000	125,000	—	—
285	Community Dev Block Grant	238,418	461,509	461,509	444,625	—
291	Highway Safety Improv Grnt	478,603	583,580	583,580	—	—
<b>Special Revenue Subtotal</b>		<b>17,124,037</b>	<b>15,214,328</b>	<b>15,154,328</b>	<b>15,877,682</b>	<b>30,045,471</b>
<b>Capital Projects</b>						
301	Capital Projects	2,949,824	3,771,150	3,771,150	3,304,294	1,560,250
<b>Capital Projects Subtotal</b>		<b>2,949,824</b>	<b>3,771,150</b>	<b>3,771,150</b>	<b>3,304,294</b>	<b>1,560,250</b>
<b>Debt Service Funds</b>						
401	Pension Obligation Bonds	3,381,180	3,382,680	3,382,680	3,384,175	3,382,105
405	Energy Efficiency Project	98,457	103,449	103,449	108,730	114,300
<b>Debt Service Funds Subtotal</b>		<b>3,479,637</b>	<b>3,486,129</b>	<b>3,486,129</b>	<b>3,492,905</b>	<b>3,496,405</b>
<b>Enterprise Funds</b>						
501	Water Operations	21,880,511	30,076,877	30,076,877	26,829,916	29,499,709
502	Water Capital Projects	13,689,615	9,031,576	8,853,576	4,551,973	5,740,681
<b>Enterprise Funds Subtotal</b>		<b>35,570,127</b>	<b>39,108,453</b>	<b>38,930,453</b>	<b>31,381,889</b>	<b>35,240,390</b>
<b>Internal Service</b>						
550	Workers Compensation	1,548,753	980,133	980,133	929,576	942,144
551	Liability Insurance	3,861,930	2,769,270	2,769,270	3,819,524	3,831,159
553	Technology	3,719,694	4,403,951	4,403,951	4,278,097	4,115,955
554	Fleet Management	2,106,418	3,594,104	3,594,104	3,228,933	3,123,189
<b>Internal Service Subtotal</b>		<b>11,236,795</b>	<b>11,747,458</b>	<b>11,747,458</b>	<b>12,256,130</b>	<b>12,012,448</b>
<b>Successor Agency</b>						
450	Rda Successor Agency	2,137,573	2,244,321	2,244,321	2,862,565	100,000
<b>Successor Agency Subtotal</b>		<b>2,137,573</b>	<b>2,244,321</b>	<b>2,244,321</b>	<b>2,862,565</b>	<b>100,000</b>
<b>Total</b>		<b>123,487,023</b>	<b>132,955,902</b>	<b>132,717,902</b>	<b>125,678,577</b>	<b>142,167,004</b>

# Summary of Expenditures by Division

## Fund Expenditures by Division

Fund/Division	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
<b>General Fund</b>						
<b>101 - General Fund</b>						
00	Non-Departmental	337,851	(266,000)	(266,000)	(788,000)	(783,000)
01	City Council	137,572	219,329	219,329	190,660	190,868
02	City Attorney	515,243	523,000	523,000	523,000	523,000
03	City Clerk	508,730	528,245	528,245	611,653	632,992
04	Municipal Elections	3,601	130,500	130,500	11,400	90,400
06	Passport Services	59,088	65,369	65,369	63,430	70,604
10	City Manager	722,203	567,570	567,570	830,431	869,443
20	Finance	982,976	940,446	940,446	1,033,846	1,082,136
25	Human Resources	508,763	547,988	547,988	592,396	612,281
30	Police Administration	6,732,125	8,474,909	8,474,909	8,282,949	8,776,385
31	Patrol	9,467,707	9,741,886	9,741,886	10,305,846	11,074,732
32	Dispatch	1,137,505	1,351,612	1,351,612	1,446,006	1,538,122
33	Investigation	1,677,926	1,640,208	1,640,208	2,105,544	2,227,739
34	Traffic Control	339,488	—	—	—	—
35	Community Impact/Relations	(1,443)	1,800	1,800	—	—
36	Police Records	602,082	625,022	625,022	651,493	696,453
37	Jail	517,084	530,586	530,586	548,628	579,772
38	Community Preservation	403,447	656,294	656,294	631,142	653,347
40	Planning Administration	1,140,938	1,377,014	1,377,014	1,409,434	1,505,977
41	Building	1,067,789	1,186,860	1,186,860	1,256,705	1,315,655
42	Economic Development	335,361	921,655	921,655	695,777	710,618
43	Public Transit	27,168	—	—	—	—
50	Public Works Admin	1,278,853	1,274,556	1,274,556	1,270,520	1,143,665
51	Environmental Services	136,124	359,436	359,436	376,433	391,170
52	Streets	42,483	29,300	29,300	139,430	142,990
55	Engineering	202,998	218,015	218,015	220,831	230,384
56	Facilities Maintenance	1,505,067	1,382,891	1,382,891	1,479,024	1,564,474
57	Npdes	93,938	225,060	225,060	225,060	231,570
58	Parks, Trees & Landscape	2,499,526	2,513,690	2,513,690	2,331,546	2,388,461
70	Library Administration	894,629	880,201	880,201	1,029,489	1,061,405
71	Circulation & Tech Services	451,621	540,759	540,759	569,028	630,658
72	Youth Services	267,453	319,764	319,764	332,653	353,889

## Fund Expenditures by Division

Fund/Division	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
73	Adult Services	526,161	651,327	651,327	682,407	731,732
74	Development	61,387	52,147	52,147	53,747	56,074
80	Recreation & Human Svcs Admin	886,167	936,839	936,839	833,528	873,943
81	Recreation	1,035,936	1,043,819	1,043,819	1,126,438	1,167,286
82	Human Services	371,776	411,508	411,508	451,437	481,959
83	Teen Center	630,058	820,140	820,140	774,682	841,203
91	Successor Agency	181,456	203,542	203,542	143,319	149,282
98	Other Financing Uses	3,066,699	3,228,568	3,228,568	3,049,420	3,049,555
<b>101 - General Fund Total</b>		<b>41,355,536</b>	<b>44,855,855</b>	<b>44,855,855</b>	<b>45,491,332</b>	<b>47,857,225</b>
<b>102 - Pension Stabilization</b>						
00	Non-Departmental	25,834	2,000,000	2,000,000	—	—
<b>102 - Pension Stabilization Total</b>		<b>25,834</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>—</b>	<b>—</b>
<b>103 - Measures E/Z</b>						
20	Finance	300	2,000	2,000	500	500
30	Police Administration	58,781	60,953	60,953	63,005	66,196
31	Patrol	6,377	567,562	567,562	75,000	75,000
33	Investigation	624,339	777,910	777,910	751,286	786,777
34	Traffic Control	46,555	420,644	420,644	420,942	464,087
35	Community Impact/Relations	269,286	—	—	562,823	787,696
38	Community Preservation	—	—	—	98,749	103,363
42	Economic Development	82,829	82,516	82,516	88,709	92,977
49	Housing Authority	108,800	107,231	107,231	129,182	135,512
80	Recreation & Human Svcs Admin	13,885	14,012	14,012	14,838	16,184
82	Human Services	179	—	—	—	—
84	Homelessness	313,917	529,904	529,904	693,337	717,365
98	Other Financing Uses	6,885,457	5,485,951	5,485,951	7,044,878	7,520,758
99	Capital Projects	1,196,957	—	—	—	—
<b>103 - Measures E/Z Total</b>		<b>9,607,661</b>	<b>8,048,683</b>	<b>8,048,683</b>	<b>9,943,250</b>	<b>10,766,415</b>
<b>105 - GUSD Jua</b>						
34	Traffic Control	—	280,917	280,917	290,000	290,000
35	Community Impact/Relations	—	329,503	329,503	374,211	393,158
52	Streets	—	50,000	50,000	—	—
58	Parks, Trees & Landscape	—	519,105	519,105	404,319	405,242
99	Capital Projects	—	600,000	600,000	—	—
<b>105 - GUSD Jua Total</b>		<b>—</b>	<b>1,779,525</b>	<b>1,779,525</b>	<b>1,068,530</b>	<b>1,088,400</b>

## Fund Expenditures by Division

Fund/Division	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
<b>106 - Measure Z</b>						
98	Other Financing Uses	—	700,000	700,000	—	—
<b>106 - Measure Z Total</b>		<b>—</b>	<b>700,000</b>	<b>700,000</b>	<b>—</b>	<b>—</b>
<b>General Fund Total</b>		<b>50,989,031</b>	<b>57,384,063</b>	<b>57,384,063</b>	<b>56,503,112</b>	<b>59,712,040</b>
<b>Special Revenue</b>						
<b>201 - Street Lighting Assessmt</b>						
50	Public Works Admin	5,250	6,898	6,898	18,555	19,210
52	Streets	406,061	375,250	375,250	416,150	426,560
98	Other Financing Uses	710	690	690	710	720
<b>201 - Street Lighting Assessmt Total</b>		<b>412,021</b>	<b>382,838</b>	<b>382,838</b>	<b>435,415</b>	<b>446,490</b>
<b>203 - Landscape Assessment</b>						
58	Parks, Trees & Landscape	52,197	66,377	66,377	85,875	85,875
<b>203 - Landscape Assessment Total</b>		<b>52,197</b>	<b>66,377</b>	<b>66,377</b>	<b>85,875</b>	<b>85,875</b>
<b>204 - Glendora Village Bus Dist</b>						
46	Glendora Bus Improvement	113,211	152,250	152,250	45,000	45,000
<b>204 - Glendora Village Bus Dist Total</b>		<b>113,211</b>	<b>152,250</b>	<b>152,250</b>	<b>45,000</b>	<b>45,000</b>
<b>211 - Park &amp; Rec Development</b>						
99	Capital Projects	—	—	—	300,000	—
<b>211 - Park &amp; Rec Development Total</b>		<b>—</b>	<b>—</b>	<b>—</b>	<b>300,000</b>	<b>—</b>
<b>216 - Library Foundation</b>						
70	Library Administration	—	6,000	6,000	6,125	6,250
71	Circulation & Tech Services	123,299	—	—	—	—
72	Youth Services	36,380	64,550	64,550	49,575	50,565
73	Adult Services	105,888	125,850	125,850	128,490	131,065
<b>216 - Library Foundation Total</b>		<b>265,566</b>	<b>196,400</b>	<b>196,400</b>	<b>184,190</b>	<b>187,880</b>
<b>221 - Plan Maint Fees</b>						
40	Planning Administration	—	—	—	500,000	—
41	Building	9,870	121,435	121,435	59,800	59,800
<b>221 - Plan Maint Fees Total</b>		<b>9,870</b>	<b>121,435</b>	<b>121,435</b>	<b>559,800</b>	<b>59,800</b>
<b>222 - General Plan Maint Fee</b>						
40	Planning Administration	120,399	—	—	500,000	—
<b>222 - General Plan Maint Fee Total</b>		<b>120,399</b>	<b>—</b>	<b>—</b>	<b>500,000</b>	<b>—</b>
<b>223 - PEG Cable TV</b>						
05	Public Information & Media	236,683	113,159	113,159	117,251	121,821
<b>223 - PEG Cable TV Total</b>		<b>236,683</b>	<b>113,159</b>	<b>113,159</b>	<b>117,251</b>	<b>121,821</b>

## Fund Expenditures by Division

Fund/Division	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
<b>228 - Affordable Housing</b>						
42	Economic Development	29	—	—	—	—
82	Human Services	229,167	—	—	—	—
99	Capital Projects	3,504,027	—	—	—	—
<b>228 - Affordable Housing Total</b>		<b>3,733,223</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>229 - Glendora Hsg. Authority</b>						
02	City Attorney	62,714	—	—	—	—
42	Economic Development	29	—	—	—	—
49	Housing Authority	5,285	111,000	111,000	—	—
80	Recreation & Human Svcs Admin	(175)	—	—	—	—
82	Human Services	(2,150)	—	—	—	—
99	Capital Projects	1,344,684	—	—	—	—
<b>229 - Glendora Hsg. Authority Total</b>		<b>1,410,388</b>	<b>111,000</b>	<b>111,000</b>	<b>—</b>	<b>—</b>
<b>230 - Trans Develop Act</b>						
43	Public Transit	—	—	65,000	—	—
99	Capital Projects	15,759	65,000	—	—	—
<b>230 - Trans Develop Act Total</b>		<b>15,759</b>	<b>65,000</b>	<b>65,000</b>	<b>—</b>	<b>—</b>
<b>231 - Prop A Transit</b>						
20	Finance	2,894	4,883	4,883	—	—
43	Public Transit	1,721,134	1,974,601	1,974,601	—	—
80	Recreation & Human Svcs Admin	143,558	182,545	182,545	164,931	170,873
86	Public Transit	—	—	—	1,499,947	1,514,110
98	Other Financing Uses	27,821	27,985	27,985	28,470	28,490
99	Capital Projects	218,190	250,000	250,000	—	—
<b>231 - Prop A Transit Total</b>		<b>2,113,597</b>	<b>2,440,014</b>	<b>2,440,014</b>	<b>1,693,347</b>	<b>1,713,473</b>
<b>232 - Prop C Transit</b>						
43	Public Transit	375,000	—	—	—	—
98	Other Financing Uses	924,954	1,158,100	1,158,100	900,000	950,000
99	Capital Projects	19,494	—	—	—	1,093,935
<b>232 - Prop C Transit Total</b>		<b>1,319,448</b>	<b>1,158,100</b>	<b>1,158,100</b>	<b>900,000</b>	<b>2,043,935</b>
<b>233 - Measure R Transpt. 2009</b>						
52	Streets	251,720	282,108	282,108	264,790	283,048
98	Other Financing Uses	19,210	24,045	24,045	24,835	24,980
99	Capital Projects	794,060	400,000	400,000	904,467	533,318
<b>233 - Measure R Transpt. 2009 Total</b>		<b>1,064,990</b>	<b>706,153</b>	<b>706,153</b>	<b>1,194,092</b>	<b>841,346</b>



## Fund Expenditures by Division

Fund/Division	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
<b>234 - Measure M</b>						
43	Public Transit	35,640	32,266	32,266	—	—
52	Streets	49,248	12	12	—	—
58	Parks, Trees & Landscape	18,599	31,200	31,200	25,591	26,150
98	Other Financing Uses	3,765	5,040	5,040	5,080	5,035
99	Capital Projects	171,970	361,000	301,000	1,620,150	670,125
<b>234 - Measure M Total</b>		<b>279,221</b>	<b>429,518</b>	<b>369,518</b>	<b>1,650,821</b>	<b>701,310</b>
<b>240 - Measure A/Parks</b>						
83	Teen Center	50,766	25,000	25,000	—	—
99	Capital Projects	851,958	—	—	700,000	—
<b>240 - Measure A/Parks Total</b>		<b>902,724</b>	<b>25,000</b>	<b>25,000</b>	<b>700,000</b>	<b>—</b>
<b>245 - Measure H</b>						
84	Homelessness	29,838	50,000	50,000	—	—
<b>245 - Measure H Total</b>		<b>29,838</b>	<b>50,000</b>	<b>50,000</b>	<b>—</b>	<b>—</b>
<b>250 - Measure W</b>						
57	Npdes	181,629	458,110	458,110	458,110	466,590
60	Water Administration	2,916	—	—	—	—
99	Capital Projects	—	200,000	200,000	200,000	200,000
<b>250 - Measure W Total</b>		<b>184,545</b>	<b>658,110</b>	<b>658,110</b>	<b>658,110</b>	<b>666,590</b>
<b>251 - Stormwater Investment</b>						
99	Capital Projects	226,942	—	—	—	17,017,018
<b>251 - Stormwater Investment Total</b>		<b>226,942</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>17,017,018</b>
<b>254 - Air Quality</b>						
20	Finance	1,116	2,611	2,611	—	—
43	Public Transit	337,503	23,588	23,588	—	—
98	Other Financing Uses	675	660	660	665	660
<b>254 - Air Quality Total</b>		<b>339,294</b>	<b>26,859</b>	<b>26,859</b>	<b>665</b>	<b>660</b>
<b>255 - State Gas Tax</b>						
52	Streets	1,526,225	1,928,177	1,928,177	1,804,750	1,852,900
58	Parks, Trees & Landscape	243,648	284,010	284,010	270,037	276,099
99	Capital Projects	60,729	—	—	—	—
<b>255 - State Gas Tax Total</b>		<b>1,830,602</b>	<b>2,212,187</b>	<b>2,212,187</b>	<b>2,074,788</b>	<b>2,128,999</b>
<b>256 - Road Maintenance Repair</b>						
99	Capital Projects	1,363,975	1,666,420	1,666,420	721,933	705,500
<b>256 - Road Maintenance Repair Total</b>		<b>1,363,975</b>	<b>1,666,420</b>	<b>1,666,420</b>	<b>721,933</b>	<b>705,500</b>

## Fund Expenditures by Division

Fund/Division	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
<b>270 - Used Oil Block Grant</b>						
51	Environmental Services	15,658	8,460	8,460	9,729	9,729
<b>270 - Used Oil Block Grant Total</b>		<b>15,658</b>	<b>8,460</b>	<b>8,460</b>	<b>9,729</b>	<b>9,729</b>
<b>271 - Beverage Recycling Grant</b>						
51	Environmental Services	—	—	—	14,950	14,950
99	Capital Projects	11,949	—	—	—	—
<b>271 - Beverage Recycling Grant Total</b>		<b>11,949</b>	<b>—</b>	<b>—</b>	<b>14,950</b>	<b>14,950</b>
<b>275 - Suppl Law Enf SVCE (Cops)</b>						
30	Police Administration	—	123,721	123,721	40,000	40,000
31	Patrol	38,912	175,000	175,000	40,000	40,000
<b>275 - Suppl Law Enf SVCE (Cops) Total</b>		<b>38,912</b>	<b>298,721</b>	<b>298,721</b>	<b>80,000</b>	<b>80,000</b>
<b>280 - Grants</b>						
30	Police Administration	4,869	—	—	9,586	12,350
31	Patrol	9,660	—	—	—	—
38	Community Preservation	3,153	—	—	—	—
40	Planning Administration	9,227	—	—	—	—
42	Economic Development	—	4,500	4,500	—	—
43	Public Transit	140,000	588,988	588,988	—	—
99	Capital Projects	—	2,507,750	2,507,750	3,497,506	3,162,744
<b>280 - Grants Total</b>		<b>166,909</b>	<b>3,101,238</b>	<b>3,101,238</b>	<b>3,507,092</b>	<b>3,175,094</b>
<b>281 - Asset Forfeiture</b>						
31	Patrol	15,794	55,000	55,000	—	—
33	Investigation	49,932	—	—	—	—
<b>281 - Asset Forfeiture Total</b>		<b>65,726</b>	<b>55,000</b>	<b>55,000</b>	<b>—</b>	<b>—</b>
<b>282 - Step OTS Grants</b>						
94	Operating Grants	83,370	125,000	125,000	—	—
<b>282 - Step OTS Grants Total</b>		<b>83,370</b>	<b>125,000</b>	<b>125,000</b>	<b>—</b>	<b>—</b>
<b>285 - Community Dev Block Grant</b>						
44	Cdbg Genl Admin	32,707	57,986	57,986	62,825	—
99	Capital Projects	205,711	403,523	403,523	381,800	—
<b>285 - Community Dev Block Grant Total</b>		<b>238,418</b>	<b>461,509</b>	<b>461,509</b>	<b>444,625</b>	<b>—</b>
<b>291 - Highway Safety Improv Grnt</b>						
99	Capital Projects	478,603	583,580	583,580	—	—
<b>291 - Highway Safety Improv Grnt Total</b>		<b>478,603</b>	<b>583,580</b>	<b>583,580</b>	<b>—</b>	<b>—</b>
<b>Special Revenue Total</b>		<b>17,124,037</b>	<b>15,214,328</b>	<b>15,154,328</b>	<b>15,877,682</b>	<b>30,045,471</b>

## Fund Expenditures by Division

Fund/Division	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
<b>Capital Projects</b>						
<b>301 - Capital Projects</b>						
31	Patrol	—	500,000	500,000	—	—
55	Engineering	485,594	784,500	784,500	500,000	500,000
70	Library Administration	1,000	—	—	—	—
81	Recreation	—	—	—	10,000	—
98	Other Financing Uses	233,784	600,000	600,000	—	—
99	Capital Projects	2,229,446	1,886,650	1,886,650	2,794,294	1,060,250
<b>301 - Capital Projects Total</b>		<b>2,949,824</b>	<b>3,771,150</b>	<b>3,771,150</b>	<b>3,304,294</b>	<b>1,560,250</b>
<b>Capital Projects Total</b>		<b>2,949,824</b>	<b>3,771,150</b>	<b>3,771,150</b>	<b>3,304,294</b>	<b>1,560,250</b>
<b>Debt Service Funds</b>						
<b>401 - Pension Obligation Bonds</b>						
00	Non-Departmental	3,381,180	3,382,680	3,382,680	3,384,175	3,382,105
<b>401 - Pension Obligation Bonds Total</b>		<b>3,381,180</b>	<b>3,382,680</b>	<b>3,382,680</b>	<b>3,384,175</b>	<b>3,382,105</b>
<b>405 - Energy Efficiency Project</b>						
00	Non-Departmental	98,457	103,449	103,449	108,730	114,300
<b>405 - Energy Efficiency Project Total</b>		<b>98,457</b>	<b>103,449</b>	<b>103,449</b>	<b>108,730</b>	<b>114,300</b>
<b>Debt Service Funds Total</b>		<b>3,479,637</b>	<b>3,486,129</b>	<b>3,486,129</b>	<b>3,492,905</b>	<b>3,496,405</b>
<b>Enterprise Funds</b>						
<b>501 - Water Operations</b>						
00	Non-Departmental	2,008,343	2,580,145	2,580,145	3,889,300	6,021,760
01	City Council	53,353	73,722	73,722	74,347	74,412
02	City Attorney	—	70,000	70,000	70,000	70,000
03	City Clerk	143,131	131,696	131,696	140,359	146,956
10	City Manager	553,127	385,074	385,074	538,552	567,603
20	Finance	860,121	864,949	864,949	795,145	834,013
25	Human Resources	227,097	264,342	264,342	270,020	281,990
30	Police Administration	55,005	68,072	68,072	70,352	73,899
38	Community Preservation	10,161	10,510	10,510	10,972	11,485
41	Building	20,551	18,348	18,348	19,821	21,011
50	Public Works Admin	426,593	360,100	360,100	346,067	376,027
52	Streets	900,084	606,399	606,399	548,749	582,081
55	Engineering	322,759	674,449	674,449	394,929	420,340
56	Facilities Maintenance	64,529	54,781	54,781	57,386	62,545
58	Parks, Trees & Landscape	56,677	63,050	63,050	91,354	92,409
60	Water Administration	1,997,193	2,709,502	2,709,502	3,060,362	3,442,899

## Fund Expenditures by Division

Fund/Division	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
61	Water Customer Service	1,899,529	793,322	793,322	775,363	800,564
62	Water Conservation	691,095	1,201,648	1,201,648	1,251,653	1,307,452
63	Transmission/ Distributn	2,284,336	3,503,038	3,503,038	3,959,940	4,095,428
64	Production	6,264,561	9,596,197	9,596,197	7,048,665	7,108,323
98	Other Financing Uses	3,042,266	6,047,533	6,047,533	3,416,580	3,108,510
<b>501 - Water Operations Total</b>		<b>21,880,511</b>	<b>30,076,877</b>	<b>30,076,877</b>	<b>26,829,916</b>	<b>29,499,709</b>
<b>502 - Water Capital Projects</b>						
55	Engineering	111,924	759,677	759,677	771,623	790,306
60	Water Administration	(19,549)	—	—	—	—
98	Other Financing Uses	190,814	—	—	—	—
99	Capital Projects	13,406,426	8,271,899	8,093,899	3,780,350	4,950,375
<b>502 - Water Capital Projects Total</b>		<b>13,689,615</b>	<b>9,031,576</b>	<b>8,853,576</b>	<b>4,551,973</b>	<b>5,740,681</b>
<b>Enterprise Funds Total</b>		<b>35,570,127</b>	<b>39,108,453</b>	<b>38,930,453</b>	<b>31,381,889</b>	<b>35,240,390</b>
<b>Internal Service</b>						
<b>550 - Workers Compensation</b>						
00	Non-Departmental	26,950	27,070	27,070	27,100	27,100
20	Finance	18,489	16,319	16,319	26,964	28,329
25	Human Resources	137,802	167,828	167,828	132,266	141,886
26	Risk Management	1,365,512	768,916	768,916	743,245	744,829
<b>550 - Workers Compensation Total</b>		<b>1,548,753</b>	<b>980,133</b>	<b>980,133</b>	<b>929,576</b>	<b>942,144</b>
<b>551 - Liability Insurance</b>						
00	Non-Departmental	21,192	21,290	21,290	21,350	21,320
02	City Attorney	3,274	30,000	30,000	30,000	30,000
20	Finance	52,693	29,414	29,414	63,882	69,614
25	Human Resources	4,985	—	—	—	—
26	Risk Management	3,779,786	2,688,566	2,688,566	3,704,292	3,710,225
<b>551 - Liability Insurance Total</b>		<b>3,861,930</b>	<b>2,769,270</b>	<b>2,769,270</b>	<b>3,819,524</b>	<b>3,831,159</b>
<b>553 - Technology</b>						
00	Non-Departmental	94,836	95,245	95,245	95,300	95,240
03	City Clerk	45,832	37,149	37,149	38,526	40,338
05	Public Information & Media	459,519	470,089	470,089	480,832	511,482
15	Information Systems	3,050,025	3,705,587	3,705,587	3,657,713	3,462,895
20	Finance	7,322	15,881	15,881	5,726	6,000
99	Capital Projects	62,160	80,000	80,000	—	—
<b>553 - Technology Total</b>		<b>3,719,694</b>	<b>4,403,951</b>	<b>4,403,951</b>	<b>4,278,097</b>	<b>4,115,955</b>

## Fund Expenditures by Division

Fund/Division	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
<b>554 - Fleet Management</b>						
00	Non-Departmental	29,478	29,610	29,610	29,700	29,640
20	Finance	24,327	25,497	25,497	63,273	66,416
53	Fleet Management	2,052,613	3,538,997	3,538,997	3,135,960	3,027,133
<b>554 - Fleet Management Total</b>		<b>2,106,418</b>	<b>3,594,104</b>	<b>3,594,104</b>	<b>3,228,933</b>	<b>3,123,189</b>
<b>Internal Service Total</b>		<b>11,236,795</b>	<b>11,747,458</b>	<b>11,747,458</b>	<b>12,256,130</b>	<b>12,012,448</b>
<b>Successor Agency</b>						
<b>450 - Rda Successor Agency</b>						
00	Non-Departmental	1,638,667	2,037,563	2,037,563	2,760,750	—
91	Successor Agency	156,746	6,758	6,758	1,815	—
98	Other Financing Uses	342,160	200,000	200,000	100,000	100,000
<b>450 - Rda Successor Agency Total</b>		<b>2,137,573</b>	<b>2,244,321</b>	<b>2,244,321</b>	<b>2,862,565</b>	<b>100,000</b>
<b>Successor Agency Total</b>		<b>2,137,573</b>	<b>2,244,321</b>	<b>2,244,321</b>	<b>2,862,565</b>	<b>100,000</b>
<b>Total</b>		<b>123,487,023</b>	<b>132,955,902</b>	<b>132,717,902</b>	<b>125,678,577</b>	<b>142,167,004</b>

## Expenditures by Department

Department/ Division	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
<b>Non-Departmental</b>						
00	Non-Departmental	7,662,789	10,011,052	10,011,052	9,528,405	8,908,465
98	Other Financing Uses	14,738,314	17,478,572	17,478,572	14,570,638	14,788,708
99	Capital Projects	26,163,040	17,275,822	16,972,822	14,900,500	29,393,265
<b>Non-Departmental Total</b>		<b>48,564,143</b>	<b>44,765,446</b>	<b>44,462,446</b>	<b>38,999,543</b>	<b>53,090,438</b>
<b>Legislative</b>						
01	City Council	190,925	293,051	293,051	265,006	265,280
02	City Attorney	581,231	623,000	623,000	623,000	623,000
<b>Legislative Total</b>		<b>772,156</b>	<b>916,051</b>	<b>916,051</b>	<b>888,006</b>	<b>888,280</b>
<b>City Clerk</b>						
03	City Clerk	697,694	697,090	697,090	790,538	820,287
04	Municipal Elections	3,601	130,500	130,500	11,400	90,400
05	Public Information & Media	696,202	583,248	583,248	598,083	633,304
06	Passport Services	59,088	65,369	65,369	63,430	70,604
<b>City Clerk Total</b>		<b>1,456,584</b>	<b>1,476,207</b>	<b>1,476,207</b>	<b>1,463,450</b>	<b>1,614,595</b>
<b>City Manager</b>						
10	City Manager	1,275,330	952,644	952,644	1,368,983	1,437,046
<b>City Manager Total</b>		<b>1,275,330</b>	<b>952,644</b>	<b>952,644</b>	<b>1,368,983</b>	<b>1,437,046</b>
<b>Information Technology</b>						
15	Information Systems	3,050,025	3,705,587	3,705,587	3,657,713	3,462,895
<b>Information Technology Total</b>		<b>3,050,025</b>	<b>3,705,587</b>	<b>3,705,587</b>	<b>3,657,713</b>	<b>3,462,895</b>
<b>Administrative Services</b>						
20	Finance	1,950,238	1,902,000	1,902,000	1,989,337	2,087,009
25	Human Resources	878,647	980,158	980,158	994,682	1,036,157
26	Risk Management	5,145,299	3,457,482	3,457,482	4,447,537	4,455,054
46	Glendora Bus Improvement	750	—	—	—	—
<b>Administrative Services Total</b>		<b>7,974,933</b>	<b>6,339,640</b>	<b>6,339,640</b>	<b>7,431,557</b>	<b>7,578,220</b>
<b>Public Safety</b>						
30	Police Administration	6,850,779	8,727,655	8,727,655	8,465,892	8,968,830
31	Patrol	9,538,450	11,039,448	11,039,448	10,420,846	11,189,732
32	Dispatch	1,137,505	1,351,612	1,351,612	1,446,006	1,538,122
33	Investigation	2,352,197	2,418,118	2,418,118	2,856,830	3,014,516
34	Traffic Control	386,042	701,561	701,561	710,942	754,087
35	Community Impact/Relations	267,843	331,303	331,303	937,034	1,180,855
36	Police Records	602,082	625,022	625,022	651,493	696,453
37	Jail	517,084	530,586	530,586	548,628	579,772

## Expenditures by Department

Department/ Division	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
38	Community Preservation	416,761	666,804	666,804	740,863	768,195
94	Operating Grants	83,370	125,000	125,000	—	—
<b>Public Safety Total</b>		<b>22,152,114</b>	<b>26,517,109</b>	<b>26,517,109</b>	<b>26,778,534</b>	<b>28,690,562</b>
<b>Community Development</b>						
40	Planning Administration	1,270,564	1,377,014	1,377,014	2,409,434	1,505,977
41	Building	1,098,210	1,326,643	1,326,643	1,336,326	1,396,466
42	Economic Development	418,249	1,008,671	1,008,671	784,486	803,595
43	Public Transit	2,636,445	2,619,443	2,684,443	—	—
44	Cdbg Genl Admin	32,707	57,986	57,986	62,825	—
46	Glendora Bus Improvement	112,461	152,250	152,250	45,000	45,000
49	Housing Authority	114,084	218,231	218,231	129,182	135,512
91	Successor Agency	338,202	210,300	210,300	145,134	149,282
<b>Community Development Total</b>		<b>6,020,921</b>	<b>6,970,538</b>	<b>7,035,538</b>	<b>4,912,386</b>	<b>4,035,833</b>
<b>Public Works</b>						
50	Public Works Admin	1,710,696	1,641,554	1,641,554	1,635,142	1,538,902
51	Environmental Services	151,782	367,896	367,896	401,112	415,849
52	Streets	3,175,821	3,271,246	3,271,246	3,173,869	3,287,580
53	Fleet Management	2,052,613	3,538,997	3,538,997	3,135,960	3,027,133
55	Engineering	1,123,275	2,436,641	2,436,641	1,887,383	1,941,030
56	Facilities Maintenance	1,569,596	1,437,672	1,437,672	1,536,410	1,627,020
57	Npdes	275,567	683,170	683,170	683,170	698,160
58	Parks, Trees & Landscape	2,870,648	3,477,432	3,477,432	3,208,722	3,274,236
60	Water Administration	1,980,560	2,709,502	2,709,502	3,060,362	3,442,899
61	Water Customer Service	1,899,529	793,322	793,322	775,363	800,564
62	Water Conservation	691,095	1,201,648	1,201,648	1,251,653	1,307,452
63	Transmission/ Distributn	2,284,336	3,503,038	3,503,038	3,959,940	4,095,428
64	Production	6,264,561	9,596,197	9,596,197	7,048,665	7,108,323
<b>Public Works Total</b>		<b>26,050,078</b>	<b>34,658,315</b>	<b>34,658,315</b>	<b>31,757,751</b>	<b>32,564,576</b>
<b>Library</b>						
70	Library Administration	895,629	886,201	886,201	1,035,614	1,067,655
71	Circulation & Tech Services	574,919	540,759	540,759	569,028	630,658
72	Youth Services	303,833	384,314	384,314	382,228	404,454
73	Adult Services	632,049	777,177	777,177	810,897	862,797
74	Development	61,387	52,147	52,147	53,747	56,074
<b>Library Total</b>		<b>2,467,817</b>	<b>2,640,598</b>	<b>2,640,598</b>	<b>2,851,516</b>	<b>3,021,638</b>

Expenditures by Department

Department/ Division	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
Recreation & Human Services						
80	Recreation & Human Srvs Admin	1,043,435	1,133,396	1,133,396	1,013,297	1,061,000
81	Recreation	1,035,936	1,043,819	1,043,819	1,136,438	1,167,286
82	Human Services	598,972	411,508	411,508	451,437	481,959
83	Teen Center	680,824	845,140	845,140	774,682	841,203
84	Homelessness	343,755	579,904	579,904	693,337	717,365
86	Public Transit	—	—	—	1,499,947	1,514,110
Recreation & Human Services Total		3,702,922	4,013,767	4,013,767	5,569,138	5,782,923
Total		123,487,023	132,955,902	132,717,902	125,678,577	142,167,004



# Appropriations by Department Matrix

Fund	Description	Legislative	City Clerk	City Manager	Information Technology	Admin Services	Police Department	Community Development	Public Works	Library	Recreation & Human Services
101	General Fund	X	X	X		X	X	X	X	X	X
103	Measures E/Z						X	X			X
105	GUSD JUA						X				X
201	Street Lighting Assessment								X		
203	Landscape Maint Assessment								X		
204	Glendora Village Bus Dist							X			
216	Library Foundation									X	
221	Permit File Maintenance Fees							X	X		
222	General Plan Maintenance Fees							X			
223	PEG Cable TV		X								
228	Affordable Housing										
229	Housing Authority							X			X
231	Prop A Transit					X					X
233	Measure R								X		
234	Measure M								X		
240	Measure A/Parks										X
250	Measure W								X		
254	Air Quality					X			X		
255	State Gas Tax								X		
256	Road Maintenance Repair								X		
270	Used Oil Block Grant								X		
271	Beverage Recycling Grant								X		
275	Suppl Law Enf Svce (COPS)						X				
281	Asset Forfeiture						X				
285	CDBG							X			
301	Capital Projects					X	X	X	X	X	X
450	RDA Oblig Retire Rorf					X					
501	Water Operations	X	X	X		X	X	X	X		

Fund	Description	Legislative	City Clerk	City Manager	Information Technology	Admin Services	Police Department	Community Development	Public Works	Library	Recreation & Human Services
502	Water Capital Projects								X		
550	Workers Compensation					X					
551	Liability Insurance					X					
553	Technology		X		X	X					
554	Vehicle Replacement					X			X		

# Interfund Transfers Matrix

FY 2025-26		TRANSFER TO											
	101 General	102 Pension Stablz	105 GUSD JUA	201 St Light Assmt	203 Lndscpe	231 Prop A	255 Gas Tax	301 Cap Proj	401 POB	405 Energy	502 Water CIP	551 Liab Ins	Total
TRANSFER FROM													
101 General Fund				5,350	27,550				2,953,460	63,060			3,049,420
103 Measure E	5,701,250	120,000	294,500					518,173	370,955			40,000	7,044,878
201 St Light Assmt									710				710
231 Prop A									28,470				28,470
232 Prop C						300,000	600,000						900,000
233 Measure R									24,835				24,835
234 Measure M									5,080				5,080
254 AQMD									665				665
450 RORF	100,000												100,000
501 Water Ops					5,510					45,670	3,365,400		3,416,580
<b>Total</b>	<b>5,801,250</b>	<b>120,000</b>	<b>294,500</b>	<b>5,350</b>	<b>33,060</b>	<b>300,000</b>	<b>600,000</b>	<b>518,173</b>	<b>3,384,175</b>	<b>108,730</b>	<b>3,365,400</b>	<b>40,000</b>	<b>14,570,638</b>

FY 2026-27		TRANSFER TO											
	101 General	102 Pension Stablz	105 GUSD JUA	201 St Light Assmt	203 Lndscpe	231 Prop A	255 Gas Tax	301 Cap Proj	401 POB	405 Energy	502 Water CIP	551 Liab Ins	Total
TRANSFER FROM													
101 General Fund				5,350	27,550				2,950,355	66,300			3,049,555
103 Measure E	6,413,515	150,000	282,600					252,778	371,865			50,000	7,520,758
201 St Light Assmt									720				720
231 Prop A									28,490				28,490
232 Prop C						300,000	650,000						950,000
233 Measure R									24,980				24,980
234 Measure M									5,035				5,035
254 AQMD									660				660
450 RORF	100,000												100,000
501 Water Ops					5,510					48,000	3,055,000		3,108,510
<b>Total</b>	<b>6,513,515</b>	<b>150,000</b>	<b>282,600</b>	<b>5,350</b>	<b>33,060</b>	<b>300,000</b>	<b>650,000</b>	<b>252,778</b>	<b>3,382,105</b>	<b>114,300</b>	<b>3,055,000</b>	<b>50,000</b>	<b>14,788,708</b>

FY 2025-26				FY 2026-27			
Transfers From	Amount	Transfers To	Amount	Transfers From	Amount	Transfers To	Amount
10100980.90401	2,953,460	40100980.39101	2,953,460	10100980.90401	2,950,355	40100980.39101	2,950,355
10100980.90405	63,060	40500980.39405	63,060	10100980.90405	66,300	40500980.39405	66,300
10100980.90203	27,550	20300980.39101	27,550	10100980.90203	27,550	20300980.39101	27,550
10100980.90201	5,350	20100980.39101	5,350	10100980.90201	5,350	20100980.39101	5,350
10300980.90101	5,701,250	10100980.39103	5,701,250	10300980.90101	6,413,515	10100980.39103	6,413,515
10300980.90301	518,173	30100980.39103	518,173	10300980.90301	252,778	30100980.39103	252,778
10300980.90401	370,955	40100980.39103	370,955	10300980.90401	371,865	40100980.39103	371,865
10300980.90105	294,500	10500980.39103	294,500	10300980.90105	282,600	10500980.39103	282,600
10300980.90102	120,000	10200980.39103	120,000	10300980.90102	150,000	10200980.39103	150,000
10300980.90551	40,000	55100980.39103	40,000	10300980.90551	50,000	55100980.39103	50,000
20100980.90401	710	40100980.39201	710	20100980.90401	720	40100980.39201	720
23100980.90401	28,470	40100980.39231	28,470	23100980.90401	28,490	40100980.39231	28,490
23200980.90255	600,000	25500980.39232	600,000	23200980.90255	650,000	25500980.39232	650,000
23200980.90231	300,000	23100980.39232	300,000	23200980.90231	300,000	23100980.39232	300,000
23300980.90401	24,835	40100980.39233	24,835	23300980.90401	24,980	40100980.39233	24,980
23400980.90401	5,080	40100980.39234	5,080	23400980.90401	5,035	40100980.39234	5,035
25400980.90401	665	40100980.39254	665	25400980.90401	660	40100980.39254	660
45000980.90101	100,000	10100980.39450	100,000	45000980.90101	100,000	10100980.39450	100,000
50100980.90502	3,365,400	50200980.39501	3,365,400	50100980.90502	3,055,000	50200980.39501	3,055,000
50100980.90405	45,670	40500980.39501	45,670	50100980.90405	48,000	40500980.39501	48,000
50100980.90203	5,510	20300980.39501	5,510	50100980.90203	5,510	20300980.39501	5,510
<b>Total</b>	<b>14,570,638</b>	<b>Total</b>	<b>14,570,638</b>	<b>Total</b>	<b>14,788,708</b>	<b>Total</b>	<b>14,788,708</b>



# Capital Program

## CAPITAL IMPROVEMENT PROGRAM OVERVIEW

The Capital Improvement Program (CIP) is a critical component of achieving this strategic goal. It is a roadmap that provides direction and guidance for planning, managing, and financing the City's capital and infrastructure assets. The CIP is dynamic and is updated periodically to address the changing needs, priorities, and financial conditions of the City. The program is dynamic and is adjusted as needed to meet critical needs, unforeseen events, concerns that involve public safety and health, or changes in funding.

The projects contained in the CIP are recommended to maintain the existing infrastructure of the City and to properly provide for the health, safety and general well-being of Glendora's residents. The CIP and future amendments are designed to make the most effective use of all financial resources available to the City including applicable fund reserves, ongoing estimated revenues, grants, and borrowing.

The CIP budget is for expenditures of more than \$5,000 on construction of capital projects, such as street rehabilitation, park facilities, water/sewer systems improvements, facilities upgrades and traffic signal/signage enhancements. CIP projects may include land and right-of-way acquisition; design, planning, and engineering services for capital projects; construction or rehabilitation of public buildings or facilities; utility and transportation infrastructure construction; and park construction. Most of the CIP projects are funded with non-discretionary funds (such as Road Maintenance and Rehabilitation Act, Transportation, and Water funds); these funds are restricted in the manner in which they can be used.

The proposed projects for FY 2026 and FY 2027 were identified based on input from a variety of sources including community survey, leak history of water mains, Water Master Plan, the pavement condition index (PCI) rating for streets, Parks Master Plan, various assessment tools and available funding sources. Maintenance projects are budgeted and included in the CIP Program each fiscal year. Projects are designed to consider the cost benefit of keeping operating costs to a minimum. Increases in operating costs are balanced with the overall need to provide the improvement. Several studies and assessments have been included to assist in planning for future projects.

The following information is included in this section of the budget:

- 5-Year Capital Improvement Program Schedule for FY 2026 through FY 2030 broken down by Fund and Project Type. Only the FY 2026 and FY 2027 projects are budgeted and funded.
- Project Detail Sheets providing Funding Sources including Operational Impact, City Council Districts, Project Description, Project Maps, and more.
- Completed Projects during FY 2024 and FY 2025 and ongoing projects in FY 2025.

# Capital Program Summary By Fund

## CIP Summary

	Prior Years	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	Total
<b>211-Park &amp; Rec Development</b>							
<b>Parks</b>							
South Hills Bike Park	-	300,000	-	-	-	-	300,000
<b>Parks Total</b>	-	<b>300,000</b>	-	-	-	-	<b>300,000</b>
<b>211-Park &amp; Rec Development Total</b>							
	-	<b>300,000</b>	-	-	-	-	<b>300,000</b>
<b>232-Prop C Transit</b>							
<b>Streets</b>							
Lone Hill Avenue Street Rehabilitation - Phase 1	475,000	-	-	-	-	-	475,000
People Movement Project	-	-	93,935	10,060	-	-	103,995
<b>Streets Total</b>	<b>475,000</b>	-	<b>93,935</b>	<b>10,060</b>	-	-	<b>578,995</b>
<b>Streets and Water</b>							
Cypress Water and Street Improvement Project	-	-	1,000,000	-	-	-	1,000,000
Glendora Avenue Water and Street Improvements	-	-	-	200,000	-	-	200,000
Milton Water and Street Improvement	-	-	-	-	19,420	259,025	278,445
<b>Streets and Water Total</b>	-	-	<b>1,000,000</b>	<b>200,000</b>	<b>19,420</b>	<b>259,025</b>	<b>1,478,445</b>
<b>232-Prop C Transit Total</b>							
	<b>475,000</b>	-	<b>1,093,935</b>	<b>210,060</b>	<b>19,420</b>	<b>259,025</b>	<b>2,057,440</b>
<b>233-Measure R Transpt. 2009</b>							
<b>Streets</b>							
People Movement Project	-	194,467	133,318	-	-	-	327,785
Traffic Signal Upgrade - Annual Program	400,000	400,000	400,000	400,000	400,000	400,000	2,400,000
Traffic Signal Upgrade - Arrow Hwy at Sunflower Ave	-	310,000	-	-	-	-	310,000
<b>Streets Total</b>	<b>400,000</b>	<b>904,467</b>	<b>533,318</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>3,037,785</b>
<b>233-Measure R Transpt. 2009 Total</b>							
	<b>400,000</b>	<b>904,467</b>	<b>533,318</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>3,037,785</b>

## CIP Summary

	Prior Years	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	Total
<b>234-Measure M</b>							
<b>Streets</b>							
People Movement Project	-	-	20,000	43,782	-	-	63,782
<b>Streets Total</b>	-	-	<b>20,000</b>	<b>43,782</b>	-	-	<b>63,782</b>
<b>Streets and Water</b>							
Colorado Water and Street Improvement Project	59,000	1,620,150	-	-	-	-	1,679,150
Cypress Water and Street Improvement Project	60,666	-	650,125	-	-	-	710,791
Foothill Water and Street Improvement	-	-	-	21,870	259,620	-	281,490
Fushia Water & Street Improvement	-	-	-	-	-	18,750	18,750
Glendora Avenue Water and Street Improvements	241,852	-	-	1,400,000	-	-	1,641,852
Milton Water and Street Improvement	-	-	-	-	19,415	259,025	278,440
Verdugo Water and Street Improvement	-	-	-	-	32,880	457,200	490,080
<b>Streets and Water Total</b>	<b>361,518</b>	<b>1,620,150</b>	<b>650,125</b>	<b>1,421,870</b>	<b>311,915</b>	<b>734,975</b>	<b>5,100,553</b>
<b>234-Measure M Total</b>	<b>361,518</b>	<b>1,620,150</b>	<b>670,125</b>	<b>1,465,652</b>	<b>311,915</b>	<b>734,975</b>	<b>5,164,335</b>
<b>240 Measure A-Parks</b>							
<b>Parks</b>							
South Hills Bike Park	-	700,000	-	-	-	-	700,000
<b>Parks Total</b>	-	<b>700,000</b>	-	-	-	-	<b>700,000</b>
<b>240 Measure A-Parks Total</b>	-	<b>700,000</b>	-	-	-	-	<b>700,000</b>
<b>250-Measure W</b>							
<b>Stormwater</b>							
Finkbiner Park Stormwater Capture Project	564,162	-	17,017,018	4,500,000	-	-	22,081,180
Storm Drain Inlet Insertion Installation	200,000	200,000	200,000	200,000	200,000	-	1,000,000
Stormwater Master Plan	250,000	-	-	-	-	-	250,000
<b>Stormwater Total</b>	<b>1,014,162</b>	<b>200,000</b>	<b>17,217,018</b>	<b>4,700,000</b>	<b>200,000</b>	-	<b>23,331,180</b>
<b>250-Measure W Total</b>	<b>1,014,162</b>	<b>200,000</b>	<b>17,217,018</b>	<b>4,700,000</b>	<b>200,000</b>	-	<b>23,331,180</b>



## CIP Summary

	Prior Years	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	Total
<b>251-Stormwater Investment</b>							
<b>Stormwater</b>							
Finkbiner Park Stormwater Capture Project	1,674,512	-	-	-	-	-	1,674,512
<b>Stormwater Total</b>	<b>1,674,512</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,674,512</b>
<b>251-Stormwater Investment Total</b>	<b>1,674,512</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,674,512</b>
<b>256-Road Maintenance Repair</b>							
<b>Streets</b>							
Citywide Grind, Overlay and Slurry Seal Program	500,000	555,500	555,500	555,500	555,500	555,500	3,277,500
Citywide Sidewalk Improvements Annual Program	150,000	150,000	150,000	150,000	150,000	150,000	900,000
Lone Hill Bridge at San Dimas Wash Improvements	26,462	16,433	-	-	-	-	42,895
<b>Streets Total</b>	<b>676,462</b>	<b>721,933</b>	<b>705,500</b>	<b>705,500</b>	<b>705,500</b>	<b>705,500</b>	<b>4,220,395</b>
<b>Streets and Water</b>							
Glendora Avenue Water and Street Improvements	-	-	-	3,440,150	-	-	3,440,150
Live Oak Water and Street Improvement	-	-	-	46,620	558,420	-	605,040
<b>Streets and Water Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,486,770</b>	<b>558,420</b>	<b>-</b>	<b>4,045,190</b>
<b>256-Road Maintenance Repair Total</b>	<b>676,462</b>	<b>721,933</b>	<b>705,500</b>	<b>4,192,270</b>	<b>1,263,920</b>	<b>705,500</b>	<b>8,265,585</b>
<b>257-Surface Trans. Prog-Stlp</b>							
<b>Streets</b>							
Lone Hill Avenue Street Rehabilitation - Phase 1	1,403,103	-	-	-	-	-	1,403,103
<b>Streets Total</b>	<b>1,403,103</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,403,103</b>
<b>257-Surface Trans. Prog-Stlp Total</b>	<b>1,403,103</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,403,103</b>
<b>280-Grants</b>							
<b>Parks</b>							
Gladstone Park Pickleball Courts			560,250				560,250

## CIP Summary

	Prior Years	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	Total
South Hills Bike Park	-	1,000,000	-	-	-	-	1,000,000
<b>Parks Total</b>	-	<b>1,000,000</b>	<b>560,250</b>	-	-	-	<b>1,560,250</b>

### Streets

People Movement Project	-	2,497,506	2,602,494	1,750,000	-	-	6,850,000
<b>Streets Total</b>	-	<b>2,497,506</b>	<b>2,602,494</b>	<b>1,750,000</b>	-	-	<b>6,850,000</b>

<b>280-Grants Total</b>	-	<b>3,497,506</b>	<b>3,162,744</b>	<b>1,750,000</b>	-	-	<b>8,410,250</b>
-------------------------	---	------------------	------------------	------------------	---	---	------------------

### 285-Community Dev Block Grant

#### Streets

FY 2025/2026 CDBG Curb Improvement Project	-	381,800	-	-	-	-	381,800
<b>Streets Total</b>	-	<b>381,800</b>	-	-	-	-	<b>381,800</b>

<b>285-Community Dev Block Grant Total</b>	-	<b>381,800</b>	-	-	-	-	<b>381,800</b>
--	---	----------------	---	---	---	---	----------------

### 291-Highway Safety Improv Grnt

#### Streets

HSIP Cycle 11 Traffic Signal Modifications	1,733,580	-	-	-	-	-	1,733,580
<b>Streets Total</b>	<b>1,733,580</b>	-	-	-	-	-	<b>1,733,580</b>

<b>291-Highway Safety Improv Grnt Total</b>	<b>1,733,580</b>	-	-	-	-	-	<b>1,733,580</b>
---	------------------	---	---	---	---	---	------------------

### 292-Highway Bridge Repl Prog

#### Streets

Lone Hill Bridge at San Dimas Wash Improvements	236,669	-	-	-	-	-	236,669
<b>Streets Total</b>	<b>236,669</b>	-	-	-	-	-	<b>236,669</b>

<b>292-Highway Bridge Repl Prog Total</b>	<b>236,669</b>	-	-	-	-	-	<b>236,669</b>
---	----------------	---	---	---	---	---	----------------

### 301-Capital Projects

#### Facilities

ADA Transition Plan	275,000	-	-	-	-	-	275,000
American Legion Building Restroom Remodel	-	75,000	-	-	-	-	75,000
City Yard Improvement Project	725,581	-	-	-	-	-	725,581

## CIP Summary

	Prior Years	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	Total
Downtown Parking Lot Annual Rehabilitation	250,000	-	250,000	250,000	-	-	750,000
La Fetra Center Improvements	286,000	98,265	-	-	-	-	384,265
Police Department Front Lobby	66,000	314,475	-	-	-	-	380,475
Police Department Restroom and Shower Upgrades	171,268	-	-	-	-	-	171,268
Scout Hut Improvements	-	96,500	-	-	-	-	96,500
Timothy Crowther Teen & Family Center Roof Replacement	-	75,000	-	-	-	-	75,000
Youth Center ADA Bathroom Remodel	-	-	-	860,475	-	-	860,475
<b>Facilities Total</b>	<b>1,773,849</b>	<b>659,240</b>	<b>250,000</b>	<b>1,110,475</b>	<b>-</b>	<b>-</b>	<b>3,793,564</b>

### Parks

Gladstone Park Pickleball Courts	-	-	560,250	-	-	-	560,250
Gladstone Park Shade Structure and Picnic Site Installation	-	274,250	-	-	-	-	274,250
Parks and Trails Master Plan	275,000	-	-	-	-	-	275,000
Skate Park Resurface/Refill Cracks	-	309,150	-	-	-	-	309,150
South Hills Bike Park	500,000	225,500	-	-	-	-	725,500
<b>Parks Total</b>	<b>775,000</b>	<b>808,900</b>	<b>560,250</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,144,150</b>

### Streets

Antique Street Lights	2,152,612	265,648	-	-	-	-	2,418,260
People Movement Project	-	1,060,506	-	-	-	-	1,060,506
Street Name, Gateway and Wayfinding Signs.	250,000	-	250,000	250,000	250,000	250,000	1,250,000
<b>Streets Total</b>	<b>2,402,612</b>	<b>1,326,154</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>4,728,766</b>

<b>301-Capital Projects Total</b>	<b>4,951,461</b>	<b>2,794,294</b>	<b>1,060,250</b>	<b>1,360,475</b>	<b>250,000</b>	<b>250,000</b>	<b>10,666,480</b>
-----------------------------------	------------------	------------------	------------------	------------------	----------------	----------------	-------------------

## 502-Water Capital Projects

### Facilities

ADA Transition Plan	54,825	-	-	-	-	-	54,825
<b>Facilities Total</b>	<b>54,825</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>54,825</b>

### Streets and Water

Colorado Water and Street Improvement Project	137,000	3,780,350	-	-	-	-	3,917,350
---	---------	-----------	---	---	---	---	-----------

## CIP Summary

	Prior Years	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	Total
Cypress Water and Street Improvement Project	178,000	-	4,950,375	-	-	-	5,128,375
Foothill Water and Street Improvement	-	-	-	51,030	605,780	-	656,810
Fushia Water & Street Improvement	-	-	-	-	-	43,750	43,750
Glendora Avenue Water and Street Improvements	564,320	-	-	11,760,350	-	-	12,324,670
Live Oak Water and Street Improvement	-	-	-	108,780	1,302,980	-	1,411,760
Milton Water and Street Improvement	-	-	-	-	90,615	1,208,790	1,299,405
Verdugo Water and Street Improvement	-	-	-	-	76,720	1,066,800	1,143,520
<b>Streets and Water Total</b>	<b>879,320</b>	<b>3,780,350</b>	<b>4,950,375</b>	<b>11,920,160</b>	<b>2,076,095</b>	<b>2,319,340</b>	<b>25,925,640</b>
<b>Water</b>							
Electrical Panel Upgrades - Well/Pump Stations	-	-	-	-	557,400	-	557,400
Emergency Generator Study	-	-	-	-	285,000	-	285,000
Hidden Springs Reservoir Improvements	-	-	-	-	195,500	630,115	825,615
North Glendora Reservoir Replacement	8,408,334	-	-	-	-	-	8,408,334
Sierra Madre - Goddard Reservoirs	-	-	-	110,000	1,320,500	-	1,430,500
South Hills West Reservoir	-	-	-	87,500	1,050,500	-	1,138,000
Upper Gordon Reservoir - Interior/ Exterior Coating	-	-	-	-	180,000	2,160,500	2,340,500
<b>Water Total</b>	<b>8,408,334</b>	<b>-</b>	<b>-</b>	<b>197,500</b>	<b>3,588,900</b>	<b>2,790,615</b>	<b>14,985,349</b>
<b>502-Water Capital Projects Total</b>	<b>9,342,479</b>	<b>3,780,350</b>	<b>4,950,375</b>	<b>12,117,660</b>	<b>5,664,995</b>	<b>5,109,955</b>	<b>40,965,814</b>
<b>Grand Total</b>	<b>22,268,946</b>	<b>14,900,500</b>	<b>29,393,265</b>	<b>26,196,117</b>	<b>8,110,250</b>	<b>7,459,455</b>	<b>108,328,533</b>

# Facilities Capital Improvements Projects

## CIP Summary


	Prior Years	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	Total
<b>Facilities</b>							
<b>ADA Transition Plan</b>							
301-Capital Projects	275,000	-	-	-	-	-	275,000
502-Water Capital Projects	54,825	-	-	-	-	-	54,825
<b>ADA Transition Plan Total</b>	<b>329,825</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>329,825</b>
<b>American Legion Building Restroom Remodel</b>							
301-Capital Projects	-	75,000	-	-	-	-	75,000
<b>American Legion Building Restroom Remodel Total</b>	<b>-</b>	<b>75,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>75,000</b>
<b>City Yard Improvement Project</b>							
301-Capital Projects	725,581	-	-	-	-	-	725,581
<b>City Yard Improvement Project Total</b>	<b>725,581</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>725,581</b>
<b>Downtown Parking Lot Annual Rehabilitation</b>							
301-Capital Projects	250,000	-	250,000	250,000	-	-	750,000
<b>Downtown Parking Lot Annual Rehabilitation Total</b>	<b>250,000</b>	<b>-</b>	<b>250,000</b>	<b>250,000</b>	<b>-</b>	<b>-</b>	<b>750,000</b>
<b>La Fetra Center Improvements</b>							
301-Capital Projects	286,000	98,265	-	-	-	-	384,265
<b>La Fetra Center Improvements Total</b>	<b>286,000</b>	<b>98,265</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>384,265</b>
<b>Police Department Front Lobby</b>							
301-Capital Projects	66,000	314,475	-	-	-	-	380,475
<b>Police Department Front Lobby Total</b>	<b>66,000</b>	<b>314,475</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>380,475</b>
<b>Police Department Restroom and Shower Upgrades</b>							
301-Capital Projects	171,268	-	-	-	-	-	171,268
<b>Police Department Restroom and Shower Upgrades Total</b>	<b>171,268</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>171,268</b>

CIP Summary

	Prior Years	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	Total
Scout Hut Improvements							
301-Capital Projects	-	96,500	-	-	-	-	96,500
Scout Hut Improvements Total	-	96,500	-	-	-	-	96,500
Timothy Crowther Teen & Family Center Roof Replacement							
301-Capital Projects	-	75,000	-	-	-	-	75,000
Timothy Crowther Teen & Family Center Roof Replacement Total	-	75,000	-	-	-	-	75,000
Youth Center ADA Bathroom Remodel							
301-Capital Projects	-	-	-	860,475	-	-	860,475
Youth Center ADA Bathroom Remodel Total	-	-	-	860,475	-	-	860,475
Facilities Total	1,828,674	659,240	250,000	1,110,475	-	-	3,848,389

**ADA Transition Plan** **Project No. 5523101**

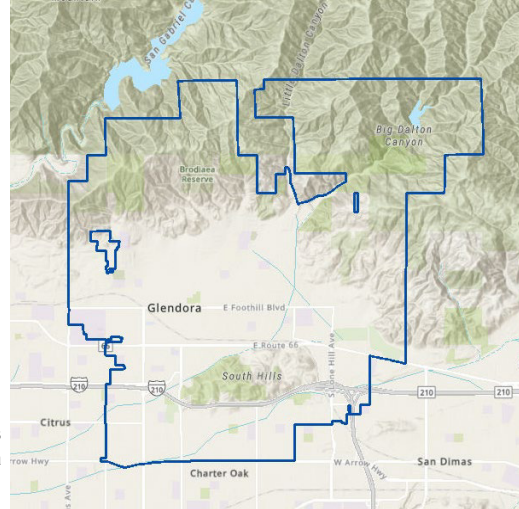
PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5

Capital Projects (301)	\$	275,000	Project Location: Citywide		
Water Capital Reserve (502)	\$	54,825	Project Type	Est. Construction Start	Est. Construction End
	\$	-	100 - Facilities	Spring 2025	Spring 2027
	\$	-	Lead Department: Public Works	Project Manager: Valerie Velasquez-Santoya	
	\$	-			
	\$	-			
	\$	-			
	\$	-			
Total Funding:	\$	329,825			

ADDITIONAL PROJECT INFORMATION	
Continuing Appropriation	\$ 288,597
Funding for FY 2026 & FY 2027	\$ -
Project Expenditures to Date	\$ 41,228
<b>TOTAL:</b>	<b>\$ 329,825</b>

**Project Description**

The ADA Self Evaluation and Assessment will review all facilities, streets, sidewalks, curbs, parks, all assets to determine where improvements need to be made to reach ADA compliance. The deliverable will be a living document requiring continual updating.



**Justification**

The self eval is a planning tool that will provide the City with an inventory of improvements that need to be made and establish priority needs and a plan to accomplish compliance.

**Strategic Issue**


Goal 3: New and Revitalized Facilities

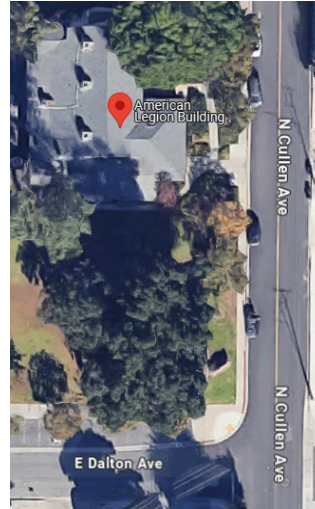
5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design/Plan Review	\$ 164,913	\$ 123,684	\$ -	\$ -	\$ -	\$ 329,825
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Inspection & Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 164,913</b>	<b>\$ 123,684</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 329,825</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>

\* Includes Prior & Future Years

**American Legion Building Restroom Remodel** **Project No.** TBD

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Capital Projects (301)	\$ 75,000	<b>Project Location</b> American Legion Building, 159 N. Cullen Ave.				
	\$ -	<b>Project Type</b> 100 - Facilities				
	\$ -	<b>Est. Construction Start</b> Fall 2025		<b>Est. Construction End</b> Fall 2025		
	\$ -	<b>Lead Department:</b> Public Works		<b>Project Manager:</b> Ryan Hacecky		
	\$ -					
	\$ -					
<b>Total Funding:</b>	<b>\$ 75,000</b>					
ADDITIONAL PROJECT INFORMATION						
Continuing Appropriation	\$ -					
Funding for FY 2026 & FY 2027	\$ 75,000					
Project Expenditures to Date	\$ -					
<b>TOTAL:</b>	<b>\$ 75,000</b>					



**Project Description**

Male restroom - new urinals that flush, sinks, partitions, toilets and tile work. Female restroom - new sinks, partitions, toilets and tile work.

**Justification**

The American Legion Building is rented out for special events 48 weekends a year, along with weekday rentals and contract classes. The partitions are over 20 years old; they are rusted and the doors are not closing properly. The urinals in the male restrooms were changed to waterless 10 years ago and the stench is unbearable.

**Strategic Issue**

Goal 3: New and Revitalized Facilities

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design/Plan Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Inspection & Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 75,000</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years



**City Yard Improvement Project** **Project No. 5625101**

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5

Capital Projects (301) \$ 725,581

**Project Location:** Project is located at 1250 St. Vladimir Street.

**Project Type** 100 - Facilities  
**Est. Construction Start** Summer 2027  
**Est. Construction End** Summer 2028  
**Lead Department:** Public Works  
**Project Manager:** Valerie Velasquez-Santoya

\$ -  
\$ -  
\$ -  
\$ -

**Total Funding:** \$ 725,581

ADDITIONAL PROJECT INFORMATION	
Continuing Appropriation	\$ -
Funding for FY 2026 & FY 2027	\$ -
Project Expenditures to Date	\$ 725,581
<b>TOTAL:</b>	<b>\$ 725,581</b>

**Project Description**

Phase 1 is design (PSE) for new facilities. This will include designing plans for four new buildings as well as repavement of the site. Phase 2, which is currently unfunded, will include demolishing the existing structures and construction of a new facility.



**Justification**

The existing site is outdated and obsolete; initial analysis revealed that it was best to demo and rebuild. Additional space and accessible restrooms are also needed; parks division will relocate to this site to join street, facilities and fleet divisions.

**Strategic Issue** Goal 3: New and Revitalized Facilities

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design/Plan Review	\$ 725,581	\$ -	\$ -	\$ -	\$ -	\$ 725,581
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Inspection & Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 725,581</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 725,581</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

## Downtown Parking Lot Annual Rehabilitation

Project No.

5525107

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5

Capital Projects (301) \$ 750,000

**Project Location:** City owned and operated parking lots in Glendora Village.

**Project Type** Est. Construction Start Est. Construction End

100 - Facilities

**Lead Department:** Public Works

**Project Manager:**



**Total Funding:** \$ 750,000

### ADDITIONAL PROJECT INFORMATION

Continuing Appropriation \$ 250,000

Funding for FY 2026 & FY 2027 \$ 250,000

Project Expenditures to Date \$ -

**TOTAL:** \$ 500,000

### Project Description

Upgrade of public parking lots in the Glendora Village, including slurry seal, restriping and other improvements.

### Justification

The parking lots are aging and require rehabilitation to preserve and prolong the life of the existing paved parking areas. This will allow the City to continue providing safe, aesthetically pleasing parking areas for patrons of the Glendora Village business district.

**Strategic Issue:** Goal 3: New and Revitalized Facilities

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ 400	\$ 400	\$ 400	\$ -	\$ -	\$ 1,200
Environmental	\$ 75	\$ 75	\$ 75	\$ -	\$ -	\$ 225
Design/Plan Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 226,840	\$ 226,840	\$ 226,840	\$ -	\$ -	\$ 680,520
Inspection & Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ 22,685	\$ 22,685	\$ 22,685	\$ -	\$ -	\$ 68,055
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 750,000</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

**La Fetra Center Improvements** **Project No. 5620102**

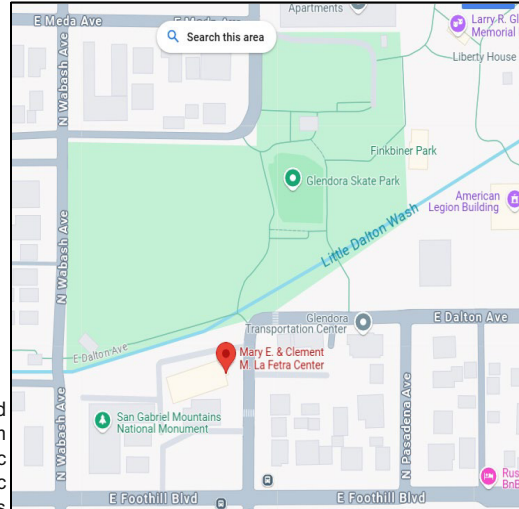
PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5

**Capital Projects (301)** \$ 384,265 **Project Location:** La Fetra Center, 333 E Foothill Blvd.

**Project Type** 100 - Facilities **Est. Construction Start** Fall 2025 **Est. Construction End** Spring 2026  
**Lead Department:** Recreation and Human Services **Project Manager:** Debbie Lopez

\$ -
\$ -
\$ -
\$ -
\$ -
<b>Total Funding:</b> \$ 384,265

ADDITIONAL PROJECT INFORMATION	
Continuing Appropriation	\$ 286,000
Funding for FY 2026 & FY 2027	\$ 98,265
Project Expenditures to Date	\$ -
<b>TOTAL:</b>	<b>\$ 384,265</b>



**Project Description**

Interior upgrades include new flooring for the large meeting room and storage closet, new operable partitions in Sage Room and Oak/Elm Room, and repainting the interior of the expansion facility and historic building. Exterior upgrades include roofing repairs on both the historic building and expansion and the demolition and reconstruction of the stairs at the historic building.

**Justification**

Numerous interior and exterior building components have exceeded their service life expectancy and require renovations so the facility can continue to serve the community.

**Strategic Issue:** Goal 3: New and Revitalized Facilities

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ 400
Environmental	\$ 75	\$ -	\$ -	\$ -	\$ -	\$ 75
Design/Plan Review	\$ 22,000	\$ -	\$ -	\$ -	\$ -	\$ 22,000
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 314,600	\$ -	\$ -	\$ -	\$ -	\$ 314,600
Inspection & Administration	\$ 15,730	\$ -	\$ -	\$ -	\$ -	\$ 15,730
Contingency	\$ 31,460	\$ -	\$ -	\$ -	\$ -	\$ 31,460
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 384,265</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 384,265</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

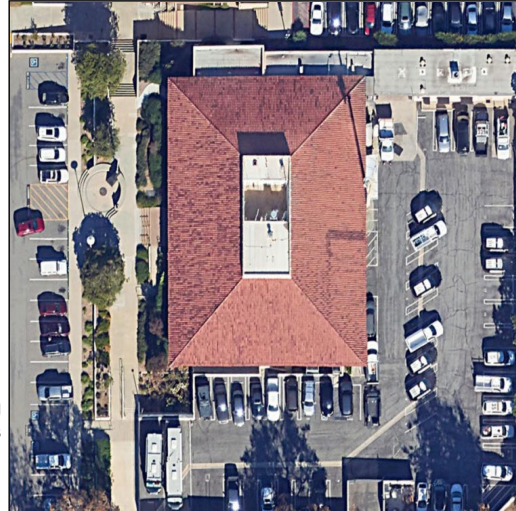
**Police Department Front Lobby** **Project No. 3023102**

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5

Capital Projects (301) \$ 380,475

**Project Location:** Glendora Police Department, 150 S. Glendora Ave.

**Project Type** 100 - Facilities  
**Est. Construction Start** Fall 2025  
**Est. Construction End** Spring 2026  
**Lead Department:** Public Works  
**Project Manager:** TBD



**Total Funding:** \$ 380,475

ADDITIONAL PROJECT INFORMATION	
Continuing Appropriation	\$ 66,000
Funding for FY 2026 & FY 2027	\$ 314,475
Project Expenditures to Date	\$ -
<b>TOTAL:</b>	<b>\$ 380,475</b>

**Project Description**

Remodel the front lobby of the Police Department. This includes updating of the restrooms, front doors, and bullet resistant glass that separates employees from the public for safety and security.

**Justification**

The remodel will present a more welcoming and professional space for the community when they enter the Police Department. This remodel is necessary to enhance the safety of employees and visitors.

**Strategic Issue:** Goal 3: New and Revitalized Facilities

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ 400
Environmental	\$ 75	\$ -	\$ -	\$ -	\$ -	\$ 75
Design/Plan Review	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Inspection & Administration	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Contingency	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 380,475</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 380,475</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

**Police Department Restroom and Shower Upgrades** **Project No. 3022101**

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5

Capital Projects (301) \$ 171,268

**Project Location:** Glendora Police Department, 150 S. Glendora Ave.

**Project Type**      **Est. Construction Start**      **Est. Construction End**  
 100 - Facilities      Winter 2025      Winter 2025  
**Lead Department:** Public Works      **Project Manager:** TBD

\$ -  
\$ -  
\$ -  
\$ -

**Total Funding: \$ 171,268**

ADDITIONAL PROJECT INFORMATION	
Continuing Appropriation	\$ 171,268
Funding for FY 2026 & FY 2027	\$ -
Project Expenditures to Date	\$ -
<b>TOTAL:</b>	<b>\$ 171,268</b>



**Project Description**

The upstairs restrooms will be reconfigured to provide two individual all gender single stall locking bathrooms. In addition, this project will remodel the downstairs restroom and shower areas for both men and women.

**Justification**

The bathrooms have not been updated in at least 30 years. Public Works has continued to maintain aging equipment as it fails, however, due to the age, the area needs to be updated. This CIP was originally approved in 2022 and has been stalled due to ADA requirements on the size of the space available per restroom.

**Strategic Issue:** Goal 3: New and Revitalized Facilities

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ 400
Environmental	\$ 75	\$ -	\$ -	\$ -	\$ -	\$ 75
Design/Plan Review	\$ 149,000	\$ -	\$ -	\$ -	\$ -	\$ 149,000
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Inspection & Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ 14,900	\$ -	\$ -	\$ -	\$ -	\$ 14,900
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 164,375</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 164,375</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years



**Scout Hut Improvements** Project No. TBD

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5

Capital Projects (301) \$ 96,500

Project Location: Scout Hut, 435 E Dalton Ave

Project Type: 100 - Facilities  
Est. Construction Start: Fall 2025  
Est. Construction End: Spring 2026  
Lead Department: Public Works  
Project Manager:

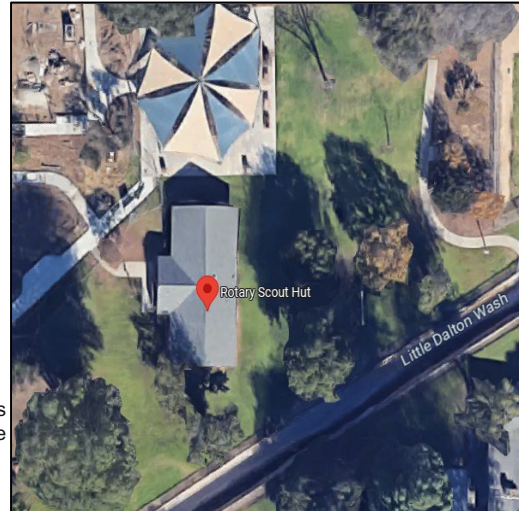
\$ -  
\$ -  
\$ -  
\$ -

**Total Funding: \$ 96,500**

ADDITIONAL PROJECT INFORMATION	
Continuing Appropriation	\$ -
Funding for FY 2026 & FY 2027	\$ 96,500
Project Expenditures to Date	\$ -
<b>TOTAL:</b>	<b>\$ 96,500</b>

**Project Description**

Remodel the kitchen and replace the HVAC system. Kitchen improvements include new cabinets, counter top and sink. The HVAC work includes the replacement of two 3-ton rooftop units.



**Justification**

The Scout Hut was built in 1990. The Kitchen is original to the space, with the exception of a new refrigerator and stove, and the HVAC system is approximately 15 years old. The kitchen sits between the two meeting rooms and is an integral part of the programs and classes held in the space. The remodeled Scout Hut kitchen will be used to offer youth cooking classes.

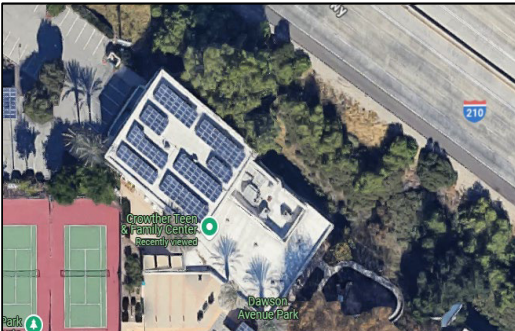
**Strategic Issue:** Goal 3: New and Revitalized Facilities

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ 400
Environmental	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 100
Design/Plan Review	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ 4,000
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000
Inspection & Administration	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ 4,000
Contingency	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ 8,000
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 96,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 96,500</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

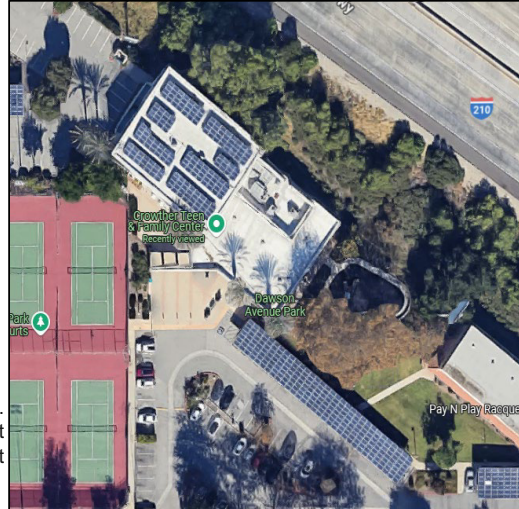
\* Includes Prior & Future Years

**Timothy Crowther Teen & Family Center Roof Replacement** **Project No. TBD**

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Capital Projects (301)	\$ 75,000	Project Location: Timothy Crowther Teen & Family Center, 241 W Dawson Ave				
	\$ -	Project Type	Est. Construction Start	Est. Construction End		
	\$ -	100 - Facilities	Fall 2025	Springs 2026		
	\$ -	Lead Department: Public Works		Project Manager:		
	\$ -					
Total Funding:	\$ 75,000					
ADDITIONAL PROJECT INFORMATION						
Continuing Appropriation	\$ -					
Funding for FY 2026 & FY 2027	\$ 75,000					
Project Expenditures to Date	\$ -					
TOTAL:	\$ 75,000					

**Project Description**

The roof at the Teen Center over the gym is approximately 22 years old. This project will remove and replace the roofing system over the gym that was not included in an earlier project that replaced the lounge and front room area roofs.



**Justification**

The current roof over the gym section of original to the building and in need of complete replacement. The new roof will extend the life of the building and mitigate any safety concerns involving water damage over the gym floor.

**Strategic Issue**

Goal 3: New and Revitalized Facilities

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design/Plan Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Inspection & Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 75,000</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

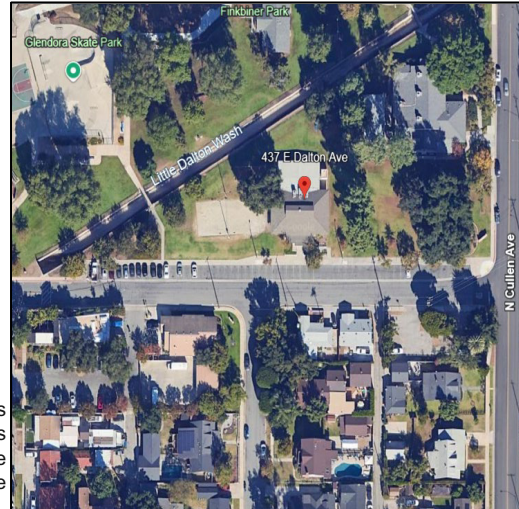
**Youth Center ADA Bathroom Remodel** **Project No.** TBD

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5

Capital Projects (301) \$ 860,475

**Project Location:** 437 E. Dalton Ave. Glendora 91741

**Project Type** 100 - Facilities  
**Est. Construction Start** Fall 2028  
**Est. Construction End** Spring 2029  
**Lead Department:** Public Works **Project Manager:**



**Total Funding:** \$ 860,475

ADDITIONAL PROJECT INFORMATION	
Continuing Appropriation	\$ -
Funding for FY 2026 & FY 2027	\$ -
Project Expenditures to Date	\$ -
<b>TOTAL:</b>	<b>\$ -</b>

**Project Description**

The Youth Center building is approximately 50 years old. Over the years the building has been used for a variety of the City's recreation classes such as gymnastics, dance, karate and more. The restrooms for the building have not been updated since construction, which means the bathrooms are not up to current ADA compliance.

**Justification**

Bathrooms have not been remodeled since initial construction and they are not up to ADA code. The building is utilized frequently for City classes and building rentals. Remodeling the restrooms would bring them up to current code as well as improve the overall user experience.

**Strategic Issue:** Goal 3: New and Revitalized Facilities

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ -	\$ -	\$ 400	\$ -	\$ -	\$ 400
Environmental	\$ -	\$ -	\$ 75	\$ -	\$ -	\$ 75
Design/Plan Review	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ 200,000
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ 600,000	\$ -	\$ -	\$ 600,000
Inspection & Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ 60,000	\$ -	\$ -	\$ 60,000
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 860,475</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 860,475</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years




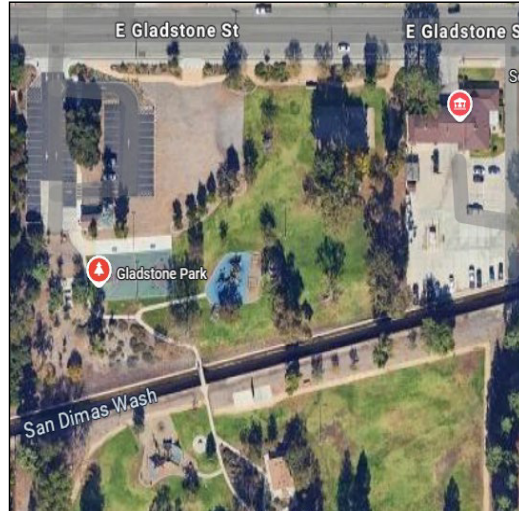
# Parks Capital Improvements Projects

## CIP Summary

	Prior Years	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	Total
<b>Parks</b>							
<b>Gladstone Park Pickleball Courts</b>							
280-Grants			560,250				560,250
301-Capital Projects	-	-	560,250	-	-	-	560,250
<b>Gladstone Park Pickleball Courts Total</b>	<b>-</b>	<b>-</b>	<b>1,120,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,120,500</b>
<b>Gladstone Park Shade Structure and Picnic Site Installation</b>							
301-Capital Projects	-	274,250	-	-	-	-	274,250
<b>Gladstone Park Shade Structure and Picnic Site Installation Total</b>	<b>-</b>	<b>274,250</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>274,250</b>
<b>Parks and Trails Master Plan</b>							
301-Capital Projects	275,000	-	-	-	-	-	275,000
<b>Parks and Trails Master Plan Total</b>	<b>275,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>275,000</b>
<b>Skate Park Resurface/Refill Cracks</b>							
301-Capital Projects	-	309,150	-	-	-	-	309,150
<b>Skate Park Resurface/Refill Cracks Total</b>	<b>-</b>	<b>309,150</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>309,150</b>
<b>South Hills Bike Park</b>							
211-Park & Rec Development	-	300,000	-	-	-	-	300,000
240 Measure A-Parks	-	700,000	-	-	-	-	700,000
280-Grants	-	1,000,000	-	-	-	-	1,000,000
301-Capital Projects	500,000	225,500	-	-	-	-	725,500
<b>South Hills Bike Park Total</b>	<b>500,000</b>	<b>2,225,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,725,500</b>
<b>Parks Total</b>	<b>775,000</b>	<b>2,808,900</b>	<b>1,120,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,704,400</b>

**Gladstone Park Pickleball Courts** Project No. TBD

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Grants (280)	\$ 560,250	<div>Project Location: Gladstone Park</div> <div>Project Type: 110 - Parks</div> <div>Est. Construction Start: Summer 2026</div> <div>Est. Construction End: Fall 2026</div> <div>Lead Department: Recreation and Human Services</div> <div>Project Manager: Kelsey Fay</div> <div></div>				
Capital Projects (301)	\$ 560,250					
	\$ -					
	\$ -					
	\$ -					
Total Funding:	\$ 1,120,500					
ADDITIONAL PROJECT INFORMATION						
Continuing Appropriation	\$ -					
Funding for FY 2026 & FY 2027	\$ 1,120,500					
Project Expenditures to Date	\$ -					
TOTAL:	\$ 1,120,500					



**Project Description**  
Construct lighted Pickleball courts at Gladstone Park

**Justification**  
The community has been requesting more pickleball courts in the City and we have space at Gladstone park to put them there.

**Strategic Issue:** Goal 3: New and Revitalized Facilities

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ -	\$ 400	\$ -	\$ -	\$ -	\$ 400
Environmental	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ 100
Design/Plan Review	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ 200,000
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ 800,000	\$ -	\$ -	\$ -	\$ 800,000
Inspection & Administration	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ 40,000
Contingency	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ 80,000
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ 1,120,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,120,500</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

**Gladstone Park Shade Structure and Picnic Site Installation** **Project No.** TBD

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5

Capital Projects (301) \$ 274,250

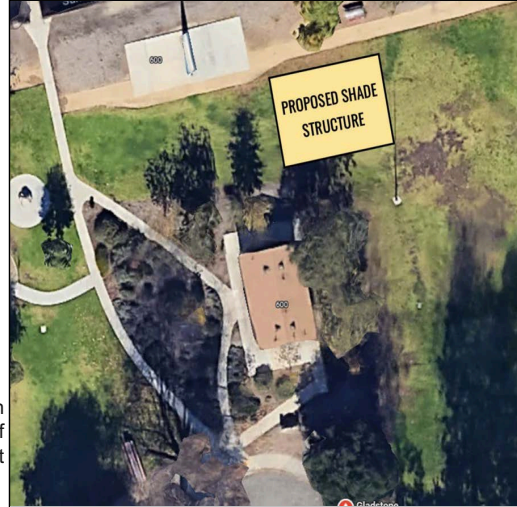
**Project Location:** Gladstone Park

**Project Type** 110 - Parks  
**Est. Construction Start** Summer 2025  
**Est. Construction End** Fall 2025  
**Lead Department:** Recreation and Human Services  
**Project Manager:** Kelsey Fay

\$ -  
\$ -  
\$ -  
\$ -

**Total Funding:** \$ 274,250

ADDITIONAL PROJECT INFORMATION	
Continuing Appropriation	\$ -
Funding for FY 2026 & FY 2027	\$ 274,250
Project Expenditures to Date	\$ -
<b>TOTAL:</b>	<b>\$ 274,250</b>



**Project Description**

Gladstone Park contains five different picnic site areas that residents can enjoy and rent out for parties and events. Similar to Finkbiner Park, staff would like to install a concrete area with a permanent shade structure that residents can utilize while enjoying the surrounding park.

**Justification**

Gladstone Park currently does not offer a permanently shaded picnic site for residents to utilize. This shade structure site would include new concrete picnic tables, barbecue pits, serving tables and trash cans that residents could enjoy, while keeping out of the sun. The amenities would match the other concrete amenities installed at the other City parks and facilities.

**Strategic Issue**

Goal 3: New and Revitalized Facilities

Category	5-YEAR PROJECT COST ESTIMATE					TOTAL PROJECT COST*
	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ 400
Environmental	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 100
Design/Plan Review	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 225,000	\$ -	\$ -	\$ -	\$ -	\$ 225,000
Inspection & Administration	\$ 11,250	\$ -	\$ -	\$ -	\$ -	\$ 11,250
Contingency	\$ 22,500	\$ -	\$ -	\$ -	\$ -	\$ 22,500
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 274,250</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 274,250</b>

Expenditure Category	IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
	2025/26	2026/27	2027/28	2028/29	2029/30	
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

## Parks and Trails Master Plan

Project No.

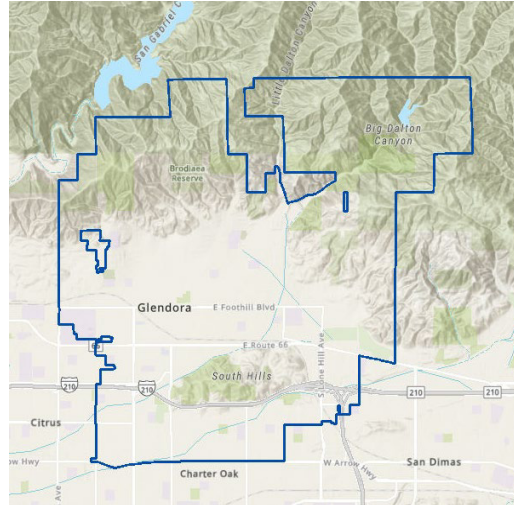
2825101

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Capital Projects (301)	\$ 275,000	Project Location: N/A				
	\$ -	Project Type				
	\$ -	Est. Construction Start				
	\$ -	Est. Construction End				
	\$ -	110 - Parks				
	\$ -	Lead Department: Recreation and Human Services				
	\$ -	Project Manager: Kelsey Fay				
	\$ -					
<b>Total Funding:</b>	<b>\$ 275,000</b>					

ADDITIONAL PROJECT INFORMATION	
Continuing Appropriation	\$ 275,000
Funding for FY 2026 & FY 2027	\$ -
Project Expenditures to Date	\$ -
<b>TOTAL:</b>	<b>\$ 275,000</b>

### Project Description

We would like to hire a consultant to assemble and review available documentation from City files and conduct interviews with City Council, Community Services Commission, Trails Volunteers, management staff and a community survey regarding current conditions and desired service levels.



### Justification

In 2011 the Parks and Trails Master Plan was updated, since then there have been many changes in our parks and trails systems i.e. installation of drought tolerant gardens at all our parks and many facilities. It will be helpful to the City to have an inventory and existing conditions of the parks, facilities, trails and recreational resources in the plan area to apply for grants.

### Strategic Issue

Goal 3: New and Revitalized Facilities

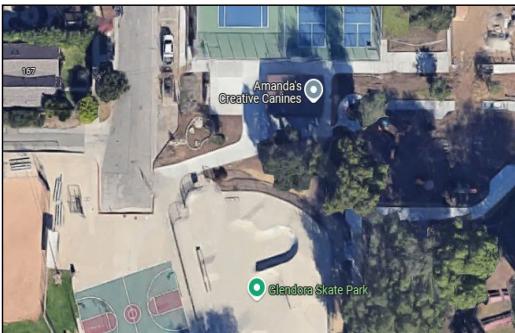
Goal 4: Sustainable Infrastructure

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design/Plan Review	\$ 275,000	\$ -	\$ -	\$ -	\$ -	\$ 275,000
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Inspection & Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 275,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 275,000</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

<b>Skate Park Resurface/Refill Cracks</b>	<b>Project No. TBD</b>
---	------------------------

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Capital Projects (301)	\$ 309,150	Project Location: 160 N Wabash Ave. Finkbiner Park				
	\$ -	Project Type	Est. Construction Start	Est. Construction End		
	\$ -	110 - Parks	Fall 2025	Fall 2025		
	\$ -	Lead Department: Public Works		Project Manager:		
	\$ -					
	\$ -					
Total Funding:	\$ 309,150					
ADDITIONAL PROJECT INFORMATION						
Continuing Appropriation	\$ -					
Funding for FY 2026 & FY 2027	\$ 309,150					
Project Expenditures to Date	\$ -					
TOTAL:	\$ 309,150					

**Project Description**

The skate park that was built in 1999 has had patches over the years but is now in need of a complete resurfacing.

**Justification**

The Skate Park at Finkbiner Park is heavily used and is in need of repairs from wear and tear. There have been repairs over the years, but the entire park needs to be resurfaced to maintain the facility.

**Strategic Issue:**

Goal 3: New and Revitalized Facilities

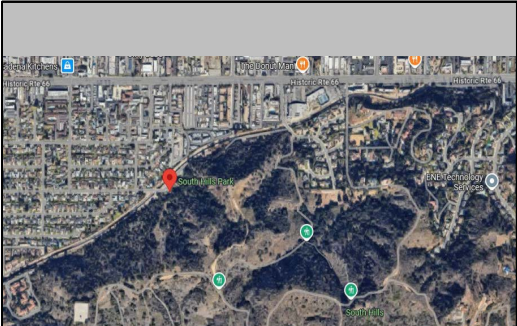
5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ 400
Environmental	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 100
Design/Plan Review	\$ 17,700	\$ -	\$ -	\$ -	\$ -	\$ 17,700
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 253,000	\$ -	\$ -	\$ -	\$ -	\$ 253,000
Inspection & Administration	\$ 12,650	\$ -	\$ -	\$ -	\$ -	\$ 12,650
Contingency	\$ 25,300	\$ -	\$ -	\$ -	\$ -	\$ 25,300
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 309,150</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 309,150</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

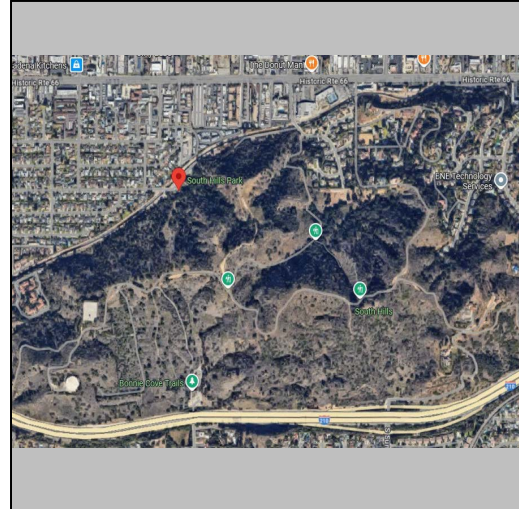
\* Includes Prior & Future Years



**South Hills Bike Park** **Project No. 5824103**

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Park and Rec Development (211)	\$ 300,000	Project Location: South Hills Wilderness Area				
Measure A / Parks (240)	\$ 700,000	Project Type 110 - Parks	Est. Construction Start Fall 2025	Est. Construction End Springs 2026		
Grants (280)	\$ 1,000,000			Project Manager: Kelsey Fay		
Capital Projects (301)	\$ 725,500					
	\$ -					
Total Funding:	\$ 2,725,500					
ADDITIONAL PROJECT INFORMATION						
Continuing Appropriation	\$ -					
Funding for FY 2026 & FY 2027	\$ 2,225,500					
Project Expenditures to Date	\$ 500,000					
TOTAL:	\$ 2,725,500					

**Project Description**  
Installation of a bike park and new trails in the South Hills.



**Justification**  
Grant for \$1 million is going to come from NPS and \$1 million dollar match from the City.

**Strategic Issue:** Goal 3: New and Revitalized Facilities

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ 400
Environmental	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 100
Design/Plan Review	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
Inspection & Administration	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Contingency	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 2,225,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,725,500</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

# Stormwater Capital Improvements Projects




## CIP Summary

	Prior Years	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	Total
Stormwater							
Finkbiner Park Stormwater Capture Project							
250-Measure W	564,162	-	17,017,018	4,500,000	-	-	22,081,180
251-Stormwater Investment	1,674,512	-	-	-	-	-	1,674,512
Finkbiner Park Stormwater Capture Project Total	2,238,674	-	17,017,018	4,500,000	-	-	23,755,692
Storm Drain Inlet Insertion Installation							
250-Measure W	200,000	200,000	200,000	200,000	200,000	-	1,000,000
Storm Drain Inlet Insertion Installation Total	200,000	200,000	200,000	200,000	200,000	-	1,000,000
Stormwater Master Plan							
250-Measure W	250,000	-	-	-	-	-	250,000
Stormwater Master Plan Total	250,000	-	-	-	-	-	250,000
Stormwater Total	2,688,674	200,000	17,217,018	4,700,000	200,000	-	25,005,692

## Finkbiner Park Stormwater Capture Project

Project No. 5722101

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Measure W (250)	\$ 22,081,180	<b>Project Location:</b> Finkbiner Park under Football/Softball Field  <b>Project Type</b> <b>Est. Construction Start</b> <b>Est. Construction End</b> 120 - Stormwater <b>Lead Department:</b> Public Works <b>Project Manager:</b> Maliha Ansari				
Stormwater Investment (251)	\$ 1,674,512					
	\$ -					
	\$ -					
	\$ -					
<b>Total Funding:</b>	<b>\$ 23,755,692</b>					
ADDITIONAL PROJECT INFORMATION						
Continuing Appropriation	\$	-				
Funding for FY 2026 & FY 2027	\$	17,017,018				
Project Expenditures to Date	\$	2,238,674				
<b>TOTAL:</b>	<b>\$</b>	<b>19,255,692</b>				





### Project Description

The Finkbiner Park project was selected based on water quality benefits and cost effectiveness. The facility will consist of prefabricated concrete sections with a total footprint of 124'x 95' and a holding capacity of about 2.3 acre-ft. It will also allow for stormwater infiltration. The diverted stormwater will be pre-treated to remove trash, debris, and other sediments.

### Justification

The storm water captured by construction of this project will help to recharge the Main San Gabriel Basin.

### Strategic Issue:

Goal 3: New and Revitalized Facilities  
Goal 4: Sustainable Infrastructure


5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ -	\$ 2,500	\$ -	\$ -	\$ -	\$ 2,500
Environmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design/Plan Review	\$ -	\$ 5,000	\$ 2,000	\$ -	\$ -	\$ 857,000
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Construction	\$ -	\$ 14,500,000	\$ 4,000,000	\$ -	\$ -	\$ 18,500,000
Inspection & Administration	\$ -	\$ 1,100,000	\$ 498,000	\$ -	\$ -	\$ 1,748,000
Contingency	\$ -	\$ 1,250,000	\$ -	\$ -	\$ -	\$ 1,250,000
Other	\$ -	\$ 159,518	\$ -	\$ -	\$ -	\$ 1,198,192
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ 17,017,018</b>	<b>\$ 4,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 23,755,692</b>

IMPACT ON OPERATIONS						AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years



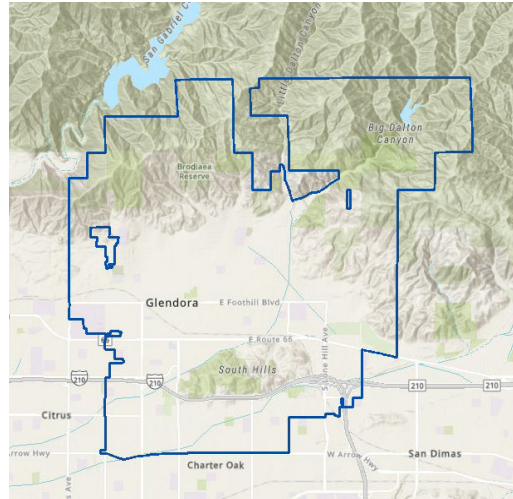
**Storm Drain Inlet Insert Installation** **Project No. 5725101**

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Measure W (250)	\$ 1,000,000	Project Location: Citywide network of stormdrains				
	\$ -	Project Type				
	\$ -	Est. Construction Start		Est. Construction End		
	\$ -	120 - Stormwater		Summer 2026		
	\$ -	Lead Department: Public Works		Project Manager: Maliha Ansari		
	\$ -					
	\$ -					
	\$ -					
Total Funding:	\$ 1,000,000					

ADDITIONAL PROJECT INFORMATION	
Continuing Appropriation	\$ 200,000
Funding for FY 2026 & FY 2027	\$ 400,000
Project Expenditures to Date	\$ -
<b>TOTAL:</b>	<b>\$ 600,000</b>

**Project Description**

This program is to plan for, fund, and assist in the implementation of stormwater infrastructure projects identified in the WMP to meet water quality milestones needed for Low Impact Development and MS4 Permit compliance. Automatic Retractable Screens (ARC) will be installed to the storm drain inlets. The work will also include repair to catch basins as needed.



**Justification**

The Stormwater Master Plan will provide the city an inventory to maintain the servcability of the SDs and establish the priority. Stormwater Master Plan will be created to serve as the City's strategic planning guide for compliance of regulatory requirements, maintaining the existing system, and identifying future upgrades, improvements, and expansions of the stormwater system.

**Strategic Issue:** Goal 4: Sustainable Infrastructure

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ 350	\$ 375	\$ 400	\$ 425	\$ -	\$ 1,900
Environmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design/Plan Review	\$ 12,000	\$ 3,500	\$ 2,500	\$ 2,500	\$ -	\$ 32,500
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 175,000	\$ 180,000	\$ 185,000	\$ 190,000	\$ -	\$ 905,000
Inspection & Administration	\$ 12,650	\$ 12,000	\$ 11,000	\$ 7,075	\$ -	\$ 55,375
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ 4,125	\$ 1,100	\$ -	\$ -	\$ 5,225
<b>Total Costs:</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>

IMPACT ON OPERATIONS						AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

**Stormwater Master Plan** **Project No. 5723101**

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5

Measure W (250) \$ 250,000

**Project Location:** Citywide network of stormdrains

**Project Type** **Est. Construction Start** **Est. Construction End**

120 - Stormwater Summer 2025

**Lead Department:** Public Works **Project Manager:** Maliha Ansari

\$ -  
\$ -  
\$ -  
\$ -

**Total Funding:** \$ 250,000

**ADDITIONAL PROJECT INFORMATION**

Continuing Appropriation \$ 250,000

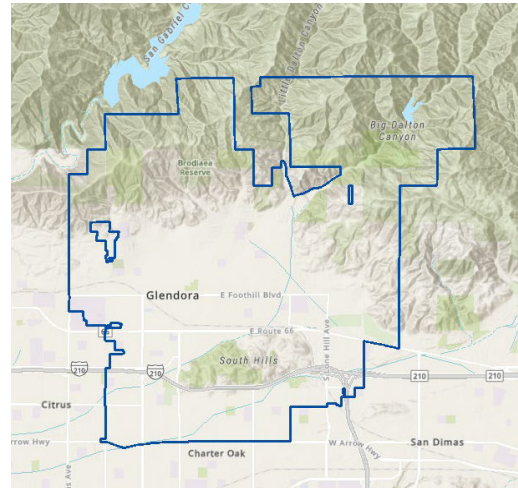
Funding for FY 2026 & FY 2027 \$ -

Project Expenditures to Date \$ -

**TOTAL:** \$ 250,000

**Project Description**

This program is to plan for, fund, and assist in the implementation of stormwater infrastructure projects identified in the WMP to meet water quality milestones needed for Low Impact Development and MS4 Permit compliance.



**Justification**

The Stormwater Master Plan will provide the city an inventory to maintain the servability of the SDs and establish the priority. Stormwater Master Plan will be created to serve as the City's strategic planning guide for compliance of regulatory requirements, maintaining the existing system, and identifying future upgrades, improvements, and expansions of the stormwater system.

**Strategic Issue:** Goal 4: Sustainable Infrastructure

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ 300
Environmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design/Plan Review	\$ 225,000	\$ -	\$ -	\$ -	\$ -	\$ 225,000
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Inspection & Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ 24,700	\$ -	\$ -	\$ -	\$ -	\$ 24,700
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

# Streets Capital Improvements Projects


## CIP Summary

	Prior Years	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	Total
<b>Streets</b>							
<b>Antique Street Lights</b>							
301-Capital Projects	2,152,612	265,648	-	-	-	-	2,418,260
<b>Antique Street Lights Total</b>	<b>2,152,612</b>	<b>265,648</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,418,260</b>
<b>Citywide Grind, Overlay and Slurry Seal Program</b>							
256-Road Maintenance Repair	500,000	555,500	555,500	555,500	555,500	555,500	3,277,500
<b>Citywide Grind, Overlay and Slurry Seal Program Total</b>	<b>500,000</b>	<b>555,500</b>	<b>555,500</b>	<b>555,500</b>	<b>555,500</b>	<b>555,500</b>	<b>3,277,500</b>
<b>Citywide Sidewalk Improvements Annual Program</b>							
256-Road Maintenance Repair	150,000	150,000	150,000	150,000	150,000	150,000	900,000
<b>Citywide Sidewalk Improvements Annual Program Total</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>900,000</b>
<b>FY 2025/2026 CDBG Curb Improvement Project</b>							
285-Community Dev Block Grant	-	381,800	-	-	-	-	381,800
<b>FY 2025/2026 CDBG Curb Improvement Project Total</b>	<b>-</b>	<b>381,800</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>381,800</b>
<b>HSIP Cycle 11 Traffic Signal Modifications</b>							
291-Highway Safety Improv Grnt	1,733,580	-	-	-	-	-	1,733,580
<b>HSIP Cycle 11 Traffic Signal Modifications Total</b>	<b>1,733,580</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,733,580</b>
<b>Lone Hill Avenue Street Rehabilitation - Phase 1</b>							
232-Prop C Transit	475,000	-	-	-	-	-	475,000
257-Surface Trans. Prog-Stlp	1,403,103	-	-	-	-	-	1,403,103
<b>Lone Hill Avenue Street Rehabilitation - Phase 1 Total</b>	<b>1,878,103</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,878,103</b>
<b>Lone Hill Bridge at San Dimas Wash Improvements</b>							
256-Road Maintenance Repair	26,462	16,433	-	-	-	-	42,895
292-Highway Bridge Repl Prog	236,669	-	-	-	-	-	236,669
<b>Lone Hill Bridge at San Dimas Wash Improvements Total</b>	<b>263,131</b>	<b>16,433</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>279,564</b>

## CIP Summary

	Prior Years	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	Total
<b>People Movement Project</b>							
232-Prop C Transit	-	-	93,935	10,060	-	-	103,995
233-Measure R Transpt. 2009	-	194,467	133,318	-	-	-	327,785
234-Measure M	-	-	20,000	43,782	-	-	63,782
280-Grants	-	2,497,506	2,602,494	1,750,000	-	-	6,850,000
301-Capital Projects	-	1,060,506	-	-	-	-	1,060,506
<b>People Movement Project Total</b>	<b>-</b>	<b>3,752,479</b>	<b>2,849,747</b>	<b>1,803,842</b>	<b>-</b>	<b>-</b>	<b>8,406,068</b>
<b>Street Name, Gateway and Wayfinding Signs.</b>							
301-Capital Projects	250,000	-	250,000	250,000	250,000	250,000	1,250,000
<b>Street Name, Gateway and Wayfinding Signs. Total</b>	<b>250,000</b>	<b>-</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>1,250,000</b>
<b>Traffic Signal Upgrade - Annual Program</b>							
233-Measure R Transpt. 2009	400,000	400,000	400,000	400,000	400,000	400,000	2,400,000
<b>Traffic Signal Upgrade - Annual Program Total</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>2,400,000</b>
<b>Traffic Signal Upgrade - Arrow Hwy at Sunflower Ave</b>							
233-Measure R Transpt. 2009	-	310,000	-	-	-	-	310,000
<b>Traffic Signal Upgrade - Arrow Hwy at Sunflower Ave Total</b>	<b>-</b>	<b>310,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>310,000</b>
<b>Streets Total</b>	<b>7,327,426</b>	<b>5,831,860</b>	<b>4,205,247</b>	<b>3,159,342</b>	<b>1,355,500</b>	<b>1,355,500</b>	<b>23,234,875</b>

**Antique Street Lights** **Project No. 5522104**

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Capital Projects (301)	\$ 2,418,260	Project Location: Glendora Ave, Route 66 to Foothill Blvd.				
	\$ -	Project Type	Est. Construction Start		Est. Construction End	
	\$ -	130 - Streets	Spring 2025		Spring 2026	
	\$ -	Lead Department: Public Works	Project Manager: V. Velasquez-Santoya			
	\$ -					
	\$ -					
	\$ -					
	\$ -					
Total Funding:	\$ 2,418,260					
ADDITIONAL PROJECT INFORMATION						
Continuing Appropriation	\$ 2,152,612					
Funding for FY 2026 & FY 2027	\$ 265,648					
Project Expenditures to Date	\$ -					
TOTAL:	\$ 2,418,260					

**Project Description**

Antique Street Lights will be refurbished and repurposed for reuse/installation on Glendora Avenue as part of the 1st / Last Mile Improvements

**Justification**

1st Last Mile Improvements aim to promote alternative methods of transportation to access the A Line Station; the addition of street lights promote safety and provide improved aesthetics as well connection from the station into the Glendora Village.

**Strategic Issue**

Goal 4: Sustainable Infrastructure

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ 400
Environmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design/Plan Review	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 90,612	\$ 1,500,000	\$ -	\$ -	\$ -	\$ 2,152,600
Inspection & Administration	\$ 10,000	\$ 150,000	\$ -	\$ -	\$ -	\$ 215,260
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 768,260</b>	<b>\$ 1,650,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,418,260</b>

IMPACT ON OPERATIONS						AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Personnel Services	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Operations & Maintenance	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Costs:	\$ -	\$ -	\$ 3,500	\$ 3,500	\$ 3,500	\$ 2,100

\* Includes Prior & Future Years

## Citywide Grind, Overlay and Slurry Seal Program

Project No.

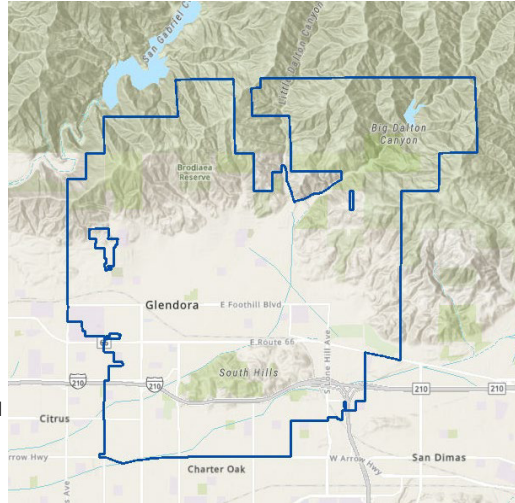
5525103

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Road Maintenance Repair Act (256)	\$ 3,277,500	<b>Project Location:</b> Various locations citywide to be determined annually based on pavement condition index.				
	\$ -	<b>Project Type</b> 130 - Streets				
	\$ -	<b>Est. Construction Start</b>				
	\$ -	<b>Est. Construction End</b>				
	\$ -	<b>Lead Department:</b> Public Works				
	\$ -	<b>Project Manager:</b> Maliha Ansari				
<b>Total Funding:</b>	<b>\$ 3,277,500</b>					

ADDITIONAL PROJECT INFORMATION	
Continuing Appropriation	\$ 500,000
Funding for FY 2026 & FY 2027	\$ 1,111,000
Project Expenditures to Date	\$ -
<b>TOTAL:</b>	<b>\$ 1,611,000</b>

### Project Description

This project provides for the systematic resurfacing (asphalt overlay) and slurry sealing of pavement on the City's roads.



### Justification

The systematic maintenance of roads at regular intervals prolongs the service life of pavement and significantly lowers the cost by reducing the need for full reconstruction.

### Strategic Issue: Goal 4: Sustainable Infrastructure

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 2,400
Environmental	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 600
Design/Plan Review	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 180,000
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 2,650,000
Inspection & Administration	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 179,500
Contingency	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 265,000
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 555,500</b>	<b>\$ 555,500</b>	<b>\$ 555,500</b>	<b>\$ 555,500</b>	<b>\$ 555,500</b>	<b>\$ 3,277,500</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years



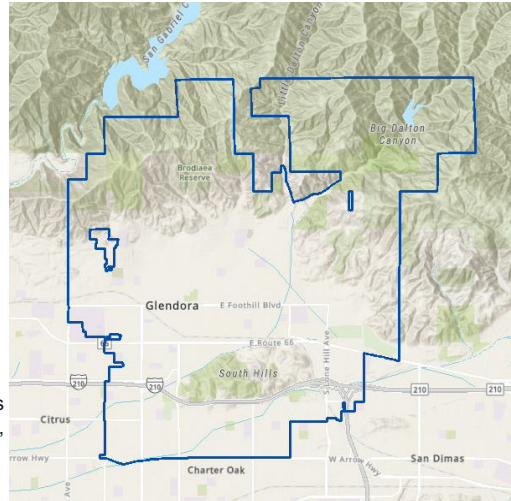
**Citywide Sidewalk Improvements Annual Program** **Project No. 5525102**

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Road Maintenance Repair Act (256)	\$ 900,000	<b>Project Location:</b> Various locations to be determined based on sidewalk condition and volume of pedestrian traffic.				
	\$ -	<b>Project Type</b> 130 - Streets				
	\$ -	<b>Est. Construction Start</b>				
	\$ -	<b>Est. Construction End</b>				
	\$ -	<b>Lead Department:</b> Public Works				
	\$ -	<b>Project Manager:</b> Maliha Ansari				
<b>Total Funding:</b>	<b>\$ 900,000</b>					

ADDITIONAL PROJECT INFORMATION	
Continuing Appropriation	\$ -
Funding for FY 2026 & FY 2027	\$ 300,000
Project Expenditures to Date	\$ 150,000
<b>TOTAL:</b>	<b>\$ 450,000</b>

**Project Description**

Removal of sidewalks and related infrastructure with deflections or gaps and the construction of PCC sidewalks, curbs, gutters, drive approaches, and ADA compliant curb ramps.



**Justification**

The project benefits the residents of Glendora by repairing damaged sidewalks and constructing ADA compliant curb ramps, providing increased accessibility to people with disabilities and reducing potential trip hazards.

**Strategic Issue:** Goal 4: Sustainable Infrastructure

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 2,400
Environmental	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 450
Design/Plan Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 135,930	\$ 135,930	\$ 135,930	\$ 135,930	\$ 135,930	\$ 815,580
Inspection & Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ 13,595	\$ 13,595	\$ 13,595	\$ 13,595	\$ 13,595	\$ 81,570
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>	<b>\$ 900,000</b>

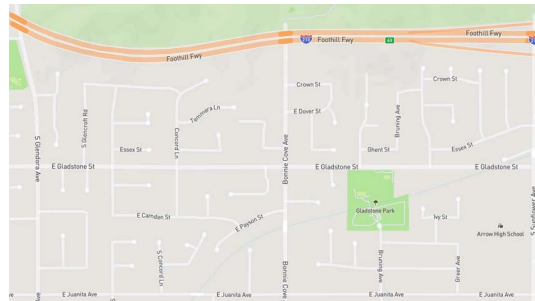
IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

**FY 2025/2026 CDBG Curb Improvement Project**

**Project No. TBD**

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Community Development Block Grant (285)	\$ 381,800	<b>Project Location:</b> The area between Glendora Ave. and Sunflower Ave., from the 210 Freeway to Juanita Ave.				
	\$ -	<b>Project Type</b> 130 - Streets				
	\$ -	<b>Lead Department:</b> Public Works		<b>Est. Construction Start</b>		
	\$ -			<b>Est. Construction End</b>		
	\$ -			<b>Project Manager:</b>		
	\$ -					
Total Funding:	\$ 381,800					
ADDITIONAL PROJECT INFORMATION						
Continuing Appropriation	\$ -					
Funding for FY 2026 & FY 2027	\$ 381,800					
Project Expenditures to Date	\$ -					
TOTAL:	\$ 381,800					



**Project Description**

Installation of ADA compliant curb ramps between Glendora Ave. and Sunflower Ave., from the 210 Freeway to Juanita Ave. Work will also include replacing damaged curb, gutter, and sidewalk to provide a safe and accessible path of travel for Glendora residents.

**Justification**

There are existing sidewalks in the area with no curb ramps. The primary goal is to improve accessibility for seniors and the disabled by installing ADA compliant curb ramps and replacing damaged sidewalks. The project will benefit approximately 4,895 residents by providing a safe and accessible path of travel for pedestrians.

**Strategic Issue:** Goal 4: Sustainable Infrastructure

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ 400
Environmental	\$ 75	\$ -	\$ -	\$ -	\$ -	\$ 75
Design/Plan Review	\$ 15,900	\$ -	\$ -	\$ -	\$ -	\$ 15,900
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 317,750	\$ -	\$ -	\$ -	\$ -	\$ 317,750
Inspection & Administration	\$ 15,900	\$ -	\$ -	\$ -	\$ -	\$ 15,900
Contingency	\$ 31,775	\$ -	\$ -	\$ -	\$ -	\$ 31,775
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 381,800</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 381,800</b>

IMPACT ON OPERATIONS						AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years



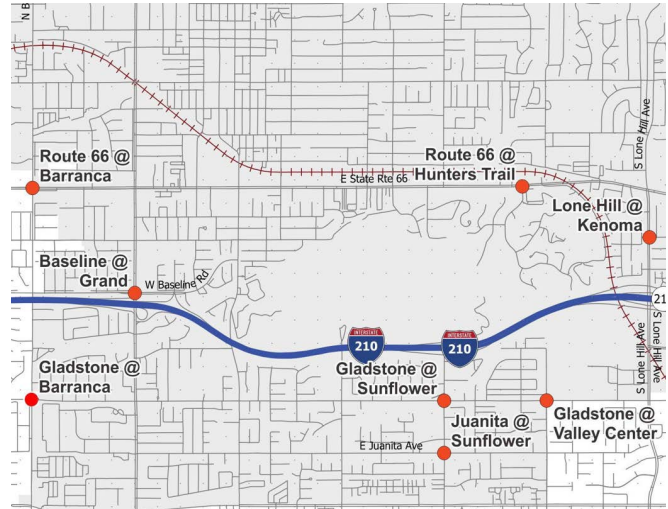
**HSIP Cycle 11 Traffic Signal Modifications and High Visibility Crosswalks**      **Project No.**      **5524104**

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Highway Safety Improvement Grant (291)	\$ 1,733,580	<b>Project Location</b> Gladstone at Barranca, Gladstone at Sunflower, Baseline at Grand, Route 66 at Barranca., Juanita at Sunflower, Gladstone at Valley Center., Lone Hill at Kenoma, and Route 66 at Hunters Trail				
	\$ -	<b>Project Type</b>	<b>Est. Construction Start</b>		<b>Est. Construction End</b>	
	\$ -	130 - Streets	Spring 2026		Winter 2026	
	\$ -	<b>Lead Department</b>	Public Works	<b>Project Manager</b>	Maliha Ansari	
	\$ -					
	\$ -					
<b>Total Funding:</b>	<b>\$ 1,733,580</b>					

ADDITIONAL PROJECT INFORMATION	
Continuing Appropriation	\$ 1,466,296
Funding for FY 2026 & FY 2027	\$ -
Project Expenditures to Date	\$ 267,284
<b>TOTAL:</b>	<b>\$ 1,733,580</b>

**Project Description**

This project consists of safety improvements at 8 intersections identified in the Local Road Safety Plan (LRSP) including the addition of protected left turn phases at 6 intersections; convert signals from pedestal-mounted to mast arms at 2 intersections; and add high-visibility crosswalks.



**Justification**

This project was identified as a top safety priority during the process of developing a Local Road Safety Plan (LRSP) for the City of Glendora. The LRSP process included a data-driven safety evaluation of the City's entire roadway network.

**Strategic Issue**

Goal 4: Sustainable Infrastructure

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ 400
Environmental	\$ 75	\$ -	\$ -	\$ -	\$ -	\$ 75
Design/Plan Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 267,284
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 1,274,625	\$ -	\$ -	\$ -	\$ -	\$ 1,274,625
Inspection & Administration	\$ 63,730	\$ -	\$ -	\$ -	\$ -	\$ 63,730
Contingency	\$ 127,466	\$ -	\$ -	\$ -	\$ -	\$ 127,466
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 1,466,296</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,733,580</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

## Lone Hill Avenue Street Rehabilitation

Project No.

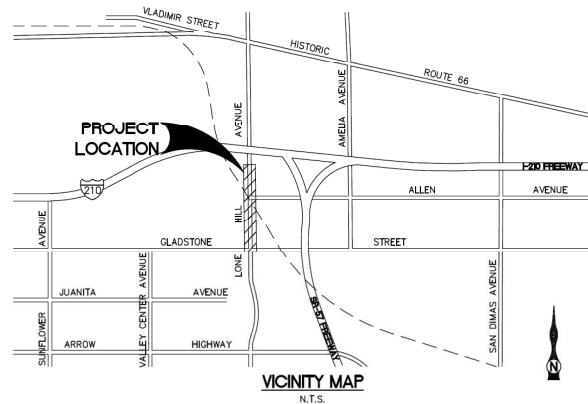
5517101

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Prop C Transit (232)	\$ 475,000	<b>Project Location:</b> Lone Hill Avenue from Route 66 to north of Freeway 210  <b>Project Type</b> 130 - Streets <b>Est. Construction Start</b> Summer 2025 <b>Est. Construction End</b> Spring 2026 <b>Lead Department:</b> Public Works <b>Project Manager:</b> Maliha Ansari				
Surface Transportation Prog-STLP (257)	\$ 1,403,103					
	\$ -					
	\$ -					
	\$ -					
<b>Total Funding:</b>	<b>\$ 1,878,103</b>					

ADDITIONAL PROJECT INFORMATION	
Continuing Appropriation	\$ 1,850,000
Funding for FY 2026 & FY 2027	\$ -
Project Expenditures to Date	\$ 28,103
<b>TOTAL:</b>	<b>\$ 1,878,103</b>

### Project Description

Lone Hill Avenue is a 4-lane arterial street with a dividing median. The proposed segment is approximately 3,200 feet long and 72 feet wide. The work includes a thick layer of asphalt concrete removal and resurfacing, removal and replacement of curb ramps, adjusting manholes, striping, replacing of traffic loops and some local repair.



### Justification

On the City's Pavement Management System, this segment of Lone Hill Avenue has a value of PCI between 35 to 24, indicating that pavement needs immediate rehabilitation. Reconstruction will extend the life of the pavement approximately 20 years. Delaying treatment to this street will result in a more intensive pavement reconstruction.

**Strategic Issue:** Goal 4: Sustainable Infrastructure

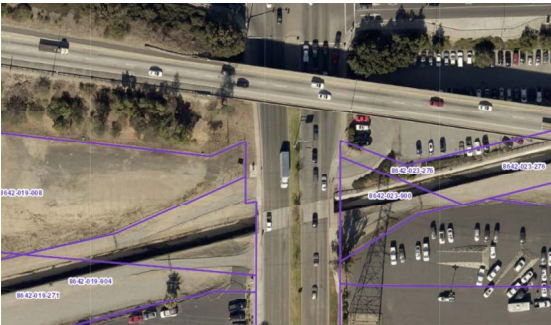
5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 528
Environmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75
Design/Plan Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,500
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 1,550,000	\$ -	\$ -	\$ -	\$ -	\$ 1,550,000
Inspection & Administration	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Contingency	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 1,850,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,878,103</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

**Lone Hill Bridge at San Dimas Wash Improvements** **Project No. 5518101**

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Road Maintenance Repair Act (256)	\$ 42,895	<b>Project Location:</b> Lone Hill Bridge is situated south of the I-210 Freeway over the San Dimas Wash.				
Highway Bridge Replacement Program (292)	\$ 236,669					
	\$ -	<b>Project Type</b>	<b>Est. Construction Start</b>	<b>Est. Construction End</b>		
	\$ -	130 - Streets				
	\$ -	<b>Lead Department:</b> Public Works		<b>Project Manager:</b>		
	\$ -					
<b>Total Funding:</b>	<b>\$ 279,564</b>					
<b>ADDITIONAL PROJECT INFORMATION</b>						
Continuing Appropriation	\$ 197,666					
Funding for FY 2026 & FY 2027	\$ 16,433					
Project Expenditures to Date	\$ 65,465					
<b>TOTAL:</b>	<b>\$ 279,564</b>					

An aerial photograph showing a multi-lane highway bridge crossing a dry wash. Purple lines delineate various parcels along the highway corridor. Parcel numbers visible include 052-015-003, 052-015-004, 052-015-005, 052-015-006, 052-015-007, 052-015-008, 052-015-009, 052-015-010, 052-015-011, 052-015-012, 052-015-013, 052-015-014, 052-015-015, 052-015-016, 052-015-017, 052-015-018, 052-015-019, 052-015-020, 052-015-021, 052-015-022, 052-015-023, 052-015-024, 052-015-025, 052-015-026, 052-015-027, 052-015-028, 052-015-029, 052-015-030, 052-015-031, 052-015-032, 052-015-033, 052-015-034, 052-015-035, 052-015-036, 052-015-037, 052-015-038, 052-015-039, 052-015-040, 052-015-041, 052-015-042, 052-015-043, 052-015-044, 052-015-045, 052-015-046, 052-015-047, 052-015-048, 052-015-049, 052-015-050, 052-015-051, 052-015-052, 052-015-053, 052-015-054, 052-015-055, 052-015-056, 052-015-057, 052-015-058, 052-015-059, 052-015-060, 052-015-061, 052-015-062, 052-015-063, 052-015-064, 052-015-065, 052-015-066, 052-015-067, 052-015-068, 052-015-069, 052-015-070, 052-015-071, 052-015-072, 052-015-073, 052-015-074, 052-015-075, 052-015-076, 052-015-077, 052-015-078, 052-015-079, 052-015-080, 052-015-081, 052-015-082, 052-015-083, 052-015-084, 052-015-085, 052-015-086, 052-015-087, 052-015-088, 052-015-089, 052-015-090, 052-015-091, 052-015-092, 052-015-093, 052-015-094, 052-015-095, 052-015-096, 052-015-097, 052-015-098, 052-015-099, 052-015-100.



**Project Description**

The project consists of essential maintenance endeavors, including bridge sealing to forestall corrosion and degradation, repainting of the bridge rail to enhance visibility and aesthetics and pavement grinding and overlay along the northeast side of the bridge.

**Justification**

Proactive maintenance is necessary to sustain the bridge's operational reliability and safety, aligning with the standards mandated by Caltrans for the upkeep of local bridges. Recent bridge inspections conducted by Caltrans have identified deficiencies that require attention.

**Strategic Issue:** Goal 4: Sustainable Infrastructure

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ 400
Environmental	\$ 75	\$ -	\$ -	\$ -	\$ -	\$ 75
Design/Plan Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,465
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 164,325	\$ -	\$ -	\$ -	\$ -	\$ 164,325
Inspection & Administration	\$ 16,433	\$ -	\$ -	\$ -	\$ -	\$ 16,433
Contingency	\$ 16,433	\$ -	\$ -	\$ -	\$ -	\$ 16,433
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 197,666</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 263,131</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

**People Movement Project** **Project No. 4322101**

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Prop C Transit (232)	\$ 103,995	<b>Project Location:</b> San Dimas Wash, Little Dalton Wash and Big Dalton Wash. First Last Mile Improvements Foothill Blvd. from Citrus to Minnesota and on Glendora Ave from Route 66 to Foothill Blvd.				
Measure R Transportation 2009 (233)	\$ 327,785					
Measure M (234)	\$ 63,782	<b>Project Type</b> 130 - Streets	<b>Est. Construction Start</b> Winter 2023	<b>Est. Construction End</b> Fall 2028		
Grants (280)	\$ 6,850,000	<b>Lead Department:</b> Public Works		<b>Project Manager:</b> Valerie Velasquez-Santoya		
Capital Projects (301)	\$ 1,060,506					
Total Funding:	\$ 8,406,068					
ADDITIONAL PROJECT INFORMATION						
Continuing Appropriation	\$ -					
Funding for FY 2026 & FY 2027	\$ 6,602,226					
Project Expenditures to Date	\$ -					
TOTAL:	\$ 6,602,226					





**Project Description**

This project will provide more than 10 miles of active transportation and roadway safety improvements. The project consists of three urban trails, one on each of three flood control channels. It will also provide first and last mile improvements on Glendora Ave and Foothill Blvd, in order to improve access to the A Line station with protective bike lanes, and road calming elements including a roundabout on Glendora Ave.

**Justification**

The urban trails were proposed in the 2011 Parks and Trails Master Plan as an opportunity to provide safer recreational and alternative transportation opportunities for individuals and families, over time, funding has been obtained to cover plans through construction. The First Last Mile Improvements were introduced in 2018 with the incoming Metro A Line as a way to provide safe alternative modes of transportation including walking and biking to the A Line.


**Strategic Issue:** Goal 4: Sustainable Infrastructure

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design/Plan Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 3,752,479	\$ 2,849,747	\$ 1,803,842	\$ -	\$ -	\$ 8,406,068
Inspection & Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 3,752,479</b>	<b>\$ 2,849,747</b>	<b>\$ 1,803,842</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,406,068</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

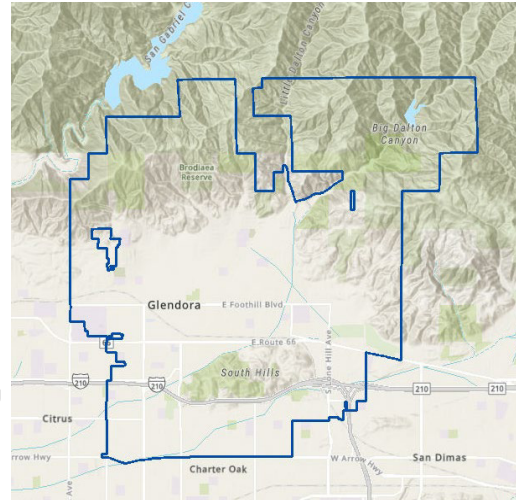
\* Includes Prior & Future Years

<b>Street Name, Gateway, and Wayfinding Signs</b>	<b>Project No.</b>	<b>TBD</b>
---	--------------------	------------

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Capital Projects (301)	\$ 1,250,000	Project Location: Citywide				
	\$ -	Project Type				
	\$ -	130 - Streets	Spring 2025	Est. Construction End		
	\$ -	Lead Department: Public Works		Project Manager:		
	\$ -					
	\$ -					
	\$ -					
Total Funding:	\$ 1,250,000					

ADDITIONAL PROJECT INFORMATION	
Continuing Appropriation	\$ 250,000
Funding for FY 2026 & FY 2027	\$ 250,000
Project Expenditures to Date	\$ -
<b>TOTAL:</b>	<b>\$ 500,000</b>

**Project Description**  
Fabrication and installation of new street name, gateway and wayfinding signs.



**Justification**  
Establish a regular replacement program for signage in the public right of way.

**Strategic Issue:** Goal 2: Glendora as a Destination  
Goal 4: Sustainable Infrastructure

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 2,000
Environmental	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 500
Design/Plan Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 226,820	\$ 226,820	\$ 226,820	\$ 226,820	\$ 226,820	\$ 1,134,100
Inspection & Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ 22,680	\$ 22,680	\$ 22,680	\$ 22,680	\$ 22,680	\$ 113,400
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 1,250,000</b>

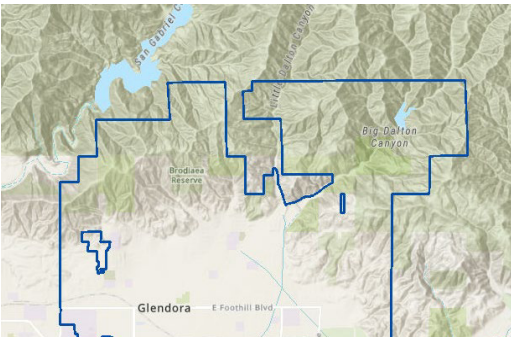
IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

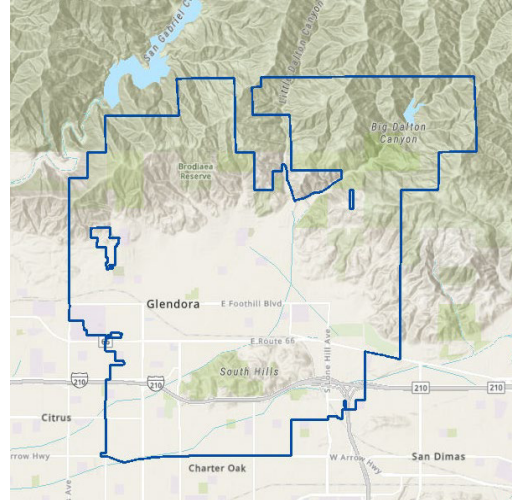
\* Includes Prior & Future Years



## Traffic Signal Upgrade - Annual Program

Project No. TBD

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Measure R Transportation 2009 (233)	\$ 2,400,000	Project Location: Various locations citywide.				
	\$ -	Project Type	Est. Construction Start	Est. Construction End		
	\$ -	130 - Streets	Winter 2025	Winter 2028		
	\$ -	Lead Department: Public Works	Project Manager:			
	\$ -					
	\$ -					
	\$ -					
	\$ -					
Total Funding:	\$ 2,400,000					
ADDITIONAL PROJECT INFORMATION						
Continuing Appropriation	\$ -					
Funding for FY 2026 & FY 2027	\$ 800,000					
Project Expenditures to Date	\$ 400,000					
TOTAL:	\$ 1,200,000					



### Project Description

Upgrade traffic signal controllers and equipment throughout the city. The City's traffic signal and traffic control devices are aging and require upgrades including, but not limited to, new controllers, video detection, and battery backup systems.

### Justification

This project will provide for the orderly movement of traffic throughout the City.

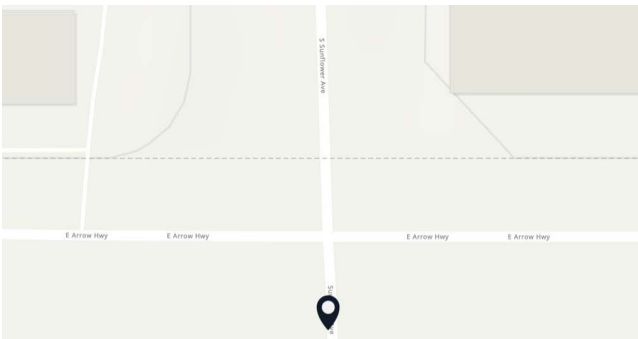
**Strategic Issue:** Goal 4: Sustainable Infrastructure

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design/Plan Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,400,000
Inspection & Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 400,000</b>	<b>\$ 400,000</b>	<b>\$ 400,000</b>	<b>\$ 400,000</b>	<b>\$ 400,000</b>	<b>\$ 2,400,000</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

**Traffic Signal Upgrade - Arrow Highway and Sunflower Avenue** **Project No.** TBD

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Measure R Transportation 2009 (233)	\$ 310,000	Project Location: Arrow Highway and Sunflower Avenue				
	\$ -	Project Type	Est. Construction Start		Est. Construction End	
	\$ -	130 - Streets	Winter 2025		Winter 2028	
	\$ -	Lead Department: Public Works		Project Manager:		
	\$ -					
	\$ -					
Total Funding:	\$ 310,000					
ADDITIONAL PROJECT INFORMATION						
Continuing Appropriation	\$ -					
Funding for FY 2026 & FY 2027	\$ 310,000					
Project Expenditures to Date	\$ -					
TOTAL:	\$ 310,000					

**Project Description**

The objective of this project is to upgrade the existing traffic signal on Arrow Highway at Sunflower Avenue with protected left-turn phasing for eastbound and westbound traffic.

**Justification**

This project will provide for the orderly movement of traffic and may reduce the frequency and severity of certain type of collisions. The project location is jurisdictionally shared with the Los Angeles County (21% City of Glendora, 79% Los Angeles County). The total project cost is \$1,620,000 and the City's share is \$310,000.

**Strategic Issue:** Goal 4: Sustainable Infrastructure

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design/Plan Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 310,000	\$ -	\$ -	\$ -	\$ -	\$ 310,000
Inspection & Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 310,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 310,000</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

# Streets and Water Capital Improvements Projects

## CIP Summary

	Prior Years	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	Total
<b>Streets and Water</b>							
<b>Colorado Water and Street Improvement Project</b>							
234-Measure M	59,000	1,620,150	-	-	-	-	1,679,150
502-Water Capital Projects	137,000	3,780,350	-	-	-	-	3,917,350
<b>Colorado Water and Street Improvement Project Total</b>	<b>196,000</b>	<b>5,400,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,596,500</b>
<b>Cypress Water and Street Improvement Project</b>							
232-Prop C Transit	-	-	1,000,000	-	-	-	1,000,000
234-Measure M	60,666	-	650,125	-	-	-	710,791
502-Water Capital Projects	178,000	-	4,950,375	-	-	-	5,128,375
<b>Cypress Water and Street Improvement Project Total</b>	<b>238,666</b>	<b>-</b>	<b>6,600,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,839,166</b>
<b>Foothill Water and Street Improvement</b>							
234-Measure M	-	-	-	21,870	259,620	-	281,490
502-Water Capital Projects	-	-	-	51,030	605,780	-	656,810
<b>Foothill Water and Street Improvement Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>72,900</b>	<b>865,400</b>	<b>-</b>	<b>938,300</b>
<b>Fushia Water &amp; Street Improvement</b>							
234-Measure M	-	-	-	-	-	18,750	18,750
502-Water Capital Projects	-	-	-	-	-	43,750	43,750
<b>Fushia Water &amp; Street Improvement Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>62,500</b>	<b>62,500</b>
<b>Glendora Avenue Water and Street Improvements</b>							
232-Prop C Transit	-	-	-	200,000	-	-	200,000
234-Measure M	241,852	-	-	1,400,000	-	-	1,641,852
256-Road Maintenance Repair	-	-	-	3,440,150	-	-	3,440,150
502-Water Capital Projects	564,320	-	-	11,760,350	-	-	12,324,670
<b>Glendora Avenue Water and Street Improvements Total</b>	<b>806,172</b>	<b>-</b>	<b>-</b>	<b>16,800,500</b>	<b>-</b>	<b>-</b>	<b>17,606,672</b>
<b>Live Oak Water and Street Improvement</b>							
256-Road Maintenance Repair	-	-	-	46,620	558,420	-	605,040



## CIP Summary

	Prior Years	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	Total
502-Water Capital Projects	-	-	-	108,780	1,302,980	-	1,411,760
<b>Live Oak Water and Street Improvement Total</b>	-	-	-	<b>155,400</b>	<b>1,861,400</b>	-	<b>2,016,800</b>
<b>Milton Water and Street Improvement</b>							
232-Prop C Transit	-		-	-	19,420	259,025	278,445
234-Measure M	-		-	-	19,415	259,025	278,440
502-Water Capital Projects	-		-	-	90,615	1,208,790	1,299,405
<b>Milton Water and Street Improvement Total</b>	-		-	-	<b>129,450</b>	<b>1,726,840</b>	<b>1,856,290</b>
<b>Verdugo Water and Street Improvement</b>							
234-Measure M	-	-	-	-	32,880	457,200	490,080
502-Water Capital Projects	-	-	-	-	76,720	1,066,800	1,143,520
<b>Verdugo Water and Street Improvement Total</b>	-	-	-	-	<b>109,600</b>	<b>1,524,000</b>	<b>1,633,600</b>
<b>Streets and Water Total</b>	<b>1,240,838</b>	<b>5,400,500</b>	<b>6,600,500</b>	<b>17,028,800</b>	<b>2,965,850</b>	<b>3,313,340</b>	<b>36,549,828</b>

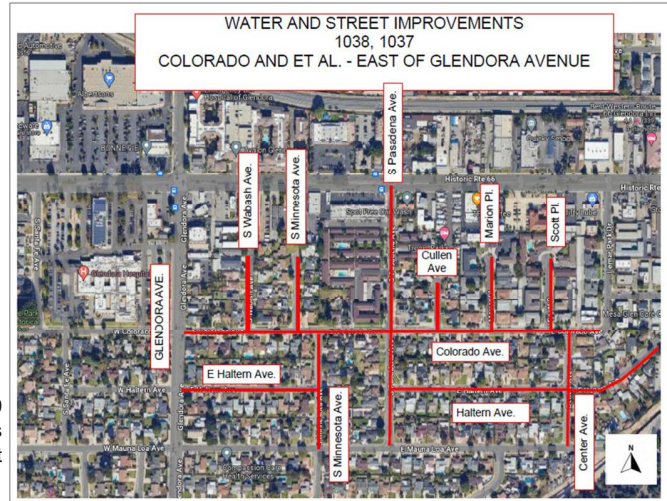
## Colorado Water and Street Improvement Project

Project No.

6025103

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Measure M (234)	\$ 1,679,150	<b>Project Location:</b> Colorado Ave. from Glendora Ave to Le Mar Park, and the 8 adjacent treets within between R66 and Mauna Loa				
Water Capital Reserve (502)	\$ 3,917,350					
	\$ -	<b>Project Type</b>	<b>Est. Construction Start</b>	<b>Est. Construction End</b>		
	\$ -	130 - Streets	Winter 2025	Summer 2026		
	\$ -	<b>Lead Department</b>	Public Works	<b>Project Manager</b>	Maliha Ansari	
	\$ -					
<b>Total Funding:</b>	<b>\$ 5,596,500</b>					
ADDITIONAL PROJECT INFORMATION						
Continuing Appropriation	\$ -					
Funding for FY 2026 & FY 2027	\$ 5,400,500					
Project Expenditures to Date	\$ 196,000					
<b>TOTAL:</b>	<b>\$ 5,596,500</b>					

WATER AND STREET IMPROVEMENTS  
1038, 1037  
COLORADO AND ET AL - EAST OF GLENDORA AVENUE



### Project Description

Replacement of approximately 8,630 linear feet of 8-inch waterline, 199 services, 15 fire hydrants and street improvements. In addition, this project will upgrade all curb ramps and ADA access paths to meet current standards, and rehabilitate or replace the existing pavement.

### Justification

Aging infrastructure

### Strategic Issue:

Goal 4: Sustainable Infrastructure

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ 400
Environmental	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 100
Design/Plan Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 196,000
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 4,500,000	\$ -	\$ -	\$ -	\$ -	\$ 4,500,000
Inspection & Administration	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ 450,000
Contingency	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ 450,000
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 5,400,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,596,500</b>

IMPACT ON OPERATIONS						AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

**Cypress Water and Street Improvement Project** **Project No. 5525108**

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Prop C Transit (232)	\$ 1,000,000	Project Location: Leadora, Bennett, Comstock, Whitcomb, Cypress and Oakwood, between the Wash & Loraine Ave				
Measure M (234)	\$ 710,791					
Water Capital Reserve (502)	\$ 5,128,375	Project Type: 130 - Streets Est. Construction Start: Spring 2026 Est. Construction End: Fall 2027 Lead Department: Public Works Project Manager: Maliha Ansari				
	\$ -					
	\$ -					
<b>Total Funding:</b>	<b>\$ 6,839,166</b>					

ADDITIONAL PROJECT INFORMATION	
Continuing Appropriation	\$ 666
Funding for FY 2026 & FY 2027	\$ 6,600,500
Project Expenditures to Date	\$ 238,000
<b>TOTAL:</b>	<b>\$ 6,839,166</b>

**Project Description**

Water and street improvements, including curb and sidewalk ADA compliance.

CYPRESS AVENUE AND SURROUNDING AREA WATER LINE REPLACEMENT AND STREET IMPROVEMENTS



**Justification**

Aging Infrastructure.

**Strategic Issue:** Goal 4: Sustainable Infrastructure

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ -	\$ 400	\$ -	\$ -	\$ -	\$ 400
Environmental	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ 100
Design/Plan Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 238,666
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ 5,500,000	\$ -	\$ -	\$ -	\$ 5,500,000
Inspection & Administration	\$ -	\$ 550,000	\$ -	\$ -	\$ -	\$ 550,000
Contingency	\$ -	\$ 550,000	\$ -	\$ -	\$ -	\$ 550,000
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ 6,600,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,839,166</b>

IMPACT ON OPERATIONS						AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

<b>Foothill Water and Street Improvement</b>	<b>Project No.</b> N/A
--	------------------------

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Measure M (234)	\$ 281,490	<div>Project Location: W. Foothill Blvd./Barranca Ave/N. Valencia Ave.</div> <div><div>Project Type</div><div>Est. Construction Start</div><div>Est. Construction End</div></div> <div>150 - Water<div>Summer 2028</div><div>Spring 2029</div></div> <div><div>Lead Department:</div><div>Project Manager:</div></div> <div><div>Public Works</div><div></div></div>				
Water Capital Reserve (502)	\$ 656,810					
	\$ -					
	\$ -					
	\$ -					
Total Funding:	\$ 938,300					
ADDITIONAL PROJECT INFORMATION						
Continuing Appropriation	\$ -					
Funding for FY 2026 & FY 2027	\$ -					
Project Expenditures to Date	\$ -					
TOTAL:	\$ -					



**Project Description**  
Replacement of 1,277 linear feet of water distribution mainline and associated street improvements.

**Justification**  
Pipe replacement projects are necessary due to aging infrastructure resulting in increased failures and service interruptions. Project areas are selected based on the recommendations included in the 2023 Water Master plan.

**Strategic Issue:** Goal 4: Sustainable Infrastructure

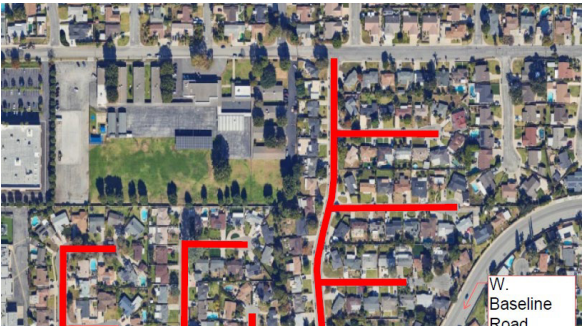
5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ -	\$ -	\$ 400	\$ 400	\$ -	\$ 800
Environmental	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ 2,000
Design/Plan Review	\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ 65,000
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ 720,000	\$ -	\$ 720,000
Inspection & Administration	\$ -	\$ -	\$ -	\$ 72,000	\$ -	\$ 72,000
Contingency	\$ -	\$ -	\$ 6,500	\$ 72,000	\$ -	\$ 78,500
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 72,900</b>	<b>\$ 865,400</b>	<b>\$ -</b>	<b>\$ 938,300</b>

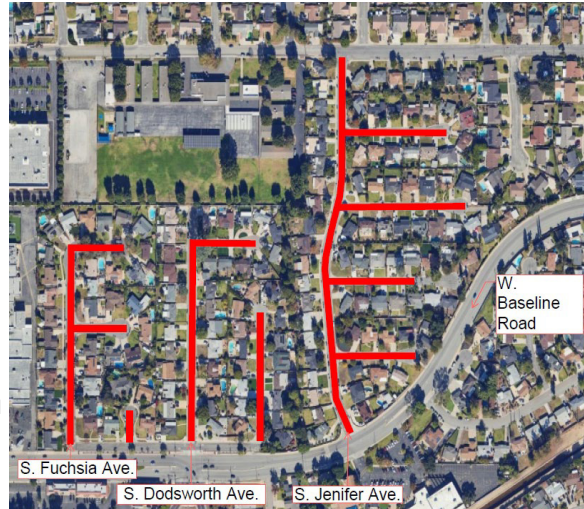
IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

<b>Fushia Water &amp; Street Improvement</b>	<b>Project No.</b>	<b>N/A</b>
--	--------------------	------------

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Measure M (234)	\$ 18,750	<b>Project Location:</b> Fushia Ave/N of Baseline Rd./Primerose Pl./Larksberg  <b>Project Type</b> <b>Est. Construction Start</b> <b>Est. Construction End</b> 150 - Water      Summer 2026      Spring 2027 <b>Lead Department:</b> Public Works <b>Project Manager:</b>				
Water Capital Reserve (502)	\$ 43,750					
	\$ -					
	\$ -					
	\$ -					
<b>Total Funding:</b>	<b>\$ 62,500</b>					
ADDITIONAL PROJECT INFORMATION						
Continuing Appropriation	\$ -					
Funding for FY 2026 & FY 2027	\$ -					
Project Expenditures to Date	\$ -					
<b>TOTAL:</b>	<b>\$ -</b>					





**Project Description**

Replacement of 1,034 linear feet of water distribution mainline and associated street improvements.

**Justification**

Pipe replacement projects are necessary due to aging infrastructure resulting in increased failures and service interruptions. Project areas are selected based on the recommendations included in the 2023 Water Master plan.

**Strategic Issue:** Goal 4: Sustainable Infrastructure

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design/Plan Review	\$ -	\$ -	\$ -	\$ -	62,500	\$ 62,500
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Inspection & Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>62,500</b>	<b>\$ 62,500</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years



**Glendora Avenue Water and Street Improvements** **Project No. 6025102**

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Prop C Transit (232)	\$ 200,000	<b>Project Location:</b> Glendora Ave from Gladstone Street to Route 66				
Measure M (234)	\$ 1,641,852	<b>Project Type</b> 130 - Streets				
Road Maintenance Repair Act (256)	\$ 3,440,150	<b>Est. Construction Start</b> Winter 2025				
Water Capital Reserve (502)	\$ 12,324,670	<b>Est. Construction End</b> Winter 2028				
	\$ -	<b>Lead Department:</b> Public Works				
		<b>Project Manager:</b>				
<b>Total Funding:</b>	<b>\$ 17,606,672</b>					

ADDITIONAL PROJECT INFORMATION	
Continuing Appropriation	\$ 604,629
Funding for FY 2026 & FY 2027	\$ -
Project Expenditures to Date	\$ 201,543
<b>TOTAL:</b>	<b>\$ 806,172</b>

**Project Description**

The water improvements consist of replacing the existing main line running along Glendora Avenue between Gladstone Street and Route 66. In addition, this project will upgrade all curb ramps and ADA access paths to meet current standards, rehabilitate or replace the existing pavement, and provide new signing and striping throughout the corridor.



**Justification**

These improvements are necessary due to aging infrastructure. The water line was primarily constructed between 1950 and 1971, with one segment dating back to 1920. This project will also rehabilitate the pavement and bring the corridor up to current ADA standards.

**Strategic Issue:** Goal 4: Sustainable Infrastructure


5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ -	\$ -	\$ 400	\$ -	\$ -	\$ 400
Environmental	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ 100
Design/Plan Review	\$ 604,629	\$ -	\$ -	\$ -	\$ -	\$ 806,172
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ 7,000,000	\$ 7,000,000	\$ -	\$ 14,000,000
Inspection & Administration	\$ -	\$ -	\$ 700,000	\$ 700,000	\$ -	\$ 1,400,000
Contingency	\$ -	\$ -	\$ 700,000	\$ 700,000	\$ -	\$ 1,400,000
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ 604,629</b>	<b>\$ -</b>	<b>\$ 8,400,500</b>	<b>\$ 8,400,000</b>	<b>\$ -</b>	<b>\$ 17,606,672</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

<b>Live Oak Water and Street Improvement</b>	<b>Project No.</b>	<b>N/A</b>
--	--------------------	------------

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Road Maintenance Repair Act (256)	\$ 605,040	<b>Project Location:</b> Live Oak Ave./Leadora Ave/Oakwood Ave./Whitcomb Ave.  <b>Project Type</b> <b>Est. Construction Start</b> <b>Est. Construction End</b> 150 - Water      Summer 2029      Spring 2030 <b>Lead Department:</b> Public Works <b>Project Manager:</b>				
Water Capital Reserve (502)	\$ 1,411,760					
	\$ -					
	\$ -					
	\$ -					
<b>Total Funding:</b>	<b>\$ 2,016,800</b>					
ADDITIONAL PROJECT INFORMATION						
Continuing Appropriation	\$ -					
Funding for FY 2026 & FY 2027	\$ -					
Project Expenditures to Date	\$ -					
<b>TOTAL:</b>	<b>\$ -</b>					





**Project Description**  
Replacement of 2,410 linear feet of water distribution mainline and associated street improvements.

**Justification**  
Pipe replacement projects are necessary due to aging infrastructure resulting in increased failures and service interruptions. Project areas are selected based on the recommendations included in the 2023 Water Master plan.


**Strategic Issue**      Goal 4: Sustainable Infrastructure

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ -	\$ -	\$ 400	\$ 400	\$ -	\$ 800
Environmental	\$ -	\$ -	\$ -	\$ 1,000	\$ -	\$ 1,000
Design/Plan Review	\$ -	\$ -	\$ 155,000	\$ -	\$ -	\$ 155,000
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ 1,550,000	\$ -	\$ 1,550,000
Inspection & Administration	\$ -	\$ -	\$ -	\$ 155,000	\$ -	\$ 155,000
Contingency	\$ -	\$ -	\$ -	\$ 155,000	\$ -	\$ 155,000
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 155,400</b>	<b>\$ 1,861,400</b>	<b>\$ -</b>	<b>\$ 2,016,800</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

**Milton Water and Street Improvement** **Project No.** TBD

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Prop C Transit (232)	\$ 278,445	Project Location: Barranca Avenue, Milton Drive, Oak Drive, Oakbank Drive, and Danton Drive.				
Measure M (234)	\$ 278,440					
Water Capital Reserve (502)	\$ 1,299,405	Project Type	Est. Construction Start	Est. Construction End		
		150 - Water	Fall 2028	Spring 2029		
		Lead Department:	Public Works	Project Manager:		
	\$ -					
	\$ -					
Total Funding:	\$ 1,856,290					
ADDITIONAL PROJECT INFORMATION						
Continuing Appropriation	\$ -					
Funding for FY 2026 & FY 2027	\$ -					
Project Expenditures to Date	\$ -					
TOTAL:	\$ -					



**Project Description**  
Replacement of 2,665 linear feet of water distribution mainline and associated street improvements.

**Justification**  
Pipe replacement projects are necessary due to aging infrastructure resulting in increased failures and service interruptions. Project areas are selected based on the recommendations included in the 2023 Water Master plan.

**Strategic Issue:** Goal 4: Sustainable Infrastructure.

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ -	\$ -	\$ -	\$ 600	\$ -	\$ 600
Environmental	\$ -	\$ -	\$ -	\$ 2,000	\$ -	\$ 2,000
Design/Plan Review	\$ -	\$ -	\$ -	\$ 126,850	\$ -	\$ 126,850
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ 1,501,600	\$ 1,501,600
Inspection & Administration	\$ -	\$ -	\$ -	\$ -	\$ 75,080	\$ 75,080
Contingency	\$ -	\$ -	\$ -	\$ -	\$ 150,160	\$ 150,160
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 129,450</b>	<b>\$ 1,726,840</b>	<b>\$ 1,856,290</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years



<b>Verdugo Water and Street Improvement</b>	<b>Project No.</b>	<b>N/A</b>
---	--------------------	------------

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Measure M (234)	\$ 490,080	<b>Project Location:</b> Mainline Replacement - Verdugo/Hacienda  <b>Project Type:</b> 150 - Water <b>Est. Construction Start:</b> Summer 2026 <b>Est. Construction End:</b> Winter 2027 <b>Lead Department:</b> Public Works <b>Project Manager:</b>				
Water Capital Reserve (502)	\$ 1,143,520					
	\$ -					
	\$ -					
	\$ -					
<b>Total Funding:</b>	<b>\$ 1,633,600</b>					

ADDITIONAL PROJECT INFORMATION	
Continuing Appropriation	\$ -
Funding for FY 2026 & FY 2027	\$ -
Project Expenditures to Date	\$ -
<b>TOTAL:</b>	<b>\$ -</b>

**Project Description**  
Replacement of 2,248 linear feet of water distribution mainline and associated street improvements.



**Justification**  
Pipe replacement projects are necessary due to aging infrastructure resulting in increased failures and service interruptions. Project areas are selected based on the recommendations included in the 2023 Water Master plan.

**Strategic Issue:** Goal 4: Sustainable Infrastructure.

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ -	\$ -	\$ -	\$ 600	\$ -	\$ 600
Environmental	\$ -	\$ -	\$ -	\$ 2,000	\$ -	\$ 2,000
Design/Plan Review	\$ -	\$ -	\$ -	\$ 107,000	\$ -	\$ 107,000
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ 1,270,000	\$ 1,270,000
Inspection & Administration	\$ -	\$ -	\$ -	\$ -	\$ 127,000	\$ 127,000
Contingency	\$ -	\$ -	\$ -	\$ -	\$ 127,000	\$ 127,000
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 109,600</b>	<b>\$ 1,524,000</b>	<b>\$ 1,633,600</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

# Water Capital Improvements Projects

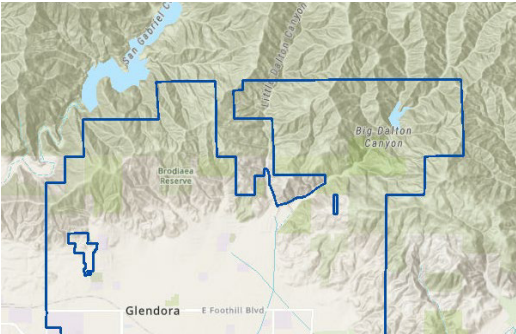
## CIP Summary

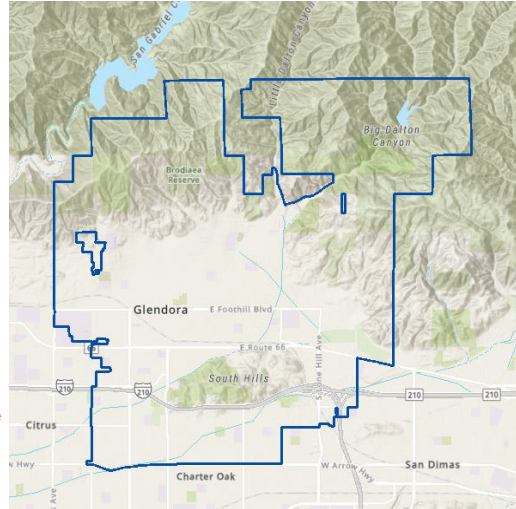
	Prior Years	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	Total
<b>Water</b>							
<b>Electrical Panel Upgrades - Well/Pump Stations</b>							
502-Water Capital Projects	-		-	-	557,400	-	557,400
<b>Electrical Panel Upgrades - Well/ Pump Stations Total</b>	-		-	-	<b>557,400</b>	-	<b>557,400</b>
<b>Emergency Generator Study</b>							
502-Water Capital Projects	-	-	-	-	285,000	-	285,000
<b>Emergency Generator Study Total</b>	-	-	-	-	<b>285,000</b>	-	<b>285,000</b>
<b>Hidden Springs Reservoir Improvements</b>							
502-Water Capital Projects	-	-	-	-	195,500	630,115	825,615
<b>Hidden Springs Reservoir Improvements Total</b>	-	-	-	-	<b>195,500</b>	<b>630,115</b>	<b>825,615</b>
<b>North Glendora Reservoir Replacement</b>							
502-Water Capital Projects	8,408,334	-	-	-	-	-	8,408,334
<b>North Glendora Reservoir Replacement Total</b>	<b>8,408,334</b>	-	-	-	-	-	<b>8,408,334</b>
<b>Sierra Madre - Goddard Reservoirs</b>							
502-Water Capital Projects	-	-	-	110,000	1,320,500	-	1,430,500
<b>Sierra Madre - Goddard Reservoirs Total</b>	-	-	-	<b>110,000</b>	<b>1,320,500</b>	-	<b>1,430,500</b>
<b>South Hills West Reservoir</b>							
502-Water Capital Projects	-	-	-	87,500	1,050,500	-	1,138,000
<b>South Hills West Reservoir Total</b>	-	-	-	<b>87,500</b>	<b>1,050,500</b>	-	<b>1,138,000</b>
<b>Upper Gordon Reservoir - Interior/Exterior Coating</b>							
502-Water Capital Projects	-	-	-	-	180,000	2,160,500	2,340,500
<b>Upper Gordon Reservoir - Interior/ Exterior Coating Total</b>	-	-	-	-	<b>180,000</b>	<b>2,160,500</b>	<b>2,340,500</b>
<b>Water Total</b>	<b>8,408,334</b>	-	-	<b>197,500</b>	<b>3,588,900</b>	<b>2,790,615</b>	<b>14,985,349</b>

## Electrical Panel Upgrades - Well/Pump Stations

**Project No.**    **TBD**

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Water Capital Reserve (502)	\$ 557,400	<div>Project Location: Well and Pump Stations/Various Locations</div> <div>Project Type: 150 - Water</div> <div>Est. Construction Start: Summer 2026</div> <div>Est. Construction End: Spring 2027</div> <div>Lead Department: Public Works</div> <div>Project Manager:</div>				
	\$ -					
	\$ -					
	\$ -					
	\$ -					
Total Funding:	\$ 557,400					
ADDITIONAL PROJECT INFORMATION						
Continuing Appropriation	\$ -					
Funding for FY 2026 & FY 2027	\$ -					
Project Expenditures to Date	\$ -					
TOTAL:	\$ -					





### Project Description

Electrical panel upgrades to the pump and well stations at water site various locations.

### Justification

This work was recommended by the 2023 Water Master Plan.

### Strategic Issue:

Goal 4: Sustainable Infrastructure.

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ -	\$ -	\$ -	\$ 400	\$ -	\$ 400
Environmental	\$ -	\$ -	\$ -	\$ 1,000	\$ -	\$ 1,000
Design/Plan Review	\$ -	\$ -	\$ -	\$ 35,700	\$ -	\$ 35,700
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ 473,000	\$ -	\$ 473,000
Inspection & Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ 47,300	\$ -	\$ 47,300
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 557,400</b>	<b>\$ -</b>	<b>\$ 557,400</b>

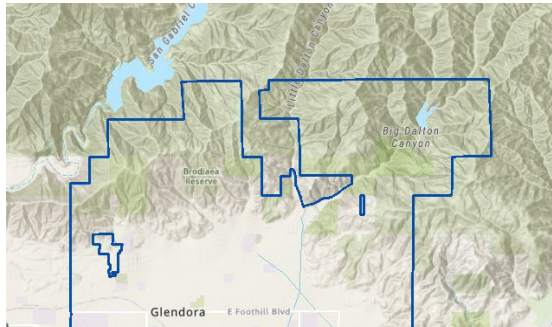
IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

## Emergency Generator Study

Project No. TBD

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Water Capital Reserve (502)	\$ 285,000	Project Location: Various Locations - water facilities				
	\$ -	Project Type 150 - Water Lead Department: Public Works	Est. Construction Start Summer 2025	Est. Construction End Winter 2025  Project Manager:		
	\$ -					
	\$ -					
	\$ -					
	\$ -					
Total Funding:	\$ 285,000					
ADDITIONAL PROJECT INFORMATION						
Continuing Appropriation	\$ -					
Funding for FY 2026 & FY 2027	\$ -					
Project Expenditures to Date	\$ -					
TOTAL:	\$ -					



### Project Description

Assessment of emergency generator capacity and standby power.

### Justification

This project is necessary to determine if sufficient backup power available in the event of emergencies and make recommendations for future improvements.

### Strategic Issue:

Goal 4: Sustainable Infrastructure.

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design/Plan Review	\$ -	\$ -	\$ -	235,000	\$ -	235,000
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Inspection & Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	23,500	\$ -	23,500
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 258,500</b>	<b>\$ -</b>	<b>\$ 258,500</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

## Hidden Springs Reservoir Improvements

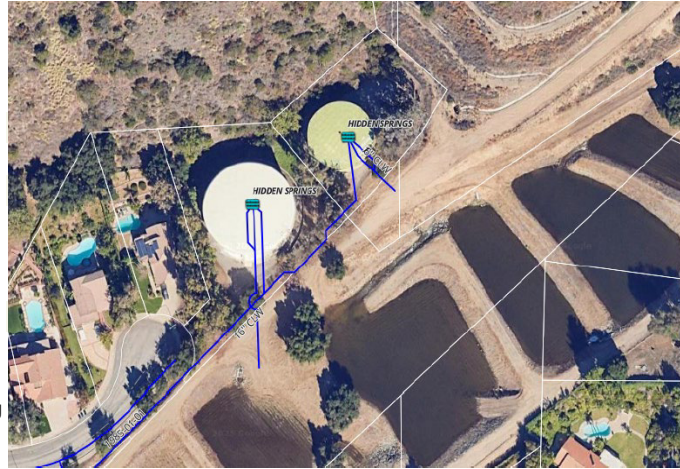
**Project No. TBD**

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Water Capital Reserve (502)	\$ 825,615	<b>Project Location</b> Hidden Springs Reservoir				
	\$ -	<b>Project Type</b> 150 - Water				
	\$ -	<b>Est. Construction Start</b> Summer 2027				
	\$ -	<b>Est. Construction End</b> Spring 2028				
	\$ -	<b>Lead Department:</b> Public Works				
	\$ -	<b>Project Manager:</b>				
<b>Total Funding:</b>		<b>\$ 825,615</b>				

ADDITIONAL PROJECT INFORMATION	
Continuing Appropriation	\$ -
Funding for FY 2026 & FY 2027	\$ -
Project Expenditures to Date	\$ -
<b>TOTAL:</b>	<b>\$ -</b>

### Project Description

Reservoir improvements: ventilation, add mixer, ladder and railing improvements.



### Justification

This work was recommended by the 2023 Water Master Plan

**Strategic Issue:** Goal 4: Sustainable Infrastructure.

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ -	\$ -	\$ -	\$ -	\$ 400	\$ 400
Environmental	\$ -	\$ -	\$ -	\$ -	\$ 75	\$ 75
Design/Plan Review	\$ -	\$ -	\$ -	\$ 105,000	\$ -	\$ 105,000
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ 524,700	\$ 524,700
Inspection & Administration	\$ -	\$ -	\$ -	\$ -	\$ 52,470	\$ 52,470
Contingency	\$ -	\$ -	\$ -	\$ 10,500	\$ 52,470	\$ 62,970
Other	\$ -	\$ -	\$ -	\$ 80,000	\$ -	\$ 80,000
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 195,500</b>	<b>\$ 630,115</b>	<b>\$ 825,615</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years



## North Glendora Reservoir Replacement

Project No. 6022106

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Water Capital Reserve (502)	\$ 8,408,334	Project Location: North Glendora Reservoir				
	\$ -	Project Type				
	\$ -	150 - Water	Summer 2026	Est. Construction End		
	\$ -	Lead Department: Public Works		Project Manager: Maliha Ansari		
	\$ -					
	\$ -					
	\$ -					
Total Funding:	\$ 8,408,334					

ADDITIONAL PROJECT INFORMATION	
Continuing Appropriation	\$ 8,408,334
Funding for FY 2026 & FY 2027	\$ -
Project Expenditures to Date	\$ -
<b>TOTAL:</b>	<b>\$ 8,408,334</b>

### Project Description

Construct a new reservoir at the existing reservoir site to meet the State requirements. After the construction of new reservoir, the existing reservoir will be replaced by another reservoir. The two reservoirs will provide the fire flow water requirements, if needed.



### Justification

It is reported that the tank has been leaking for some time. Following the State Water Resources Control Board, Division of Drinking Water's (DDW) 2014 sanitary survey, which identified significant leakage and rusting on the bolts, DDW asked the City to address these problems. Observing continuing problems during the 2018 Sanitary Survey, DDW directed the City to refurbish or replace the reservoir.

**Strategic Issue:** Goal 4: Sustainable Infrastructure.

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Environmental	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Design/Plan Review	\$ 350,000	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 400,000
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 440,000	\$ 3,500,000	\$ 3,000,000	\$ -	\$ -	\$ 6,940,000
Inspection & Administration	\$ 128,000	\$ 350,000	\$ 350,000	\$ -	\$ -	\$ 828,000
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ 25,000	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ 225,000
<b>Total Costs:</b>	<b>\$ 958,000</b>	<b>\$ 3,975,000</b>	<b>\$ 3,475,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,408,000</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

**Sierra Madre - Goddard Reservoirs** **Project No.** TBD

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5

Water Capital Reserve (502) \$ 1,430,500

**Project Location:** Sierra Madre and Goddard Reservoirs

**Project Type** Est. Construction Start Est. Construction End  
150 - Water Summer 2025 Spring 2026  
**Lead Department:** Public Works **Project Manager:**

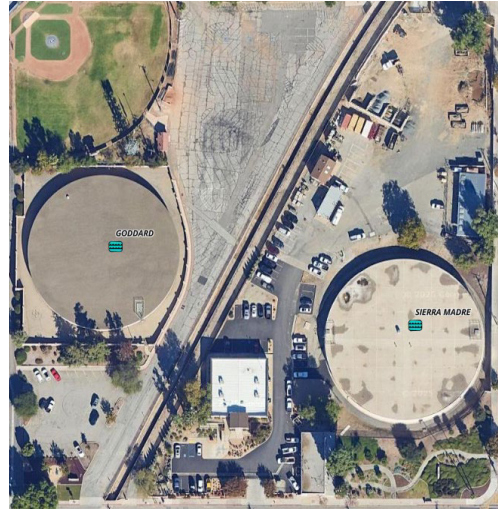
\$ -  
\$ -  
\$ -  
\$ -

**Total Funding:** \$ 1,430,500

ADDITIONAL PROJECT INFORMATION	
Continuing Appropriation	\$ -
Funding for FY 2026 & FY 2027	\$ -
Project Expenditures to Date	\$ -
<b>TOTAL:</b>	<b>\$ -</b>

**Project Description**

Ventilation and active ventilation improvements, cL2 analyzers, mixers.



**Justification**

Condition concerns from the Water Master Plan assessment. Evaluations were performed to assess facility conditions and develop improvement recommendations. This project will enhance the distribution system to meet established criteria, properly maintain the systems assets, and replace facilities that have reached the end of their useful lives.

**Strategic Issue**

Goal 4: Sustainable Infrastructure.

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ -	\$ -	\$ -	\$ 400	\$ -	\$ 400
Environmental	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ 100
Design/Plan Review	\$ -	\$ -	\$ 110,000	\$ -	\$ -	\$ 110,000
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ 1,100,000	\$ -	\$ 1,100,000
Inspection & Administration	\$ -	\$ -	\$ -	\$ 110,000	\$ -	\$ 110,000
Contingency	\$ -	\$ -	\$ -	\$ 110,000	\$ -	\$ 110,000
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 110,000</b>	<b>\$ 1,320,500</b>	<b>\$ -</b>	<b>\$ 1,430,500</b>

IMPACT ON OPERATIONS						AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years

**South Hills West Reservoir** **Project No.** TBD

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5
Water Capital Reserve (502)	\$ 1,138,000	<b>Project Location</b> South Hills West				
	\$ -	<b>Project Type</b> 150 - Water				
	\$ -	<b>Est. Construction Start</b> Summer 2027				
	\$ -	<b>Est. Construction End</b> Spring 2028				
	\$ -	<b>Lead Department</b> Public Works				
	\$ -	<b>Project Manager</b>				
<b>Total Funding:</b>	<b>\$ 1,138,000</b>					

ADDITIONAL PROJECT INFORMATION	
Continuing Appropriation	\$ -
Funding for FY 2026 & FY 2027	\$ -
Project Expenditures to Date	\$ -
<b>TOTAL:</b>	<b>\$ -</b>

**Project Description**

Reservoir improvements: add mixer, chlorine analyzer, solar power with back-up generator, ventilation improvements.



**Justification**

Condition concerns from the Water Master Plan assessment. Evaluations were performed to assess facility conditions and develop improvement recommendations. This project will enhance the distribution system to meet established criteria, properly maintain the systems assets, and replace facilities that have reached the end of their useful lives.

**Strategic Issue**

Goal 4: Sustainable Infrastructure.

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ -	\$ -	\$ -	\$ 400	\$ -	\$ 400
Environmental	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ 100
Design/Plan Review	\$ -	\$ -	\$ 87,500	\$ -	\$ -	\$ 87,500
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ 875,000	\$ -	\$ 875,000
Inspection & Administration	\$ -	\$ -	\$ -	\$ 87,500	\$ -	\$ 87,500
Contingency	\$ -	\$ -	\$ -	\$ 87,500	\$ -	\$ 87,500
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 87,500</b>	<b>\$ 1,050,500</b>	<b>\$ -</b>	<b>\$ 1,138,000</b>

IMPACT ON OPERATIONS					AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years



**Upper Gordon Reservoir** **Project No.** TBD

PROJECT BUDGET*		City Council Districts				
Funding Source	Amount	District 1	District 2	District 3	District 4	District 5

Water Capital Reserve (502) \$ 2,340,500

**Project Location:** Upper Gordon Reservoir

**Project Type** 150 - Water  
**Est. Construction Start** Summer 2026  
**Est. Construction End** Spring 2027  
**Lead Department:** Public Works  
**Project Manager:**



\$ -  
\$ -  
\$ -  
\$ -

**Total Funding:** \$ 2,340,500

ADDITIONAL PROJECT INFORMATION	
Continuing Appropriation	\$ -
Funding for FY 2026 & FY 2027	\$ -
Project Expenditures to Date	\$ -
<b>TOTAL:</b>	<b>\$ -</b>

**Project Description**

Interior and exterior reservoir coating, replace interior ladders, add cathodic protection as recommended by the Water Master Plan 2023.

**Justification**

Condition concerns from the Water Master Plan assessment. Evaluations were performed to assess facility conditions and develop improvement recommendations. This project will enhance the distribution system to meet established criteria, properly maintain the systems assets, and replace facilities that have reached the end of their expected life span.

**Strategic Issue:** Goal 4: Sustainable Infrastructure.

5-YEAR PROJECT COST ESTIMATE						TOTAL PROJECT COST*
Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Advertising/Legal Notice	\$ -	\$ -	\$ -	\$ -	\$ 400	\$ 400
Environmental	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ 100
Design/Plan Review	\$ -	\$ -	\$ -	\$ 180,000	\$ -	\$ 180,000
Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ 1,800,000	\$ 1,800,000
Inspection & Administration	\$ -	\$ -	\$ -	\$ -	\$ 180,000	\$ 180,000
Contingency	\$ -	\$ -	\$ -	\$ -	\$ 180,000	\$ 180,000
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 180,000</b>	<b>\$ 2,160,500</b>	<b>\$ 2,340,500</b>

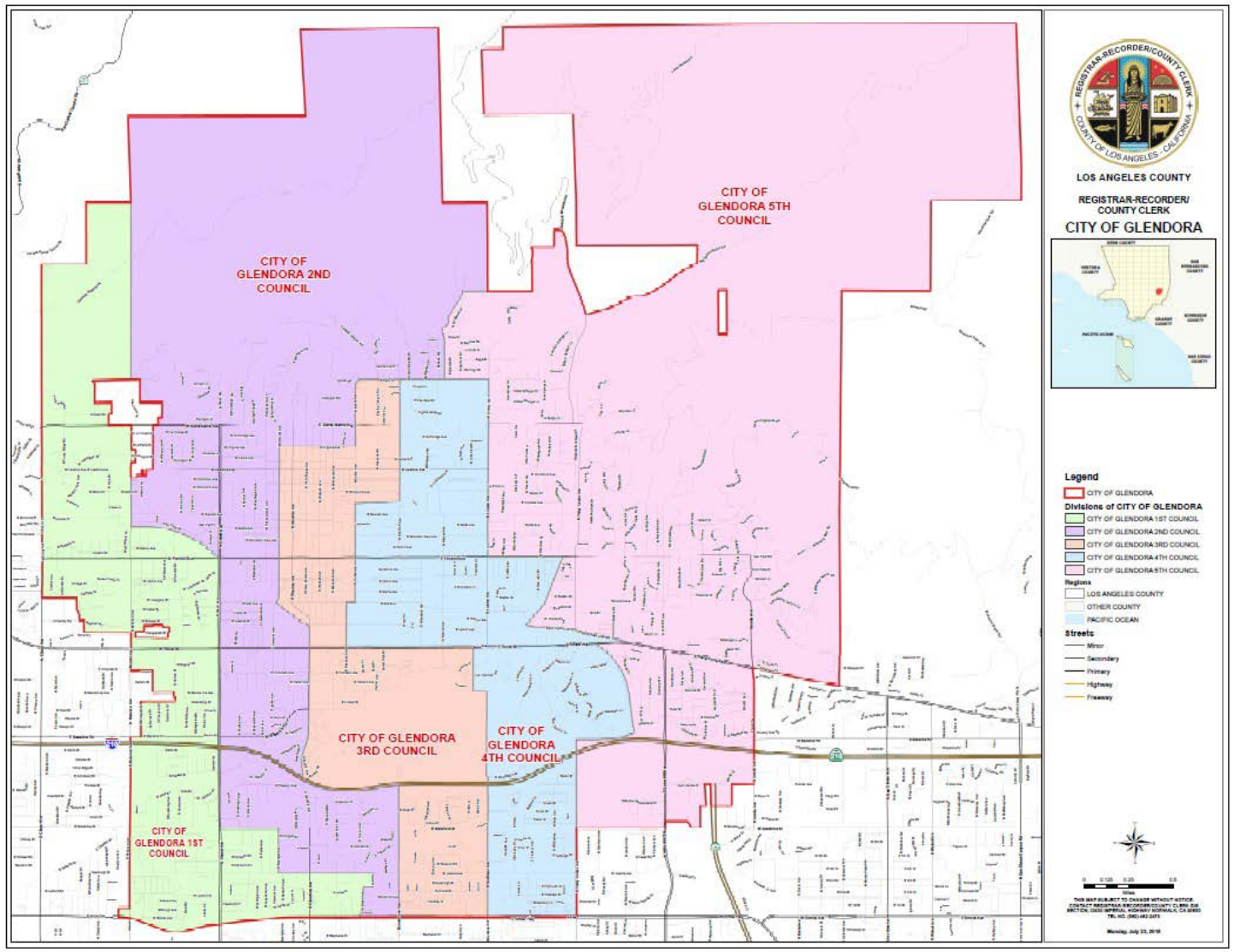
IMPACT ON OPERATIONS						AVERAGE ANNUAL IMPACT
Expenditure Category	2025/26	2026/27	2027/28	2028/29	2029/30	
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Costs:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Includes Prior & Future Years



**Legislative**

# City Council



## PROGRAM DESCRIPTION

The City Council serves as the legislative and policy-making body for the City of Glendora. The City Council is responsible to the electorate for keeping pace with changing community needs, for establishing the quality of municipal services and the community environment, for promoting confidence in local government through open conduct of public affairs and for adopting an annual budget. The City Council selects and appoints the City Manager, the City Attorney, and the various City Commissions, Boards and Advisory Committee members.

Councilmembers are elected by district, which means voters will elect one City Council representative who also lives in their district. The Mayor is selected from amongst the Councilmembers during the annual reorganization during the second City Council meeting in December of each year and presides over all Council meetings. The Mayor serves as the ceremonial head of the City for official functions. The Mayor Pro Tem, also selected at the same reorganization meeting, assumes mayoral duties in the absence of the Mayor. Council Members represent the City on various intergovernmental organizations to achieve governmental cooperation, legislation and programs that are consistent with the needs of residents and businesses within the community. The City Council also serves as the governing board of the Successor Agency to the Glendora Community Redevelopment Agency.

## 2023-25 MAJOR ACCOMPLISHMENTS

- Oversaw the completion of objectives included in the FY 2023-25 Strategic Plan.
- Approved the rehabilitation of property for additional housing opportunities.
- Adopted the 6th Cycle Housing Element for October 2021 through October 2029.
- Adopted with Glendora Unified School District the Memorandum of Understanding of a joint use agreement.

## 2025-27 Strategic Plan Goals



### Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	137,572	219,329	219,329	190,660	190,868
501	Water Operations	53,353	73,722	73,722	74,347	74,412
<b>Total</b>		<b>190,925</b>	<b>293,051</b>	<b>293,051</b>	<b>265,006</b>	<b>265,280</b>

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	42,227	96,097	96,097	96,096	96,096
42101	Misc Pers	2,061	2,303	2,303	2,737	2,875
42102	Misc UAL	0	60	60	133	192
42105	PT Retirement	950	2,163	2,163	2,883	2,883
42110	Pension Expense	952	—	—	—	—
42300	Employer Paid Benefits	111,129	120,818	120,818	122,609	122,609
42400	Workers Comp	1,783	1,957	1,957	836	836
51220	Mayoral Supplies	250	5,000	5,000	5,000	5,000
51221	District 1	71	10,000	10,000	4,000	4,000
51222	District 2	2,288	10,000	10,000	4,000	4,000
51223	District 3	1,756	10,000	10,000	4,000	4,000
51224	District 4	1,436	10,000	10,000	4,000	4,000
51225	District 5	365	10,000	10,000	4,000	4,000
51780	Service/Employee Recognition	—	4,100	4,100	4,100	4,100
55600	Training & Education	643	—	—	—	—
59801	Info Tech Charges	19,092	3,630	3,630	3,670	3,707
59803	Liability Ins. Charges	5,922	6,923	6,923	6,943	6,982
<b>Total</b>		<b>190,925</b>	<b>293,051</b>	<b>293,051</b>	<b>265,006</b>	<b>265,280</b>

### PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110-42400 Compensation: All salaries and benefits are budgeted in these line items.

51780 -Service Recognition: Used to pay for community recognition awards

51220/5-Legislative Advocacy & Council Expenses: Costs associated with sending City Council members to conferences, seminars and training to provide information and opportunities for the City and to help advocate on behalf of the City. Examples include the League of California Cities and SCAG. Also included is budget for the Mayors tile and medal of merit program.

59801-Info Tech Charges: Allocated charges to each division to recover City-wide technology services provided to each Department as well as the replacement of computers, network equipment, and other technology costs.

59803 Liability Ins Charges: Allocated charges are calculated on the costs of each Department based on claims, personnel costs, and other factors.

# City Attorney

## PROGRAM DESCRIPTION

The City Attorney acts as general counsel to the City Council and other City boards, committees, and commissions. The City Attorney also assists City staff in providing advice and direction related to the operation of the municipal government and is responsible for the review and preparation of resolutions, ordinances, contract service agreements and public works contracts. The City Attorney also acts as the City Prosecutor assisting staff in the enforcement of the Municipal Code.

The services of the City Attorney are provided via contract with the full service law firm of Aleshire & Wynder, LLP, which provides the City a full array of legal services, including labor relations, personnel matters, risk management matters, litigation by or against the City, and advising the Successor Agency to the former Community Redevelopment Agency of the City.

### Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	515,243	523,000	523,000	523,000	523,000
229	Glendora Hsg. Authority	62,714	—	—	—	—
501	Water Operations	—	70,000	70,000	70,000	70,000
551	Liability Insurance	3,274	30,000	30,000	30,000	30,000
<b>Total</b>		<b>581,231</b>	<b>623,000</b>	<b>623,000</b>	<b>623,000</b>	<b>623,000</b>

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
55200	Legal Services	286,680	360,000	360,000	360,000	360,000
55201	Personnel Matters	58,525	20,000	20,000	20,000	20,000
55202	Labor Negotiations	—	5,000	5,000	5,000	5,000
55203	Legal Services - City Council	6,304	30,000	30,000	30,000	30,000
55204	Legal Services - City Manager	—	2,500	2,500	2,500	2,500
55205	Legal Services - Police	68,713	50,000	50,000	50,000	50,000
55206	Legal Services - Planning	84,520	55,000	55,000	55,000	55,000
55207	Legal Services - Code Enforcem	56,239	67,000	67,000	67,000	67,000
55208	Legal Services - Successor Age	—	2,500	2,500	2,500	2,500
55209	Legal Services - Public Works	12,091	15,000	15,000	15,000	15,000
55210	Legal Services - Npdes/Ms4	26	7,000	7,000	7,000	7,000
55211	Legal Services - Library	8,131	5,000	5,000	5,000	5,000
55212	Legal Services - Community Ser	—	4,000	4,000	4,000	4,000
<b>Total</b>		<b>581,231</b>	<b>623,000</b>	<b>623,000</b>	<b>623,000</b>	<b>623,000</b>

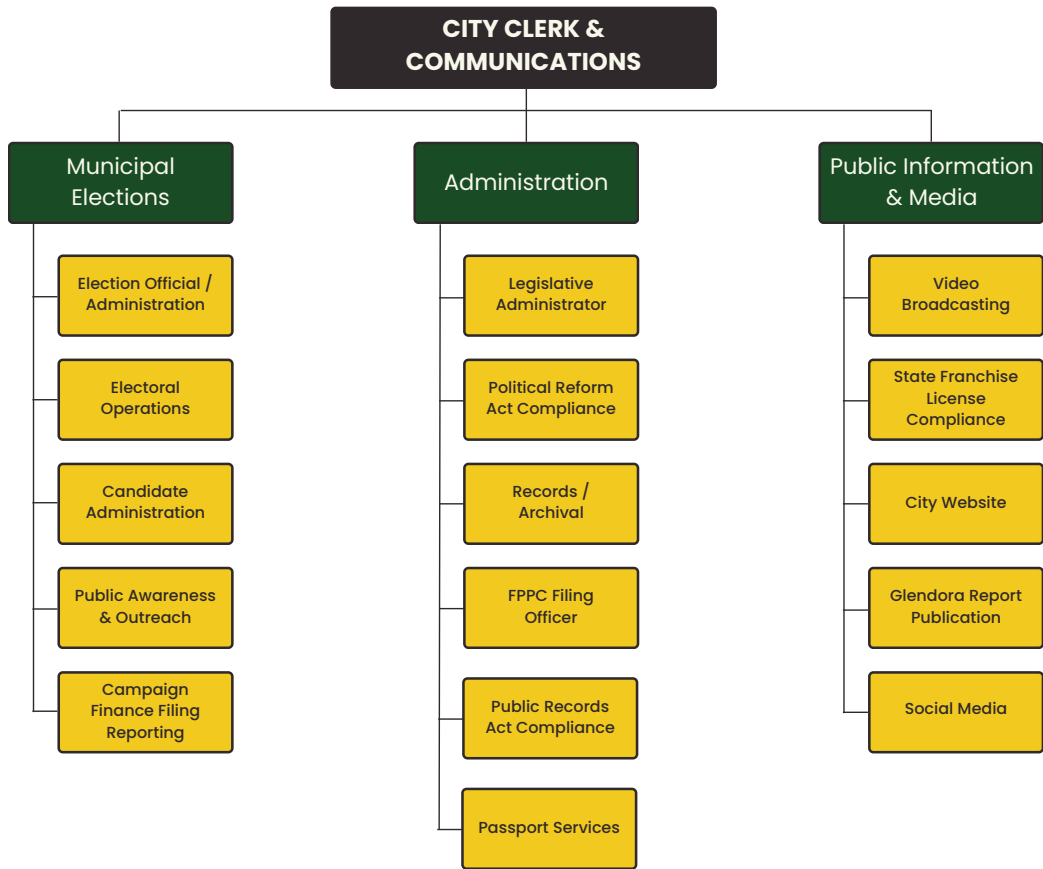


## PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

55200/12 – Legal Services: Includes the Attorney’s retainer fees and other special services as needed by Departments.



**City Clerk**



**Authorized Positions**

	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Full-Time Positions</b>					
CITY CLERK/COMMUNICATIONS DIRECTOR	1.00	1.00	1.00	1.00	1.00
DEPUTY CITY CLERK/ RECORDS MANAGER	1.00	1.00	1.00	1.00	1.00
CITY CLERK SPECIALIST	1.00	1.00	1.00	1.00	1.00
SENIOR OFFICE ASSISTANT	1.00	1.00	1.00	1.00	1.00
SENIOR DIGITAL MEDIA SPECIALIST	3.00	3.00	3.00	3.00	3.00
<b>Total Full-Time</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>
<b>Total Department</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>

<b>Fund</b>					
101-General Fund	3.13	3.13	3.13	3.13	3.13
501-Water Ops	0.74	0.74	0.74	0.74	0.74
553-Technology	3.13	3.13	3.13	3.13	3.13
<b>Total By Fund</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>

# City Clerk

## PROGRAM DESCRIPTION

The City Clerk's Department administers democratic processes such as access to city records and all legislative actions, while ensuring transparency to the public. The Department ensures that all City Council actions are properly executed, recorded, and archived, and serves as a compliance and filing officer.

Specific activities include:

- Legislative Administration – Provides legislative support through accurate and timely documentation and access to the legislative process of the City Council in compliance with State and municipal requirements.
- Records Management – Preserves and protects the official records of the city for administrative departments and the public so that they may be guaranteed timely access to information and the legislative process.
- Communications/Centralized Information Hub – Ensures clarity of information, standardization, and other controls, plus provide self-service data access for a wide range of user types and offers transparency and security of information across the board.

## 2023-25 MAJOR ACCOMPLISHMENTS

- (XXX Goal X, Objective X, Tasks X and X) references the 2023-2025 Strategic Plan available on the City's website.
- Awarded contract for Communications Audit. City Council approved funding for Communications audit during the 2024-25 budget, specifically related to Task 2 and 5: Insight Report and Recommendation. The final report will include new vision/summary for communications; communications objective(s); roles and responsibilities; and operational, strategic and tactical recommendations. (EMO Goal 4, Objective 2, Tasks 2 and 5)
- Exploring the idea of a "dashboard" to provide information/training materials to the various City Council-appointed boards and commissions. (EMO Goal 4, Objective 2, Task 3)
- Awarded contract for Citywide Scanning Project and created Citywide data entry standards which will be utilized in the Citywide Scanning project to increase access to information by implementing usable digital services and centralized records, a Citywide Scanning Request For Proposal (RFP) prepared was created and awarded to Naviant. (EMO Goal 4, Objective 11, Tasks 1 and 5)
- Following the remodeling of Council Chamber, transitioned to new meeting and voting management modules.
- Completed training of legislative members to new meeting and voting management modules.

## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
In collaboration with Information Technology, develop and implement a citywide records imaging program to convert City records into electronic format.	2_5.5					X
Recommendations for a Communication Plan	2_2.4		X			X
Create Communications Task Force	2_2.10		X			
In collaboration with all departments conduct a study on the Hours of Operation	5_5.2					X
In collaboration with all departments, establish a formal employee orientation/onboarding process	5_5.3					X
Develop a Succession Plan to identify existing staff for additional development	5_5.3					X
In collaboration with Police and Community Development, complete citywide digitizing project, including standardizing data entry standard and a unified record managing system	5_5.5					X

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
<b>Agendas and packets prepared:</b>						
Posted within mandated timeframes	%	Efficiency	80%	100%	100%	100%
Average number of days posted prior to meeting	#	Workload	7 days	7 days	7 days	7 days
<b>Minutes Prepared:</b>						
Average number of days required to prepare meeting minutes	#	Efficiency	7 days	7 days	7 days	7 days
<b>Statement of Economic Interest reports processed:</b>						
Filed by established deadlines	#	Workload	89	62	62	62
Posted to City's website within two working days of receipt	%	Efficiency	100%	100%	100%	100%
<b>Public Records Acts Requests:</b>						
Average number of days needed to respond	#	Effectiveness	7.5	7.5	7.5	7.5
Requests resolved within 72 hours	#	Effectiveness	31	40	45	45
Requests resolved by on-line resources	#	Effectiveness	6	10	15	15
<b>On-line Services</b>						
Subscribers utilizing RSS feed	#	Efficiency	1137	1257	1709	1799

### Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	508,730	528,245	528,245	611,653	632,992
501	Water Operations	143,131	131,696	131,696	140,359	146,956
553	Technology	45,832	37,149	37,149	38,526	40,338
Total		697,694	697,090	697,090	790,538	820,287

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	406,491	391,029	391,029	407,444	429,721
41111	Incentive Pay	73	19,283	19,283	19,743	19,743
41210	Part Time	34	—	—	—	—
41300	Overtime	1,955	5,000	5,000	5,000	5,000
41420	Vehicle Allowance	3,621	11,400	11,400	3,600	3,600
42101	Misc Pers	49,584	47,468	47,468	52,419	58,023
42102	Misc UAL	3	574	574	2,577	3,933
42105	PT Retirement	1	—	—	—	—
42110	Pension Expense	24,082	—	—	—	—
42111	OPEB Expense	1,693	—	—	—	—
42200	Flex Benefit	61,955	62,280	62,280	62,280	62,280
42300	Employer Paid Benefits	20,161	20,810	20,810	21,579	21,902
42400	Workers Comp	3,320	3,403	3,403	3,545	3,560
51110	Office Supplies	4,063	7,500	7,500	5,600	5,600
51500	Equipment Parts	667	1,500	1,500	1,500	1,500
51560	Operating Leases	14,838	15,500	15,500	15,500	15,500
55310	Advertising	8,058	14,000	14,000	10,000	10,000
55320	Printing	1,137	3,000	3,000	2,000	2,000
55340	Postage	999	2,000	2,000	30,000	30,000
55400	Dues & Memberships	2,915	4,990	4,990	2,490	2,490
55600	Training & Education	10,453	16,550	16,550	16,550	16,550
59100	Contract Services	28,779	49,400	49,400	107,200	107,200
59801	Info Tech Charges	41,206	7,834	7,834	7,921	8,000
59803	Liability Ins. Charges	11,607	13,569	13,569	13,590	13,684
Total		697,694	697,090	697,090	790,538	820,287



## PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110–42400 – Compensation: All salaries and benefits are budgeted in these line items.

55600–Training: Training seminars, conferences, and other meetings that provide staff the opportunity to be involved in regional and state issues that impact the City. Covers City Clerk technical training and Notary training.

59100-Contract Services: Contract services includes the city-wide records management program, updating/maintaining municipal code website, and NetFile.

59801-Info Tech Charges: Allocated charges to each division to recover City-wide technology services provided to each Department as well as the replacement of computers, network equipment, and other technology costs.

59803-Liability Ins Charges: Allocated charges are calculated on the costs of each Department based on claims, personnel costs, facility costs and other factors.

# Municipal Elections

## PROGRAM DESCRIPTION

The City Clerk serves as the Elections Official for local elections and coordinates with the County of Los Angeles in conducting municipal elections for the City of Glendora. The City of Glendora conducts by-district elections and consolidates its regular general municipal elections with statewide elections held on the first Tuesday after the first Monday in November of even-numbered year to fill expired City Council terms and conducts elections in accordance with the California Elections Code and local regulations.

The Elections Services Division administers the City's municipal elections and related activities for candidates and voters so that they may be guaranteed fair and impartial elections in compliance with State and municipal requirements.

The next General Municipal Election will be held on Tuesday, November 5, 2024. The election will be for three (3) City Council District seats, District 2, 3 and 5, each for a full term of four (4) years.

Specific activities include:

- Candidate Administration – Assist candidates, electors and other groups understand nomination and other compliance requirements, so they may effectively participate in the electoral process.
- Public Awareness and Outreach – Increase public awareness and understanding of the election process and the transition from at-large elections to district elections. Provide a voting experience that is convenient and easy to access, timely in mandated requirements, easy to understand, respectful, courteous, and confidential. Ensure information such as sample ballot, candidate list, and other information is available on the website.
- Compliance with State and Federal Mandates for re-districting - Under Federal and State law, following each Census the Election Services Division works with demographers and the Los Angeles County Registrar, to review its election areas and ensure they comply with equal population requirements and other legal mandates.
- FPPC filing officer - Ensures all campaign statements and conflict of interest statements are filed as required by the Fair Political Practices Commission (FPPC).

## 2023-25 MAJOR ACCOMPLISHMENTS

- Developed an informational webpage with an interactive map to assist residents in locating their election district, as well as informational packets for the November 2024 election.
- Received and processed campaign reporting's by mandated deadlines resulting in 100% compliance.
- Conducted 2024 General Municipal Election for Districts 2, 3, and 5 which included City Council initiated "Measure Z: City of Glendora Transaction and Use Tax Measure Impartial Analysis".
- Organized an interactive Glendora Pre-Nomination and Election Workshop with guest speakers and presentations from the FPPC, LAC, Net-File, and city staff.
- Pursuant to §10229, canceled portions of the City of Glendora City Council 2024 Glendora General Election for Districts 2 and 5 since the qualified candidates were unopposed.
- In the November 2024 election, voter turnout for District 3 reached 5,053 registered voters, while citywide participation for Measure Z totaled 27,022.

## 2025-27 Strategic Plan Goals



## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Campaign Statements notification and filing requirements are met:	#	Workload	100	100	100	100
Campaign Statements filed by established deadlines.	%	Efficiency	100%	100%	100%	100%
AB 1234 Biennial Ethics Training is required for all appointed members to City Council appointed boards and commissions.	%	Efficiency	100%	100%	100%	100%
Campaign Statements and reports are required to be posted to city's website within 72 hours of each applicable deadline (AB2151, beginning January 1, 2021)	%	Efficiency	100%	100%	100%	100%
Voter Outreach and Activities	#	Workload	5	5	5	5

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	3,601	130,500	130,500	11,400	90,400
<b>Total</b>		<b>3,601</b>	<b>130,500</b>	<b>130,500</b>	<b>11,400</b>	<b>90,400</b>

## Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
51110	Office Supplies	1,194	2,000	2,000	2,000	2,000
55310	Advertising	—	2,000	2,000	2,000	2,000
55320	Printing	178	1,000	1,000	1,000	1,000
55600	Training & Education	783	—	—	1,400	1,400
59100	Contract Services	1,446	125,500	125,500	5,000	84,000
<b>Total</b>		<b>3,601</b>	<b>130,500</b>	<b>130,500</b>	<b>11,400</b>	<b>90,400</b>

## PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

51100—Office Supplies: Charges for supplies for election outreach efforts.

55310—Advertising: Charges related to required publication notices

55320—Printing: Charges for election material printing services

55600—Training & Education: Charges related to training and conferences on new elections laws and Election best practices.

59100—Contract Services: Charges related to municipal election costs which include Election Consulting Services, Translation Services and contracting with Los Angeles County.

# Public Information & Media

## PROGRAM DESCRIPTION

The City Clerk's Department Public Information and Media Services Division leads the standardization and telling of Glendora's story through its communications and public information efforts, coordinates the City's KGLN Cable Television (governmental programming), leads the creation of original productions and the creation of a centralized information hub and brand standard centralization across City Departments and Divisions.

- Public Information – Performs professional marketing work, communicates through many types of media, and coordinates information flow to the public on a broad range of programs, activities, and services so the public receives accurate, timely and consistent information.
- KGLN Cable Television/Government Access Channel – Administers City's government access cable television station to provide government-related information, events, programs and services. Ensures compliance with AB 2987 and Federal regulations pertaining to cable and video operations.
- Marketing and Brand Standard – Develop Brand Standards for the City of Glendora, coordinate and plan campaigns to present information, develop communications material, and promote broad range of events and services to ensure efforts are focused, consistent, recognizable, and results-driven.
- Media – Coordinate communication and dissemination of information for events, projects, cultural and recreational activities to residents and businesses in the community through a variety of media sources. Utilizes multiple digital platforms to connect with the community on a wide array of topics to provide a welcoming resource for the community to learn, engage and provide input.?
- City Website – Create and maintain City's website to ensure consistent design layout and ensure site usability.

## 2023-25 MAJOR ACCOMPLISHMENTS

- Launched new brand standards for the City.

### Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
223	PEG Cable TV	236,683	113,159	113,159	117,251	121,821
553	Technology	459,519	470,089	470,089	480,832	511,482
Total		696,202	583,248	583,248	598,083	633,304

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	273,398	286,375	286,375	299,354	324,330
41111	Incentive Pay	87	3,000	3,000	3,000	3,000
41210	Part Time	6,196	—	—	—	—
41300	Overtime	11,897	15,000	15,000	15,000	15,000
42101	Misc Pers	33,456	28,174	28,174	31,274	35,559
42102	Misc UAL	1	819	819	1,678	2,623
42105	PT Retirement	232	—	—	—	—
42110	Pension Expense	39,640	—	—	—	—
42111	OPEB Expense	10,441	—	—	—	—
42200	Flex Benefit	44,079	46,800	46,800	46,800	46,800

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
42300	Employer Paid Benefits	6,727	6,229	6,229	6,417	6,779
42400	Workers Comp	2,425	2,492	2,492	2,604	2,686
51200	Division Supplies	1,224	10,500	10,500	10,500	10,500
51500	Equipment Parts	2,554	15,750	15,750	16,538	17,364
55320	Printing	26,941	30,600	30,600	29,705	29,705
55340	Postage	4,000	5,600	5,600	—	—
55600	Training & Education	5	6,300	6,300	6,300	6,300
57060	Cable TV Service	1,805	3,150	3,150	3,300	3,475
59100	Contract Services	1,812	51,825	51,825	51,825	51,825
59110	Software Maint	—	63,920	63,920	67,000	70,500
59801	Info Tech Charges	35,315	6,714	6,714	6,788	6,857
72000	Capital Outlay	193,969	—	—	—	—
<b>Total</b>		<b>696,202</b>	<b>583,248</b>	<b>583,248</b>	<b>598,083</b>	<b>633,304</b>

### PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110–42400–Compensation: All salaries and benefits are budgeted in these line items.

51200–Division Supplies: Upgrades and costs associated with the audio visual and technology needs in the Council Chambers and/or Bidwell Forum.

55340–Postage: Covers postage for various public information documents. Costs were reduced in the new Two-Year Budget based on the change in distribution and publication strategy of the Glendora Report.

59100–Contract Services: Costs include license fee, maintenance & service contracts, and Cable TV projects, rentals, etc.

59801–Info Tech Charges: Allocated charges to each division to recover City-wide technology services provided to each Department as well as the replacement of computers, network equipment, and other technology costs.

72000–Capital Outlay: PEG funded media and/or public information project needs.

# Passport Services

## PROGRAM DESCRIPTION

The City Clerk's Department is a Passport Acceptance Agency, authorized by the U.S. Department of State to accept and process passport applications. We provide comprehensive passport services Monday through Friday from 8:00 a.m. to 3:30 p.m. by appointment only, with the exception of holidays. The program is a full-service passport operation, including processing new applications, renewal applications, and passport photos.

- First-Time Applicants
- Self-Renewals
- Passport Photos






## 2023-25 MAJOR ACCOMPLISHMENTS

- Completed recertification of passport program and agents with the Department of State January 2024 and 2025.
- Updated the webpage to promote the Passport Program and Services.
- Provided information services at the 2023 Earth Day Festival.
- Trained four new passport agents.
- Upgrading the City's Passport photo system.

## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
Provide Passport Program two-year progress report to City Council by June of 2025.	n/a		X			
Develop a quick guide for new passport agents relating to passport processing and special services.	n/a					X
Complete feasibility study on creating partnerships with schools, colleges, local travel agencies, Community Services Department, and Library to expand passports services.	n/a					X
Research feasibility of utilizing a mobile appointment service.	n/a		X			
Research feasibility of integrating and allowing alternative forms of payment.	n/a					X
Develop a two-year marketing plan to increase viability and incorporate mobile passports.	n/a					X
Research the feasibility of offering Passport Services the first Saturday of every month.	n/a		X			
Research the feasibility of offering 2 off-site Passport Services Events	n/a		X			

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Passport applications accepted	#	Workload	759	850	1,000	1,075
New passport applications received	#	Workload	654	800	900	1,000
Renewal applications received	#	Workload	105	50	75	100
Passport photos processed	#	Workload	524	600	600	600

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	59,088	65,369	65,369	63,430	70,604
Total		59,088	65,369	65,369	63,430	70,604



## Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	34,238	36,182	36,182	39,123	45,289
41300	Overtime	4,562	2,000	2,000	2,000	2,000
42101	Misc Pers	4,168	2,862	2,862	3,314	4,067
42102	Misc UAL	0	91	91	192	322
42200	Flex Benefit	10,571	10,920	10,920	10,920	10,920
42300	Employer Paid Benefits	956	999	999	1,042	1,131
42400	Workers Comp	291	315	315	340	375
51200	Division Supplies	1,281	2,000	2,000	2,000	2,000
51500	Equipment Parts	—	1,000	1,000	3,000	3,000
55310	Advertising	—	3,000	3,000	1,500	1,500
55340	Postage	3,020	6,000	6,000	—	—
<b>Total</b>		<b>59,088</b>	<b>65,369</b>	<b>65,369</b>	<b>63,430</b>	<b>70,604</b>

## PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110–42400—Compensation: All salaries and benefits are budgeted in these line items.

51500–Equipment Parts: Parts and materials related to the repair and maintenance of passport equipment. This will include items such as keyboards, mice, camera's, backdrop, cables and other related items.

51550–Photo Supplies: Costs directly related to camera supplies.

55310–Advertising: Cost of media and news advertising for initial launch of program.



**City Manager**



**Authorized Positions**

	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Full-Time Positions</b>					
CITY MANAGER	1.00	1.00	1.00	1.00	1.00
ASSISTANT CITY MANAGER	1.00	1.00	1.00	1.00	1.00
DEPUTY CITY MANAGER	-	1.00	1.00	1.00	1.00
EXECUTIVE ASSISTANT	1.00	1.00	1.00	1.00	1.00
<b>Total Full-Time</b>	<b>3.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>
<b>Total Department</b>	<b>3.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

<b>Fund</b>					
101-General Fund	1.90	2.15	2.15	2.15	2.15
228-Affordable Housing	0.10	-	-	-	-
229-Glendora Housing Authority	0.20	-	-	-	-
501-Water Ops	0.80	1.45	1.45	1.45	1.45
550-Workers' Compensation	-	0.10	0.10	0.10	0.10
551-General Liability	-	0.30	0.30	0.30	0.30
<b>Total By Fund</b>	<b>3.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

# City Manager

## PROGRAM DESCRIPTION

The City Manager is appointed by the City Council and serves as Chief Executive Officer of the City. Under the policy direction of the City Council, the City Manager is responsible for preparing the annual budget and is ultimately responsible for day-to-day operations of the City. The City Manager also serves as the Executive Director of the Successor Agency to the Community Redevelopment Agency.

Specific activities of the City Manager includes providing overall direction and coordination of City operations to ensure that the City Council's adopted policy objectives are met or exceeded, and that costs do not exceed budget restrictions.

Additionally, the City Manager provides continuous monitoring and evaluation of services and programming to assure the City Council that City services, laws, and programs remain relevant to community needs and are administered in an equitable manner.






## 2023-25 MAJOR ACCOMPLISHMENTS

- Successfully led the negotiations of four labor agreements with the Police Officer's Association, Police Management Association, Glendora Management Association and AFSCME through FY 2026.
- Managed the development and oversight of the Antique Street Light Ad-hoc Committee and administration of the Antique Street Light Assessment initiative.
- Developed the FY 2025-2027 Strategic Plan.
- Conducted the 2025 Community Survey
- Initiated the Library Structural Assessment.
- Named President of the San Gabriel Valley City Manager's Association
- Member of the San Gabriel Valley Council of Government's City Manager Task Force.
- Appointed to Cal Cities Policy Committee.
- Championed comprehensive water conversation efforts and historic park infrastructure investments.
- Led COVID recovery efforts.
- Worked with Athens Services to implement SB138 (organics) requirements and transition resident to three bin system in conjunction with State mandates.
- Led comprehensive capital improvement plan overhaul






## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
Work with Community Development and the Human Resources Division to find a candidate for the vacant Housing and Economic Development Manager position.	1_2.1		X			
Convene a collaborative working group with the Chamber of Commerce and the Business Improvement District to strengthen public-private partnerships, and identify strategic economic development priorities.	2_2.1		X			
As the designated Council Liaison, actively champion the Chamber of Commerce's strategic initiatives and serve as a key partner in supporting and promoting local economic development programs and initiatives.	2_2.3		X			
Participate in the communication audit which will result in recommendations for a unified communication plan for internal and external stakeholders.	1_2.4 2_2.10		X			
Engage a professional polling firm to conduct targeted community polling for the South Hills Wildreness area in order to gather public input and inform the City Council's policy direction, with results to be presented and discussed during a City Council meeting.	1_2.6 2_2.6		X			
Support the City Council in developing and implementing a funding methodology for new and revitalized city facilities by facilitating a City Council work session, gathering relevant data and stakeholder input, and preparing policy recommendations aligned with Council priorities.	1_3.1			X		
Upon receipt of a comprehensive space planning assessment make recommendations that will optimize operational efficiency and service delivery. Once vendors are identified review and approve proposals for plans that align with Citywide needs, facility conditions, and long-term capital planning.	1_3.3 2_3.3 3_3.3			X		

## Strategic Plan Objectives

Measurement	Outcome/ Action					
Lead the evaluation of the feasibility of new construction versus renovation of existing City facilities; coordinate and consolidate findings from the Citywide Facility and Space Assessments; and align recommendations with the Civic Center Master Plan to present to City Council.	1_3.4 1_3.5			X		
Work with project stakeholders on funding opportunities for the People Movement Project and conduct public outreach and gather input that advances the development of Little Dalton and Big Dalton Wash Trails, present recommendations to City Council	1_4.4 2_4.4				X	
Provide oversight of MOU negotiations with all employee groups, including updating MOUs, employee relations policies, and the development of an employee handbook,	1_5.2 2_5.2 1_5.3					X
Lead a conversation with the City Council and staff about hours of operations for City facilities and services based on current staffing levels, alternative work schedules and the significant investments in technology over the last three years.	3_5.2					X
Work with the Human Resources Division and all Departments on succession planning.	3_5.3					X

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Community Survey – Telephone/Online*	#	Workload	729	N/A	750	N/A
Quality of Life (Excellent/Good)*	%	Effectiveness	84%	N/A	85%	N/A
Satisfaction of City Services			77%	N/A	80%	N/A
Satisfaction - Communication			73%	N/A	80%	N/A

\*Conducted during Calendar Year 2025

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	722,203	567,570	567,570	830,431	869,443
501	Water Operations	553,127	385,074	385,074	538,552	567,603
	<b>Total</b>	<b>1,275,330</b>	<b>952,644</b>	<b>952,644</b>	<b>1,368,983</b>	<b>1,437,046</b>



## Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	600,978	585,263	585,263	755,645	806,990
41111	Incentive Pay	—	45,495	45,495	59,217	61,576
41210	Part Time	25,014	—	—	—	—
41300	Overtime	117	—	—	—	—
41420	Vehicle Allowance	11,889	10,620	10,620	13,560	13,560
42101	Misc Pers	72,639	72,744	72,744	101,318	113,071
42102	Misc UAL	3	1,076	1,076	4,460	6,976
42105	PT Retirement	968	—	—	—	—
42110	Pension Expense	70,967	—	—	—	—
42200	Flex Benefit	53,906	64,560	64,560	81,600	81,600
42300	Employer Paid Benefits	267,305	24,900	24,900	36,222	36,967
42400	Workers Comp	4,879	5,093	5,093	6,574	6,817
51110	Office Supplies	7,135	1,300	1,300	14,150	14,150
51560	Operating Leases	79	—	—	—	—
51750	Food Supplies	8,246	7,500	7,500	9,500	9,500
51780	Service/Employee Recognition	8,191	2,000	2,000	10,000	10,000
55320	Printing	2,122	800	800	4,000	4,000
55400	Dues & Memberships	17,062	4,300	4,300	43,800	43,800
55600	Training & Education	18,624	13,000	13,000	18,000	17,000
59100	Contract Services	29,781	35,300	35,300	132,000	132,000
59801	Info Tech Charges	11,903	2,263	2,263	2,288	2,311
59803	Liability Ins. Charges	9,948	11,630	11,630	11,649	11,729
59990	Contingency	53,575	64,800	64,800	65,000	65,000
<b>Total</b>		<b>1,275,330</b>	<b>952,644</b>	<b>952,644</b>	<b>1,368,983</b>	<b>1,437,046</b>

## PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110–42400—Compensation: All salaries and benefits are budgeted in these line items.

51110—Office Supplies: Supply purchases that include paper, pens, and other miscellaneous office supplies.

51780—Service Recognition: Used to pay for employee recognition awards.

55320—Printing: Costs associated with printing materials for the City Manager's office.

55400—Dues & Memberships: Dues & Memberships to City Manager specific organizations as well as citywide memberships (i.e. San Gabriel Valley Council of Governments, League of California Cities).

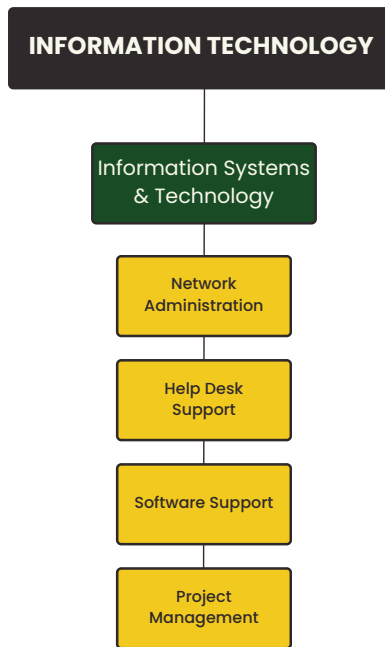
59100—Contract Services: Community Surveys, Advocacy Consultants and Adopt-a-Highway agreement.

59801—Info Tech Charges: Allocated charges to each division to recover City-wide technology services provided to each Department as well as the replacement of computers, network equipment, and other technology costs.

59803—Liability Ins. Charges: Allocated charges are calculated on the costs of each Department based on claims, personnel costs, facility costs and other factors.

59990—Contingency: Charges for unforeseen circumstances that require funding but were not anticipated during the development of the annual budget.

# Information Technology



Authorized Positions

	FY2023	FY2024	FY2025	FY2026	FY2027
Full-Time Positions					
INFORMATION TECHNOLOGY DIRECTOR	1.00	1.00	1.00	1.00	1.00
ADMINISTRATIVE ASSISTANT	1.00	1.00	1.00	1.00	1.00
INFORMATION TECHNOLOGY PROJECT MANAGER	2.00	2.00	2.00	2.00	2.00
Total Full-Time	4.00	4.00	4.00	4.00	4.00
Total Department	4.00	4.00	4.00	4.00	4.00
Fund					
553-Technology	4.00	4.00	4.00	4.00	4.00
Total By Fund	4.00	4.00	4.00	4.00	4.00

# Information Systems

## PROGRAM DESCRIPTION

The Information Technology (IT) Division provides centralized information technology and technical service to all departments and divisions within the City of Glendora. IT supports and provides enterprise-wide integrated system solutions to ensure the efficient utilization of technology resources and investments, serves as a technical consultant for all of the City's technological needs, manages the City's technology Infrastructure, applications, and wireless communications. The IT Division strives to maintain the highest level of reliable service to the city departments and the community, by providing secure, proven, innovative technologies that enhance operational efficiencies while providing convenient access to government information and services for citizens, visitors, and businesses.

Specific activities include:

- Network/Operations – Manages City's data centers and networks to support effective communication and collaboration and systems standards and policies for connected computing environments and develops solutions that allow external organizations to securely access the corporate network.
- Applications and Hardware Support (Helpdesk) – Provides technology assistance to internal customers, setup hardware and software, troubleshoot technical issues and perform root cause analysis to reduce instances of technical problems.
- Security – Responsible for defining, communicating, and enforcing technology-related policies, standards, and procedures, while mitigating risk related to internal and external data breaches and cyber-attacks.
- Administration – Oversees IT initiatives to ensure that all technology-related projects run smoothly and align with overall City's strategy, research, and make recommendations on technology-related improvements.

## 2023-25 MAJOR ACCOMPLISHMENTS

- Implemented and deployed CrowdStrike endpoint protection, decommissioning the legacy ESET antivirus system.
- Deployed city-wide Multi-Factor (MFA) for VPN access in response to detected brute-force attack attempts.
- Initiated and partially deployed DUO MFA for workstation login across the Police Department to maintain compliance with CJIS security requirements.
- Executed a city-wide migration to .gov, updating all user accounts and primary email addresses accordingly.
- Standardized and deployed universal email signatures across all employees to enhance professional communication and branding.
- Decommissioned and removed multiple legacy systems, including PUMA, PD GIS, MNHS, and VISIONRMS.
- Improved data management practices, reducing total data storage by 10% - reversing a previous annual growth trend of 5-6%
- Nearing completion of transitioning the Police Department's firewall to the City's centralized Palo Alto firewall solution, reducing points of failure and enabling unified monitoring through a single-pane dashboard.
- Vetted and tested backup and disaster recovery solutions to ensure compliance with projected five-year insurance and regulatory requirements.
- Cleared and organized outdated hardware from city server racks; pending final video review by Police Department personnel for full completion by July. Launched the City of Glendora GIS Hub, providing the public access to a growing library of geospatial data specific to Glendora.
- Developed and Enhanced the GIS content library including:
  - Mobile apps for field work and data collection.
  - Glendora historical Aerial imagery layers.
  - Updated Fire Hazard Zones and created a staff layer for Evacuation Zones with parcels
  - Tyler Technologies integrated maps for use in Permitting & Licensing, Civic Access, Asset Management and Mobile applications
  - Performed a refresh of the Police Department GIS layers
  - Address Points
  - Parcels
- Successfully deployed Tyler Vendor Access, a portal for vendors to submit invoices, check payment status and maintain contact information, relieving City staff from such tasks, increasing efficiencies, and improving business relationships and satisfaction.
- Supported the deployment of Tyler Executive Insights, a dashboard for key metrics and Key Performance Indicators (KPIs) based on data from Tyler ERP.

- Successfully added a custom tile on Tyler ERP HUB that contains links to Employee Access, Time & Attendance (timesheet) and City's training site, providing easy access to frequently used applications.
- Coordinated and successfully deployed periodic updates for Tyler ERP and ancillary components throughout the year for the purpose of maintaining greater security, implementing bug fixes and adding new functionality and enhancements.
- Developed and deployed an easy-to-use custom Warrant Register report using Tyler SSRS reporting tool, enabling Finance staff to execute the report directly from within Tyler ERP.
- Provided technical support (legacy data extraction, Tyler permissions, workflow, cashiering hardware setup) for the Tyler Utility Billing implementation project; coordinated the City website update in preparation for the new Water Billing site.
- Serving as the joint project manager for the Tyler Enterprise Asset Management (EAM) to help coordinate discussion sessions with key stake-






holders and subject matter experts (SMEs), collect business requirements and implement the system configuration.

- Assisted with scanning vendor proposal evaluation, vendor selection, and provided the technical advice and support, which ultimately led to a highly competent vendor, a successful pilot phase and the full transport of all of the Police Department's document boxes in the storage.
- Provided the technical advice and support for engaging Naviant to help with a new public-facing portal for Hyland OnBase, system upgrade, configuration for accepting new document types, and transition support from Hyland to a more effective vendor (Naviant).
- Implemented improvements for City Clerk staff through training and leveraging the use of existing Microsoft OneDrive and SharePoint, no additional cost to the City. Successfully replaced paper-based teleconference request form with an online form tied to database for documenting past requests and responses. Successfully deployed a pilot program, using Microsoft SharePoint, for staff to better collaborate and security share documents with other departments, including redundancy and versioning.

## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
The IT Division has installed the foundation for a fully functional GIS system. We will continue installing data driven layers to expand analysis to all City departments and residents.	3_5.7					X
Develop an IT system user training program plan citywide and budget to ensure appropriate user training to address training needs.	2_5.4					X
The Technology Division will work with City departments to: Identify ongoing funding for as-needed technology services; identify services needed to better utilize and expand existing software capabilities; Identify services needed to provide recommendations on specific needs.	2_2.5					X
In collaboration with City Clerk, develop and implement a citywide records imaging program to convert City records into electronic format.	2_5.5					X
Explore digital signage at City Village facilities to provide better access and communication	2_5.4					X
Analyze and access city parking enforcement for Police Department	2_5.4					X
Complete City physical security assessment	2_5.4					X

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
PCs and Tablets Supported	#	Workload	477	456	365	370
Maintenance / Support Requests	#	Workload	1952	1600	1575	1450
<b>Service Requests Response Times:</b>						
Low/Medium Requests—resolved within two working days	%	Efficiency	90%	95%	95%	95%
High Requests—resolved within one working day	%	Efficiency	100%	100%	100%	100%
Critical Requests—resolved within four hours	%	Efficiency	100%	100%	100%	100%
Ticket Volume by Support Channel	%	Workload	Portal 63%	Portal 75%	Portal 65%	Portal 70%
			Email 17%	Email 20%	Email 20%	Email 20%
			Phone 20%	Phone 5%	Phone 15%	Phone 10%



### Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
553	Technology	3,050,025	3,705,587	3,705,587	3,657,713	3,462,895
Total		3,050,025	3,705,587	3,705,587	3,657,713	3,462,895

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	422,359	510,869	510,869	538,975	594,861
41111	Incentive Pay	—	17,282	17,282	17,743	17,743
41300	Overtime	188	—	—	—	—
41420	Vehicle Allowance	3,621	3,600	3,600	3,600	3,600
42101	Misc Pers	51,234	55,799	55,799	62,199	71,841
42102	Misc UAL	2	1,469	1,469	3,010	4,847
42110	Pension Expense	77,403	—	—	—	—
42111	OPEB Expense	20,385	—	—	—	—
42200	Flex Benefit	61,525	74,400	74,400	74,400	74,400
42300	Employer Paid Benefits	11,424	23,617	23,617	24,024	24,834
42400	Workers Comp	3,095	4,445	4,445	4,689	4,929
51110	Office Supplies	3,911	1,500	1,500	1,500	1,500
51500	Equipment Parts	22,755	83,000	83,000	83,000	83,000
51520	Software	95	24,000	24,000	24,000	24,000
51560	Operating Leases	74,272	116,100	116,100	117,000	117,000
55400	Dues & Memberships	1,000	2,250	2,250	—	—
55600	Training & Education	7,151	30,000	30,000	20,250	20,250
55700	Education Reimbursement	4,140	—	—	—	—
57050	Phone	115,358	200,000	200,000	150,000	150,000
57051	Cellular Phones	105,728	116,900	116,900	111,036	111,036
57055	Internet	34,397	56,710	56,710	55,968	55,968
59100	Contract Services	597,951	604,460	604,460	592,850	592,850
59110	Software Maint	961,854	1,522,886	1,522,886	—	—
59111	Enterprise Software	—	—	—	1,254,927	1,131,693
59112	City Software	—	—	—	153,542	153,542
59120	Network Maint	38,713	81,300	81,300	50,000	50,000
59999	GASB96 Subscription Expense	(282,313)	—	—	—	—
72000	Capital Outlay	80,715	—	—	140,000	—

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
72030	Computers	112,717	75,000	75,000	75,000	75,000
72031	Servers	—	50,000	50,000	50,000	50,000
72032	Network Equipment	13,489	50,000	50,000	50,000	50,000
79015	Amort Expense-Subscription	506,856	—	—	—	—
<b>Total</b>		<b>3,050,025</b>	<b>3,705,587</b>	<b>3,705,587</b>	<b>3,657,713</b>	<b>3,462,895</b>

### PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110–42400—Compensation: All salaries and benefits are budgeted in these line items.

57050—Phones: City-wide phone costs are paid from this account to provide more efficiency in the management of the phone contract. Better contract prices resulted in reduced costs.

57051—Cellular Phones: City-wide cell phone costs are paid from this account to provide more efficiency in the management of the cell phone contracts consistency with the use of technology, and better contract prices.

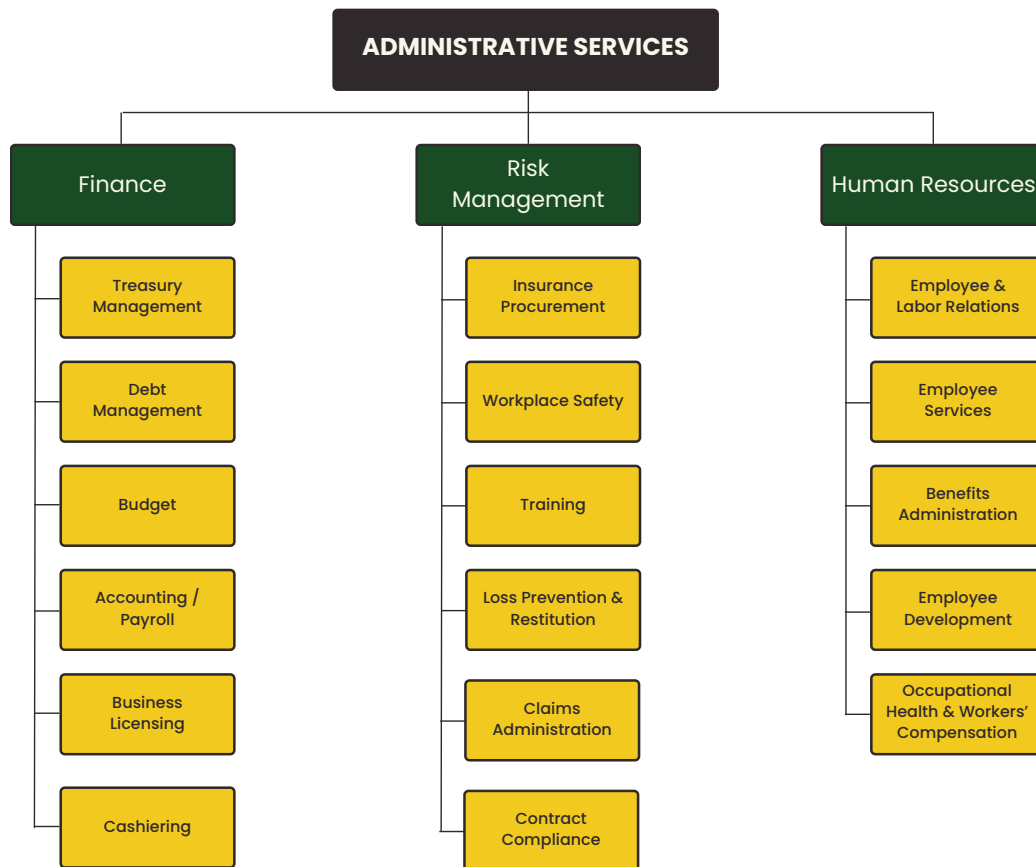
59100—Contract Services: Contracts with third parties for projects that include the installation of equipment or software for infrastructure based on existing project backlog and/or requests from departments requiring additional expertise and customer service.

59110/12— Software: City-wide software licenses such as the financial and permitting software, annual maintenance, updates and functionality throughout the year. Includes new time keeping software.

59120 – Network Maintenance: Annual maintenance costs associated with maintaining the network and ensuring functionality through the year.

72000/31 – Capital Outlay: Capital outlay covers ongoing replacements of servers, desktop computers, network equipment and printers.

# **Administrative Services**



**Authorized Positions**

	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Full-Time Positions</b>					
<b>FINANCE</b>					
ADMINISTRATIVE SERVICES DIRECTOR/CITY TREASURER	1.00	-	-	-	-
FINANCE DIRECTOR/CITY TREASURER	-	1.00	1.00	1.00	1.00
ASSISTANT DIRECTOR-FINANCE	1.00	1.00	1.00	1.00	1.00
ACCOUNTING MANAGER	1.00	-	-	-	-
ACCOUNTING SUPERVISOR	-	1.00	1.00	1.00	1.00
PAYROLL SUPERVISOR	1.00	1.00	1.00	1.00	1.00
OFFICE COORDINATOR	1.00	1.00	1.00	1.00	1.00
SENIOR ACCOUNTANT	2.00	2.00	2.00	2.00	2.00
PAYROLL ACCOUNTANT	1.00	1.00	1.00	1.00	1.00
SENIOR ACCOUNTING TECHNICIAN	2.00	2.00	2.00	2.00	2.00
ACCOUNTING TECHNICIAN	2.00	2.00	2.00	2.00	2.00
PURCHASING COORDINATOR	1.00	-	-	-	-
<b>HUMAN RESOURCES</b>					
ASSISTANT DIRECTOR-HUMAN RESOURCES	1.00	1.00	1.00	1.00	1.00
SENIOR HUMAN RESOURCES ANALYST	1.00	1.00	1.00	1.00	1.00
HUMAN RESOURCES ANALYST	1.00	1.00	1.00	1.00	1.00
HUMAN RESOURCES TECHNICIAN	2.00	2.00	2.00	2.00	2.00
<b>Total Full-Time</b>	<b>18.00</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>
<b>Part-Time Positions</b>					
PT RISK MGMT ADMINISTRATOR	-	-	-	0.50	0.50
<b>Total Part-Time</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.50</b>	<b>0.50</b>
<b>Total Department</b>	<b>18.00</b>	<b>17.00</b>	<b>17.00</b>	<b>17.50</b>	<b>17.50</b>
<b>Fund</b>					
101-General Fund	9.00	8.11	8.11	9.05	9.05
228-Affordable Housing	0.08	-	-	-	-
229-Glendora Housing Authority	0.10	-	-	-	-
231-Proposition A	0.02	0.04	0.04	-	-
254-Air Quality Improvement District	0.02	0.02	0.02	-	-
501-Water Ops	6.95	6.74	6.74	6.05	6.05
550-Workers Compensation	1.05	1.46	1.46	1.10	1.10
551-Liability Insurance	0.44	0.29	0.29	0.80	0.80
553-Technology	0.12	0.12	0.12	0.05	0.05
554-Vehicle Replacement	0.22	0.22	0.22	0.45	0.45
<b>Total By Fund</b>	<b>18.00</b>	<b>17.00</b>	<b>17.00</b>	<b>17.50</b>	<b>17.50</b>

# Non-Departmental

## PROGRAM DESCRIPTION

The Non-Departmental Division represents a cost center that captures expenditures that benefit City operations as a whole, but are not clearly associated with a particular City department. There are no employees assigned to this Division. However, there are personnel costs associated with employer paid benefits for retirees and education reimbursements for employees who qualify per the terms of their bargaining unit agreements.

This Division accounts for principal and interest payment for debt and bonds across all funds. These include the Pension Obligation Bond, Water bonds and Successor Agency bonds. A full list of the debt principal and interest payments is provided in the Budget Guide and Financial Policies section of the budget book.

The City issued Pension Obligation Bonds in September 2019 in the amount of \$64.4 million. Funding for the POBs comes from multiple operating funds with the majority coming from the General Fund. This will replace the existing payments made to CalPERS for the Unfunded Accrued Liability (UAL) currently being paid through the retirement budget line item.

The Division is also used for budgeting anticipated impacts of labor negotiations not yet adopted by the City Council and the use of a "vacancy factor" because the City budgets assuming all positions will be filled for the full fiscal year. However, this is unlikely so, staff analyzes prior year's budget versus actual expenditures for personnel costs to determine an amount used to offset this assumption.

## Strategic Plan Objectives

Measurement	Outcome/ Action					
Provide for succession planning through City Education Reimbursement program.	1_5.3					X

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	337,851	(266,000)	(266,000)	(788,000)	(783,000)
102	Pension Stabilization	25,834	2,000,000	2,000,000	—	—
401	Pension Obligation Bonds	3,381,180	3,382,680	3,382,680	3,384,175	3,382,105
405	Energy Efficiency Project	98,457	103,449	103,449	108,730	114,300
450	Rda Succesor Agency	1,638,667	2,037,563	2,037,563	2,760,750	—
501	Water Operations	2,008,343	2,580,145	2,580,145	3,889,300	6,021,760
550	Workers Compensation	26,950	27,070	27,070	27,100	27,100
551	Liability Insurance	21,192	21,290	21,290	21,350	21,320
553	Technology	94,836	95,245	95,245	95,300	95,240
554	Fleet Management	29,478	29,610	29,610	29,700	29,640
Total		7,662,789	10,011,052	10,011,052	9,528,405	8,908,465

## Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41000	Labor	—	(900,000)	(900,000)	(1,400,000)	(1,400,000)
42300	Employer Paid Benefits	106,498	215,000	215,000	215,000	215,000
49999	Offset Pers/Opeb	(460,513)	—	—	—	—
55340	Postage	(26)	—	—	—	—
55400	Dues & Memberships	67,387	74,000	74,000	74,000	74,000
55450	Bank Service Charges	27,484	2,000	2,000	1,975	1,975
55600	Training & Education	—	20,000	20,000	—	—
55700	Education Reimbursement	15,654	50,000	50,000	50,000	50,000
57210	Cnty Adm Cost	112,558	120,000	120,000	123,000	128,000
59100	Contract Services	1,500	2,002,500	2,002,500	2,500	2,530
59990	Contingency	34,126	200,000	200,000	200,000	200,000
80000	Long Term Principal	5,602,038	6,189,316	6,189,316	8,117,180	7,410,360
81000	Interest Expense	2,126,706	2,038,236	2,038,236	2,144,750	2,226,600
99999	Place Holder Obj_Pcard	29,376	—	—	—	—
<b>Total</b>		<b>7,662,789</b>	<b>10,011,052</b>	<b>10,011,052</b>	<b>9,528,405</b>	<b>8,908,465</b>

## PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41000 – Labor: Used for any anticipated impacts of labor agreements with employment groups within the City during negotiation periods, as well as, for a "vacancy factor" because the City budgets assuming all positions will be filled for the full fiscal year. However, this is unlikely so, staff analyzes prior years budget versus actual expenditures for personnel costs to determine an amount used to offset this assumption.

42310 – Employer Paid Benefits: Provides for Other Post-Employment Benefits (OPEB) for retired employees as a result of the MOU during their tenure with the City.

55400 – Dues & Memberships: Costs include League of California Cities, Contract Cities, San Gabriel Valley Council of Governments, and other City-wide memberships. This allows access to networking and a consortium of cities to address regional issues.

55700 – Education Reimbursement: Employee reimbursements for completed college courses as agreed to in the various employee association MOUs.

57210 – County Admin: County charges for collecting property taxes on behalf of the City.

59100 – Contract Services: Costs cover annual debt service trustee fees.

59990 – Contingency: Charges for unforeseen circumstances that require funding but were not anticipated during the development of the annual budget.

# Finance

## PROGRAM DESCRIPTION

The Finance Division accounts for all of the City's revenues and expenditures, monitors internal controls over a variety of transactions, manages several competitive grants, and processes warrants for the City Council ratification. The Division prepares the City's Annual Comprehensive Financial Report (ACFR) in conjunction with, and subject to, the independent opinion of the City/Agency's independent audit firm. Under the direction of the City Manager, the Division prepares the City's annual budget and the midyear budget review. The Division provides monthly financial and investment compliance reports to the City Council.

Specific activities include:

- Fiscal Policy Advice and Guidance - Prepares and implements policies and plans for effectively managing the City's financial resources and maintaining its long-term financial health; advises the City Manager on fiscal matters; reviews Council agenda reports and other policy documents for fiscal impacts.
- General Accounting Services - Maintains compliance with various applicable pronouncements and in particular those established by the Governmental Accounting Standards Board (GASB). Responsible for the daily financial transactions for the City, and timely and accurate presentation of financial reports.
- Investments, Banking Services, and Debt Service Administration - Manages the City's investment portfolios in accordance with adopted policies including daily cash management and cash flow; coordinates project financing and debt service obligations.
- Utility Billing - Coordinates customer service requests, billing, and collecting water service payments.
- Business License - Manages the business license program that issues new licenses, annual renewals, gross receipt verification programs, and provides mandated business license information to the State.
- Cashiering and Public Counter - Provides cashiering for all departments and all city hall transactions.

## 2023-25 MAJOR ACCOMPLISHMENTS





- Completed required annual audits for the City's Annual Comprehensive Financial Report (ACFR), Single Audit Act, Prop. A, Prop. C, Measure R, and Measure M with unqualified audit opinions.
- Received the Government Finance Officers Association (GFOA) and California Society of Municipal Finance Officers (CSMFO) Award for Distinguished Budget Presentation for Fiscal Years 2023-25.
- Prepared and distributed to all utility customers the "Budget in Brief" summary of key points from the budget document. Also available through the City website.
- Received the Government Finance Officers Association (GFOA) Award for Excellence in Financial Reporting for the City's Annual Comprehensive Financial Report (CAFR) for Fiscal Year 2022-23.
- Received the Government Finance Officers Association (GFOA) Award for Outstanding Achievement in Popular Annual Financial Reporting for the City's Popular Annual Financial Report (PAFR) for Fiscal Year 2022-23.
- Submitted the mid-year update to the mid-cycle FY25 budget for Council consideration and adoption.
- The new enterprise resource planning system (ERP) was successfully implemented over calendar year 2024 with the Financials component up and running January 2024 and the Human Resources/Payroll components up and running July 2024. The Utility Billing component is anticipated to be up and running by June 2025.



## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
Employee Salary and Benefit Memorandum of Understanding negotiations. Reach new agreements with all bargaining groups.	1_5.2					X
New Utility Billing System Go Live, provide continued public education.	3_5.9					X
Open Finance Go Live, Financial Transparency Website for the Citizens and Public.	3_5.11					X
Capital Project Explorer Go Live, Public Transparency Website providing information for communities impacted by active projects.	3_5.11					X

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Distribute and/or Present Financial Reports to City Council for Mid-Year, Budget and ACFR	%	Effectiveness	100%*	100%	100%	100%
Distribute and/or Present Monthly Financial Reports to City Council for Investments and Financial Status	%	Effectiveness	100%	100%	100%	100%
Unmodified "Clean" Audit Opinion Obtained for ACFR	Yes/No	Effectiveness	Yes*	Yes	Yes	Yes
Awards Received for Financial Reporting Excellence	#	Effectiveness	4*	5	4	4
Water Accounts Managed	#	Workload	13,457	13,500	13,500	13,500
Average Cash and Investment balance	\$	Workload	\$124.2M	\$125.1M	\$124.6M	\$124.2M
Portfolio average earnings	%	Effectiveness	1.88%	2.16%	2.00%	2.00%

\*City implemented a new enterprise resources system during FY 2024, delaying the issuance of the ACFR, however, the City anticipates meeting these items.

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	982,976	940,446	940,446	1,033,846	1,082,136
103	Measures E/Z	300	2,000	2,000	500	500
231	Prop A Transit	2,894	4,883	4,883	—	—
254	Air Quality	1,116	2,611	2,611	—	—
501	Water Operations	860,121	864,949	864,949	795,145	834,013

### Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
550	Workers Compensation	18,489	16,319	16,319	26,964	28,329
551	Liability Insurance	52,693	29,414	29,414	63,882	69,614
553	Technology	7,322	15,881	15,881	5,726	6,000
554	Fleet Management	24,327	25,497	25,497	63,273	66,416
<b>Total</b>		<b>1,950,238</b>	<b>1,902,000</b>	<b>1,902,000</b>	<b>1,989,337</b>	<b>2,087,009</b>

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	872,219	1,053,139	1,053,139	1,140,748	1,218,471
41111	Incentive Pay	108	10,294	10,294	18,538	19,193
41210	Part Time	90,445	—	—	—	—
41300	Overtime	14,626	—	—	—	—
41410	Holiday Pay	188	—	—	—	—
41420	Vehicle Allowance	2,872	810	810	3,060	3,060
42101	Misc Pers	102,242	98,011	98,011	110,088	124,345
42102	Misc UAL	4	2,875	2,875	6,015	9,327
42105	PT Retirement	3,435	—	—	—	—
42110	Pension Expense	81,812	—	—	—	—
42111	OPEB Expense	6,276	—	—	—	—
42200	Flex Benefit	141,267	189,696	189,696	196,800	196,800
42300	Employer Paid Benefits	29,693	26,658	26,658	36,259	37,386
42400	Workers Comp	9,329	9,167	9,167	9,925	10,094
45100	Temporary In Lieu Of Perm	75,498	—	—	—	—
51110	Office Supplies	23,089	12,000	12,000	14,000	14,000
51560	Operating Leases	515	—	—	—	—
55110	Audit Services	43,196	52,000	52,000	52,000	52,000
55320	Printing	19,857	28,500	28,500	23,000	23,000
55340	Postage	42,025	41,000	41,000	40,000	40,000
55400	Dues & Memberships	2,370	3,730	3,730	3,100	3,100
55450	Bank Service Charges	100,130	147,000	147,000	60,000	60,000
55600	Training & Education	19,303	22,550	22,550	44,500	44,500
59100	Contract Services	177,918	147,000	147,000	173,550	173,550
59801	Info Tech Charges	50,843	9,666	9,666	9,773	9,871
59803	Liability Ins. Charges	40,978	47,904	47,904	47,981	48,312
<b>Total</b>		<b>1,950,238</b>	<b>1,902,000</b>	<b>1,902,000</b>	<b>1,989,337</b>	<b>2,087,009</b>

## PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110–42400–Compensation: All salaries and benefits are budgeted in these line items.

55110–Audit Services: Audit services for the Annual Comprehensive Financial Report.

55320–Printing: Printing and mailing of various City documents such as the Budget, ACFR, and accounts payable.

55450–Bank Services Charges: Merchant bank fees, credit card fees, and banking fees are paid in this line item.

55600–Training & Education: Training allows staff to attend educational seminars and conferences to ensure compliance with new reporting standards and enhance usage of the financial software updates.

59100–Contract Services: Charges related to armored truck services, sales and property tax audits that provide revenue to the City, preparation of claims for reimbursements from the State, preparation of financial disclosures for bonds and actuarial evaluation. This account increased to reflect the estimated HdL costs for administration of the business license program. These costs are offset by business license revenues.

59801–Info Tech Charges: Allocated charges are calculated on the costs of each Department based on claims, personnel costs, facility costs and other factors.

59803–Liability Ins Charges: Allocated charges to each division to recover City-wide technology services provided to each Department as well as the replacement of computers, network equipment, and other technology costs. Changes in charges reflect updated allocation methodology.

# Human Resources

## PROGRAM DESCRIPTION

In support of the Strategic Plan, the Human Resources Division serves as a partner in providing a wide range of cooperative services for employees and City departments. We recognize that employees are one of the most valuable resources and represent a significant investment for the City. The Human Resources Division strives to maximize the potential of every employee through training, development, and succession planning.

Specific activities include:

- Administration: Develop and update policies and procedures; process personnel transactions; maintain employee records; and coordinate Employee Service Awards.
- Employment Services: Attract, develop, and retain a diverse, professional, ethical, honest and highly qualified workforce; utilize contemporary strategies and best practices to ensure equal opportunity in employment; provide support services to lead staff, supervisors, managers and directors on succession planning.
- Employee and Labor Relations: Foster and maintain harmonious working relationships with employees, managers, and labor groups; administer and interpret labor agreements consistently and fairly; provide guidance and support to employees and managers regarding grievance resolution, employment policy issues, laws, regulations, and mandates.
- Employee Development and Training: Work with departments to develop, coordinate, and schedule specific and strategic employee training and development programs; comply with State and/or Federal mandated training requirements; and support employee development for succession planning.
- Benefits Administration: Administer employee health benefit programs; provide CalPERS and retirement assistance; process Unemployment Insurance claims, Family Medical Leave Act and California Family Rights Act and regulations in conjunction with employee leave.
- Occupational Health and Compliance: Administer Department of Transportation statutory random drug testing program; monitor California Department of Motor Vehicles Class B License renewals; facilitate occupational health programs and conduct Interactive Process/Accommodation meetings.

## 2023-25 MAJOR ACCOMPLISHMENTS

(#XX-XXXX) references the 2023-2025 Strategic Plan available on the City's website.

- Efficiently transitioned the City to more modern ancillary benefits and ensured equality of benefits across employee groups; held successful open enrollments and transitioned to an online benefit platform, which provides employees with the ability to self-enroll and make life event changes. (#21-EEDR)
- Successfully implemented COVID-19 legislated leaves and related processes and collaborated with Risk Management in the development of the COVID-19 Prevention Program.
- Successfully negotiated successor bargaining agreement with Police Management Association (PMA). (#31-EMO)
- Completed a comprehensive review of the Water Division and implemented changes to create a more modern and competitive organizational structure; reviewed and recommended new classifications and compensation, and successfully negotiated changes with employee groups. (#18-EEDR and #20-EEDR)
- Awarded one of five Cities for Workforce Health grant from the League of California Cities and successfully administered the Yo-Ho-Ho Wellness Campaign which encouraged healthy habits and promoted self-care for our employees. (#21-EEDR)
- Successfully transitioned applicant tracking system from CalOpps to NeoGov. (#20-EEDR)
- Updated, enhanced, and modernized the Recruitment Incentive and Referral Program to attract and retain highly qualified individuals into hard to recruit for positions. (#20-EEDR)
- Evaluated leave benefits across the organization for Part-Time staff for consistency and clarity. (#15-EEDR)
- Creation and successful implementation of virtual interview processes and online testing solutions during the pandemic to ensure continuity of recruitments. (#20-EEDR)

### Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	508,763	547,988	547,988	592,396	612,281
501	Water Operations	227,097	264,342	264,342	270,020	281,990
550	Workers Compensation	137,802	167,828	167,828	132,266	141,886
551	Liability Insurance	4,985	—	—	—	—
Total		878,647	980,158	980,158	994,682	1,036,157

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	358,302	532,391	532,391	492,486	526,212
41111	Incentive Pay	19	5,411	5,411	1,000	1,000
41210	Part Time	131,160	—	—	—	—
41300	Overtime	351	—	—	—	—
41420	Vehicle Allowance	869	846	846	—	—
42101	Misc Pers	39,740	45,022	45,022	41,798	47,344
42102	Misc UAL	2	1,367	1,367	2,418	3,743
42105	PT Retirement	3,735	—	—	—	—
42110	Pension Expense	27,823	—	—	—	—
42111	OPEB Expense	13,972	—	—	—	—
42200	Flex Benefit	54,549	89,640	89,640	83,160	83,160
42300	Employer Paid Benefits	12,397	14,833	14,833	10,967	11,456
42400	Workers Comp	4,004	4,633	4,633	4,285	4,360
45100	Temporary In Lieu Of Perm	6,728	—	—	—	—
51110	Office Supplies	6,546	8,546	8,546	9,000	9,000
51560	Operating Leases	79	—	—	—	—
51780	Service/Employee Recognition	9,000	9,000	9,000	15,000	15,000
51785	Wellness	1,123	6,000	6,000	7,000	7,000
55130	Medical	32,995	49,209	49,209	60,000	60,000
55316	Recruitment Expenses	37,737	59,577	59,577	60,000	60,000
55320	Printing	52	—	—	—	—
55340	Postage	78	600	600	—	—
55400	Dues & Memberships	2,700	2,700	2,700	3,500	3,500
55600	Training & Education	17,228	18,449	18,449	25,000	25,000

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
55601	Training & Educ-Citywide	16,706	22,240	22,240	45,000	45,000
59100	Contract Services	48,774	65,727	65,727	90,000	90,000
59801	Info Tech Charges	17,159	3,262	3,262	3,299	3,332
59803	Liability Ins. Charges	34,820	40,705	40,705	40,770	41,051
<b>Total</b>		<b>878,647</b>	<b>980,158</b>	<b>980,158</b>	<b>994,682</b>	<b>1,036,157</b>

### PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110–42400 – Compensation: All salaries and benefits are budgeted in these line items.

51780–Service Recognition: For employee recognition event and awards.

55130–Medical: Costs associated with Hepatitis Vaccine-A & B Series, DOT Drug Screen and Post-Accident Testing.

55316–Recruitment Expenses: Costs associated with recruitments including changes resulting from review of organizational structure and modernization of class concepts.

55400–Dues & Memberships: Membership in professional organizations supporting Human Resources, Occupational Health and Leave, Labor Relations, and staff development supporting succession planning.

55600–Training & Education: Trainings, seminars, webinars, and conferences to remain educated and current on matters related to Human Resources, Occupational Health and Leaves, updates regarding CalPERS, State and Federal laws, mandates, and changes.

55601–Training & Education - Citywide: Costs include City membership in San Gabriel Valley Consortium which provides access to cost effective monthly trainings available to all city staff, Mandated Reasonable Suspicion Training as mandated by Department of Transportation, and Diversity, Equity and Inclusion training.

59100–Contract Services: Operating service contracts including NEOGov, Bilingual Testing services, Fingerprinting and investigation services and drug testing, interactive accommodation processes, and first aid services with City’s Occupational Health Provider. Costs fluctuate from year-to-year based on activity.

# Risk Management

## PROGRAM DESCRIPTION

The Risk Management Division serves to aid in the protection of personnel and physical assets of the City from injury, damage and loss through administration of a comprehensive Risk Management Program. Program services include claims administration for Workers' Compensation; General Liability and Property Damage; Loss Prevention and Restitution; Safety; Insurance Procurement; and Training.

Specific activities include:

- Providing recommendations and expertise in the areas of insurance, loss control, and claims management.
- Participating in the Independent Cities Risk Management Authority (ICRMA) pooled resources program.
- Monitoring insurance requirements involving vendors engaged in business with the City to ensure proper limits of general liability coverage are maintained.
- Coordinating a variety of training and workshops related to risk management.
- Through the City's participation in ICRMA, the City maintains comprehensive insurances including General Liability; Property; Auto Physical Damage (APD); Underground Storage Tank (UST); Crime Program; and Cyber Program. The City maintains General Liability and APD insurance coverages of \$20 million per occurrence with a self-insured retention of \$250,000. A third party administrator provides liability claims administration services.
- Workers' Compensation insurance coverage of \$100 million per occurrence with a self-insured retention of \$500,000 is provided through the City's participation with ICRMA. A third-party claims administrator provides workers' compensation administration services.

### 2025-27 Strategic Plan Goals



### Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
550	Workers Compensation	1,365,512	768,916	768,916	743,245	744,829
551	Liability Insurance	3,779,786	2,688,566	2,688,566	3,704,292	3,710,225
<b>Total</b>		<b>5,145,299</b>	<b>3,457,482</b>	<b>3,457,482</b>	<b>4,447,537</b>	<b>4,455,054</b>

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	144,072	116,120	116,120	102,403	107,523
41111	Incentive Pay	—	7,657	7,657	7,612	7,611
41210	Part Time	486	—	—	22,162	22,772
41420	Vehicle Allowance	1,861	1,440	1,440	1,440	1,440
42101	Misc Pers	17,394	15,041	15,041	13,757	15,112
42102	Misc UAL	1	361	361	605	931
42105	PT Retirement	18	—	—	831	854
42110	Pension Expense	20,736	—	—	—	—
42111	OPEB Expense	40,330	—	—	—	—
42200	Flex Benefit	13,053	12,120	12,120	10,440	10,440
42300	Employer Paid Benefits	8,827	7,332	7,332	7,404	7,487
42400	Workers Comp	1,133	1,011	1,011	1,084	1,084
51110	Office Supplies	—	800	800	500	500
51115	Ergonomic Equipment	—	2,000	2,000	2,000	2,000
55400	Dues & Memberships	300	600	600	300	300
55600	Training & Education	1,056	7,500	7,500	3,000	3,000
57410	Insurance	367,453	350,000	350,000	350,000	350,000
57411	General Liability	2,304,890	1,700,000	1,700,000	2,500,000	2,500,000
57412	Propert Insurance	753,704	560,000	560,000	750,000	750,000



Division Expense by Line Item

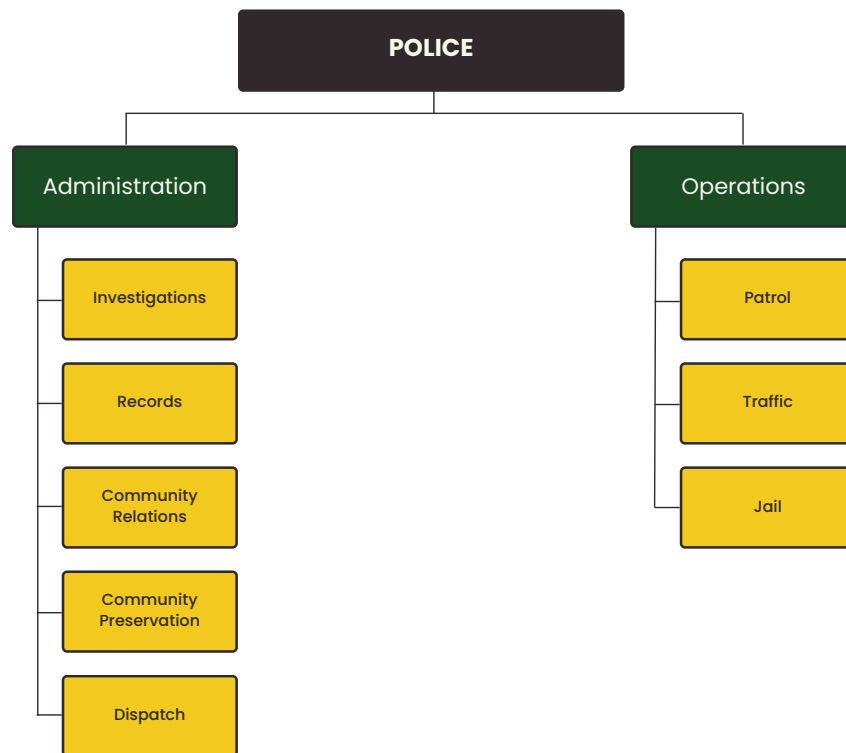
Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
59100	Contract Services	1,650	5,500	5,500	4,000	4,000
59910	Work Comp Claims	936,623	350,000	350,000	350,000	350,000
59920	Liability Insurance Claim	511,434	300,000	300,000	300,000	300,000
59930	Unemployment Insurance	20,277	20,000	20,000	20,000	20,000
Total		5,145,299	3,457,482	3,457,482	4,447,537	4,455,054

PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

- 41110–42400–Compensation: All salaries and benefits are budgeted in these line items.
- 55600–Training & Education: Trainings, conferences and seminars related to Risk Management.
- 57410–Insurance: Coverage provide through Independent Cities Risk Management Authority (ICRMA) associated with the workers’ compensation program, and various other insurance programs.
- 57411–General Liability: Coverage provided through ICRMA for claims and losses arising from third-party personal injury and bodily injury. Coverage includes damage caused by City infrastructure or operations.
- 57412–Property Insurance: Coverage provided through ICRMA for the replacement cost value of City infrastructure, vehicles, equipment, and property.
- 59100–Contract Services: Costs associated with the Third-Party administration of the City’s Worker’s Comp program, and clinical services for injured employees.
- 59910–Workers Comp Claims: Costs associated with managing and settling workers’ compensation claims.
- 59920–Liability Claims: Costs associated with managing and settling liability claims.



# Public Safety



**Authorized Positions**

	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Full-Time Positions</b>					
POLICE CHIEF	1.00	1.00	1.00	1.00	1.00
POLICE CAPTAIN	1.00	2.00	2.00	2.00	2.00
POLICE LIEUTENANT	5.00	5.00	5.00	5.00	5.00
POLICE SERGEANT	6.00	5.00	5.00	5.00	5.00
POLICE CORPORAL	6.00	6.00	6.00	6.00	6.00
POLICE OFFICER	38.00	38.00	39.00	39.00	40.00
OFFICE COORDINATOR	1.00	1.00	1.00	1.00	1.00
BUSINESS SERVICES MANAGER	1.00	1.00	1.00	1.00	1.00
DISPATCH SUPERVISOR	-	1.00	1.00	1.00	1.00
POLICE DISPATCHER II	3.00	3.00	3.00	3.00	3.00
POLICE DISPATCHER I	7.00	8.00	8.00	8.00	8.00
SUPPORT SERVICES SUPERVISOR	1.00	1.00	1.00	1.00	1.00
SENIOR COMMUNITY SERVICES OFFICER	-	1.00	1.00	1.00	1.00
COMMUNITY PRESERVATION OFFICER	2.00	2.00	2.00	2.00	2.00
COMMUNITY SERVICES OFFICER	8.00	5.00	5.00	4.00	4.00
COURT LIAISON OFFICER	-	1.00	1.00	1.00	1.00
JAILER	5.00	5.00	5.00	5.00	5.00
POLICE RECORDS SUPERVISOR	1.00	1.00	1.00	1.00	1.00
POLICE RECORDS SPECIALIST	4.00	4.00	4.00	4.00	4.00
PROPERTY & EVIDENCE TECHICIAN	-	1.00	1.00	1.00	1.00
OFFICE ASSISTANT	-	-	-	1.00	1.00
CRIME ANALYST	-	-	-	1.00	1.00
<b>Total Full-Time</b>	<b>90.00</b>	<b>92.00</b>	<b>93.00</b>	<b>94.00</b>	<b>95.00</b>
<b>Part-Time Positions</b>					
PT COMMUNITY SERVICES OFFICER	0.50	0.50	0.50	0.50	0.50
PT POLICE CADET	3.75	3.75	3.75	3.75	3.75
PT POLICE DISPATCHER I	0.50	0.50	0.50	0.50	0.50
PT POLICE OFFICER	1.70	1.70	1.35	1.35	1.35
PT RESERVE POLICE OFFICER	0.30	0.30	0.30	0.30	0.30
<b>Total Part-Time</b>	<b>6.75</b>	<b>6.75</b>	<b>6.40</b>	<b>6.40</b>	<b>6.40</b>
<b>Total Department</b>	<b>96.75</b>	<b>98.75</b>	<b>99.40</b>	<b>100.40</b>	<b>101.40</b>
<b>Fund</b>					
101-General Fund	86.65	86.92	86.92	87.35	87.35

### Authorized Positions

	FY2023	FY2024	FY2025	FY2026	FY2027
103-Measure E	8.50	11.18	11.83	10.40	11.40
105-GUSD JUA	-	-	-	2.00	2.00
275-Supplemental Law Enforcement Service	1.00	-	-	-	-
501-Water Operations	0.60	0.65	0.65	0.65	0.65
<b>Total By Fund</b>	<b>96.75</b>	<b>98.75</b>	<b>99.40</b>	<b>100.40</b>	<b>101.40</b>

# Police Administration

## PROGRAM DESCRIPTION

The Administrative Division, also known as the Office of the Chief is responsible for the overall leadership of the Police Department, providing proactive and efficient delivery of public safety services to the City of Glendora. The Division manages a wide range of duties, such as policy development and compliance, recruitment, background and hiring, training, risk management and liability mitigation for the Police Department.

Administration analyzes the Police Department's response to crime and implements improvements while overseeing the overall direction of law enforcement in our community; to include policies and procedures, the police budget, and employee performance.






## 2023-2025 MAJOR ACCOMPLISHMENTS

- Maintained Peace Officer Standards and Training (POST) and Standards and Training in Corrections (STC) compliance. All Officers, dispatchers, and jailers completed the mandated state training.
- Conducted a needs and security assessment of the police facility resulting in two glass doors being replaced with bullet proof glass doors: leading from lobby into secured building area and leading from the rear police parking area into the secured building.
- Hired 33 staff and anticipate hiring 11 more to fill current and anticipated vacancies, for varying job classifications (e.g., Police Officer, Dispatcher, Jailer, Community Services Officer, and Cadet). (EEDR)
- Advanced the Police Department's strategic planning objectives and the Citywide strategic goal of Succession Planning with the addition of a second Captain position. (EEDR)
- Provided bi-annual Emergency Operations Center (EOC) refresher training to police and City EOC staff members in conjunction with the Great ShakeOut National event and CalEOS's Earthquake Preparedness month..
- Purchased a Sentinel Armored Rescue Vehicle (ARV) using Citizens Options for Public Safety (COPS) grant funds.
- Created and implemented a new online process for residents to obtain Concealed Carry Weapons (CCW) permits.
- Created a military equipment use policy which was adopted by the Mayor and City Council and made publicly available on the Department's internet website, in compliance with Assembly Bill 481 (AB481).

## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
Update the Local Hazard Mitigation Plan and obtain FEMA approval and Council Adoption	1_1.1	X				
Department-wide Team Building Workshop to establish strategic and long term goals for the Police Department.	2_2.10, 4_4.16, 4_4.17, 5_5.3		X		X	X
Conduct an annual Community Emergency Response Training (CERT) course. This course helps residents understand how to become self-reliant during emergencies and disasters. It also offers volunteer opportunities	3_3.9			X		
Continue to reinforce patrol staffing and seek opportunities for personnel to fill special assignment positions within the department and with various multi-agency taskforces.	1_1.7	X				
Create a reimagined Community Impact Team to address areas of community concern, including traffic safety, a targeted response to violent and property crimes, and enhanced solutions to problems associated with the unhoused population of the community	1_1.7, 2_2.4, 2_2.10, 4_4.5, 4_4.6, 5_5.7	X	X		X	X
Update the department's succession plan to include ensuring each rank mentors and develops the rank below them as well as reviewing/evaluating department staffing and distribution of collateral duties annually.	5_5.3					X

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Liaison with school district officials to maintain dialogue related to enhanced youth safety and criminal prevention strategies by attending PTA, Articulation, and Coordinated School Health meetings.	%	Workload	100%	100%	100%	100%
Maintain POST training standards for each officer by coordinating and scheduling required training.	%	Workload	98%*	100%	100%	100%
Maintain jail compliance standards and correct any deficiencies discovered on annual audits by the eight jail regulatory agencies.	%	Effectiveness	100%	100%	100%	100%
Schedule and hold management/supervisor staff meetings. Discuss status of goals, department operations, etc.	#	Workload	11	12	12	12
*One officer was off due to an injury and could not complete the required training.						



### Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	6,732,125	8,474,909	8,474,909	8,282,949	8,776,385
103	Measures E/Z	58,781	60,953	60,953	63,005	66,196
275	Suppl Law Enf SVCE (Cops)	—	123,721	123,721	40,000	40,000
280	Grants	4,869	—	—	9,586	12,350
501	Water Operations	55,005	68,072	68,072	70,352	73,899
Total		6,850,779	8,727,655	8,727,655	8,465,892	8,968,830

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	1,111,983	1,064,266	1,064,266	1,110,389	1,167,211
41111	Incentive Pay	1,079	53,375	53,375	46,265	46,265
41300	Overtime	16,601	11,000	11,000	12,000	12,000
41302	O/T Foothill Air Support	9,159	12,500	12,500	12,500	12,500
41410	Holiday Pay	602	—	—	—	—
41420	Vehicle Allowance	3,621	7,200	7,200	7,200	7,200
41430	Uniform Allowance	3,350	2,750	2,750	2,750	2,750
42101	Misc Pers	(16,508)	77,475	77,475	85,027	93,796
42102	Misc UAL	1	1,089	1,089	4,125	6,277
42103	Safety Pers	278,115	150,925	150,925	169,364	186,703
42104	Safety UAL	93	4,097	4,097	8,802	13,651
42110	Pension Expense	5,628	—	—	—	—
42200	Flex Benefit	110,229	130,800	130,800	130,800	130,800
42300	Employer Paid Benefits	36,790	33,355	33,355	34,256	35,080
42400	Workers Comp	76,162	54,268	54,268	53,801	53,801
51110	Office Supplies	11,206	13,500	13,500	14,000	14,500
51200	Division Supplies	72,339	175,221	175,221	91,500	91,500
51219	Emergency Prep	52,166	73,750	73,750	79,900	80,400
51400	Building Materials	553	4,000	4,000	4,000	4,000
51511	Bulletproof Vests	4,869	—	—	9,586	12,350
51750	Food Supplies	23,920	14,000	14,000	15,000	15,250
55320	Printing	3,208	4,100	4,100	4,100	4,100
55340	Postage	7,133	5,000	5,000	5,000	5,000
55400	Dues & Memberships	7,193	6,000	6,000	6,550	6,550
55450	Bank Service Charges	6,316	4,900	4,900	7,000	7,000
55600	Training & Education	36,753	26,000	26,000	26,000	26,000

## Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
55610	Post Training	45,128	35,000	35,000	35,000	35,500
56200	Equipment Maint	—	2,000	2,000	2,000	2,000
57100	Electric	145,451	130,000	130,000	130,000	130,000
57150	Gas	22,238	45,000	45,000	45,000	45,000
59100	Contract Services	251,400	194,000	194,000	194,600	198,100
59200	Uniform & Linen Laundry	43,377	36,500	36,500	37,000	37,000
59801	Info Tech Charges	2,218,179	3,501,367	3,501,367	3,468,654	3,508,107
59803	Liability Ins. Charges	971,870	1,136,118	1,136,118	1,137,942	1,145,789
59805	Vehicle Charges	1,290,573	1,718,099	1,718,099	1,475,781	1,832,651
<b>Total</b>		<b>6,850,779</b>	<b>8,727,655</b>	<b>8,727,655</b>	<b>8,465,892</b>	<b>8,968,830</b>

## PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

**41110–42400–Compensation:** All salaries and benefits are budgeted in these line items.

**51110–Office Supplies:** Supply purchases that include paper, pens, and other miscellaneous office supplies. Also includes awards and recognition for the Department.

**51200–Division Supplies:** On-duty and range ammunition, purchasing and replacing ballistic vests, and other safety supplies such as weapons, Tasers, and other less lethal equipment.

**51219–Emergency Prep:** Area D Mutual Aid dues, Nixle 360 notification system and purchase of emergency preparation supplies for the Emergency Operations Center.

**55600–Training & Education:** Trainings, seminars, and conferences and costs associated with travel and lodging.

**55610–POST Training:** Police Officer Standards and Training specific training and costs associated with travel and lodging.

**59100–Contract Services:** Foothill Air Support Team (FAST) helicopter contract. Background checks for potential new hires including credit checks, polygraphs and physical agility testing. Wellness/Counseling services.

**59801–Info Tech Charges:** Allocated charges to each division to recover City-wide technology services provided to each Department as well as the replacement of computers, network equipment, and other technology costs. Charges have increased due to reorganization.

**59803–Liability Ins Charges:** Allocated charges are calculated on the costs of each Department based on claims, personnel costs, facility costs and other factors. Charges have changed to reflect updated methodology.

**59805–Vehicle Charges:** Allocated charges based on the number and the type of vehicles, related equipment and fuel used by each Department. Charges have changed to reflect updated methodology.

# Patrol

## PROGRAM DESCRIPTION

The Patrol Division is the most highly visible division of our Police Department. The division operates 24 hours a day, seven days a week and represents the majority of the department's staffing. The Division's primary mission is to ensure the safety and security of the community by providing professional law enforcement services.

Specific activities include:

- Solving any community problems to reduce crime and enhance the quality of life for the residents of Glendora.
- Maintaining a minimum average response time of four minutes or less to emergency calls for service to ensure the highest level of public safety.
- Maintaining a long, positive, and collaborative partnership with our schools and keeping our schools safe. In furtherance of this goal, continue to provide a liaison officer, continue in depth discussions about our current practices and procedures, and work together to identify and implement preventative and security measures; this includes providing training and safety drills.

Patrol Division staff can be assigned collateral tasks such as:

- Citrus College Liaison, Force Training Team, Canine Supervisor
- Community Impact Team, Grant Coordinator, First Aid/CPR Instructor
- Social Media Team, Honor Guard, Computer Forensics Analyst
- Explorer Advisor, Recruitment Team Member, Foothill Special Enforcement Team Member
- Unmanned Aerial System Operator (Drone) Foothill Air Support Team Tactical Flight Observer

Collateral duties vary in depth and scope; see CIT example below.

- Patrol Officers comprise the Community Impact Team (CIT) on a collateral duty basis outside their normally scheduled shifts. CIT officers analyze crime trends and use data-driven metrics to reduce crime. CIT officers conduct surveillance, deploy video surveillance devices, and conduct targeted enforcement. CIT coordinates homeless camp cleanup details in conjunction with Public Works and Community Services. The cleanups occurred throughout the City, with a focus on the South Hills, yielding over forty tons of garbage removed from public property within calendar years 2023 and 2024. (ISHS)
- In addition to the above, CIT officers supplement the Investigation Division with the service of search warrants, surveillance, apprehension of wanted subjects, and coordinate with the Los Angeles County Probation Department by conducting probation compliance checks.

## 2023-25 MAJOR ACCOMPLISHMENTS

- Patrol personnel participated in the "Great Shakeout" training exercises by conducting critical facilities drills.
- The Community Impact Team continued to engage the unhoused population and were successful in building relationships with that segment of our populace.
- Patrol personnel attended six (6) Mandatory Training Day (MTD) sessions, focusing on current case law, firearms training, less-than-lethal options, Taser training, liability training and arrest and control scenarios. This training was provided by the Force Training Staff.
- Enforced laws and targeted high collision areas and primary collision-causing violations in order to reduce collisions.
- Proactively enforced alcohol and drug usage laws pertaining to driving under the influence of alcohol/drugs, being under the influence of drugs, and possession of drugs.
- Purchased two Unmanned Aerial Systems (Drones) and implemented a UAS policy and training program. To date, drones have been used to enhance the effectiveness of responding officers and increase the safety of all personnel during critical calls.
- Completed a Memorandum of Understanding with the Glendora Unified School District to memorialize operational and financial partnerships
- Engaged in a comprehensive equipment replacement program to reduce the frequency and capital outlay for aging equipment. This is

aimed at enhancing and modernizing the department in conjunction with maintaining financial stability and sustainability.

- With the passage of Proposition 36 and the election of a new Los Angeles County District Attorney, patrol has been able engage in more meaningful enforcement of quality-of-life laws, which have been seen through to successful prosecution.

## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
Crime prevention through environmental design will be incorporated in day-to-day patrol operations; to include parks, schools, buildings, and residential areas. We will concentrate on developing the influence of law enforcement in the design of various facilities with a goal of preventing crime and reducing law enforcement calls for service.	1_1.1, 1_1.3, 1_1.41_1.5, 1_1.7, 1_1.8, 2_2.7,	X	X			
Increase community engagement by attending city and school events.	2_2.10		X			
Implement the migration from the current analog phone system to a cloud-based Next Generation 9-1-1 call taking system.	2_2.10, 5_5.4		X			X

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Total Calls for Service Received	#	Workload	20,588	27,000	30,000	30,000
Response Time to Emergency Calls (minutes)	#	Workload	4:48	4:24	4:20	4:20
Response Time to Urgent / Non-Emergency Calls	#	Workload	13:43	16:04	15:00	14:30
Response Time to Non-Emergency Calls	#	Efficiency	23:09	21:39	21:00	20:00
Response Time to Report Calls	#	Efficiency	36:26:00	34:40:00	32:00:00	30:00:00
Response Time to Alarm Calls	#	Efficiency	16:23	17:00	16:45	16:30
Arrests Made	#	Workload	1291	1,485	1,500	1,600
Supervisors conduct an annual review of 16 key policies related to critical incidents and performance with field personnel.	#	Workload	16	16	16	16

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	9,467,707	9,741,886	9,741,886	10,305,846	11,074,732
103	Measures E/Z	6,377	567,562	567,562	75,000	75,000

### Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
275	Suppl Law Enf SVCE (Cops)	38,912	175,000	175,000	40,000	40,000
280	Grants	9,660	—	—	—	—
281	Asset Forfeiture	15,794	55,000	55,000	—	—
301	Capital Projects	—	500,000	500,000	—	—
<b>Total</b>		<b>9,538,450</b>	<b>11,039,448</b>	<b>11,039,448</b>	<b>10,420,846</b>	<b>11,189,732</b>

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	5,018,450	5,456,195	5,456,195	5,395,680	5,888,040
41111	Incentive Pay	8,328	410,794	410,794	355,248	359,184
41210	Part Time	279,730	109,188	109,188	180,782	190,339
41300	Overtime	1,171,946	750,000	750,000	750,000	750,000
41301	O/T Special PD Services	11,127	15,000	15,000	10,000	10,000
41410	Holiday Pay	243,130	221,604	221,604	253,077	261,192
41430	Uniform Allowance	32,225	45,650	45,650	43,550	43,550
42101	Misc Pers	(54,457)	30,007	30,007	33,662	38,550
42102	Misc UAL	2	840	840	1,743	2,738
42103	Safety Pers	1,176,194	1,266,332	1,266,332	1,333,538	1,505,421
42104	Safety UAL	838	45,582	45,582	87,109	138,958
42105	PT Retirement	4,854	2,810	2,810	6,779	7,138
42200	Flex Benefit	655,834	939,600	939,600	858,000	858,000
42300	Employer Paid Benefits	111,615	115,936	115,936	113,544	120,997
42400	Workers Comp	451,798	550,910	550,910	519,136	536,125
51200	Division Supplies	94,808	85,000	85,000	85,000	85,500
51210	K-9 Supplies	7,986	10,000	10,000	10,000	10,000
51510	Safety Supplies	15,794	—	—	—	—
51511	Bulletproof Vests	—	35,000	35,000	—	—
55130	Medical	2,230	13,000	13,000	13,000	13,000
55316	Recruitment Expenses	46,750	—	—	—	—
55500	Instate Travel	127	—	—	—	—
55600	Training & Education	10,163	—	—	—	—

**Division Expense by Line Item**

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
55700	Education Reimbursement	2,898	—	—	—	—
56200	Equipment Maint	766	1,000	1,000	1,000	1,000
59100	Contract Services	245,314	280,000	280,000	370,000	370,000
72000	Capital Outlay	—	655,000	655,000	—	—
<b>Total</b>		<b>9,538,450</b>	<b>11,039,448</b>	<b>11,039,448</b>	<b>10,420,846</b>	<b>11,189,732</b>

**PRIMARY PROGRAM EXPENDITURE EXPLANATION**

41110–42400–Compensation: All salaries and benefits are budgeted in these line items.

41301–Special Police Services: Costs associated with additional services need for special events such as parades, school events and HOST details. These costs are then recovered through a fee to responsible party.

51200–Division Supplies: Costs associated with restocking of evidence collection supplies, patrol equipment, training supplies, etc.

51510–Safety Supplies: Used to purchase firearms, slings, helmets, breeching equipment, lights, and other related equipment for police officers within the department.

59100–Contract Services: Inter-Con parking citation enforcement contract fees for parking citation processing, Language Line interpretation and translation services fees for dispatch, and firearms training range rental fees.

# Dispatch

## PROGRAM DESCRIPTION

The Dispatch Division, or Communication Center, serves as the primary Public Safety Answering Point (PSAP) for all emergency (9-1-1) and non-emergency calls and is responsible for dispatching police and other services within the Glendora community. The center is staffed by a Communications Supervisor, nine full-time Public Safety Dispatchers, and two part-time Public Safety Dispatchers.

As the critical interface between citizens and field responders (police, paramedics, and firefighters), our highly trained dispatchers receive and prioritize incoming 9-1-1 and business line calls. They assess call urgency and allocate resources accordingly. Dispatchers continuously monitor multiple police and fire radio channels, camera systems, and computer information systems, deploying field resources and equipment as needed. Dispatch is responsible for public emergency and informational alert broadcasts through Rave alerts. In addition to call-taking, and radio dispatching, they perform data inquiry and entry into the California Law Enforcement Telecommunications System (CLETS)

Dispatch Division staff are assigned the following collateral duties:

- System Application Administration
  - Social Media Team
  - Facility Dog Handler
  - Citizen’s Academy Instructors
- Personnel Recruitment Team
  - CTO (Communications Training Officer)
  - First Aid / CPR Trainer

## 2023-25 MAJOR ACCOMPLISHMENTS

- Modernized the management of the communications training program for personnel assigned to Dispatch by incorporating cloud-based system which mirrors the documentation program used for sworn personnel. This increased accountability and efficiency of the program.
  - Established and implemented a structured and rigorous training program, including detailed manuals, designed for both communications training officers and trainees
- Proactively identified and secured \$15,000 in training allotment funds from CalOES, subsequently utilizing these resources for continuous employee development.
  - Received and processed over 30,000 emergency calls and 90,000 non-emergency calls (averaging 1244 emergency calls and 6169 non-emergency calls monthly).
  - Conducted briefing trainings to improve patrol performance and efficiency.

## PRIMARY PROGRAM EXPENDITURE EXPLANATION

**41110–42400–Compensation:** All salaries and benefits are budgeted in these line items.

**55600–Training & Education:** Training allows staff to attend educational courses to ensure compliance with new rules and regulations.

### Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Compliant with POST Training mandates	%	Efficiency	100%	100%	100%	100%
Total Calls into Dispatch	#	Workload	88,968	90,000	91,000	92,000
911 Emergency Calls into Dispatch	#	Workload	14,935	15,000	15,500	16,000



**Division Expense by Fund**

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	1,137,505	1,351,612	1,351,612	1,446,006	1,538,122
<b>Total</b>		<b>1,137,505</b>	<b>1,351,612</b>	<b>1,351,612</b>	<b>1,446,006</b>	<b>1,538,122</b>

**Division Expense by Line Item**

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	681,058	864,760	864,760	912,059	983,429
41111	Incentive Pay	364	3,801	3,801	3,800	3,800
41210	Part Time	23,892	32,084	32,084	34,696	37,477
41300	Overtime	124,459	98,000	98,000	120,000	120,000
41410	Holiday Pay	28,775	—	—	—	—
41430	Uniform Allowance	5,200	7,150	7,150	7,800	7,800
42101	Misc Pers	65,834	85,107	85,107	95,678	108,480
42102	Misc UAL	4	2,510	2,510	5,199	8,095
42104	Safety UAL	1	—	—	—	—
42105	PT Retirement	—	—	—	1,301	1,405
42200	Flex Benefit	133,412	188,400	188,400	188,400	188,400
42300	Employer Paid Benefits	18,723	21,387	21,387	22,120	23,195
42400	Workers Comp	40,662	33,413	33,413	39,953	41,040
55316	Recruitment Expenses	10,000	—	—	—	—
55600	Training & Education	2,250	15,000	15,000	15,000	15,000
55700	Education Reimbursement	2,871	—	—	—	—
<b>Total</b>		<b>1,137,505</b>	<b>1,351,612</b>	<b>1,351,612</b>	<b>1,446,006</b>	<b>1,538,122</b>

**PRIMARY PROGRAM EXPENDITURE EXPLANATION**

41110–42400—Compensation: All salaries and benefits are budgeted in these line items.

55600—Training & Education: Training allows staff to attend educational courses to ensure compliance with new rules and regulations.

# Investigation

## PROGRAM DESCRIPTION

The Investigation's Division mission is to conduct follow-up on criminal cases that were initiated by Patrol, liaise with the Los Angeles District Attorney's Office to file criminal complaints and traffic offenses, as well as safeguard property that is deemed as evidence and/or safekeeping to ensure proper chain of custody.

Investigations Division staff are assigned the following collateral duties:

- Computer Forensic Examination
- Major Accident Investigations Team
- Foothill Special Enforcement Team
- Crisis Negotiation Team (CNT)
- Force Training Team
- Personnel Recruitment Team
- Honor Guard Team member
- Cadet Mentor/Coordinator
- Community Impact Team
- Youth Diversion Program
- Crime Analyst
- Internet Crimes Against Children (ICAC)
- Drug Recognition Expert Team
- Neighborhood Watch Program
- Community Academy Coordinator






## 2023-25 MAJOR ACCOMPLISHMENTS

- The department successfully implemented and expanded key initiatives to enhance public safety, improve investigative capabilities, and strengthen community partnerships. These accomplishments include:
  - Major Crimes and Problems (MCAP) Team – Was created to investigates high-profile cases, leading to arrests for narcotics sales, felony vandalism, and violent crimes. They use advanced investigative tools like geofence and mobile data warrants to identify suspects in felony pursuits, burglaries, and auto theft cases.
  - Concealed Weapon Permits (CCW) – The department introduced a vendor to manage CCW cases. The transition to an automated, paperless system has streamlined applications, improved efficiency, and reduced processing times.
  - Internet Crimes Against Children (ICAC) Task Force – In January 2025, the department joined the ICAC Task Force, a national initiative to combat online child exploitation. The program provides investigative support, forensic resources, and specialized training to enhance law enforcement efforts in prosecuting offenders.
- Los Angeles Interagency Metropolitan Police Apprehension Crime Task Force (L.A. IMPACT) – In January 2025, the department became part of L.A. IMPACT, a multi-agency task force focused on major criminal enterprises, including drug trafficking and organized residential burglary rings. This partnership enhances intelligence-sharing and coordinated enforcement efforts.
- Youth Diversion Program (DYD) – In 2025, the department joined the DYD Program, led by the Los Angeles County Department of Youth Development. This initiative offers alternatives to youth arrests by diverting eligible individuals to community-based programs focused on rehabilitation rather than prosecution.

## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
Expand investigative capabilities and crime prevention efforts. Enhance the use of advanced investigative tools such as geofence warrants, mobile data analysis, and forensic technology to further improve suspect identification and case resolution	5_5.7					X
Enhance community engagement and alternative justice programs. Strengthen participation in the Youth Diversion Program (DYD) by increasing outreach and collaboration with community-based organizations to provide more rehabilitation opportunities for youth.	1_1.7, 3_3.9	X		X		

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Total Cases	#	Workload	2548	2500	2600	2600
Cases Assigned to Investigators	#	Workload	1837	1850	1900	1900
Cases Assigned to Court Officer	#	Workload	711	725	750	800
Part 1 Crimes in Glendora	#	Workload	1,494	1,220	1,400	1,400
Part 1 Crime Clearance Rate	%	Efficiency	22%	25%	30%	35%

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	1,677,926	1,640,208	1,640,208	2,105,544	2,227,739
103	Measures E/Z	624,339	777,910	777,910	751,286	786,777
281	Asset Forfeiture	49,932	—	—	—	—
Total		2,352,197	2,418,118	2,418,118	2,856,830	3,014,516

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	1,211,093	1,175,991	1,175,991	1,494,893	1,594,611
41111	Incentive Pay	3,137	153,912	153,912	167,826	167,826
41210	Part Time	—	68,648	68,648	—	—
41300	Overtime	393,775	300,000	300,000	300,000	300,000
41410	Holiday Pay	17,984	—	—	—	—
41430	Uniform Allowance	10,083	9,700	9,700	11,800	11,800
42101	Misc Pers	19,689	15,224	15,224	17,464	21,258
42102	Misc UAL	1	259	259	904	1,513
42103	Safety Pers	278,474	292,884	292,884	381,874	420,322
42104	Safety UAL	219	10,173	10,173	23,709	36,738
42105	PT Retirement	—	1,288	1,288	—	—
42200	Flex Benefit	193,098	194,400	194,400	235,200	235,200
42300	Employer Paid Benefits	27,070	25,894	25,894	30,977	32,423
42400	Workers Comp	100,504	118,645	118,645	137,884	138,526
51200	Division Supplies	946	2,100	2,100	2,100	2,100
51500	Equipment Parts	1,790	4,000	4,000	4,000	4,000
55700	Education Reimbursement	7,776	—	—	—	—
59100	Contract Services	36,627	45,000	45,000	48,200	48,200
72000	Capital Outlay	49,932	—	—	—	—
<b>Total</b>		<b>2,352,197</b>	<b>2,418,118</b>	<b>2,418,118</b>	<b>2,856,830</b>	<b>3,014,516</b>

### PRIMARY PROGRAM EXPENDITURE EXPLANATION

41110–42400–Compensation: All salaries and benefits are budgeted in these line items.

51200–Division Supplies: Costs associated with restocking of division supplies, investigations equipment, training supplies, etc.

59100–Contract Services: Funds are used to pay informants for information that leads to the solving a crime, fingerprint, DNA services, blood alcohol testing and sexual assault examinations.

# Traffic Control

## PROGRAM DESCRIPTION

Officers assigned to the Traffic Division engage in a three-pronged approach to traffic safety; education, enforcement and a partnership with the City traffic engineers to reduce traffic collisions. The Business Services Manager is tasked with managing the Selective Traffic Enforcement Program (STEP) grant obtained through Office of Traffic Safety (OTS). Members of the Traffic Division participate in grant-funded operations obtained through the grant. STEP programs focus on enforcement of pedestrian violations, driving under the influence of alcohol and/or drugs, use of handheld electronic devices, as well as other accident-causing violations. The Traffic Division is tasked with investigating traffic collisions, ranging from non-injury to fatal collisions.

Traffic Division staff may be assigned collateral tasks such as:

- Field Training Officer
- Vehicle Operations Training Staff
- Major Accident Investigation Team (MAIT)






## 2023-25 MAJOR ACCOMPLISHMENTS

- Obtained the Office of Traffic Safety "STEP" grant in the amount of \$120,000 during the 2023-2024 fiscal year and \$125,000 during the current fiscal year (2024-2025). The funds from this grant paid for police personnel overtime during roving DUI saturation patrols, distracted driver operations, primary collision factor (PCF) traffic enforcement patrols, Click It or Ticket enforcement operations, two DUI/CDL checkpoints, and covered the training expenses for officers who attended traffic related training courses and Drug Recognition Expert (DRE) training.
- Coordinated traffic control plans for various events throughout the city.
- Coordinated school zone traffic enforcement and educational operations with reduced staffing. When available, traffic officers, in coordination with school resource officers and patrol officers, conducted enforcement operations at various schools.
- Organized and implemented an E-Bike and Low-Speed Vehicle education campaign, targeting the Middle Schools and High Schools in the City.

### 2025-27 Strategic Plan Goals



### Strategic Plan Objectives

Measurement	Outcome/ Action					
Conduct a review of high collision locations and primary collision factors. Use this data to proactively work the identified locations and educate drivers on traffic safety.	4_4.5, 4_4.7, 4_4.8				X	

### Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Citations Written by Traffic Officer(s)	#	Workload	0*	500	750	800
Conducted Safety Checkpoints under DUI sweep	#	Workload	2	2	2	2
Traffic Collisions that resulted in fatalities	#	Efficiency	1	0	0	0
Non-injury Traffic Collisions reported	#	Efficiency	309	350	400	400
Injury Traffic Collisions reported	#	Efficiency	154	197	225	225
Conduct a review, once a month, of high collision locations and primary collision factors. Use this data to proactively work the identified locations and educate the public on traffic safety.	#	Efficiency	0*	8	12	12

\*There were no traffic officers until September of 2024.

### Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	339,488	—	—	—	—
103	Measures E/Z	46,555	420,644	420,644	420,942	464,087
105	Gusd Jua	—	280,917	280,917	290,000	290,000
Total		386,042	701,561	701,561	710,942	754,087

**Division Expense by Line Item**

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	51,109	210,413	210,413	227,628	252,423
41111	Incentive Pay	—	12,204	12,204	15,781	16,320
41300	Overtime	5,554	20,000	20,000	10,000	10,000
41410	Holiday Pay	—	5,456	5,456	10,732	11,252
41430	Uniform Allowance	309	2,100	2,100	2,100	2,100
42103	Safety Pers	10,939	53,653	53,653	82,586	95,630
42104	Safety UAL	—	2,118	2,118	4,459	7,250
42200	Flex Benefit	5,644	40,800	40,800	40,800	40,800
42300	Employer Paid Benefits	971	4,450	4,450	4,828	5,203
42400	Workers Comp	3,295	21,767	21,767	22,028	23,109
51200	Division Supplies	2,833	5,500	5,500	—	—
56200	Equipment Maint	—	2,000	2,000	—	—
59100	Contract Services	305,389	321,100	321,100	290,000	290,000
<b>Total</b>		<b>386,042</b>	<b>701,561</b>	<b>701,561</b>	<b>710,942</b>	<b>754,087</b>

**PRIMARY PROGRAM EXPENDITURE EXPLANATION**

41110–42400—Compensation: All salaries and benefits are budgeted in these line items.

51200—Division Supplies: Costs associated with restocking of division supplies, investigations equipment, training supplies, etc.

59100—Contract Services: Funds are used to pay informants for information that leads to the solving a crime, fingerprint, DNA services, blood alcohol testing and sexual assault examinations.

# Community Impact & Relations

## PROGRAM DESCRIPTION

The Community Impact & Relations Division performs and coordinates community relations programs, school safety education programs, organizes neighborhood watch meetings, coordinates National Night Out, and conducts Community Academy classes. Two full time School Resource Officers provide security and mentoring for students at Glendora High School, Whitcomb High School and the middle schools within the Glendora Unified School District.

As our Community Relations Division consists of one person, personnel from other divisions are assigned community outreach collateral tasks such as:

- Explorer Program
- Community Emergency Response Team and training
- Child Safety Seat program
- Social Media Team
- Social Health awareness campaigns such as Pink Patch Project, Movember, Special Olympics support, and Denim Day
- Coffee with a Cop
- Community Academy
- Host a booth at the Halloween Trick or Treat
- National Night Out
- Patrol Ride-a-long experiences
- Dog Walker Watch
- First Christian Church Empty Bowls
- Auxiliary Santa Home Visits
- Business Watch
- Downtown Christmas Holiday Stroll

## 2023-2025 MAJOR ACCOMPLISHMENTS

(XXXX) references the 2023-2025 Strategic Plan available on the City's website.

- Revamped the department's social media team with new team members, software, technology, and equipment. Several social media platforms were used to enhance community engagement. Facebook, Twitter, Rave Instagram, and the city website were used to convey up-to-date information regarding traffic, street closures, weather conditions, crime trends and other City issues. These platforms were also heavily used to assist with recruitment efforts. (EEDR)
- Expanded the Neighborhood Watch program to include a Dog Walker Watch and Business Watch program. (ECEP)
- Conducted two Community Academy classes, which resulted in one participant joining our Auxiliary program. (ECEP)
- Conducted two Community Emergency Response Team basic classes, which resulted in four participants joining Glendora CERT. (ECEP)
- Hosted the first "Glendora Prepare Fair" community event, focused on helping prepare residents for natural disasters. (ECEP)
- Switched alert and warning systems from Nixle to Rave. Increased from approximately 15,000 users in Nixle to nearly 39,000 users in Rave. (ECEP)
- Co-hosted the first "Cook Out with a Cop" community engagement and recruitment event with the Human Resources Department. (EEDR/ECEP)
- Hosted a volunteer appreciation dinner for the Department's three volunteer groups: Auxiliary, Glendora Emergency Amateur Radio Service (GEARS), and Community Emergency Response Team (CERT).
- Hosted a meeting with community Homeowners Association (HOA) representatives regarding the possible partnership with the police department regarding the installation of Flock Safety cameras in their communities. (ECEP)
- Reinstated the Police Department Explorer Program, which had stopped meeting due to Covid-19.
- Created a Community Impact Team to manage the unsheltered population with a balance of outreach and enforcement. The team has successfully investigated crimes, identified numerous suspects, and enforced municipal code violations up to and including illegal encampments. While working with our contracted homeless outreach provider (LACADA) the team has successfully linked numerous clients with resources up to and including substance rehabilitation and transitional living facilities. Based on this work we have seen a downward trend in our unsheltered population point of time counts.
- The Mental Evaluation Team (MET) partnered with the Department of Mental Health and assisted those in crisis or in need of follow up care. The team has been successful in linking people with proper mental health care to fit their needs. The team has also been successful in part-




nering with the custody side of mental health and kept high utilizers who have committed crimes in state and county mental health facilities until they are safe to return to society.

## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
Send CIT members to Crime Prevention Through Environmental Design training. This will provide the team with crime prevention design strategies for parks, schools, high-rise buildings, and various residential developments.	1_1.2-1.5, 2_2.2, 2_2.7,	X	X			
Expand the Neighborhood Watch program to include a minimum of four meetings per year with Neighbor Watch Block Captains and Business Watch Captains to keep the community abreast of issues identified by Community Impact Team. These meetings are an outstanding opportunity for community leaders to cultivate and share their respective ideas.	2_2.10, 3_3.9		X	X		
Conduct three Community Academies per year. The Community Academy is a prerequisite to becoming an Auxiliary officer at the department.	2_2.10, 3_3.9		X	X		
Host the National Night Out event and a Police Department Open House. These have proven to be the largest annual events the police department hosts and is attended by up to 800 community members (EMO)	2_2.10, 3_3.9		X	X		

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Rides-A-Longs	#	Workload	49	30	75	75
Attendees for National Night Out Program	#	Workload	800	800	1,000	1,000
Citizens Academy	#	Effectiveness	1	1	2	2
Community Presentations	#	Workload	10	25	75	80
Neighborhood Watch members	#	Workload	1992	2242	2500	2800
Neighborhood Watch meetings	#	Workload	6	6	6	6

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	(1,443)	1,800	1,800	—	—
103	Measures E/Z	269,286	—	—	562,823	787,696
105	Gusd Jua	—	329,503	329,503	374,211	393,158
<b>Total</b>		<b>267,843</b>	<b>331,303</b>	<b>331,303</b>	<b>937,034</b>	<b>1,180,855</b>

## Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	181,822	174,804	174,804	584,967	737,151
41111	Incentive Pay	38	7,200	7,200	46,436	52,767
41210	Part Time	—	50,398	50,398	—	—
41300	Overtime	6,013	6,000	6,000	10,000	10,000
41410	Holiday Pay	77	—	—	10,953	17,137
41430	Uniform Allowance	1,685	1,700	1,700	4,200	5,250
42101	Misc Pers	7,963	8,758	8,758	15,707	17,312
42102	Misc UAL	0	228	228	744	1,145
42103	Safety Pers	16,504	17,801	17,801	82,046	114,911
42104	Safety UAL	—	831	831	6,950	13,783
42105	PT Retirement	—	1,890	1,890	—	—
42200	Flex Benefit	35,203	36,000	36,000	114,000	134,400
42300	Employer Paid Benefits	3,592	4,629	4,629	13,047	16,312
42400	Workers Comp	12,884	19,264	19,264	46,085	58,785
51200	Division Supplies	2,062	1,800	1,800	1,900	1,900
Total		267,843	331,303	331,303	937,034	1,180,855

## PRIMARY PROGRAM EXPENDITURE EXPLANATION

41110–42400—Compensation: All salaries and benefits are budgeted in these line items.

# Police Records

## PROGRAM DESCRIPTION

The Records Division processes and stores all police reports and supporting documents. The Division prepares court documentation for the filing of criminal charges, archives crime reports as required by law, responds to public records requests, and processes criminal/civil discovery requests.

## 2023-2025 MAJOR ACCOMPLISHMENTS

- The department completed the Federal Bureau of Investigations' (FBI) certification process for the National Incident Based Reporting Systems (NIBRS). This certification is required to submit our monthly crime statistics to the Department of Justice (DOJ).
- A Records Specialist completed the Training the Trainer course provided through the Department of Justice (DOJ) to become a certified CLETS trainer. Our department now has two certified trainers. This certification is required to comply with DOJ mandates.
- Completed a re-certification exam for all "Full Access" and "Less-Than Full Access" operators of the California Law Enforcement Telecommunications System (CLETS). The re-certification gives Records Specialists and Police Service Representatives full access and Police Officers and Jailers less-than full access to California Department of Justice records and is required under California Department of Justice regulations. Access to these records is mandatory for the department to complete its daily duties. These certifications must be completed each year.
- Completed two audits conducted by the Department of Justice (DOJ): the Criminal Offender Record Information (CORI) audit, and the California Justice Information System / National Crime Information Center (CJIS/NCIC) audit. These audits evaluate compliance with each databases' policies, statutes, and regulations. The Division was commended for its performance on the audits.

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Reports Processed	#	Workload	4207	4400	4500	4600
Traffic Citations Processed	#	Workload	1527	2100	2200	2250
Reports Requests from Public	#	Workload	2900	3200	3200	3200
In-Custody Reports Processed (within 48 hours)	# - %	Efficiency	530 - 100%	610 - 100%	650 -100%	650 - 100%

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	602,082	625,022	625,022	651,493	696,453
<b>Total</b>		<b>602,082</b>	<b>625,022</b>	<b>625,022</b>	<b>651,493</b>	<b>696,453</b>

## Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	275,095	310,461	310,461	322,421	344,687
41111	Incentive Pay	38	—	—	—	—
41210	Part Time	134,009	114,365	114,365	119,212	135,045
41300	Overtime	26,512	10,000	10,000	20,000	20,000
41410	Holiday Pay	1,424	—	—	—	—
41430	Uniform Allowance	1,950	2,600	2,600	2,600	2,600

**Division Expense by Line Item**

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
42101	Misc Pers	36,501	32,823	32,823	36,174	40,594
42102	Misc UAL	1	929	929	1,892	2,922
42105	PT Retirement	4,207	4,289	4,289	4,470	5,064
42200	Flex Benefit	57,567	79,200	79,200	79,200	79,200
42300	Employer Paid Benefits	8,677	9,679	9,679	9,922	10,474
42400	Workers Comp	14,364	4,676	4,676	4,901	5,166
51110	Office Supplies	10,947	18,000	18,000	18,000	18,000
51200	Division Supplies	383	2,000	2,000	2,000	2,000
55320	Printing	11,214	17,500	17,500	13,000	13,000
59100	Contract Services	19,193	18,500	18,500	17,700	17,700
<b>Total</b>		<b>602,082</b>	<b>625,022</b>	<b>625,022</b>	<b>651,493</b>	<b>696,453</b>

**PRIMARY PROGRAM EXPENDITURE EXPLANATION**

41110–45200—Compensation: All salaries and benefits are budgeted in these line items.

59100—Contract Services: Shredding services to prevent identity theft or violation of privacy. Department of Justice for background checks, recovered by fees.

# Jail Operations

## PROGRAM DESCRIPTION

The Glendora Jail is a Type 1 Jail facility that receives, processes, and houses both misdemeanor and felony un-sentenced prisoners prior to their arraignment and transfer to the custody of the Los Angeles County Sheriff Department. The Division operates a 24-hour facility that is staffed by certified Police Jailers. The Glendora Police Department Jail is regulated by the Board of State and Community Corrections and Title 15 of the California Code of Regulations.

## 2023-25 MAJOR ACCOMPLISHMENTS

- Completed integration between our RMS (record management system) and our jail booking system, which facilitates seamless data exchange for bookings with the LA County Live Scan system. This integration streamlines the process by automatically transferring booking data between systems, eliminating the need for duplicate entries. By reducing manual input, it minimizes errors, saves time, and enhances efficiency, ensuring a smoother and more accurate booking workflow.
  - Inspections by the following regulatory agencies found the Glendora Jail to be in full compliance with all standards:
    - Corrections Standards Authority Biennial Jail Inspection
- LA County Juvenile Court
  - STC Training Plan & STC Program Monitoring
  - LA County Fire Department
  - LA County Public Health Environment Health
  - Superior Court of LA County
  - LA County Public Health Medical/Mental Health
  - Civil Grand Jury Jail Inspection

## PRIMARY PROGRAM EXPENDITURE EXPLANATION

**41110–42400–Compensation:** All salaries and benefits are budgeted in these line items.

**51400–Building Materials:** Costs to purchase items for the repair and maintenance of the Jail facilities to comply with laws. Inspections from outside agencies ensure that the City is maintaining an environment that is safe and secure for detainees.

**51750–Food Supplies:** Food costs that meet the Title 15 minimum requirements for un-sentenced prisoners provided through a contract with L.A. County Sheriff’s Department

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Glendora PD Bookings	#	Workload	1291	1470	1350	1400
Compliant with BSCC STC Training mandates	%	Efficiency	100%	100%	100%	100%

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	517,084	530,586	530,586	548,628	579,772
Total		517,084	530,586	530,586	548,628	579,772

## Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	273,927	321,132	321,132	337,043	361,123
41111	Incentive Pay	167	1,800	1,800	1,800	1,800
41300	Overtime	77,212	36,000	36,000	36,000	36,000
41410	Holiday Pay	13,543	—	—	—	—
41430	Uniform Allowance	2,600	3,250	3,250	3,250	3,250
42101	Misc Pers	33,984	33,295	33,295	37,008	41,624
42102	Misc UAL	1	951	951	1,955	3,024
42105	PT Retirement	137	—	—	—	—
42200	Flex Benefit	52,417	78,000	78,000	78,000	78,000
42300	Employer Paid Benefits	7,789	8,118	8,118	8,349	8,698
42400	Workers Comp	26,062	17,209	17,209	14,223	14,504
51200	Division Supplies	20,627	14,040	14,040	14,000	14,500
51400	Building Materials	2,729	3,000	3,000	3,000	3,000
51750	Food Supplies	5,891	13,791	13,791	14,000	14,250
Total		517,084	530,586	530,586	548,628	579,772

# Community Preservation

## PROGRAM DESCRIPTION

Community Preservation Division consists of Community Preservation and is the City of Glendora's liaison for animal control and wildlife management services. The mission of the Community Preservation Division is to maintain quality of life and to work in partnership with the Glendora residents to promote a safe and desirable living and working environment throughout the city. Community Preservation Officers (CPO's) enforce the City of Glendora's municipal and zoning codes, address property maintenance and codes related to residential and commercial properties.

Community Preservation also collaborates with various City Departments, and Los Angeles County agencies to investigate potential violations of the City Zoning Code, Municipal Code, State Health Codes, and Uniform Housing Code. These regulations are in place to safeguard the health, safety, and well-being of Glendora residents while enhancing neighborhood vitality by establishing minimum standards for structures, surrounding properties, and other factors affecting quality of life. Through partnerships, education, and, when necessary, enforcement actions, Community Preservation ensures compliance with zoning, municipal, and building codes while promoting the overall welfare of the community.

Animal Control is handled by Inland Valley Humane Society (IVHS) on a contract basis. [IVHS](#) is responsible for the enforcement of all State, County, and Municipal codes that pertain to the safety, welfare, and protection of domestic animals. Wildlife issues are handled by the [California Department of Fish and Wildlife](#), and coyote-specific issues are initially vetted by the [San Gabriel Valley Council of Governments](#).

## 2023-2025 MAJOR ACCOMPLISHMENTS

- Continued to meet quarterly with our allied city departments, such as Planning, Building, Finance and Public Works. These meetings serve to collaborate on efficiencies in preserving a high quality of life throughout our community. The meetings have yielded positive results such as better communication and collaborative problem solving related to zoning and enforcement of the municipal code.
- Continued utilizing our method to prioritize code enforcement issues to assist in continuing to provide a high level of customer service throughout fiscal years 2023-2025. Provided initial response to all 'priority' cases for the best possible customer service by 48 hours, including weekends, holidays, and all other cases by 10 days.
- Monitored and tracked wildlife complaints and observations in partnership with the SGVCOG (San Gabriel Valley Council of Governments) Though some calls are immediately referred to Inland Valley Humane Society & SPCA and do not generate a call for service, most are captured through the police dispatch center's CAD software. Incorporated Wildlife segment into the Neighborhood Watch program and Citizen's Academy. (EMO)
- Staff continued to provide Code Enforcement service availability to the community to include extended weekday hours and Saturdays. (ECEP)
- Staff continued to utilize the adopted Coyote Management Plan. The plan partners the police department along with Inland Valley Humane Society & SPCA, California Department of Fish & Wildlife, as well as the San Gabriel Valley Council of Governments' Neighborhood Coyote Plan. The program serves as an avenue to address, educate, and report coyote interactions as well as safety issues caused by coyotes within the San Gabriel Valley. The program provides the following services: Educational Line Access, Reporting Tools, Referrals to Resources, Pet Safety Planning, Crisis Intervention, Workshops and Training. (EMO)
- A townhall meeting was presented by the California Department of Fish and Wildlife and the Glendora Police Department. The presented topic was Living In Bear Country.
- In conjunction with the City Council and City Attorney, a new municipal code was implemented to regulate parking in alley ways.
- The community preservation division has worked with city staff to update the city's vendor municipal codes. Community Preservation Officers continue to educate all vendors on the city's municipal codes in order to ensure that vending is being conducted safely.

## PRIMARY PROGRAM EXPENDITURE EXPLANATION

**41110-42400-Compensation:** All salaries and benefits are budgeted in these line items.






**59530-Animal Shelter Services:** Inland Valley Humane Society contracted services.



## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
Collaborate with City digital media specialist(s) for a spotlight segment on Community Preservation for an episode of "Go Glendora". Topics would include common neighborhood complaints, investigative steps, and goal-oriented enforcement through compliance.	2_2.8, 2_2.10		X			
Streamline enforcement process by utilizing technology and automation to improve efficiency in case management, inspections, and reporting.	2_2.8, 5_5.4, 5_5.8		X			X
Community Preservation will deploy a methodology of education first, followed by enforcement, if necessary, when enforcing municipal code violations. This balanced approach enhances community engagement.	2_2.8		X			

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Respond within two business days to code violations	%	Efficiency	99%	99%	99%	99%
Financial Institution home registries	#	Workload	2	1	2	2
Cases Handled	#	Workload	1,302	1260	1300	1350
Business Contacts	#	Workload	26	50	50	50
Correction Notices	#	Workload	319	240	270	300
Citations	#	Effectiveness	45	60	70	75
Early Morning Parking Permits issued	#	Workload	729	800	820	820
Public Record Requests	#	Workload	10	23	27	30

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	403,447	656,294	656,294	631,142	653,347
103	Measures E/Z	—	—	—	98,749	103,363
280	Grants	3,153	—	—	—	—
501	Water Operations	10,161	10,510	10,510	10,972	11,485
Total		416,761	666,804	666,804	740,863	768,195

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	127,611	157,083	157,083	161,782	169,937
41111	Incentive Pay	38	—	—	—	—
41300	Overtime	1,634	6,000	6,000	3,000	3,000
41410	Holiday Pay	1,702	—	—	—	—
41430	Uniform Allowance	650	1,300	1,300	1,300	1,300
42101	Misc Pers	15,193	12,529	12,529	13,813	15,377
42102	Misc UAL	1	397	397	799	1,216
42110	Pension Expense	1,059	—	—	—	—
42200	Flex Benefit	27,996	31,200	31,200	31,200	31,200
42300	Employer Paid Benefits	3,172	3,653	3,653	3,720	3,838
42400	Workers Comp	5,360	3,998	3,998	6,827	6,827
51200	Division Supplies	3,153	—	—	—	—
59100	Contract Services	3,787	—	—	—	—
59135	Animal Shelter Services	225,405	450,644	450,644	518,421	535,500
<b>Total</b>		<b>416,761</b>	<b>666,804</b>	<b>666,804</b>	<b>740,863</b>	<b>768,195</b>

# Office of Traffic Safety (OTS) Grant

## PROGRAM DESCRIPTION

The Traffic Division uses education, enforcement, and effective partnerships that produce successful programs which save lives. Each year the division applies for a Selective Traffic Enforcement Program (STEP) grant from the California Office of Traffic Safety. The business Services Manager manages the grant.

The current STEP grant in the amount of \$125,000, began on October 1, 2024, and will continue through September 30, 2025. The grant funds overtime to conduct DUI saturation patrols, DUI/driver's license checkpoints, educational details such as the "Know Your Limit" program, distracted driving operations, and Child Passenger Safety events. The grant also provides funding for the purchase of equipment for checkpoints, PAS devices, calibration equipment, child passenger safety supplies, and radar trailers.

The Office of Traffic Safety (OTS) Grant is funded with federal money. Due to this relationship the grant is tracked on a federal fiscal year basis, beginning on October 1st and concluding on September 30th of each year. Based on this fiscal reporting criteria there will be an overlap of approximately three months (July 1st through September 30th) when correlating the grant budget with the city fiscal year (July 1st through June 30th) reporting requirements. When compiling revenue and expenditure data it is necessary to review data from two separate grants (one expired and one current).

## 2023-25 MAJOR ACCOMPLISHMENTS

- Successfully completed the 2023-2024 STEP grant which included issuing press releases and social media posts regarding grant enforcement activities to raise public awareness. These activities focused on the most dangerous driving activities, including the most common traffic collision-causing violations, driving while impaired, and distracted driving.
  - Completed two DUI checkpoints resulting in numerous subjects being arrested, thousands of vehicles passing through the checkpoints, dozens of drivers being checked in the secondary inspection area, and thousands of views on the Department Facebook page and Instagram account. One checkpoint was dedicated to a Glendora High School student who was killed by a drunk driver.
- Completed the required grant funded activities, including DUI saturation patrols, warrant service operations, court stings, Know Your Limit details, traffic enforcement patrols, bicycle pedestrian patrols, and educational presentations.
  - Partnered with the Department of Motor Vehicles to participate in the DUI Hot List Program which provides the Traffic Division with information on multiple DUI offenders who live in Glendora.
  - Officers were sent to the following training courses: Standardized Field Sobriety Testing (SFST), Advanced Roadside Impaired Driver Enforcement (ARIDE), Checkpoint Planning and Management, and Drug Recognition Expert (DRE) training.

## PRIMARY PROGRAM EXPENDITURE EXPLANATION

**41110–42400–Compensation:** All salaries and benefits are budgeted in these line items.

**51215–55500–Operating Accounts:** The OTS Grant is awarded based on the State’s fiscal year (Oct 1 – Sept 30). When awarded, it is taken to City Council for budget appropriations.

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Persons injured in collisions	#	Effectiveness	251	159	170	170
Collisions due to drug or alcohol	#	Effectiveness	10	9	15	15
Injuries due to drug or alcohol	#	Effectiveness	11	7	9	9
DUI arrests	#	Workload	97	120	130	130

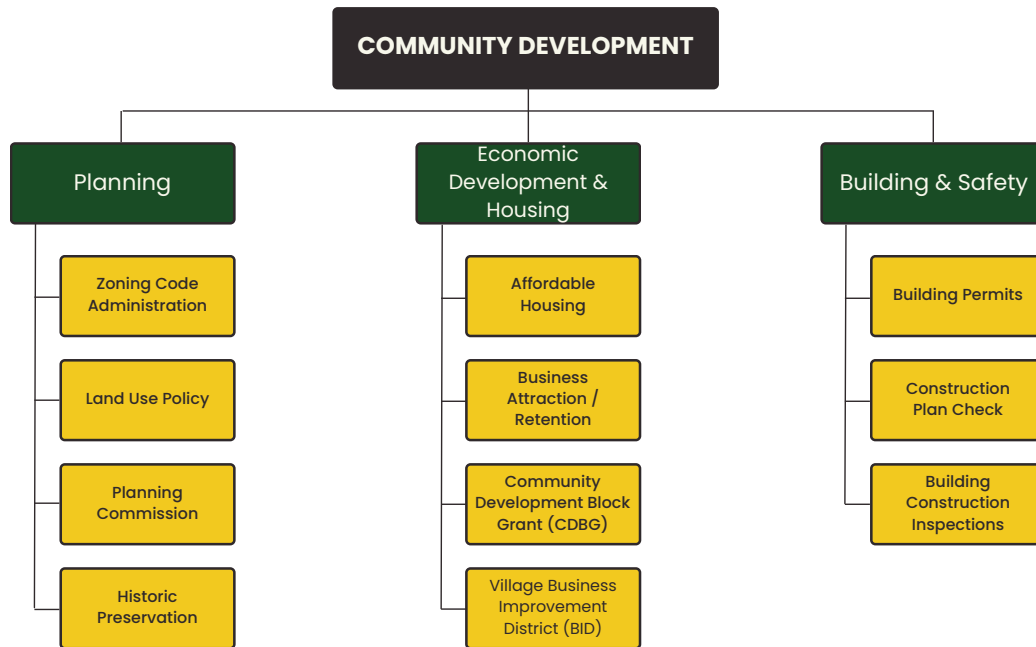
### Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
282	Step OTS Grants	83,370	125,000	125,000	—	—
<b>Total</b>		<b>83,370</b>	<b>125,000</b>	<b>125,000</b>	<b>—</b>	<b>—</b>

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41310	O/T Collaborative Dui	1,617	2,080	2,080	—	—
41311	Ot-Checkpoint Operations	24,985	25,000	25,000	—	—
41312	Saturation Patrols	14,720	26,975	26,975	—	—
41313	Ot-Warrant/Prob. Sweeps	2,406	—	—	—	—
41314	Ot - Know Your Limit Ops	2,160	4,508	4,508	—	—
41315	Ot Collaborative Traffic Enf	924	910	910	—	—
41316	Ot -Warrant Service Ops	—	3,600	3,600	—	—
41320	Ot-Traffic Enforcement	23,246	28,500	28,500	—	—
41321	Ot-Distracted Driving	2,899	3,640	3,640	—	—
41323	Bicycle And Ped Ops	4,324	5,460	5,460	—	—
41324	Educational Presentations	880	1,800	1,800	—	—
41325	Ot-Motorcycle Safety	647	—	—	—	—
42300	Employer Paid Benefits	1,662	1,486	1,486	—	—
42400	Workers Comp	—	10,278	10,278	—	—
51215	Checkpoint Supplies	—	3,001	3,001	—	—
51216	Pas Devices/Calib. Units	—	2,700	2,700	—	—
51217	Educational Materials	200	500	500	—	—
55500	Instate Travel	2,699	4,562	4,562	—	—
<b>Total</b>		<b>83,370</b>	<b>125,000</b>	<b>125,000</b>	<b>—</b>	<b>—</b>

# Community Development



**Authorized Positions**

	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Full-Time Positions</b>					
COMMUNITY DEVELOPMENT DIRECTOR	1.00	1.00	1.00	1.00	1.00
CITY PLANNER	1.00	1.00	1.00	1.00	1.00
ECONOMIC DEVELOPMENT & HOUSING MANAGER	1.00	1.00	1.00	1.00	1.00
ASSISTANT COMMUNITY DEVELOPMENT DIRECTOR	-	-	-	1.00	1.00
BUILDING OFFICIAL	1.00	1.00	1.00	1.00	1.00
PRINCIPAL CIVIL ENGINEER	1.00	1.00	1.00	1.00	1.00
PRINCIPAL PLANNER	1.00	1.00	1.00	1.00	1.00
SENIOR PLANNER	1.00	1.00	1.00	1.00	1.00
ASSISTANT PLANNER	1.00	2.00	2.00	2.00	2.00
ASSISTANT BUILDING OFFICIAL	-	-	-	1.00	1.00
PLANS EXAMINER	1.00	1.00	1.00	-	-
BUILDING INSPECTOR	2.00	2.00	2.00	2.00	2.00
BUILDING TECHNICIAN	2.00	2.00	2.00	2.00	2.00
TRANSPORATION MANAGER	1.00	1.00	1.00	-	-
MANAGEMENT ANALYST	2.00	3.00	3.00	2.00	2.00
PLANNING TECHNICIAN	1.00	-	-	-	-
ADMINISTRATIVE ASSISTANT	1.00	1.00	1.00	1.00	1.00
<b>Total Full-Time</b>	<b>18.00</b>	<b>19.00</b>	<b>19.00</b>	<b>18.00</b>	<b>18.00</b>
<b>Part-Time Positions</b>					
PT BUILDING INSPECTOR	0.20	0.20	0.20	-	-
<b>Total Part-Time</b>	<b>0.20</b>	<b>0.20</b>	<b>0.20</b>	<b>-</b>	<b>-</b>
<b>Total Department</b>	<b>18.20</b>	<b>19.20</b>	<b>19.20</b>	<b>18.00</b>	<b>18.00</b>

<b>Fund</b>					
101-General Fund	13.01	15.72	15.72	16.42	16.42
103-Measure E	1.00	1.35	1.35	1.45	1.45
228-Affordable Housing	0.78	-	-	-	-
229-Glendora Housing Authority	1.28	-	-	-	-
231-Proposition A Transit	1.80	1.80	1.80	-	-
234-Measure M	0.18	0.18	0.18	-	-
254-Air Quality Improvement(AQMD)	0.02	0.02	0.02	-	-
501-Water Ops	0.13	0.13	0.13	0.13	0.13
<b>Total By Fund</b>	<b>18.20</b>	<b>19.20</b>	<b>19.20</b>	<b>18.00</b>	<b>18.00</b>

# Planning Administration

## PROGRAM DESCRIPTION

The Planning Division's responsibilities are divided into two major categories.

**Current Planning** - Under this function, the Division works alongside the Building and Engineering Divisions to ensure new construction and new uses conform to City land use and zoning regulations. Processes include business license review for zoning conformity, building plan check review, grading plan review, environmental review and processing zoning entitlements for subdivisions, new construction, and certain commercial uses.

**Advance Planning** - Under this function, the Division addresses land use policy formulation and implementation. Advance Planning involves the development and implementation of new land use policies to help guide the City's long range economic, physical, and social development. Outreach and dialogue with residents, businesses and property owners are key parts of Advance Planning. Activities include amending the City's General Plan and Zoning Code, establishment, and maintenance of specific plans, performing land use studies and working on regional planning activities through regional and state governmental organizations.

## 2023-25 MAJOR ACCOMPLISHMENTS

(XXXX-X) references the 2023-2025 Strategic Plan available on the City's website.

- Update to General Plan Safety Element and Environmental Justice Study | February 14, 2023 [Advance Planning - PLN22-0043] The City Council approved a contract with De Novo Planning Group to update the Safety Element and prepare an Environmental Justice Study, as required by State law. This project, including Planning support for the Local Hazard Mitigation Plan led by the Police Department, is expected to be completed by Summer 2025. [ISED-2]
- Housing Element Implementation 1 | July 2023 [Advance Planning - PLN23-0003], the City Council adopted Ordinance 2071, amending the Route 66 Corridor Specific Plan (Chapter 21.10) and rezoning certain parcels from RT66-GLG to RT66-TCMU, as well as modifying the Arrow Highway Specific Plan (Chapter 21.14). These changes aim to increase housing density, establish minimum residential densities, and require ministerial approval for certain affordable housing developments. This ordinance supports the 6th RHNA Cycle (2021-2029) General Plan Housing Element and aligns with Strategic Plan Goal 1, Objective 5, for Housing Element follow-up. [ISED-5]
- Objective Design Standards | October 2023 [Advance Planning - PLN22-0042], the City Council awarded a contract to PlaceWorks to develop objective design standards for all development types in Glendora. In compliance with California State Law (California Government Code §65913.4), these standards will ensure that residential and mixed-use developments are evaluated based on verifiable, objective criteria. The project includes revisions to the Zoning Code and Specific Plans and is scheduled for completion by Summer 2025. It aligns with Strategic Plan Goal 1, Objective 5, for Housing Element follow-up. [ISED-5]
- Housing Element Implementation 2 | December 2023 [Advance Planning - PLN23-0016], the City Council adopted Ordinance 2081, amending Title 20 (Subdivisions) and Title 21 (Zoning) of the Glendora Municipal Code to support housing production actions from the 6th RHNA Cycle. This ordinance addresses 17 Housing Production Action Items under Program 16, as detailed in the Housing Element, Table 41, pages 107-113. It aligns with Strategic Plan Goal 1, Objective 5, for Housing Element follow-up. [ISED-5]
- Revised ADU and New SB 9 Standards | May 2024 [Advance Planning - PLN23-0035], the City adopted Ordinance 2085, updating ADU standards and establishing new SB 9 guidelines to align with changes in State law. These revisions streamline approval processes, simplify development standards, and improve customer service. Key updates include consistent ADU and SB 9 unit standards, allowance for two-story detached and attached ADUs with a 25-foot height limit, up to 1,200 square feet for ADUs and SB 9 units, a universal 4-foot side and rear setback, and the removal of Development Plan Review for second-story construction in single-family zones. This ordinance supports Strategic Plan Goal 1, Objective 5, for Housing Element follow-up. [ISED-5]
- Housing Element Implementation 4 | October 2024 [Advance Planning - PLN24-0015], the City Council adopted Ordinance 2090, amending Title 21 (Zoning) of the Glendora Municipal Code to support housing goals from the 6th RHNA Cycle (2021-2029) Housing Element. This fourth amendment package includes key changes such as incorporating the State Density Bonus Law to encourage affordable housing, providing housing for individuals with special needs, and allowing the preservation and expansion of nonconforming residential uses within the Route 66 Specific Plan. It also permits mixed-use development in commercial zones with a density bonus for projects retaining commercial space, updates the ADU and SB 9 Ordinance for consistency with Council direction, and revises the Residential Development Plan Review for clarity. This ordinance aligns with Strategic Plan Goal 1, Objective 5, for Housing Element follow-up. [ISED-5]



- Post Entitlement Phase (PPP) Checklists, pursuant to AB 2234, created and implemented for development applications.
- Ongoing Process Improvements - Continued process and customer service improvements with new application forms/handouts, submittal checklists, process flowcharts to meet City brand standards (development impact fees, ADU, SB 9, and SB 330).

## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
<b>General Plan Update</b>						
RFP for consultant	1.1 / 2.5	X	X			
Sudivision Code Update	1.1 / 2.5	X	X			
Objective Design Gudelines	1.1 / 2.5	X	X			
Safety Element	1.1 / 2.5	X	X			
<b>Station Development Vision</b>						
Adoption of Development Vision	1.3	X				
<b>School Site Development</b>						
COSD Sunflower Campus	1.4	X				
AUSD Barranca Campus	1.4	X				
GUSD Sites TBD	1.4	X				
<b>San Jose / Woodland Development</b>						
Approve Entitlements	1.5	X				
Affordable Regulatory Agreement	1.5	X				
Review Cost of Service Study	1.11	X				
Annexation of unincorporated areas	1.12	X				

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Average days to review building plan check submittals	#	Efficiency	15	15		15
Advance planning projects initiated/completed (e.g., zoning code amendments, specific plans, etc.)	#	Workload	8	8		8
Zoning entitlements/applications reviewed	#	Workload	24	20		20
Building permit applications reviewed	#	Workload	487	450		450

### Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	1,140,938	1,377,014	1,377,014	1,409,434	1,505,977
221	Plan Maint Fees	—	—	—	500,000	—
222	General Plan Maint Fee	120,399	—	—	500,000	—
280	Grants	9,227	—	—	—	—
Total		1,270,564	1,377,014	1,377,014	2,409,434	1,505,977

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	521,410	768,928	768,928	877,770	954,217
41111	Incentive Pay	88	14,753	14,753	13,956	13,956
41210	Part Time	25,047	—	—	—	—
41300	Overtime	221	—	—	—	—
41420	Vehicle Allowance	1,811	1,980	1,980	1,800	1,800
42101	Misc Pers	64,595	84,511	84,511	102,154	116,286
42102	Misc UAL	2	2,287	2,287	5,091	8,039
42105	PT Retirement	658	—	—	—	—
42200	Flex Benefit	66,937	120,000	120,000	127,200	127,200
42300	Employer Paid Benefits	17,109	23,565	23,565	24,949	26,057
42400	Workers Comp	3,749	21,543	21,543	23,608	24,907
45100	Temporary In Lieu Of Perm	249,972	—	—	—	—
51110	Office Supplies	18,653	5,000	5,000	7,000	7,000
51560	Operating Leases	143	—	—	—	—
55310	Advertising	6,459	4,000	4,000	7,000	7,000
55320	Printing	52	2,000	2,000	—	—
55340	Postage	7,252	3,000	3,000	—	—
55400	Dues & Memberships	17,663	17,750	17,750	19,000	19,000
55600	Training & Education	12,078	8,000	8,000	15,000	15,000
59100	Contract Services	145,963	215,000	215,000	1,100,000	100,000
59801	Info Tech Charges	40,390	7,679	7,679	7,764	7,842
59803	Liability Ins. Charges	65,849	76,979	76,979	77,102	77,634
59805	Vehicle Charges	4,463	39	39	40	40
Total		1,270,564	1,377,014	1,377,014	2,409,434	1,505,977

## PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110–42400–Compensation: All salaries and benefits are budgeted in these line items.

59100–Contract Services: Contract services requested during the year for, CEQA analysis, GIS services, legal/planning consultation, and other projects.

59801–Info Tech Charges: Allocated charges to each division to recover City-wide technology services provided to each Department as well as the replacement of computers, network equipment, and other technology costs.

59803–Liability Ins Charges: Allocated charges are calculated on the costs of each Department based on claims, personnel costs, facility costs and other factors.

# Building

## PROGRAM DESCRIPTION

The Building & Safety Division administers and interprets the California Building Standards Code to ensure that new construction and building occupancy meets required accepted health and safety standards. Duties include construction plan review, inspection services, issuance of permits and Certificates of Occupancy.

## 2023-25 MAJOR ACCOMPLISHMENTS

- Maintained timely permit processing and inspection services despite staffing and workload challenges.
- Provided staff training on the adopted California Building Standards Code, ensuring compliance with the latest regulations and enhancing service delivery.
- Progressed with the implementation and configuration of the new land management/permitting software system, establishing the foundation for a more efficient and streamlined permitting and inspection process.
- Refined multi-departmental standards and procedures for plan submittal and review to support the implementation of the new land management/permitting system. This effort remains ongoing.

## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
Tyler Permitting and Licensing	5.8					X

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Building inspections completed	#	Workload	7,493	7,500	8,000	8,000
Plan checks completed	#	Workload	1,414	1,500	1,600	1,600
Average # of days in plan check	#	Efficiency	11.53	11	10.5	10
% of plans approved requiring no more than one resubmittal	%	Effectiveness	72%	75%	80%	85%

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	1,067,789	1,186,860	1,186,860	1,256,705	1,315,655
221	Plan Maint Fees	9,870	121,435	121,435	59,800	59,800
501	Water Operations	20,551	18,348	18,348	19,821	21,011
<b>Total</b>		<b>1,098,210</b>	<b>1,326,643</b>	<b>1,326,643</b>	<b>1,336,326</b>	<b>1,396,466</b>

## Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	550,174	573,361	573,361	640,598	688,684
41111	Incentive Pay	247	8,493	8,493	6,742	6,742
41210	Part Time	26,199	16,917	16,917	—	—
41300	Overtime	2,077	6,500	6,500	6,500	6,500
41420	Vehicle Allowance	4,345	4,320	4,320	4,320	4,320
41430	Uniform Allowance	250	250	250	—	10
42101	Misc Pers	60,749	56,963	56,963	67,712	76,439
42102	Misc UAL	2	1,636	1,636	3,576	5,557
42105	PT Retirement	905	635	635	—	—
42110	Pension Expense	2,259	—	—	—	—
42200	Flex Benefit	67,121	99,600	99,600	104,160	104,160

## Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
42300	Employer Paid Benefits	13,841	15,553	15,553	16,516	17,214
42400	Workers Comp	16,989	20,152	20,152	24,571	25,211
45100	Temporary In Lieu Of Perm	94,736	—	—	—	—
51110	Office Supplies	11,290	15,750	15,750	15,750	15,750
55316	Recruitment Expenses	4,000	—	—	—	—
55320	Printing	104	3,000	3,000	3,000	3,000
55450	Bank Service Charges	33,091	30,000	30,000	30,000	30,000
55600	Training & Education	1,033	8,000	8,000	11,000	11,000
59100	Contract Services	199,872	465,435	465,435	401,800	401,800
59805	Vehicle Charges	8,927	78	78	79	80
<b>Total</b>		<b>1,098,210</b>	<b>1,326,643</b>	<b>1,326,643</b>	<b>1,336,326</b>	<b>1,396,466</b>

## PRIMARY PROGRAM EXPENDITURES EXPLANATIONS

41110–42400–Compensation: All salaries and benefits are budgeted in these line items.

51110–Office Supplies: This account includes Office Supplies; Office Equipment/Furniture; Subscriptions and Publications; Dues and Memberships; and supplies for the permitting system.

55320–Printing: Printing of job cards, correction notices, stop work notices, and informational handouts.

55600–Training & Education: This account includes certification fees for International Code Council required certifications (and renewals) for staff (i.e., Building Official; Plans Examiner, Building Inspectors, Building Technician). It also includes expenses for International Code Council (ICC) and California Building Officials (CALBO) and other regulatory agencies seminars and training.

59100–Contract Services: Consultants for specialized plan reviews and inspections - including the State-mandated expedited plan reviews and inspections for solar photovoltaic systems and State-mandated CASP (California Accessibility Specialist) plan reviews and inspections. All jurisdictions are required to either have a certified CASP on staff or have a contract with a consultant that offers this service. This account is also used for residential and commercial plan review services, vacation/sick leave coverage, expedited reviews; code training sessions (including materials) for staff as well as local contractors. The file maintenance account is used for document management expenses, including consultant services for the Trakit permitting system and the yearly maintenance fees for Trakit and the Microfiche ViewScanner.

# Economic Development

## PROGRAM DESCRIPTION

Economic development focuses on facilitating the growth of existing businesses and working to attract new businesses to Glendora. The Economic Development and Housing Division is responsible for encouraging business investment opportunities, expanding the City's tax base, supporting business retention and attraction efforts, and assisting business building efforts. The City Council has adopted a goal to "Implement Strategic Economic Development" within the City's Strategic Plan.

## 2023-2025 MAJOR ACCOMPLISHMENTS

(XXXX-X) references the 2023-2025 Strategic Plan available on the City's website.






- Conducted a survey of the Business Improvement District (BID) and held a workshop to assist the BID with defining goals and tasks to accomplish those goals.
- Initiated the disposition of the San Jose/Woodland site (approximately 5 acres) as surplus property under the rules of the Surplus Land Act and negotiated a Purchase and Sale Agreement (PSA) for the sale of the property. (ISED-6). Held an Economic Development Workshop with City Council, staff, and industry experts (ISED -1).
- Updated the City's Economic Action Plan (EAP) to facilitate the development, retention, and attraction of desired commercial and retail businesses. (ISED-1)
- Developed and implemented a Memorandum of Understanding (MOU) transitioning oversight of the Glendora Village Improvement District (BID) to the Glendora Chamber of Commerce as well as amended the Glendora Municipal Code Title 5 (Glendora Village Business District). (ISED-3)
- Contracted a commercial broker to work with existing property owners to facilitate new development and introduce new tenants and retail strategy for underutilized property.
- Connected with key property owners and attended the International Council of Shopping Centers (ICSC) Deal Making conference to market strategic sites in the City.
- Engaged with consultants to identify the city's top leakage opportunities. (ISED-1)
- Conducted business visits to provide local businesses with City Economic Development Division contact information and solicit business owner feedback and concerns.
- Work in conjunction with, and offer support to, the Glendora Chamber of Commerce with efforts to assist the business community with networking and marketing opportunities, as well as educational and legislative resources. Selected as a finalist for the Los Angeles County Economic Development Corporation's (LAEDC) 2024 Most Business-Friendly City.
- Participated as a Client City for the 3rd Sunstone Economic Development Challenge at the USC Price School of Public Policy.



## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
<b>Economic Action Plan</b>						
Implement Plans + Create Programs	1.6 / 1.10 / 2.2	X	X			
<b>Chamber / BID Working Group</b>						
Hire Economic Development Mgr.	2.1		X			
Convene Working Group	2.1		X			

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	335,361	921,655	921,655	695,777	710,618
103	Measures E/Z	82,829	82,516	82,516	88,709	92,977
228	Affordable Housing	29	—	—	—	—
229	Glendora Hsg. Authority	29	—	—	—	—
280	Grants	—	4,500	4,500	—	—
<b>Total</b>		<b>418,249</b>	<b>1,008,671</b>	<b>1,008,671</b>	<b>784,486</b>	<b>803,595</b>

## Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	280,950	329,584	329,584	350,470	376,902
41111	Incentive Pay	48	4,269	4,269	3,371	3,371
41210	Part Time	1,749	—	—	—	—
41420	Vehicle Allowance	737	540	540	360	360
42101	Misc Pers	32,025	36,223	36,223	40,305	45,381
42102	Misc UAL	2	1,000	1,000	2,071	3,215
42200	Flex Benefit	39,946	54,000	54,000	54,480	54,480
42300	Employer Paid Benefits	7,118	9,186	9,186	8,880	9,263
42400	Workers Comp	2,352	2,869	2,869	3,049	3,122
51110	Office Supplies	3,921	1,000	1,000	10,500	1,500
55320	Printing	495	8,000	8,000	8,000	8,000
55340	Postage	6	2,500	2,500	—	—

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
55400	Dues & Memberships	3,408	31,000	31,000	31,000	31,000
55600	Training & Education	13,242	14,000	14,000	22,000	17,000
59100	Contract Services	7,251	439,500	439,500	175,000	175,000
59600	Aid To Civic Organization	25,000	75,000	75,000	75,000	75,000
<b>Total</b>		<b>418,249</b>	<b>1,008,671</b>	<b>1,008,671</b>	<b>784,486</b>	<b>803,595</b>

### PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110– 42400–Compensation: All salaries and benefits are budgeted in these line items.

51110–Office Supplies: Supply purchases that include paper, pens, and other miscellaneous office supplies.

55320–Printing: Materials (flyers, postcards, brochures) developed to reach out to the business community to market space available within the city. Marketing material promoting the city as a great place to live, work and play.

55600–Training & Education: Attend training seminars, conferences, such as Regional ICSC Conference and other meetings that will provide staff the opportunity to be involved in regional and state issues that impact the City.

59100–Contract Services: Contract with outside consultants to support and assist with void analysis, business attraction, economic development action plan development and implementation.

59600–Aid to Civic Organization: Agreement with the Chamber of Commerce.

# CDBG

## PROGRAM DESCRIPTION

Each year, the City of Glendora participates in the Community Development Block Grant Program (CDBG). All costs reflect program activities contained in a One Year Action Plan and approved by the City Council on **May 9, 2023, for FY24 and April 23, 2024, for FY 25**. The CDBG Program is administered by the Department of Housing and Urban Development (HUD), and it provides funding for projects based on the following national objectives:

- Benefitting low- and moderate- income persons
- Eliminating slum and blight
- Meeting a particularly urgent community development need
- Pursuant to HUD requirements, the City Council adopted a Five-Year Consolidated Plan (2023-2028) on May 9, 2023. Each year the City adopts an Annual Action Plan to fund specific projects.

## FY 2023-25 MAJOR ACCOMPLISHMENTS

- Completed a street improvement and accessibility project in the neighborhood South of Juanita Ave. and West of Glendora Ave; Census Tract 4039.02, Block 2.
- Completed a street improvement and accessibility project in the neighborhoods North of Juanita Ave., between Grand Ave. and Glendora Ave. and North of Gladstone St., between Barranca Ave. and Grand Ave.; Census Tract 4039.02, Blocks 1 and 3.
- Completed a street improvement and accessibility project in the neighborhood South of Juanita Ave., West of Glendora Ave. and East of Near-glen; Census Tract 403902, Block 1.
- Engaged the Housing Rights Center to provide Fair Housing Services with dispute resolutions; educate landlords, tenants and the general public regarding housing rights and responsibilities.
- The Housing Rights Center delivered tenant housing rights workshops and distributed fair housing material digitally and in person at workshops and events.
- Administered the CDBG grant in compliance with HUD regulations.

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Ensure that City maintains an unexpended fund balance of less than 150% of the annual CDBG entitlement	%	Effectiveness	159%	150%	80%	80%
Goal of 1 Public improvement project per year	#	Effectiveness	2	1	1	1

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
285	Community Dev Block Grant	32,707	57,986	57,986	62,825	—
Total		32,707	57,986	57,986	62,825	—

Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	2,739	—	—	—	—
42300	Employer Paid Benefits	43	—	—	—	—
59100	Contract Services	9,924	37,986	37,986	42,825	—
59140	Contract Svc Fair Housing	20,000	20,000	20,000	20,000	—
Total		32,707	57,986	57,986	62,825	—

PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

59100—Contract Services: Contract with the Housing Rights Center, Grant Administration, Preparation of one-year action plan and the Consolidated Annual Performance Evaluation Report (CAPER).

# Business Improvement District (BID)

## PROGRAM DESCRIPTION

The Glendora Village Business Improvement District (BID) is organized and established pursuant to the Parking and Business Improvement Area Law of 1989. The BID's mission is to promote and market the Glendora Village as a vital, safe, unique place for shopping, dining, and cultural experiences and to heighten awareness of the Glendora Village as a destination resulting in a more vibrant Village and more profitable businesses.

The BID is funded by an assessment collected each year with the annual business license tax. The assessment is estimated to generate approximately \$45,000 in each of the next two FY's 2025-2026 and 2026-2027. The BID is managed by the Glendora Chamber of Commerce through an agreement with the City.

## 2023-25 MAJOR ACCOMPLISHMENTS

- Recipient of the Best Downtown Reader's Choice Award conducted by the San Gabriel Valley News Group. The Glendora Village has received this award for eleven consecutive years.
- Wine Walk 2024 was a sellout event, generating approximately \$65,000 in gross revenue, an amount which exceeded the anticipated amount of \$40,000.
- Expanded the use of sponsorships for events which had a positive impact on the budget either by increasing revenues or reducing expenses.
- Renewed the agreement with the marketing consultant with a continued scope of service to include managing social media, graphic design, and website maintenance.
- Conducted survey soliciting feedback from BID members about the current state of the Glendora Business Improvement District. Results of the survey to be used to assist in planning and improving the future of the BID.
- Transferred administration and oversight of the BID to the Glendora Chamber of Commerce.

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
204	Glendora Village Bus Dist	113,211	152,250	152,250	45,000	45,000
Total		113,211	152,250	152,250	45,000	45,000

## Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41210	Part Time	618	—	—	—	—
42105	PT Retirement	23	—	—	—	—
42300	Employer Paid Benefits	9	—	—	—	—
51200	Division Supplies	11,393	10,250	10,250	—	—
55315	Marketing/Promotions	17,738	24,500	24,500	—	—
56500	Landscaping	5,083	10,000	10,000	—	—
57220	Pass Thru Payments	—	—	—	45,000	45,000
59500	Special Events	11,350	27,000	27,000	—	—
59501	Wine Walk	34,455	27,000	27,000	—	—
59502	Chalk Walk	90	8,000	8,000	—	—

Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
59503	Halloween Walk	5,252	6,500	6,500	—	—
59504	Holiday Stroll	19,112	20,000	20,000	—	—
59505	Small Business Saturday	3,912	4,000	4,000	—	—
59506	Friday Night Twilight	4,175	15,000	15,000	—	—
Total		113,211	152,250	152,250	45,000	45,000

PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

57220—Pass Thru Payments: Remittance of the assessment revenue to the Chamber of Commerce for BID operations.

# Housing Authority

## PROGRAM DESCRIPTION

On January 10, 2012, the City Council established the Glendora Housing Authority and designated the Authority to retain the housing functions previously performed by the Glendora Community Redevelopment Agency (CRA). These functions consist of monitoring affordable housing agreements for the Heritage Oaks and Elwood Apartments and managing the portfolio of housing rehabilitation and first-time homebuyer loans made by the former CRA.

## FY 2023-25 MAJOR ACCOMPLISHMENTS

- Acquired Dale Road site for the development of affordable housing.
- Administered portfolio of affordable housing loans and mobile home rent stabilization ordinance.
- Monitored the Elwood Apartments and Heritage Oaks Senior Apartments affordability agreements.

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
103	Measures E/Z	108,800	107,231	107,231	129,182	135,512
229	Glendora Hsg. Authority	5,285	111,000	111,000	—	—
<b>Total</b>		<b>114,084</b>	<b>218,231</b>	<b>218,231</b>	<b>129,182</b>	<b>135,512</b>

## Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	82,695	80,470	80,470	97,292	102,157
41111	Incentive Pay	—	1,846	1,846	1,871	1,871
41420	Vehicle Allowance	362	360	360	360	360
42101	Misc Pers	10,219	7,936	7,936	10,503	11,617
42102	Misc UAL	0	224	224	538	819
42200	Flex Benefit	10,572	10,800	10,800	12,480	12,480
42300	Employer Paid Benefits	2,899	2,935	2,935	3,263	3,333
42400	Workers Comp	706	2,660	2,660	2,875	2,875
59100	Contract Services	6,631	111,000	111,000	—	—
<b>Total</b>		<b>114,084</b>	<b>218,231</b>	<b>218,231</b>	<b>129,182</b>	<b>135,512</b>

## PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110–42400—Compensation: All salaries and benefits are budgeted in these line items.

59100—Contract Services: Costs related to enforcing Heritage Oaks Ground Lease and affordable housing covenants. Consultant services to assist in compliance with the State HOME Loan Agreement and Housing Authority Regulatory Agreement associated with the Elwood Apartments.

# Successor Agency

## PROGRAM DESCRIPTION

AB1X26, referred to as the “dissolution law,” resulted in the elimination of all redevelopment agencies in California as of February 1, 2012. With the dissolution of the Glendora Community Redevelopment Agency (CRA), the city accepted the role of “Successor Agency” charged with carrying out the wind-down the Successor Agency’s affairs. This includes paying off outstanding debt and selling agency-owned property identified in the Long-Range Property Management Plan.

All actions of the Successor Agency are overseen and reviewed by an Oversight Board and the California Department of Finance. The budget corresponds to Recognized Obligation Payment Schedule (ROPS) submitted and approved by the Oversight Board in January 2019.

## 2023-25 MAJOR ACCOMPLISHMENTS






- Completed Recognized Obligation Payment Schedules (ROPS) for July 2023 to June 2026



## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
Complete the Recognized Obligation Payment Schedules, pay off final debt service payment will reallocate property tax distributions to the City's General Fund.	1_3.1				X	

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	181,456	203,542	203,542	143,319	149,282
450	Rda Succesor Agency	156,746	6,758	6,758	1,815	—
Total		338,202	210,300	210,300	145,134	149,282

## Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	123,619	112,330	112,330	62,542	67,041
41111	Incentive Pay	—	5,714	5,714	4,154	4,270
41300	Overtime	(58)	—	—	—	—
41420	Vehicle Allowance	1,792	1,284	1,284	900	900
42101	Misc Pers	14,941	12,430	12,430	8,644	9,693
42102	Misc UAL	1	329	329	396	618
42200	Flex Benefit	10,665	12,384	12,384	7,680	7,680
42300	Employer Paid Benefits	6,198	4,093	4,093	4,459	4,524
42400	Workers Comp	977	978	978	544	555
55110	Audit Services	4,985	6,000	6,000	6,000	6,000
55450	Bank Service Charges	5,875	5,258	5,258	1,815	—
59100	Contract Services	18,938	49,500	49,500	48,000	48,000
81050	Interest On City Advance	150,271	—	—	—	—
Total		338,202	210,300	210,300	145,134	149,282

## PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110–42400—Compensation: All salaries and benefits are budgeted in these line items.

59100—Contract Services: Consulting services dealing with the Community Redevelopment Agency wind down processes.

# Public Works

# Public Works Administration

## PROGRAM DESCRIPTION

The Administration Division ensures that the Public Works Department is efficiently managed and focused on working towards the City's strategic plan objectives/tasks, that different operational Public Works Divisions work together effectively as a team, and generally contains those functions with a department-wide administrative scope. It also serves as a single point of contact for internal and external customers, and tracks service request response.






## 2023-25 MAJOR ACCOMPLISHMENTS

- Continued to provide design review and construction inspection for the Gold Line Light Rail Transit Phase 2B Project (L Line) to ensure the project meets City's infrastructure requirements.
- Participated in Upper San Gabriel River Watershed Area Steering Committee under the Los Angeles Safe, Clean Water Program.
- Participated in Regional Water Quality Control Board meetings, including the Industrial/Commercial Task Force.
- Participated in the Upper San Gabriel River (USGR) Enhanced Watershed Management Plan (EWMP) Group.
- Participated in the San Gabriel Valley Council of Governments in the Water and Public Works Technical Advisory Committees.

## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
Issue RFP and award agreement for a Way Finding Assessment.	4_2.8		X			
Documentation of beautification efforts to make public spaces more inviting and enjoyable for residents and visitors.	4_2.9		X			
Develop ADA Transition Plan to identify accessibility barriers and develop a plan to address deficiencies in City buildings, parks, programs, policies, procedures, and the public right of ways.	2_3.7			X		

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Change Orders < 10% of construction cost	%	Efficiency	100%	100%	100%	100%
Project completed on or below adopted budget with a budget appropriation	%	Efficiency	100%	100%	100%	100%
CIP Projects Completed	#	Workload	15	14	12	12
CIP Projects Completed	\$	Workload	\$16,500,000	\$5,500,000	\$6,400,000	\$7,500,000

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	1,278,853	1,274,556	1,274,556	1,270,520	1,143,665
201	Street Lighting Assessmt	5,250	6,898	6,898	18,555	19,210
501	Water Operations	426,593	360,100	360,100	346,067	376,027
Total		1,710,696	1,641,554	1,641,554	1,635,142	1,538,902

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	545,574	511,177	511,177	456,247	500,275
41111	Incentive Pay	113	14,270	14,270	13,052	13,451
41300	Overtime	38	1,030	1,030	1,030	1,030
41420	Vehicle Allowance	1,680	2,304	2,304	2,304	2,304
41430	Uniform Allowance	500	—	—	—	—
42101	Misc Pers	66,607	58,896	58,896	58,580	67,446
42102	Misc UAL	3	1,206	1,206	2,817	4,501
42110	Pension Expense	53,300	—	—	—	—
42200	Flex Benefit	73,538	76,320	76,320	60,720	60,720
42300	Employer Paid Benefits	16,434	18,977	18,977	17,619	18,257
42400	Workers Comp	12,848	13,002	13,002	12,881	13,268
51110	Office Supplies	7,358	4,760	4,760	5,000	5,200
51560	Operating Leases	143	—	—	—	—
51750	Food Supplies	3,298	2,450	2,450	3,700	3,820
55316	Recruitment Expenses	3,000	—	—	—	—
55320	Printing	—	230	230	—	—
55340	Postage	173	510	510	—	—
55400	Dues & Memberships	1,399	680	680	1,900	1,900
55600	Training & Education	8,418	4,590	4,590	8,000	8,000
57120	Traffic Signal Lighting	57,607	65,000	65,000	65,000	65,000
59100	Contract Services	10,523	19,810	19,810	23,260	23,440
59801	Info Tech Charges	152,860	29,060	29,060	29,382	29,677
59803	Liability Ins. Charges	371,883	434,732	434,732	435,430	438,433
59805	Vehicle Charges	323,400	382,550	382,550	438,220	282,180
<b>Total</b>		<b>1,710,696</b>	<b>1,641,554</b>	<b>1,641,554</b>	<b>1,635,142</b>	<b>1,538,902</b>

### PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110–45200—Compensation: All salaries and benefits are budgeted in these line items.

57120—Traffic Signal Lighting: Electricity costs for the operation of traffic signal lights throughout the City.

59100—Contract Services: Professional Engineering services costs associated with new development.

59801—Info Tech Charges: Allocated charges to each division to recover City-wide technology services provided to each Department as well as the replacement of computers, network equipment, and other technology costs.

59805—Vehicle Charges: Allocated charges based on the number and the type of vehicles, related equipment and fuel used by each Department.

# Environmental Services

## PROGRAM DESCRIPTION

The Environmental Services Division coordinates all City recycling and solid waste diversion programs and reporting, ensures regulatory compliance, leads the City's environmental education and outreach efforts, and participates in and assists with the City's environmental initiatives in general.

Specific activities include:

- Coordinating the annual Earth Day Event.
- Administering C&D (Construction & Demolition) Ordinance Waste Management Plan applications as part of the plan checking process
- Completing annual California Integrated Waste Management Act/ Assembly Bill 939 (AB 939) report and any other requirements of CalRecycle.
- Implementing AB 939 mandated Source Reduction and Recycling Element (SRRE) and Household Hazardous Waste Element (HHWE).
- Ensuring compliance with California's Mandatory Commercial Recycling Law/Assembly Bill 341 (AB 341), including outreach to the business sector regarding education and monitoring recycling activities.
- Ensuring compliance with California's Mandatory Commercial Organic Recycling Law/Assembly Bill 1826 (AB 1826), including annual outreach to commercial business owners and multi-family units regarding the tiered requirements to arrange for organic recycling services.
- Ensuring compliance with California's Short-Lived Climate Pollutant Reduction Strategy/Senate Bill 1383 (SB 1383).
- Managing the City's beverage container recycling grant and used motor oil grant and recycling program.
- Administering the City's solid waste contract with Arakelian Enterprises, Inc. (dba Athens Services).

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Household Hazardous Waste Event Totals	Pound/ Year	Workload	66,172	40,896	57,000	57,000
Total Tonnage Hauled	Tons/ Year	Workload	53,798	52,803	54,800	54,800
Diversion Tonnage	Tons/ Year	Workload	16,062	16,670	16,500	16,500
Complaints Reported	#	Efficiency	510	856	720	720
Complete AB939 annual reports by required deadlines	Yes/No	Efficiency	Yes	Yes	Yes	Yes
Track solid waste disposal rate required by State law (cannot exceed 5.4 PPD) *	Pounds/ person/ day	Workload	4.9 PPD	Data not yet available	4.6 PPD	4.6 PPD

\*PPD data is reported by the State one year in arrears.

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	136,124	359,436	359,436	376,433	391,170
270	Used Oil Block Grant	15,658	8,460	8,460	9,729	9,729
271	Beverage Recycling Grant	—	—	—	14,950	14,950
<b>Total</b>		<b>151,782</b>	<b>367,896</b>	<b>367,896</b>	<b>401,112</b>	<b>415,849</b>

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	7,812	106,273	106,273	114,692	120,945
41111	Incentive Pay	—	818	818	863	895
41420	Vehicle Allowance	131	180	180	180	180
42101	Misc Pers	1,048	8,828	8,828	10,172	11,379
42102	Misc UAL	0	243	243	573	877
42200	Flex Benefit	875	18,000	18,000	18,000	18,000
42300	Employer Paid Benefits	565	2,989	2,989	3,128	3,219
42400	Workers Comp	67	1,235	1,235	1,325	1,346
51200	Division Supplies	52,560	46,560	46,560	62,910	64,350
55310	Advertising	7,003	4,920	4,920	6,189	6,189
59100	Contract Services	81,721	177,850	177,850	183,080	188,470
<b>Total</b>		<b>151,782</b>	<b>367,896</b>	<b>367,896</b>	<b>401,112</b>	<b>415,849</b>

### PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110–42400—Compensation: All salaries and benefits are budgeted in these line items.

51200—Division Supplies: The state grants received from Used Oil and Beverage Container recycling will provide funding for these costs, covering Earth Day and other community education.

59100—Contract Services: Used to negotiate any contract necessary to implement successful recycling programs within the City.



# Streets

## PROGRAM DESCRIPTION

The Street Maintenance Division's primary function is to manage the maintenance and minor repairs of Glendora's 157 center-line miles of streets and alleys, along with sidewalks, parking lots, as well as sidewalks in parks and hardscape in medians. This includes asphalt and concrete repairs, street painting (striping, legends, and curbs), sign repair and replacement, storm drain maintenance, shopping cart retrieval and storage, public ROW dumping issues and debris cleanup.

Additional significant functions include:

- Assisting Engineering Division staff with construction preparation needs.
- Working with Engineering Division to identify and prioritize street segments requiring periodic repair (crack sealing, and paint re-striping) and preventive maintenance.
- Responding to sanitary sewer overflows to provide initial containment until Los Angeles County crews arrive.
- Working with the Water Division to patch or repair asphalt or concrete where needed due to Water-related projects.
- Working with the Environmental Services Division to ensure that all trash generated from City right-of-way is separated per appropriate environmental guidelines.
- Performing closures and tear-down functions on streets for special events sponsored by the City.

## 2023-25 MAJOR ACCOMPLISHMENTS

- Coordinated on-call asphalt, concrete and striping/signage contracts to supplement staff services to maintain streets throughout the City.

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Potholes patched	#	Workload	801	320	800	800
Sidewalk panels ramped	#	Workload	176	145	255	285
Sidewalk panels replaced	#	Workload	90	1200	160	180
Signs replaced	#	Workload	127	120	140	155
Asphalt tonnage used	Tons	Workload	302	315	300	330

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	42,483	29,300	29,300	139,430	142,990
105	Gusd Jua	—	50,000	50,000	—	—
201	Street Lighting Assessmt	406,061	375,250	375,250	416,150	426,560
233	Measure R Transpt. 2009	251,720	282,108	282,108	264,790	283,048
234	Measure M	49,248	12	12	—	—
255	State Gas Tax	1,526,225	1,928,177	1,928,177	1,804,750	1,852,900
501	Water Operations	900,084	606,399	606,399	548,749	582,081
<b>Total</b>		<b>3,175,821</b>	<b>3,271,246</b>	<b>3,271,246</b>	<b>3,173,869</b>	<b>3,287,580</b>

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	630,157	716,561	716,561	666,135	724,084
41111	Incentive Pay	392	10,740	10,740	10,740	10,740
41300	Overtime	49,988	54,320	54,320	43,150	43,150
41430	Uniform Allowance	1,816	1,776	1,776	1,775	1,775
41440	Tool Allowance	431	—	—	—	—
42101	Misc Pers	74,683	77,032	77,032	78,612	89,523
42102	Misc UAL	3	2,184	2,184	4,054	6,359
42110	Pension Expense	42,406	—	—	—	—
42200	Flex Benefit	127,913	157,560	157,560	140,760	140,760
42300	Employer Paid Benefits	15,301	17,496	17,496	15,993	16,834
42400	Workers Comp	46,089	46,723	46,723	42,668	44,329
51110	Office Supplies	2,691	1,740	1,740	1,740	1,740
51200	Division Supplies	28,856	54,210	54,210	51,140	52,700
51271	Agricultural Supplies	1,019	650	650	—	—
51400	Building Materials	5,052	1,210	1,210	—	—
51500	Equipment Parts	23,475	19,060	19,060	—	—
51750	Food Supplies	253	—	—	—	—
55316	Recruitment Expenses	12,000	—	—	—	—
55400	Dues & Memberships	286	360	360	480	480
55600	Training & Education	19,285	14,980	14,980	22,760	22,760
56400	Traffic Sig Repair & Maint	388,972	550,000	550,000	550,000	550,000
56600	Street Rep & Maint	200,794	235,010	235,010	229,900	235,610
57100	Electric	3,998	1,910	1,910	4,000	4,100
57110	Street Lighting	508,025	470,720	470,720	537,150	550,590
57170	Refuse Disposal	24,250	48,000	48,000	19,300	19,300
59100	Contract Services	813,264	768,090	768,090	733,060	752,280
59200	Uniform & Linen Laundry	11,594	19,670	19,670	19,190	19,190
59805	Vehicle Charges	142,829	1,244	1,244	1,262	1,276
<b>Total</b>		<b>3,175,821</b>	<b>3,271,246</b>	<b>3,271,246</b>	<b>3,173,869</b>	<b>3,287,580</b>

### PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110–42400—Compensation: All salaries and benefits are budgeted in these line items.

51200—Supplies: All supplies related to Streets Division staff maintenance and repair activities, including asphalt, concrete, minor equipment/tools, office supplies, and herbicides for crack and joint weed abatement on streets and sidewalks.

55400–55600–Training, Dues and Memberships: All training, dues and memberships related to the Streets Division and its staff.

56400–Traffic Signal Maintenance: Operating and maintenance costs for the traffic signals throughout the City.

57100–57170–Utilities: Electricity, street lighting repair and maintenance, and refuse disposal costs.

59100–59200 Professional/Contract Services: Various long-term or standing on-call contracted services to supplement and support Streets Division activities, including traffic control services for City-sponsored special events, weed abatement, various regulatory permits, and re-striping of select City streets.

59805–Vehicle Charges: Allocated charges based on the number and the type of vehicles, related equipment, and fuel used by each Department.

# Fleet Management

## PROGRAM DESCRIPTION

The Fleet Maintenance Division's primary function is to manage the City's vehicles (excluding Transportation buses), major mechanical equipment excluding facilities equipment, and fueling/support infrastructure and operations, including acquisition, maintenance, regulatory compliance, repair, and surplus disposal.

## 2023-25 MAJOR ACCOMPLISHMENTS

- Turnaround of vehicles and equipment submitted to Fleet Maintenance for servicing to the same day 99% of the time.
- Executed preventative maintenance program for shop vehicle lifts to include certification and routine inspection to ensure safety and to mitigate risk.

## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
The development of a replacement plan for all City vehicles, including EV transition where appropriate, will be included in regular operations. The pursuit of grant funding will be included in this endeavor.	6_4.15 6_4.16 6_4.17				X	

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Vehicles and Equipment Serviced	#	Workload	732	468	500	500
Police Department	#	Workload	444	234	264	264
Maintenance Divisions	#	Workload	180	150	146	145
Water Division	#	Workload	108	84	90	91

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
554	Fleet Management	2,052,613	3,538,997	3,538,997	3,135,960	3,027,133
Total		2,052,613	3,538,997	3,538,997	3,135,960	3,027,133

## Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	167,170	230,718	230,718	244,754	265,516
41111	Incentive Pay	95	2,160	2,160	2,160	2,160
41300	Overtime	10,710	6,870	6,870	6,870	6,870
41430	Uniform Allowance	564	500	500	500	500
41440	Tool Allowance	—	1,000	1,000	1,000	1,000
42101	Misc Pers	20,102	22,083	22,083	25,039	28,526
42102	Misc UAL	1	649	649	1,353	2,118
42110	Pension Expense	38,716	—	—	—	—
42111	OPEB Expense	(43,950)	—	—	—	—
42200	Flex Benefit	30,465	51,120	51,120	51,120	51,120

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
42300	Employer Paid Benefits	3,651	5,638	5,638	5,841	6,142
42400	Workers Comp	11,654	12,487	12,487	13,145	13,449
51110	Office Supplies	1,597	1,750	1,750	1,750	1,750
51200	Division Supplies	16,735	15,430	15,430	15,420	15,910
51500	Equipment Parts	174,742	178,970	178,970	184,340	189,880
51520	Software	1,185	55,000	55,000	32,700	33,690
51610	Car Washes	6,661	5,980	5,980	6,700	6,700
51650	Fuel	372,381	525,500	525,500	525,500	525,500
55600	Training & Education	10,889	3,700	3,700	3,900	3,900
55700	Education Reimbursement	612	—	—	—	—
57100	Electric	18,187	20,000	20,000	20,000	20,500
57150	Gas	1,168	4,290	4,290	2,000	2,000
59100	Contract Services	391,805	343,710	343,710	365,020	376,020
59200	Uniform & Linen Laundry	3,194	7,550	7,550	7,550	7,550
59801	Info Tech Charges	17,159	3,262	3,262	3,299	3,332
72350	Vehicles - Police	153,260	788,190	788,190	820,000	355,000
72353	Vehicles-Ch Pool	—	—	—	96,000	48,000
72370	Vehicles - Pw Streets	206,440	382,550	382,550	565,000	485,000
72375	Vehicles - Pw Water	68,396	729,890	729,890	135,000	575,000
72390	Vehicles - Rhs	23,209	140,000	140,000	—	—
79210	Depreciation Vehicles	345,815	—	—	—	—
<b>Total</b>		<b>2,052,613</b>	<b>3,538,997</b>	<b>3,538,997</b>	<b>3,135,960</b>	<b>3,027,133</b>

### PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110–42400–Personnel: All salaries and benefits are budgeted in these line items.

51110–51610–Supplies: All supplies related to Fleet Division staff maintenance and repair activities, including equipment/parts/tools, office supplies, car washes, and fuel

55400–55600–Training, Dues and Memberships: All training, dues and memberships related to the Fleet Division and its staff.

57100–57150–Utilities: Electricity and gas (not fuel).

59100–59200–Professional/Contract Services: Various contracted services to supplement and support Fleet Division activities, including services submitted to authorized dealerships for repairs, or where it would be impractical for City staff to conduct certain types of extensive repairs on vehicles due to the necessary tools, expertise or labor hours involved.

59801–Information Technology Charges: Fleet and equipment related information technology costs.

72350-72375—Vehicle Replacement: Vehicle and equipment replacement costs for all City Departments, including Community Services, Police, and Public Works.

# Engineering

## PROGRAM DESCRIPTION

The Engineering Division develops the long and short-term vision to enhance the City's infrastructure through design and administration of capital improvement projects, including water, sewer, street and facility improvement projects, traffic signal operations and traffic safety. The Engineering Division also reviews land development projects and work closely with Community Development Department for plan checking, permitting and inspection of public improvements and grading operations, and provides technical support to other City Departments as needed.

Specific activities include:

- Enhancing the City's Infrastructure by implementing long term infrastructure development/replacement projects.
- Administering the City's Capital Improvement Program (CIP) Projects.
- Plan checking all proposed public improvements on development projects, including but not limited to street, water, sewer, storm drain, and traffic signal improvements.
- Plan checking private grading and drainage plans, Storm Water Pollution Prevention Plans (SWPPP), Low Impact Development Plans (LID), building plans, utility permits, traffic control, encroachment permits, traffic impact report, geotechnical reports, and sewer studies.
- Assisting the Planning Review Committee on new developments.
- Inspecting all CIP Projects, land development improvements, traffic control, Storm Water Pollution Prevention Plans (SWPPP), Low Impact Development Plans (LID), utility company works including excavation permits, and encroachment permits.
- Reviewing plan submittals to Los Angeles County and State Water Board for compliance with City, County and State requirements.
- Applying for various state and federal grants, following up on funds obligation requirements and submitting annual reports of Expenditures
- Investigating and resolving traffic signal operations and traffic safety issues.
- Providing support to the residents for concerns regarding drainage, record search, existing utilities, and pedestrian path of travel.

## 2023-25 MAJOR ACCOMPLISHMENTS






- Maintained City's infrastructure, consultant services were hired for design services of street and water projects.
- Provided plan review turnaround on average of 20 days.
- Implemented comprehensive procedures for Public Works permit issuance.
- Implemented an efficient process to review the development and right of way permits.
- Continued to enhance working relations with different utility agencies.



## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
New Transportation Facility. New paving will be completed first quarter FY 2026 and a and a new modular building may be installed at a later date	1_3.2			X		
The Pavement Management Program (PMP) serves as an essential asset management instrument, that identifies the degradation of road surfaces over time due to traffic and environmental factors. The primary objective of the PMP is to prioritize the improvement of deteriorating pavements while preventing well-maintained streets from reaching a state where less costly treatments become ineffective.	4_4.1				X	
The People Movement Project consists of three urban trails along San Dimas Wash, Big Dalton Wash, and Little Dalton Wash. It will also provide first and last mile improvements on Glendora Ave and Foothill Blvd, in order to improve access to the A Line station with protective bike lanes, and road calming elements on Glendora Ave.	2_4.2 2_4.3 2_4.4				X	
HSIP Cycle 11 This project consists of safety improvements at 8 intersections including the addition of protected left turn phases at 6 intersections; convert signals from pedestal-mounted to mast arms at 2 intersections; and add high visibility crosswalks.	3_4.8				X	
Glendora Water and Street Improvements. The water improvements consist of replacing the existing main line running along Glendora Avenue between Gladstone Street and Route 66. In addition, this project will upgrade all curb ramps and ADA access paths to meet current standards, rehabilitate or replace the existing pavement, and provide new signing and striping throughout the corridor.	5_4.11				X	
Colorado Water and Street Improvements. Replacement of approximately 8,630 linear feet of 8-inch waterline, 199 services, 15 fire hydrants and street improvements. In addition, this project will upgrade all curb ramps and ADA access paths to meet current standards, and rehabilitate or replace the existing pavement.	5_4.12				X	
Cypress Water and Street Improvements. Water and street improvements, including curb and sidewalk ADA compliance.	5_4.13				X	

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
# of Plan Checks with an average 20-day turnaround time	#	Workload	967	1,200	1,200	1,200
# of Inspections	#	Workload	949	1,300	1,600	1,600
# of Capital Improvement Program projects budgeted	#	Workload	15	13	18	10
Capital Improvement Projects designed and awarded for construction	%	Efficiency	50%	75%	100%	100%

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	202,998	218,015	218,015	220,831	230,384
301	Capital Projects	485,594	784,500	784,500	500,000	500,000
501	Water Operations	322,759	674,449	674,449	394,929	420,340
502	Water Capital Projects	111,924	759,677	759,677	771,623	790,306
<b>Total</b>		<b>1,123,275</b>	<b>2,436,641</b>	<b>2,436,641</b>	<b>1,887,383</b>	<b>1,941,030</b>

## Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	388,178	733,284	733,284	542,748	585,429
41111	Incentive Pay	48	10,671	10,671	10,953	11,147
41210	Part Time	21,071	—	—	—	—
41300	Overtime	10,667	4,050	4,050	4,050	4,050
41420	Vehicle Allowance	814	1,836	1,836	1,836	1,836
41430	Uniform Allowance	500	751	751	500	500
42101	Misc Pers	46,430	69,674	69,674	58,521	66,337
42102	Misc UAL	2	1,861	1,861	3,074	4,797
42105	PT Retirement	815	—	—	—	—
42110	Pension Expense	38,688	—	—	—	—
42200	Flex Benefit	40,785	117,840	117,840	86,640	86,640
42300	Employer Paid Benefits	9,610	19,754	19,754	15,740	16,359
42400	Workers Comp	13,866	19,417	19,417	14,432	15,045
51110	Office Supplies	24	1,490	1,490	1,490	1,490
51200	Division Supplies	—	—	—	820	820
51560	Operating Leases	387	—	—	—	—
55320	Printing	—	500	500	500	500

**Division Expense by Line Item**

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
55600	Training & Education	109	—	—	—	—
59100	Contract Services	542,179	1,454,620	1,454,620	1,146,000	1,146,000
59200	Uniform & Linen Laundry	177	815	815	—	—
59805	Vehicle Charges	8,927	78	78	79	80
<b>Total</b>		<b>1,123,275</b>	<b>2,436,641</b>	<b>2,436,641</b>	<b>1,887,383</b>	<b>1,941,030</b>

**PRIMARY PROGRAM EXPENDITURE EXPLANATIONS**

41110–42400–Compensation: All salaries and benefits are budgeted in these line items.

59100–Contract Services: On Call consultant services such as surveying, geotechnical, construction inspection, analysis of needs for the graphic information system (GIS) and traffic engineering services.

59805–Vehicle Charges: Allocated charges based on the number and the type of vehicles, related equipment and fuel used by each Department.

# Facilities Maintenance

## PROGRAM DESCRIPTION

Glendora's Facilities Maintenance Division's primary function is maintaining and repairing the City's 30 buildings, with over 277,000 square feet of floor space, including City Hall, Police Headquarters, Library, Community Service Buildings, and multiple Public Works Yards, as well as various other City grey infrastructure other than hardscape/landscape and street/ROW maintenance.

Additional significant functions include:

- Assisting the Engineering Division with Division-relevant capital improvement projects, both operationally where practical, as well as administratively in developing scopes for bidding.

## 2023-25 MAJOR ACCOMPLISHMENTS

- Continued long-term, city-wide HVAC maintenance contract.
- Supplemented in-house Facilities staff with on-call contract services to decrease turnaround time on repair requests.

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Facility related iWorQ requests received.	#	Workload	619	550	565	625

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	1,505,067	1,382,891	1,382,891	1,479,024	1,564,474
501	Water Operations	64,529	54,781	54,781	57,386	62,545
<b>Total</b>		<b>1,569,596</b>	<b>1,437,672</b>	<b>1,437,672</b>	<b>1,536,410</b>	<b>1,627,020</b>

## Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	348,379	364,350	364,350	388,450	437,979
41111	Incentive Pay	410	5,782	5,782	5,780	5,780
41300	Overtime	66,380	29,900	29,900	29,900	29,900
41430	Uniform Allowance	975	975	975	975	975
42101	Misc Pers	41,204	43,441	43,441	49,002	57,838
42102	Misc UAL	2	1,182	1,182	2,473	4,023
42110	Pension Expense	4,274	—	—	—	—
42200	Flex Benefit	85,026	84,120	84,120	84,120	84,120
42300	Employer Paid Benefits	9,633	9,070	9,070	9,419	10,137
42400	Workers Comp	18,067	21,841	21,841	23,313	25,077

**Division Expense by Line Item**

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
51110	Office Supplies	5,925	4,490	4,490	4,490	4,490
51200	Division Supplies	36,633	24,000	24,000	45,850	47,260
51400	Building Materials	33,035	25,000	25,000	284,680	293,260
51500	Equipment Parts	51,241	53,000	53,000	—	—
55600	Training & Education	87	—	—	—	—
56100	Building Maint	162,793	137,000	137,000	—	—
56101	Building Rep & Mnt Police	121,703	90,000	90,000	—	—
56102	Buildng Rep & Mnt Library	51,596	40,000	40,000	—	—
57100	Electric	47,027	48,950	48,950	49,040	50,520
57150	Gas	1,868	4,380	4,380	4,380	4,380
59100	Contract Services	459,926	428,000	428,000	532,310	548,900
59803	Liability Ins. Charges	18,949	22,152	22,152	22,188	22,341
59805	Vehicle Charges	4,463	39	39	40	40
<b>Total</b>		<b>1,569,596</b>	<b>1,437,672</b>	<b>1,437,672</b>	<b>1,536,410</b>	<b>1,627,020</b>

**PRIMARY PROGRAM EXPENDITURE EXPLANATIONS**

41110–42400—Compensation: All salaries and benefits are budgeted in these line items.

51110—Office Supplies: Office supplies, office furniture, postage, printing, and reproduction.

51200—Division Supplies: All supplies related to Facilities Division staff maintenance, PPE, Personal safety equipment, supplies, gloves, batteries.

51400—Building Materials: Facilities amenities, supply material for special projects.

59100—Professional/Contract Services: Various long-term or standing on-call contracted services to supplement and support Facility Division activities, including janitorial services, pest control, emergency generators, elevator services/repair.

59803—Liability Insurance Charges: Allocated charges calculated on the costs of each Department based on claims, personnel costs, facility costs and other factors.

59805—Vehicle Charges: Allocated charges based on the number and the type of vehicles, related equipment and fuel used by each Department.

# National Pollutant Discharge Elimination System (NPDES)

## PROGRAM DESCRIPTION

The NPDES (National Pollutant Discharge Elimination System) Compliance Division, created in fiscal year 2013-2014, is responsible for ensuring compliance of public and private construction and industrial and commercial businesses under the three NPDES Permits: Municipal Separate Storm Sewer System (MS4), Construction, and Industrial/Commercial.

The NPDES permit program, which was created by the Clean Water Act of 1972, addresses water pollution by regulating point sources that discharge pollutants to waters of the United States. The permit contains limits on what can be discharged, monitoring and reporting requirements, and other provisions to ensure that the discharge does not negatively impact water quality or public health. In essence, the permit translates general requirements of the Clean Water Act into specific provisions tailored to the operations of each industry discharging pollutants.

Specific activities include:

- Providing the required annual training to employees whose job function impacts compliance with the NPDES permit.
- Managing the permit mandated inspection of City-owned facilities for compliance with the NPDES permit.
- Ensuring the water quality monitoring is performed in accordance with the NPDES permit. Reviewing the data and making recommendations of any actions needed as a result of data analysis.
- Managing the implementation of the Enhanced Watershed Management Plan (EWMP).
- Compiling necessary data required for preparation of the annual report of NPDES activities for review to the Regional Quality Control Board.
- Overseeing Measure W funding with the Director participating as an Upper San Gabriel River Watershed Area Steering Committee Member.

## 2023-25 MAJOR ACCOMPLISHMENTS

- Contributed to the Upper San Gabriel River (USGR) Enhanced Watershed Management Plan (EWMP) Group for the development of a design concept report for the Finkbiner Park Stormwater Infiltration project (preliminary engineering and conceptual design) to implement MS4 Permit requirements on a watershed scale.
- Incorporated Low Impact Development design for all residential construction, by installing infiltration trenches, rain gardens, rain barrels, vegetation swales to increase infiltration to the ground waters.
- Continued design process for Finkbiner Park Stormwater Capture project.
- Expanded service with Los Angeles County to provide additional dry and wet season catch-basin cleaning.
- Completed storm drain inlet insert capital improvement program project, which consisted of cleaning existing catch basins, furnishing and installing connector pipe screens, and painting staff gauges on 161 existing city-owned catch basins.

## PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

**55600—Training & Education:** Provide annual required training on storm water pollution prevention to City staff. As part of the NPDES permits, staff is required to attend various training to keep abreast of the best management practice and procedures.


**59100—Contract Services:** Services to ensure compliance and implementation of MS4 Permit & EWMP requirements. Fats, Oils and Grease (FOG) inspections performed by a contractor to comply with the Industrial Permit. Costs are recovered through fees assessed to the businesses requiring inspection. Homeless Encampment Abatement Services handled by Ocean Blue are also funded through this account.

**59400—Permits:** Annual permit costs paid to the Regional Water Quality Control Board (RWQCB) and Los Angeles County as required by the MS4 Permit

## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
Develop Stormwater Master Plan. The Stormwater Master Plan will be created to serve as the City's strategic planning guide for compliance of regulatory requirements, maintaining the existing system, and identifying future upgrades, improvements, and expansions of the stormwater system.	4_4.9				X	
Complete Finkbiner Park Stormwater Capture Project. The facility will consist of prefabricated concrete sections with a total footprint of 124'x 95' and a holding capacity of about 2.3 acre-ft. It will also allow for stormwater infiltration. The diverted stormwater will be pretreated to remove trash, debris, and other sediments.	4_4.9				X	

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Enhanced Watershed Management Plan (EWMP) Implementation milestones met in order to comply with the Municipal NPDES permit	%	Efficiency	100%	100%	100%	100%
Coordinated Integrated Monitoring Program (CIMP) Implementation milestones met in order to comply with the Municipal NPDES permit	#	Efficiency	100%	100%	100%	100%
Public Education and Outreach sessions taught.	#	Workload	2	1	2	2

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	93,938	225,060	225,060	225,060	231,570
250	Measure W	181,629	458,110	458,110	458,110	466,590
Total		275,567	683,170	683,170	683,170	698,160

Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
51200	Division Supplies	1,411	5,330	5,330	5,330	5,330
55600	Training & Education	—	3,000	3,000	3,000	3,000
59100	Contract Services	147,447	499,180	499,180	499,180	514,170
59165	Permits	126,709	175,660	175,660	175,660	175,660
Total		275,567	683,170	683,170	683,170	698,160



# Parks, Trees & Landscape

## PROGRAM DESCRIPTION

The Parks, Trees & Landscape Division manages landscaping and wilderness areas for approximately 918 acres of parks, community open space, bus stops, and other City maintained sites. Additionally the division manages and ensures the safety, health, and aesthetics of approximately 12,700 City trees,

including the “Gumdrop” Ficus trees, through oversight of the citywide tree maintenance contract. Work performed under this contract includes pruning, removals, planting, and more specialized tree health care as needed.

Additional significant functions include:

- Participating in the design, construction and review aspects of public and private development and capital improvement projects, including acting as City Arborist for tree related impacts.
- Overseeing various related community engagement functions including volunteer groups, Adopt-a-Park program, etc.
- Performing tree health practices and root pruning to accommodate sidewalk repairs.
- Administer the citywide landscape maintenance and weed abatement contract.
- Overseeing the landscape maintenance of medians, assessment sites
- Coordinating the preparation of the Annual Engineers’ Reports for the Landscape and Streetlight Maintenance Districts.
- Overseeing the annual pruning of the Glendora Bougainvillea.
- Overseeing the installation and removal of the holiday lights on the trees in the Glendora Village and in front of City Hall
- Overseeing citywide weed abatement of the major rights-of-way, large drainage areas, channels City-owned lots and open-space areas
- Assist, coordinate and/or lead all Public Works maintenance and operations Divisions’ contract procurement processes as needed.






## 2023-25 MAJOR ACCOMPLISHMENTS

- Parks staff played an integral part in tree preservation.
- Parks staff continues to evaluate measures for reduced response time and increased productivity performing root pruning requests for Streets Division to achieve sidewalk repairs.
- Staff managed irrigation watering to continue to address conservation goals.

## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
Update of Urban Forestry Manual including recommendations for changes in municipal codes and ordinances, comprehensive analysis of the publicly managed tree inventory, and a land classification and canopy cover analysis.	2_3.6			X		

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Acres of park turf mowed	#	Workload	900	900	900	900
Emergency call-outs addressed within 2 hours	%	Efficiency	100%	90%	80%	80%
Site inspections completed according to work plan:	#	Workload				
· All parks (weekly)			52	104	104	104
· All playgrounds (weekly)			52	52	52	52
· All restrooms (daily)			260	240	230	230
· All bus stops (weekly)			52	52	52	52
Parks maintained according to Park Maintenance Manual Standards	%	Efficiency	85%	92%	95%	95%
Maintenance items performed:	#	Workload				
· Restroom maintenance			2,920	3,240	3,500	3,500
· Playground maintenance			45	62	70	70
· Irrigation maintenance/repair			975	1025	1050	1050
· Planters maintenance			52	52	52	52
· Right of Way weed abatement			2	5	6	6
Trees-Emergency callouts addressed within 2 hours*	%	Efficiency	100%	90%	80%	80%
Trees trimmed annually	#	Workload	2,649	3,285	3,500	3,500
Trees removed annually	#	Workload	177	68	120	120
Trees planted annually	#	Workload	70	118	150	150
Weed Abatement in ROW Annually	#	Linear Feet	168,000	192,000	250,000	250,000

### Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	2,499,526	2,513,690	2,513,690	2,331,546	2,388,461
105	Gusd Jua	—	519,105	519,105	404,319	405,242
203	Landscape Assessment	52,197	66,377	66,377	85,875	85,875
234	Measure M	18,599	31,200	31,200	25,591	26,150
255	State Gas Tax	243,648	284,010	284,010	270,037	276,099
501	Water Operations	56,677	63,050	63,050	91,354	92,409
<b>Total</b>		<b>2,870,648</b>	<b>3,477,432</b>	<b>3,477,432</b>	<b>3,208,722</b>	<b>3,274,236</b>

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	323,375	377,398	377,398	299,212	316,522
41111	Incentive Pay	586	5,820	5,820	4,020	4,020
41300	Overtime	37,266	5,230	5,230	5,580	5,580
41430	Uniform Allowance	500	501	501	500	500
42101	Misc Pers	34,581	37,115	37,115	32,973	36,720
42102	Misc UAL	1	1,083	1,083	1,738	2,661
42110	Pension Expense	2,457	—	—	—	—
42200	Flex Benefit	52,985	74,400	74,400	57,600	57,600
42300	Employer Paid Benefits	7,585	8,878	8,878	6,946	7,198
42400	Workers Comp	17,088	19,147	19,147	15,906	15,925
51110	Office Supplies	2,469	4,490	4,490	4,490	4,490
51200	Division Supplies	—	—	—	16,990	17,530
51270	Trees, Shrubs & Plants	7,170	12,230	12,230	12,600	12,980
51271	Agricultural Supplies	22,206	16,390	16,390	21,210	21,860
51500	Equipment Parts	44,510	36,510	36,510	18,280	18,830
51560	Operating Leases	143	—	—	—	—
51750	Food Supplies	2,308	1,910	1,910	—	—
54001	Highland/Oak Knoll	10,134	6,004	6,004	6,795	6,795
54002	Gmr/Palm Drive	14,053	16,910	16,910	25,505	25,505
54003	Hampton/Sunflower	3,342	3,915	3,915	4,995	4,995
54004	Gmr/Boulder Springs	7,510	14,296	14,296	9,685	9,685
54005	Lndscp Glendora Bougainvi	9,752	13,256	13,256	19,145	19,145
54006	No. Loraine/Palm Dr.	256	1,843	1,843	6,345	6,345
54007	Hidden Springs	7,150	10,153	10,153	13,405	13,405
55320	Printing	94	3,030	3,030	3,030	3,030

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
55400	Dues & Memberships	885	350	350	1,000	1,000
55600	Training & Education	6,408	5,840	5,840	5,840	5,840
56100	Building Maint	2,555	1,710	1,710	1,710	1,710
56200	Equipment Maint	1,973	2,800	2,800	2,800	2,800
56500	Landscaping	15,869	27,790	27,790	23,440	23,440
57100	Electric	152,424	156,362	156,362	161,570	166,360
57150	Gas	406	690	690	690	690
57160	Water	11,158	9,750	9,750	10,990	11,540
59100	Contract Services	1,287,593	1,908,206	1,955,090	1,765,880	1,801,550
59150	Contract - Tree Trim Cntr	603,941	688,924	642,040	642,040	642,040
59155	Contract Weed Abatement	23,812	—	—	—	—
59200	Uniform & Linen Laundry	4,350	3,180	3,180	4,470	4,590
59805	Vehicle Charges	151,755	1,321	1,321	1,341	1,356
<b>Total</b>		<b>2,870,648</b>	<b>3,477,432</b>	<b>3,477,432</b>	<b>3,208,722</b>	<b>3,274,236</b>

### PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110–42400—Compensation: All salaries and benefits are budgeted in these line items.

51271—Agriculture Supplies: Supply, top dressers, seed and decomposed granite. Sports fields are renovated twice per year and pathways are renovated annually to provide safe surfaces. All and supplies are purchased out of this account.

51500—Equipment Parts: Park amenities replacement; repair and maintenance for existing equipment; equipment rental, safety supplies and small tools.

56500—Landscaping: Large landscape renovations, including, but not limited to, rubber mulch and sod. All trees and plants are purchased out of this account.

59100—Contract Services: All park and facilities contractors include services for electrical, plumbing, pest control, HVAC, landscape maintenance, janitorial services and litter removal services.

59150—Contract Services Tree Trimming Contract: Citywide Tree Maintenance contract includes tree maintenance, removals and plantings.

59155—Contract Weed Abatement: Weed abatement of large open-space areas throughout the City.

# Water Administration

## PROGRAM DESCRIPTION

The Water Administration Section oversees the strategic direction and management of the Water Division. This primarily includes providing administrative assistance to other sections and divisions of the Public Works department. The Administration section also represents the City's interests in the Main San Gabriel Basin management, administers wholesale deliveries of imported water, and manages water quality and conservation assurances mandated by Federal and State regulatory agencies.

Specific responsibilities include:

- Management of divisional budgets.
- Management of critical division projects and initiatives.
- Development of water related capital improvement programs.
- Development of the City's water consumer confidence report and other water quality related reports as required by the State Water Resources Control Board.

## 2023-25 MAJOR ACCOMPLISHMENTS

- Completed a comprehensive water infrastructure assessment and rate study.
- Implemented technology needs for the division including GIS implementation.
- Provided various trainings for staff to encourage professional and administrative development.

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Contract Management for Water Division	%	Workload/ Efficiency	100%	100%	100%	100%
Manage Water Division budget	%	Efficiency	100%	100%	100%	100%
Project completed within or below budget with a budget appropriation	%	Workload/ Efficiency	100%	100%	100%	100%
Water Capital Improvement Plan projects (CIP) Completed	%	Workload/ Efficiency	100%	100%	100%	100%
Monthly water quality reports mailed to the Department of Public Health no later than the 10th of each month	%	Efficiency	100%	100%	100%	100%
Monthly production reporting logged and forwarded to Watermaster by end of each quarter	%	Efficiency	100%	100%	100%	100%
Water Quality Complaints	#	Workload/ Efficiency	398	395	350	300

### Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
250	Measure W	2,916	—	—	—	—
501	Water Operations	1,997,193	2,709,502	2,709,502	3,060,362	3,442,899
502	Water Capital Projects	(19,549)	—	—	—	—
<b>Total</b>		<b>1,980,560</b>	<b>2,709,502</b>	<b>2,709,502</b>	<b>3,060,362</b>	<b>3,442,899</b>

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	355,162	434,384	434,384	452,509	490,098
41111	Incentive Pay	33	—	—	—	—
41420	Vehicle Allowance	—	2,880	2,880	2,880	2,880
42101	Misc Pers	39,903	39,911	39,911	44,282	50,491
42102	Misc UAL	1	1,187	1,187	2,424	3,794
42110	Pension Expense	55,848	—	—	—	—
42200	Flex Benefit	57,323	68,208	68,208	68,208	68,208
42300	Employer Paid Benefits	7,562	9,425	9,425	9,687	10,232
42400	Workers Comp	8,005	10,402	10,402	10,929	11,422
51110	Office Supplies	10,747	6,700	6,700	7,710	7,710
51400	Building Materials	97	440	440	—	—
51500	Equipment Parts	727	570	570	—	—
51560	Operating Leases	271	—	—	—	—
55320	Printing	4,545	21,600	21,600	21,600	21,600
55340	Postage	15,149	25,358	25,358	25,360	25,360
55400	Dues & Memberships	31,445	40,000	40,000	40,000	40,000
55600	Training & Education	28,878	30,000	30,000	30,000	30,000
57200	Taxes	15,399	37,650	37,650	37,650	37,650
59100	Contract Services	63,149	336,000	336,000	336,000	336,000
59803	Liability Ins. Charges	620,832	725,754	725,754	1,526,919	1,631,931
59805	Vehicle Charges	685,032	919,033	919,033	444,204	675,524
59999	GASB96 Subscription Expense	(49,900)	—	—	—	—
79015	Amort Expense-Subscription	30,351	—	—	—	—
<b>Total</b>		<b>1,980,560</b>	<b>2,709,502</b>	<b>2,709,502</b>	<b>3,060,362</b>	<b>3,442,899</b>

### PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110 – 45200 – Compensation: All salaries and benefits are budgeted in these line items.

55320 – Printing: Materials (flyers, postcards, brochures) developed to reach out to the business community to market space available within the City.

55400 – Dues & Memberships: Membership to water associations such as American Water Works Association (AWWA), Southern California Water Utility Association (SCWUA)

55600 – Training & Education: Training seminars, conferences, and other meetings that will provide staff the opportunity to be involved in regional and state issues that impact the City.

57201 – Taxes: Property taxes related to properties owned by the City located in other jurisdictions and within the City and are used for water operations.

59100 – Contract Services: Professional services needed throughout the year: specialized engineering analysis for updates to the Water Master Plan, Consumer Confidence Report, rate cases, feasibility studies for groundwater cleanup, potential well locations and surface water licenses.

59803 – Liability Insurance Charges: Allocated charges are calculated on the costs of each Department based on claims, personnel costs, facility costs and other factors.

59805 – Vehicle Charges: Charges are based on the number and the type of vehicles used by each department, related equipment, and fuel charges.

# Water Customer Service

## PROGRAM DESCRIPTION

The Water Customer Service Section is responsible for maintaining approximately 13,500 residential and commercial water meters. This includes the implementation of large meter testing and large and small meter installation and programming. Water usage revenues are dependent upon the meter accuracy achieved from these programs. This section is also responsible for the Automated Meter Reading (AMI) system which transmits meter data by fixed network. This method of meter reading eliminates manual entry errors. Additionally, the Customer Service section verifies customer-billing accuracies, addresses customer water quality concerns, and employs water service suspension procedures on delinquent accounts.

Another vital responsibility of this section is to administer and monitor the City's cross-connection and backflow prevention program to ensure the protection of the public water supply from potential cross-contamination. Annual backflow device testing is required by The State Water Resources Control Board - Title 17 as well as The Los Angeles County Department of Public Health. Notifications of required testing are sent to over 660 customers with privately-owned backflow prevention assemblies. Additionally, Glendora Water Department is also responsible for the testing of 131 City-owned backflow prevention assemblies.

The Customer Service section manages the valve exercising and dead-end flushing program as well. This program is essential for maintaining and keeping data for all the city's water main line valves in the system and helping to ensure good water quality.

## 2023-25 MAJOR ACCOMPLISHMENTS

- Customer Service staff are field trained on radio communication trouble shooting and programming of Meters and MXU's. (radios) compliance with the State Water Resources Control Board Title 17, Chapter 5. as well as L.A. County Department of Public Health.
- To meet state requirements, continually tested, calibrated and have made all necessary repairs to all city owned backflow devices to ensure
- Digitized various forms, applications, and procedures.

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Meters Programmed	#	Workload	291	274	282	278
Meter Re-Reads	#	Workload	262	222	242	232
Meters Maintenance	#	Workload	463	335	399	367
Customer Service Calls	#	Workload	452	676	564	620
Service Turn On/Off	#	Workload	837	741	789	765
Customer Water Quality Tests	#	Workload	28	15	22	19
Shut Off Blue Tags for Non-Payment	#	Workload	2559	2214	2387	2301
Backflow Inspections	#	Workload	34	24	29	27
Valve Maintenance/Exercise	#	Workload	1056	596	826	711
Water Quality Flushing	#	Workload	442	312	377	345

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
501	Water Operations	1,899,529	793,322	793,322	775,363	800,564
<b>Total</b>		<b>1,899,529</b>	<b>793,322</b>	<b>793,322</b>	<b>775,363</b>	<b>800,564</b>



### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	517,770	208,396	208,396	218,238	237,343
41111	Incentive Pay	195	2,001	2,001	2,000	2,000
41300	Overtime	50,650	—	—	—	—
41430	Uniform Allowance	1,750	250	250	500	500
42101	Misc Pers	61,160	22,398	22,398	24,824	28,207
42102	Misc UAL	2	630	630	1,293	2,025
42110	Pension Expense	85,671	—	—	—	—
42200	Flex Benefit	143,052	36,936	36,936	36,936	36,936
42300	Employer Paid Benefits	13,212	4,632	4,632	4,849	5,126
42400	Workers Comp	36,088	11,077	11,077	11,440	11,507
51110	Office Supplies	2,283	2,500	2,500	—	—
51200	Division Supplies	6,867	5,700	5,700	8,200	8,200
53540	Meter Parts & Supplies	58,817	210,000	210,000	140,000	140,000
55320	Printing	900	1,500	1,500	1,500	1,500
57150	Gas	2,084	6,000	6,000	6,000	6,000
59100	Contract Services	70,693	110,000	110,000	150,000	150,000
59200	Uniform & Linen Laundry	2,467	10,500	10,500	7,000	7,000
59801	Info Tech Charges	845,867	160,802	160,802	162,583	164,220
<b>Total</b>		<b>1,899,529</b>	<b>793,322</b>	<b>793,322</b>	<b>775,363</b>	<b>800,564</b>

### PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110–45200—Compensation: All salaries and benefits are budgeted in these line items.

53540—Meter Parts and Supplies: Residential and commercial water meters, radios, and meter boxes / vaults.

59100—Contract Services: Aqua - Metric AMI meter system maintenance- Sensus Analytics IT support and annual backflow testing and repairs for city owned backflows.

59200—Uniforms: Costs for the rental and cleaning of uniforms for employees. Uniforms, jackets, hats, and safety vests are important for identification as well as proper working attire for the employee's safety.

59801—Info Tech Charges: Allocated charges to each division to recover City-wide technology services provided to each Department as well as the replacement of computers, network equipment, and other technology costs.

# Water Conservation

## PROGRAM DESCRIPTION

The Water Conservation Section is responsible for developing, implementing, and monitoring the City’s water conservation program. Staff’s mission is to promote the efficient and responsible use of water for the benefit of the community, environment, and future generations. Conservation program goals stress three key objectives: education, outreach, and regulation. Staff promotes the wise and efficient use of this resource to ensure the community remains both healthy and economically viable now and in the future.

Specific activities include:

- Education – Promoting and providing educational programs within the community to include community-based groups, schools and residents and business owners.
  - Outreach – Providing a platform for the presentation and sharing of ideas and concepts in water use efficiency. Administering the Water Conservation Rebate and other water efficiency Program.
- Regulation – Utilizing governance as a tool to promote and ensure continuity in City water conservation initiatives. Monitoring user action for compliance with various stage designations of conservation mandates.

## 2023-25 MAJOR ACCOMPLISHMENTS

- To encourage community partnerships, conducted presentations to local schools, clubs/organizations, and groups to educate the youth of Glendora about water conservation and water use efficiency.
    - Elementary School Presentations
    - Glendora High School – Advanced Placement Environmental Science Classes
  - To encourage community partnerships, conducted public outreach to educate residents, schools and community about water conservation rebate opportunities and water use efficiency at the following events.
  - To meet the state regulations, continued efforts in reducing water usage and achieved conservation of 3.15% comparing 2020 to 2021 and 11.06% comparing 2020 to 2022 toward the State conservation
- mandate of 20% compared by 2020 water usage. Implemented a Stage 3 Water Restrictions Program as part of the City’s water shortage response plan.

  - To meet state regulations, conducted regular weekend and weekday early morning patrols to continue to address and resolve primarily excessive runoff and broken sprinklers and watering of non-functional turf.
  - To meet state regulations, participated in the US Environment Protection Agency’s Water Sense Fix-a-Leak Week during the month of March to promote locating and repairing leaks within the home. The Water Conservation Section launched a new Residential Irrigation Leak Repair Program for residents that participate in the City’s free water-use efficiency surveys.

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Education and Outreach programs	#	Workload	1396	724	1060	892
Rebate Applications Processed	\$	Effectiveness	166	64	230	147
Reduce water consumption by 20% by 2020	%	Effectiveness	9%	27%	18%	23%
Water conservation notices	#	Workload	82	63	73	68
Water Use Efficiency Surveys/Inspections	#	Workload	316	77	197	137

**Division Expense by Fund**

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
501	Water Operations	691,095	1,201,648	1,201,648	1,251,653	1,307,452
<b>Total</b>		<b>691,095</b>	<b>1,201,648</b>	<b>1,201,648</b>	<b>1,251,653</b>	<b>1,307,452</b>

**Division Expense by Line Item**

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	266,430	373,796	373,796	444,569	489,738
41111	Incentive Pay	83	1,800	1,800	1,800	1,800
41210	Part Time	73,889	33,081	33,081	—	—
41300	Overtime	1,290	—	—	—	—
41430	Uniform Allowance	462	750	750	250	250
42101	Misc Pers	37,591	45,131	45,131	47,430	55,145
42102	Misc UAL	1	1,535	1,535	2,521	4,024
42105	PT Retirement	1,033	1,241	1,241	—	—
42110	Pension Expense	52,612	—	—	—	—
42200	Flex Benefit	72,739	81,860	81,860	90,960	90,960
42300	Employer Paid Benefits	9,040	9,481	9,481	10,492	11,147
42400	Workers Comp	13,071	10,748	10,748	9,402	10,159
51110	Office Supplies	1,927	2,200	2,200	—	—
51200	Division Supplies	—	—	—	4,200	4,200
55320	Printing	9,676	9,675	9,675	9,680	9,680
55340	Postage	13,482	19,350	19,350	19,350	19,350
55400	Dues & Memberships	4,134	4,000	4,000	4,000	4,000
55600	Training & Education	7,321	7,000	7,000	7,000	7,000
55700	Education Reimbursement	3,011	—	—	—	—
66010	Water Consvr Grnt-G Unif	123,301	600,000	600,000	600,000	600,000
<b>Total</b>		<b>691,095</b>	<b>1,201,648</b>	<b>1,201,648</b>	<b>1,251,653</b>	<b>1,307,452</b>

**PRIMARY PROGRAM EXPENDITURE EXPLANATIONS**

41110–42400—Compensation: All salaries and benefits are budgeted in these line items.

55340—Postage: Costs for mailing informational conservation publications to residents including water billing inserts, pamphlets, and flyers on water efficiency.

66010—Conservation Rebates: Costs associated with conservation events, promotional materials, education programs, incentive programs, water saving devices, as well as providing rebates to residents who have installed water efficient fixtures in or around their homes. Costs associated for turf replacement program to remove existing turf with drought tolerant landscaping or artificial turf.

# Water Transmission / Distribution

## PROGRAM DESCRIPTION

The Water Distribution Section is responsible for maintaining 210 miles of water lines that distribute water to approximately 13,500 water service connections, approximately 43,230 consumers, and 1,775 fire hydrants within the water distribution system. This Section responds to emergency waterline leaks and regularly performs fire hydrant repairs, exercises approximately 6,500 isolation valves, and installs water service laterals and selected waterline installations. Additionally, to ensure water quality, water distribution personnel implemented a waterline-flushing program as part of a vital preventive maintenance procedure.

Specific activities include:

- Responding to leaks within two hours.
- Exercising valves and flushing hydrants for efficient operation.
- Prioritizing leaks, coordinating underground alert notifications, and completing mainline leak repairs.

## 2023-25 MAJOR ACCOMPLISHMENTS

- Ability to keep up with mainline leak repairs in one of the highest leak years as of recent. Staff have repaired water main leaks and water service leaks and repaired or replaced sheared hydrants throughout the City.
- Replaced broken valves in the distribution system.
- Worked with consultants to complete system wide assessment of all vertical and horizontal assets, assisting in identifying priority areas for CIP main replacements.

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Total water leaks	#	Workload	351	248	300	274
Leak repairs completed in an average week	#	Workload	7	6	7	7
Main Leaks	#	Workload	265	201	233	217
Service Leaks	#	Workload	85	47	66	57
Service Replacements	#	Workload	25	25	25	25
Meter Service Maintenance	#	Workload	1	0	0	0
Water Project Inspections	#	Workload	13	10	12	11
Emergency Callouts	#	Workload	57	89	73	81
Shutdowns	#	Workload	33	9	21	15

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
501	Water Operations	2,284,336	3,503,038	3,503,038	3,959,940	4,095,428
<b>Total</b>		<b>2,284,336</b>	<b>3,503,038</b>	<b>3,503,038</b>	<b>3,959,940</b>	<b>4,095,428</b>

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	684,831	1,113,759	1,113,759	1,189,109	1,297,219
41111	Incentive Pay	655	8,241	8,241	8,240	8,240
41300	Overtime	106,910	—	—	—	—
41430	Uniform Allowance	1,875	3,375	3,375	3,375	3,375
42101	Misc Pers	81,294	117,470	117,470	132,943	151,554
42102	Misc UAL	4	3,317	3,317	6,948	10,916
42110	Pension Expense	113,543	—	—	—	—
42200	Flex Benefit	116,215	229,584	229,584	229,584	229,584
42300	Employer Paid Benefits	17,064	26,122	26,122	27,289	28,857
42400	Workers Comp	48,560	81,670	81,670	87,162	90,393
51110	Office Supplies	3,102	6,000	6,000	—	—
51200	Division Supplies	12,075	30,000	30,000	21,000	21,000
51400	Building Materials	3,135	—	—	—	—
51500	Equipment Parts	14,549	13,500	13,500	—	—
53520	Water Line Parts & Supply	267,267	320,000	320,000	370,000	370,000
56300	Water Line Repair & Maint	25,329	35,000	35,000	105,000	105,000
56600	Street Rep & Maint	265,000	270,000	270,000	304,290	304,290
57100	Electric	1,691	5,000	5,000	5,000	5,000
57170	Refuse Disposal	121,378	175,000	175,000	250,000	250,000
59100	Contract Services	386,164	1,040,000	1,040,000	1,200,000	1,200,000
59200	Uniform & Linen Laundry	13,697	25,000	25,000	20,000	20,000
<b>Total</b>		<b>2,284,336</b>	<b>3,503,038</b>	<b>3,503,038</b>	<b>3,959,940</b>	<b>4,095,428</b>

### PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110–45200–Compensation: All salaries and benefits are budgeted in these line items.

51200–Division Supplies: Parts and supplies purchased to repair and maintain water infrastructure.

53520–Water Line Parts & Supply: Costs for PVC piping, bands, and other materials required for the repair and maintenance of water mains. Equipment for parts and supplies.

56300–Water Line Repair & Maintenance: Costs for base and sand used for backfill. Used for contractor to do dump runs when Division is overloaded with leaks. Account used to purchase items related to water line repair ;( I.E. wattles, pump parts, etc.)

56600–Street Repairs & Maintenance: Costs for asphalt and repairing of the street due to water line repair or replacement.

59100–Contract Services: Contracts, Security monitoring at water facilities, landscape services, pest control and general maintenance such as HVAC inspections, main leak & pipeline repairs and electrical inspections. On-call emergency services.

# Water Production

## PROGRAM DESCRIPTION

The Water Production Section is responsible for the production, disinfection, and transmission of safe and reliable drinking water to the residents of Glendora. The primary objective of this section is to ensure that the City's water supply meets or exceeds all water quality standards set forth by State and Federal regulations. This section collects and analyzes a monthly average of 300 samples for bacteriological disinfection, organic and inorganic presence, along with required result reporting to the State of California, Department of Public Health. Daily duties include the operation of the City's computerized Supervisory Control and Data Acquisition (SCADA) system that controls and monitors the operation of eight active wells, three Metropolitan Water District interconnections, 29 storage reservoirs, and 23 pump stations.

Specific activities include:

- Collecting water samples to maintain the highest quality water for our customers and to ensure that all water sources meet or exceed the legally required level of safety assurance.
- Performing maintenance on pumps, wells, reservoirs, SCADA, valves, electrical panels and other system devices.






## 2023-25 MAJOR ACCOMPLISHMENTS

- Performed energy efficiency and preventative maintenance on the City's well infrastructure.

## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
North Glendora Reservoir. Construct a new reservoir at the existing reservoir site to meet the State requirements. After the construction of new reservoir, the existing reservoir will be replaced by another reservoir. The two reservoirs will provide the fire flow water requirements, if needed.	5_4.14				X	

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Production Water Meters Read	#	Workload	13,190	11,349	12,270	11,810.00
Pump & Well Maintenance	#	Workload	88	81	85	83
Water quality tests which met or exceeded state health department minimum standards	#	Workload	753	682	718	700
Water quality test per health department standards (Specials: New main installation, reservoir inspections / cleaning)	#	Workload	80	18	49	34
Air Vac Maintenance	#	Workload	9	41	25	66
SCADA Maintenance (Upgrades / Repairs)	#	Workload	24	24	24	24
Chlorine Residual Tests	#	Workload				
Reservoirs Cleaned / Inspected	#	Workload	1600	1579	1590	1585
Fire Flow Tests	#	Workload	45	39	42	41
Pump Station Valve Maintenance	#	Workload	52	88	70	79

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
501	Water Operations	6,264,561	9,596,197	9,596,197	7,048,665	7,108,323
	<b>Total</b>	<b>6,264,561</b>	<b>9,596,197</b>	<b>9,596,197</b>	<b>7,048,665</b>	<b>7,108,323</b>

## Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	453,463	553,113	553,113	577,211	623,272
41111	Incentive Pay	423	6,881	6,881	6,880	6,880
41300	Overtime	45,299	45,000	45,000	45,000	45,000
41430	Uniform Allowance	875	1,375	1,375	1,375	1,375
42101	Misc Pers	50,976	67,566	67,566	74,525	84,169
42102	Misc UAL	2	1,797	1,797	3,667	5,733
42110	Pension Expense	71,247	—	—	—	—
42200	Flex Benefit	78,949	104,952	104,952	104,952	104,952
42300	Employer Paid Benefits	10,395	12,608	12,608	13,032	13,700
42400	Workers Comp	32,849	41,705	41,705	43,522	44,742
51110	Office Supplies	3,625	3,000	3,000	—	—
51200	Division Supplies	2,423	6,500	6,500	5,500	5,500
51400	Building Materials	2,528	2,200	2,200	—	—
51500	Equipment Parts	13,820	19,000	19,000	21,200	21,200
53100	Purchased Water	1,002,137	900,000	900,000	1,000,000	1,000,000
53110	Assessments	2,493,956	1,846,000	1,846,000	1,938,300	1,938,300
53120	Replenishment Water	—	2,749,000	2,749,000	—	—
53150	Pumping Expense	1,442,890	1,750,000	1,750,000	1,837,500	1,837,500
53510	Chlorination Supplies	47,790	110,000	110,000	100,000	100,000
53530	Pump & Well Supplies	911	395,000	395,000	395,000	395,000
53560	Scada System	46,980	172,000	172,000	172,000	172,000
56320	Pump, Well, Rsvr Repair	158,130	395,000	395,000	395,000	395,000
56330	Telemetry Repair	—	6,500	6,500	6,500	6,500
59100	Contract Services	296,397	400,000	400,000	300,000	300,000
59200	Uniform & Linen Laundry	8,496	7,000	7,000	7,500	7,500
<b>Total</b>		<b>6,264,561</b>	<b>9,596,197</b>	<b>9,596,197</b>	<b>7,048,665</b>	<b>7,108,323</b>

## PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110–42400—Compensation: All salaries and benefits are budgeted in these line items.

51200–51500—Division Supplies & Equipment: Parts and supplies purchased to repair and maintain water infrastructure. This includes filters, cleaning supplies, and other miscellaneous parts for the pumps, wells, and facilities where water is produced and distributed.

53100—Purchased Water: Purchasing imported treated water from MWD and Covina Irrigating Co. to meet peak demands in the summer season.

53110—Assessments: Costs associated with pumping water from the Main San Gabriel Basin.



53150—Pumping Expense: Used to pay for Edison and City of Azusa Power for electricity to operate water wells and booster pumps.

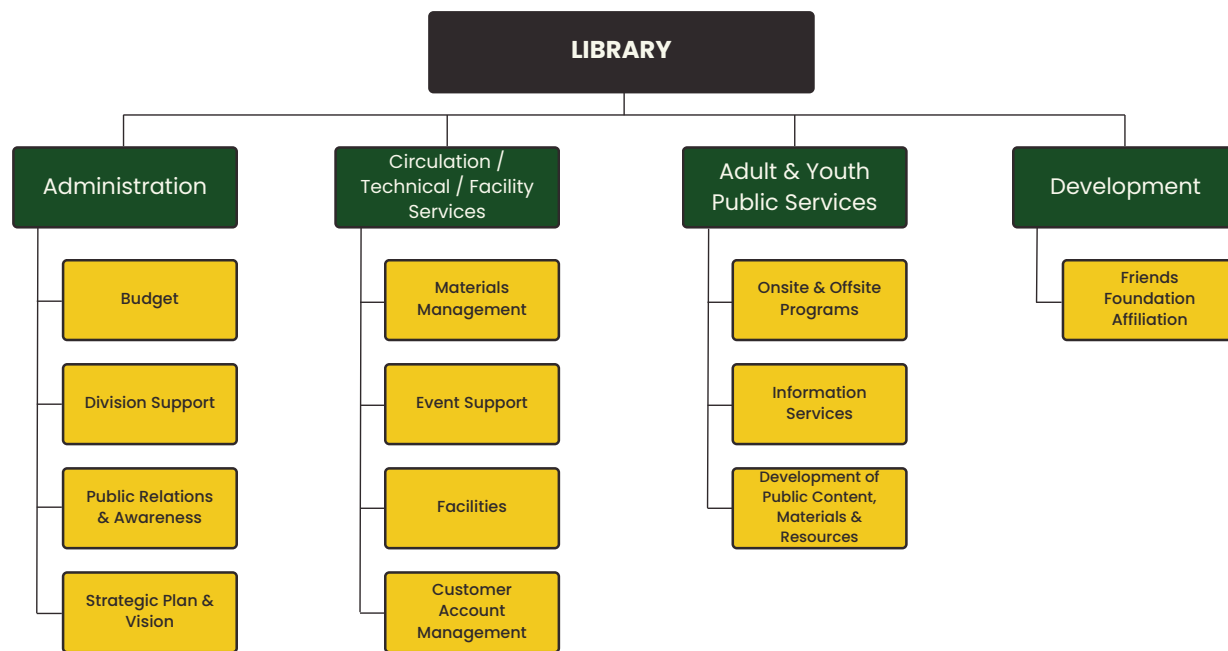
53510—Chlorination Supplies: Salt and supplies for two onsite chlorine generation systems including 12.5% sodium hypochlorite when necessary for chlorinating reservoirs and pipelines. This line item also covers materials for water quality.

56320—Pump, Well, Res. Repair: Repairs and maintenance costs directly related to booster stations, wells, and reservoirs. This includes contractors that provide extensive services such as pulling a well for inspection and diving a reservoir to ensure the integrity of the inside.

59100—Contract Services: Security monitoring at water facilities, landscape services, pest control and general maintenance such as HVAC inspections, and electrical inspections.



**Library**



**Authorized Positions**

	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Full-Time Positions</b>					
LIBRARY DIRECTOR	1.00	1.00	1.00	1.00	1.00
ADMINISTRATIVE ASSISTANT	1.00	1.00	1.00	1.00	1.00
LIBRARY SERVICES MANAGER	2.00	2.00	2.00	2.00	2.00
SENIOR MANAGEMENT ANALYST	1.00	1.00	1.00	1.00	1.00
LIBRARIAN II	2.00	2.00	2.00	2.00	2.00
LIBRARIAN I	1.00	1.00	1.00	1.00	1.00
SENIOR LIBRARY TECHNICIAN	2.00	2.00	2.00	2.00	2.00
LIBRARY TECHNICIAN	2.00	2.00	2.00	2.00	2.00
<b>Total Full-Time</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>
<b>Part-Time Positions</b>					
PT LIBRARIAN II	0.65	0.65	0.65	0.65	0.65
PT LIBRARIAN I	0.50	0.50	0.50	0.50	0.50
PT LIBRARY AIDE V	1.00	1.00	1.00	1.00	1.00
PT LIBRARY AIDE III	2.25	2.25	2.25	2.25	2.25
PT LIBRARY AIDE II	1.90	1.90	1.90	1.90	1.90
PT LIBRARY AIDE I	2.00	2.00	2.00	2.00	2.00
<b>Total Part-Time</b>	<b>8.30</b>	<b>8.30</b>	<b>8.30</b>	<b>8.30</b>	<b>8.30</b>
<b>Total Department</b>	<b>20.30</b>	<b>20.30</b>	<b>20.30</b>	<b>20.30</b>	<b>20.30</b>
<b>Fund</b>					
101-General Fund	19.75	20.05	20.30	20.30	20.30
229-Friends Foundation	0.55	0.25	-	-	-
<b>Total By Fund</b>	<b>20.30</b>	<b>20.30</b>	<b>20.30</b>	<b>20.30</b>	<b>20.30</b>

# Library Administration

## PROGRAM DESCRIPTION

The Library's Mission Statement: The [Glendora Public Library and Cultural Center](#) enriches the community by connecting people to the world of ideas, information, and imagination, to support their work, education, personal growth, and enjoyment. The Library stimulates civic involvement and is a symbol of the community's well-being.

The Glendora Public Library accomplishes its mission through a partnership among the [City of Glendora](#), the [Board of Library Trustees](#), [G.P.L. Friends Foundation](#), and a dedicated, customer service-driven Library staff.

The Library is comprised of five divisions: Administration; Youth Services and Adult Services (which together comprise Public Services); Support Services; and Development Services. All together each week they serve more than 3,000 visitors over six days/51 hours.

The Library has a collection of approximately [130,000 items](#) in a variety of formats: books; electronic books (e-books); downloadable audio books and books on compact disk (CD); digital Playaways; music CDs; software programs; educational and classic movies on DVD; streaming video content; magazine and newspaper subscriptions; microforms, and resource kits to support a variety of exploratory experiences.

In addition to individual electronic titles that checkout/download/stream, the extensive [eLibrary](#) also incorporates online:

- homework help
- newspaper and magazine articles
- research resources
- lifelong learning resources for training, coursework, certification, and more

Since 2018, the Library staff, Board of Library Trustees, and other Library teams have been cultivating a culture of ongoing strategic planning. A continual series of community discussions will be developed to address over time each of the following public library responsibilities, with regard to the world of ideas:

- Human Development: Supporting participation in the world of ideas through all stages of life
- Interpretation and Context: Supporting greater understanding of informational accuracy, perception, and influence
- Organization: Providing order in a chaotic information world
- Physiology: Providing access to the world of ideas for a physically and neurologically diverse community
- Preservation: Seeking enduring methods for accessing the world of ideas and its products
- Protection and Availability: Supporting the valuation and obtainability of intellectual property, data, and the world of ideas
- Proximity: Bringing the world of ideas geographically closer
- Sustainability: Addressing limited material and energy resources

Administration is responsible for the overall leadership and management of the Library. Specific activities of include:

- Supporting the five-member Board of Library Trustees.
- Preparing, administering and monitoring the Library's budget.
- Monitoring trends, best practices and technology to provide Glendora with a 'crown jewel', 21st-century public library.
- Marketing Library events and services through a variety of public relations outreach; cable channel and reader board announcements; website announcements, and other media opportunities; community presentations and outreach to various groups and organizations throughout Glendora.
- Overseeing the City/Library affiliation with the Glendora Public Library Friends Foundation.
- Mentoring staff to further enhance their customer service and library skills through staff development and training opportunities.
- Developing the strategic framework and responses.
- Providing vision and guidance for long-term City and community planning, meeting community aspirations with Library services, roles, and facilities.

## 2023-25 MAJOR ACCOMPLISHMENTS






(XX-XXXX) references the 2023-2025 Strategic Plan available on the City's website.

- Library, with City Council and Board of Library Trustees support, went over-due fee free 1 July 2023, reducing barriers to Library use. (EMO)
- Together with Administrative Services - Human Resources, continued working on the Library classification and compensation review. (19-EEDR)
- Staff conducted safety-related training during regular staff meetings to maintain the safest possible environment. (3-MFSS)
- In cooperation with City Administration, launched an ongoing customer satisfaction survey using the "Happy or Not" platform. (7-ECEP)
- Assisted with the design of two community surveys to assess possible funding initiatives, surveys were conducted in Spring 2024. Bond feasibility report presented to Council by True North Research in August 2024. (7-ECEP)
- Participated in discovery with marketing agency JPW to help community more easily find information about Library programs and services. (3-EMO)
- Participated in the development and launch of the new City website. (4-EMO)
- Represented Glendora's information needs with Library staff participation in regional, state and national leadership: (EEDR)
  - Library staff and a Library Board Trustee attended annual national American Library Association Conference in June 2024.
  - 25 Library staff attended the annual California Library Association conference in October 2024. The attendance included multiple new memberships.
  - Additional Library management staff began serving on the Board of Directors for the Glendora Community Coordinating Council in the fall of 2024.
  - Glendora Public Library is being represented in the Southern California Library Cooperative (SCLC) Mentorship Program- an initiative to improve job satisfaction, provide personal and career development, and enhance professional skills – by Library management.
  - Library Services Manager is participating in City Vibrant Communities team, developing additional leadership skills.

## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
Support the homeless populations by participating in the City-wide team to identify potential service partners and formalizing partnerships.	3_1.7	X				
Contribute recommendations for a new City-wide Communications plan	2_2.4		X			
Gather data, Develop framework for plan and Engage Community to assist in development of a strategic communications plan	5_2.10		X			
Contribute to a new or revitalized Civic Center by participating in citywide facility/space assessments.	1_3.4			X		
Develop plans for service delivery necessitated by renovations and/or new building	1_3.5			X		
Participate in citywide assessment of ADA accessibility.	2_3.7			X		
Assess service delivery models and review hours of Library service for possible improvements	1_5.2					X
Adapt internal new-employee processes in accordance with Citywide orientation/ on-boarding process	1_5.3					X
Develop a Succession Plan to identify existing staff for additional development	1_5.3					X

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
<b>Performance Measures Library Places</b>						
Total Library Visitors (brick & mortar)	#	Workload	162,516	160,908	165,000	168,000
Public computer & AWE (early-learning computer) uses	#	Workload	10,118	13,833*	14,100	14,400
Wi-Fi uses	#	Engagement	1,614,620	1,645,742	1,679,000	1,712,600
Document handling uses, prints, public copier uses	#	Workload	85,018	70,658**	72,000	73,400
Total Library web page views (virtual "branch")	#	Engagement	91,178	57,469***	80,500	82,100
Total Library App page views (virtual "branch")	#	Engagement	2,772	3,033	3,100	3,200
Catalog and reading recommendation views (virtual "branch")	#	Engagement	****	410,556	418,800	427,200
*AWE previously reported under subscription resources-searches						
** Data collection methodology changed						
***Web page views unavailable for December & January 2025						



## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
****new statistic July 2024						
<b>Performance Measures Library Content</b>						
Total Items Loaned and/or Renewed	#	Engagement	173,627	174,108	177,600	181,200
Electronic Items Downloaded	#	Engagement	40,154	56,750	58,000	59,200
Total Electronic Subscription Resources -Searches	#	Engagement	83,483	48,232*	49,200	50,200
*previously included AWE (early-learning computer) uses						
<b>Performance Measures Library People</b>						
Total Requests for Information/Adult & Youth	#	Engagement	13,031	10,993	10,000	9,000
Circulation Services customers served	#	Engagement	24,664	22,343	21,000	20,000
Total City Phone Line Customers Served	#	Workload	3,994	3,762	3,700	3,700
Onsite event attendance	#	Engagement	17,070	15,123	15,500	15,900
Offsite event attendance	#	Engagement	5,833	6,343	6,500	6,700
Virtual event attendance	#	Engagement	43	31	35	40
Number of Literacy Students Active, monthly average	#	Engagement	4	4	5	5
Literacy Hours Tutored	#	Workload	193	233	230	230
Monthly volunteers monthly average	#	Workload	52	55	60	65
<b>Performance Measures Library Visibility</b>						
Number of People reached via Social Media*	#	Engagement	92,222	26,486	27,000	27,000
Number of opt-in PR emails opened	#	Engagement	13,265	38,133	39,000	40,000
Total VolunteerMatch opportunity views	#	Engagement	671	1,853		
					1,950	2,000

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	894,629	880,201	880,201	1,029,489	1,061,405
216	Library Foundation	—	6,000	6,000	6,125	6,250
301	Capital Projects	1,000	—	—	—	—
<b>Total</b>		<b>895,629</b>	<b>886,201</b>	<b>886,201</b>	<b>1,035,614</b>	<b>1,067,655</b>

## Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	319,139	314,455	314,455	326,897	350,214
41111	Incentive Pay	71	23,029	23,029	19,128	19,128
41210	Part Time	2,393	21,720	21,720	22,815	25,845
41420	Vehicle Allowance	3,368	3,348	3,348	3,348	3,348
42101	Misc Pers	40,978	42,191	42,191	46,145	51,418
42102	Misc UAL	2	1,054	1,054	2,152	3,322
42105	PT Retirement	90	815	815	856	969
42200	Flex Benefit	54,266	55,080	55,080	55,080	55,080
42300	Employer Paid Benefits	8,595	19,286	19,286	19,552	19,934
42400	Workers Comp	2,680	2,925	2,925	3,042	3,119
51110	Office Supplies	6,032	7,150	7,150	7,300	7,445
51200	Division Supplies	—	6,000	6,000	6,125	6,250
51400	Building Materials	16,343	17,500	17,500	17,870	18,225
51780	Service/Employee Recognition	1,559	4,350	4,350	4,440	4,530
55320	Printing	2,013	2,100	2,100	2,145	2,185
55340	Postage	1,915	5,400	5,400	2,300	2,350
55400	Dues & Memberships	6,190	12,600	12,600	14,865	13,120
55450	Bank Service Charges	—	2,100	2,100	2,145	2,185
55600	Training & Education	4,154	27,600	27,600	32,000	23,970
57100	Electric	88,112	96,000	96,000	98,015	99,975
57150	Gas	8,333	11,500	11,500	11,740	11,975
59100	Contract Services	32,307	83,600	83,600	210,605	214,980
59200	Uniform & Linen Laundry	847	2,100	2,100	2,145	2,185
59801	Info Tech Charges	225,605	42,889	42,889	43,364	43,800
59803	Liability Ins. Charges	69,639	81,409	81,409	81,540	82,102
72034	Computer Equipment	1,000	—	—	—	—
<b>Total</b>		<b>895,629</b>	<b>886,201</b>	<b>886,201</b>	<b>1,035,614</b>	<b>1,067,655</b>

## PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110–45200—Compensation: All salaries and benefits are budgeted in these line items. Changes reflect greater routinization of the GPL Friends Foundation affiliation administration and role changes in Library mid-management team.

51400—Building Materials: Minor repairs and renovations to the building, book trucks, shelving, roof repairs, boiler repairs, and circulation equipment. Changes in FY 21 reflect rising material costs. Adjustments reflect changes in cost.

51780—Service/Employee Recognition: Employee awards, recognition, and appreciation. Formerly included in Office Supplies.

55600—Training & Education: Training seminars, conferences, and other meetings that will provide staff the opportunity to be involved in regional and state issues that impact the City. Adjustments reflect changes in cost, alignment with strategic framework emphases.

57100—Electric: Electricity costs associated with operating the Library facility and City Hall buildings. Adjustments reflect changes in cost.

59100—Contract Services: Costs for the Library's platform fees, cataloging and Inter-Library Loan Service. Adjustments reflect changes in cost.

59801—Info Tech Charges: Allocated charges to each division to recover City-wide technology services provided to each Department as well as the replacement of computers, network equipment, and other technology costs. Changes reflect expectations of GPLFF assumption of costs per MOU.

59803—Liability Ins Charges: Allocated charges are calculated on the costs of each Department based on claims, personnel costs, facility costs and other factors.

72000—Capital Outlay: Used for the purchase the purchase of equipment meeting the City's capitalization amount, specifically for replacement of chairs in the Library Bidwell Forum in Fiscal Year 2025.

# Circulation / Technical Services

## PROGRAM DESCRIPTION

The Support Services Division has three distinct areas of operations: Circulation Services, Facilities, and Technical Services. A fourth, the Computer Systems role, is currently being handled by the broader Management/Administration team and combined Divisions, in cooperation with Information Systems. Staff responds to all internal and external service requests in an efficient, timely, and professional manner. Staff in this Division is cross-trained to support both front-line public service desk assignments and behind-the-scenes technical work to maximize flexibility in responding to changing support service demands and to provide excellent customer service.

Specific activities include:

- Checking out and checking in library materials; responding to customer account inquiries; and issuing library cards.
- Responding to the facility needs of a 30,000-sq.-ft. building and maintaining a safe and welcoming environment for approximately 134,000 visitors annually (2,800/week).
- Coordinating the [rental of meeting rooms](#) including post-rental breakdown.
- Shelving materials promptly and accurately to improve customer access and service.
- Ordering, receiving, cataloging, processing, mending, and withdrawing all print and non-print material.
- Providing customers with self-service options such as checkout of materials via the self-check machines as well as printing, scanning, or copying documents via the Library Document Station.






## 2023-25 MAJOR ACCOMPLISHMENTS

- Library facility was maintained and updated, in coordination with Public Works staff. Some of the improvements include the installation of bottle refill stations, as well as updated emergency exit signage.
- All reservable public facilities can now be found in one location on the website, as well as in the City's Activity Guide.
- Updated guest pass procedures so that community members can more efficiently access public computers.
- Purchased digital signage software that makes updating Library announcements and media more cohesive and accessible to customers.
- Began circulation of Activity Kits—some of which were acquired through grant funding—that allow community members access to a wider range of resources.
- 8200 Line committee was established to review City extensions and identify appropriate departments for routine questions on an ongoing basis.

## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
Contribute to a new or revitalized Civic Center by participating in citywide facility/space assessments	1_3.3			X		
In response to SB 321 (Ashby), strengthen partnerships with local K-12 public and private schools to foster greater student success through issuance of Library cards.	2_n/a					X
Identify opportunities for programs and services to be delivered at various community locations where community members gather.	n/a		X			
Increase staff, community, and civic engagement by implementing preprocessing procedures for library materials.	2_n/a					X
In conjunction with other city departments, support and implement short-and long-term continued access to the world of ideas as facilities for Library services are assessed and modernized:	1_n/a			X		
<ul style="list-style-type: none"> <li>determine long and short-term impacts of necessary building changes</li> <li>Identify funding opportunities for capital and services necessary to continue Library services in a variety of ways</li> <li>Identify opportunities for services to be modified, as needed, to ensure access to the world of ideas and both virtual and physical materials</li> </ul>						

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	451,621	540,759	540,759	569,028	630,658
216	Library Foundation	123,299	—	—	—	—
Total		574,919	540,759	540,759	569,028	630,658

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	203,114	249,101	249,101	266,156	298,915
41111	Incentive Pay	32	1,000	1,000	1,000	1,000
41210	Part Time	161,598	168,262	168,262	174,382	195,394
42101	Misc Pers	24,301	21,894	21,894	25,006	29,649
42102	Misc UAL	1	664	664	1,391	2,261
42105	PT Retirement	6,183	6,310	6,310	6,539	7,327
42200	Flex Benefit	35,577	57,888	57,888	57,888	57,888
42300	Employer Paid Benefits	6,735	8,608	8,608	8,943	9,723
42400	Workers Comp	3,128	3,632	3,632	3,833	4,131
51200	Division Supplies	8,972	23,400	23,400	23,890	24,370
51400	Building Materials	123,299	—	—	—	—
55316	Recruitment Expenses	1,980	—	—	—	—
<b>Total</b>		<b>574,919</b>	<b>540,759</b>	<b>540,759</b>	<b>569,028</b>	<b>630,658</b>

### PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110–42400—Compensation: All salaries and benefits are budgeted in these line items.

51200—Division Supplies: Supplies such as library cards, RFID supplies, security cases, book ends, technical processing supplies, and circulation supplies, such as receipt printer paper, golf pencils, etc.

# Youth Services

## PROGRAM DESCRIPTION

The Youth Services and Adult Services Divisions together comprise a program known as Public Services. In concert, they provide the community with a full range of effective information and reader services that support work, lifelong learning, personal growth, enjoyment, and civic involvement.

Youth Services helps children and their families to be successful by:

- creating community partnerships that promote the Library as a resource for meeting the educational, recreational, and informational needs of Glendora's youth;
- providing professional expertise in answering reference and readers' advisory questions;
- selecting and managing the public content for the Children's and Young Adult areas;
- and providing assistance and instruction to children and their parents in using Library services.

Specific activities include:

- Providing early literacy skills support and reading development for children of the community through story times, programs and events.
- Supporting and augmenting youth reading skills over throughout the year through dynamic and interactive seasonal reading programs -- including the Summer Discovery Challenge -- for birth through high school.
- Providing youth leadership opportunities through
  - year-round volunteering, starting at age 12, including seasonal reading programs, after-school and weekend hours; and the Youth Advisory Board;
  - and, starting at age 10, through the Youth Library Leaders program.
- Pursuing grants to support programs and collections.
- Conducting outreach to local schools, preschools, PTA and school library technicians.

## 2023-25 MAJOR ACCOMPLISHMENTS






(#XX-XXXX) references the 2023-2025 Strategic Plan available on the City's website.

- Helped the community prepare for an emergency, partnering with Glendora Police Department to provide events for National Preparedness Month. (4-ECEP)
- Library staff participated in the inaugural City of Glendora CultureFest, hosting games and activities from around the world. (4-ECEP)
- New physical book format with audio reader attached was launched with donated funds to assist with early literacy development. (10-EMO)
- Launched Student Success Card program, providing Library cards for students, through strengthened partnerships with local public and private schools. (1-ECEP)
- Re-envisioned the Summer Discovery Challenge for 2025, based on research and feedback from local educational institutions. (4-ECEP)

### 2025-27 Strategic Plan Goals



### Strategic Plan Objectives

Measurement	Outcome/ Action					
In response to SB 321 (Ashby), strengthen partnerships with local K-12 public and private schools to foster greater student success through issuance of Library cards.	2_n/a					X
Identify opportunities for services to be modified, as needed, to ensure access to the world of ideas and both virtual and physical materials.	2_n/a					X
Foster a love of reading for pleasure and exploring the wider world by completing a re-envisioning of discovery challenge offerings in response to research and feedback from educational partners.	n/a	X				
Identify opportunities for programs and services to be delivered at various community locations where community members gather.	n/a		X			

### Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	267,453	319,764	319,764	332,653	353,889
216	Library Foundation	36,380	64,550	64,550	49,575	50,565
<b>Total</b>		<b>303,833</b>	<b>384,314</b>	<b>384,314</b>	<b>382,228</b>	<b>404,454</b>

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	115,151	134,576	134,576	142,542	156,267
41111	Incentive Pay	13	—	—	—	—
41210	Part Time	88,890	86,784	86,784	85,672	88,028
42101	Misc Pers	20,848	23,840	23,840	26,072	29,325
42102	Misc UAL	1	638	638	1,296	2,013
42105	PT Retirement	1,216	1,066	1,066	3,213	3,301
42200	Flex Benefit	19,732	26,688	26,688	26,688	26,688
42300	Employer Paid Benefits	3,762	4,396	4,396	4,495	4,728
42400	Workers Comp	1,756	1,926	1,926	1,985	2,040
51200	Division Supplies	25,061	41,480	41,480	42,355	43,200



**Division Expense by Line Item**

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
51300	Content For The Public	18,975	38,270	38,270	39,075	39,855
55316	Recruitment Expenses	1,980	—	—	—	—
55320	Printing	2,707	3,000	3,000	3,065	3,125
58100	Recreation Actv & Events	394	1,900	1,900	1,940	1,980
59100	Contract Services	941	1,000	1,000	1,020	1,040
59200	Uniform & Linen Laundry	2,408	2,750	2,750	2,810	2,865
72030	Computers	—	16,000	16,000	—	—
<b>Total</b>		<b>303,833</b>	<b>384,314</b>	<b>384,314</b>	<b>382,228</b>	<b>404,454</b>

**PRIMARY PROGRAM EXPENDITURE EXPLANATIONS**

41110–42400–Compensation: All salaries and benefits are budgeted in these line items.

51200–Division Supplies: Acquisition of program and outreach materials such as pencils, bookmarks and Children’s Room supplies.

51300–Content for the Public: Acquisition of all youth library materials, including print fiction and non-fiction, magazines, audio/visual materials and access to electronic resources for reading and research. Increases reflect anticipated increase in cost of current services, based on anticipated cessation of California State Library funding for resources.

# Adult Services

## PROGRAM DESCRIPTION

In concert, Youth Services and Adult Services provide the community with a wide range of effective information and reader services that support lifelong learning, personal growth, enjoyment, and civic involvement.

Adult Services supports the community's interests in continuing education, recreational pursuits, intellectual exchange, and informed citizenship by:

- providing assistance and instruction to people of all ages in using Library services;
- creating community partnerships that promote the Library as a resource for meeting the educational, recreational, and informational needs of Glendora's adults;
- providing professional expertise by answering reference and readers' advisory questions, by offering community instruction, and via website management;
- and managing the public content (materials and resources) for adults.

Specific activities include:

- Partnering with local educational institutions, service groups, and community organizations, to encourage reading and provide cultural/educational/entertainment opportunities.
- Utilizing informational technology for: monitoring, researching, recommending, configuring, and/or managing new services, formats, and points of access.
- Coordinating and implementing website marketing and services.
- Providing opportunities for civic involvement through volunteer positions.
- Writing grants and seeking additional revenue streams to support programs and collections.
- Promoting and maintaining access to the Library's collections by implementing materials displays and signage.

## 2023-25 MAJOR ACCOMPLISHMENTS






(#XX-XXXX) references the 2023-2025 Strategic Plan available on the City's website.

- Successfully transitioned [Adult Literacy Program](#) to a Library-supported volunteer model, ceasing grant funding for program.
- Launched [Community Archive](#), ensuring continued access to Glendora-specific information sources. Digitized items include Glendora newspapers up to 1960, The Glendora Magazine, The Glendora Community News, The Glendora Report, and a 1946 phone book, (12-EMO)
- Launched geo-focused volunteer clearinghouse, [VolunteerMatch](#), expanding the number of opportunities for residents and staff to engage and give back to their communities. (2-ECEP)
- Built and strengthened relationships with community partners to provide focused informational services. (1-ECEP)
- Launched new physical material types into the circulating Library collection such as Science kits, Explorer backpacks, electronic Fixit kits and Stargazing kits. (10-EMO)
- Conducted a survey of the community members' music listening by direct mail. (10-EMO)
- Launched "Glendora's Haunted Past" and "Glendora Community Art" historical driving tours on the virtual platform [theclio.com](#), allowing users to connect with Glendora's historical locations.
- Coordinated a "Glendora History" team of stakeholders from local community organizations charged with maintaining and preserving Glendora's history, such as the Glendora Historical Society.
- Connected participants in Glendora After Stroke Group with Library materials through monthly mobile Library visits.

## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
Continue to develop and promote Glendora community VolunteerMatch platform for increased visibility of volunteer opportunities	3_3.9			X		
Ensure continued access to Glendora-specific information sources through local history digitization initiatives.	2_n/a					X
Enhance City of Glendora employee development by making training opportunities provided through the Library available to all City staff.	1_n/a					X
Identify opportunities for services to be modified, as needed, to ensure access to the world of ideas and both virtual and physical materials.	2_n/a					X
Identify opportunities for programs and services to be delivered at various community locations where community members gather.	n/a		X			
Build relationships with community partners to sustain a cohesive community by enhancing staff membership and presence in community organizations.	n/a		X			X

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	526,161	651,327	651,327	682,407	731,732
216	Library Foundation	105,888	125,850	125,850	128,490	131,065
Total		632,049	777,177	777,177	810,897	862,797

## Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	294,221	334,777	334,777	353,121	382,284
41111	Incentive Pay	51	2,002	2,002	2,000	2,000
41210	Part Time	94,259	106,696	106,696	110,673	120,172
42101	Misc Pers	35,793	43,186	43,186	48,192	54,637
42102	Misc UAL	1	1,142	1,142	2,368	3,705
42105	PT Retirement	3,551	4,002	4,002	4,150	4,506

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
42200	Flex Benefit	43,475	57,888	57,888	57,888	57,888
42300	Employer Paid Benefits	8,051	8,972	8,972	9,295	9,856
42400	Workers Comp	3,346	3,842	3,842	4,035	4,184
51200	Division Supplies	6,812	7,500	7,500	7,655	7,815
51300	Content For The Public	133,352	175,170	175,170	178,850	182,425
55316	Recruitment Expenses	1,980	—	—	—	—
55320	Printing	142	2,000	2,000	2,040	2,085
58100	Recreation Actv & Events	—	500	500	510	520
59100	Contract Services	7,015	29,500	29,500	30,120	30,720
<b>Total</b>		<b>632,049</b>	<b>777,177</b>	<b>777,177</b>	<b>810,897</b>	<b>862,797</b>

### PRIMARY PROGRAMEXPENDITURE EXPLANATIONS

41110–42400–Compensation: All salaries and benefits are budgeted in these line items. A decrease of 50% is anticipated in CA State Library CLLS funding for Adult Literacy beginning in FY25 due to reduced size of the Adult Literacy program.

51200–Division Supplies: Acquisition of display supplies, local history supplies and iPad accessories.

51300–Content for the Public: Acquisition of all youth library materials, including print fiction and non-fiction, magazines, audio/visual materials and access to electronic resources for reading and research. Reflects anticipated increase in cost of current services, based on anticipated cessation of California State Library funding for resources.

# Development

## PROGRAM DESCRIPTION

The Development Division represents the oversight and support of the City/Library/[Friends Foundation](#) affiliation, including liaising with the 21-member Friends Foundation Board, the Executive Committee, and the Executive Director.

## 2023-25 MAJOR ACCOMPLISHMENTS

- Continued to develop the affiliation between the City and GPL Friends Foundation as elements of the MOU were implemented. (5-MFSS)
- Successfully transitioned [Adult Literacy Program](#) to a Library-supported volunteer model, ceasing grant funding for program. (5-MFSS)

## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
Liaise with GPL Friends Foundation as funding methodologies are determined for a new or revitalized Civic Center.	1_3.1				X	

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	61,387	52,147	52,147	53,747	56,074
Total		61,387	52,147	52,147	53,747	56,074

## Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	18,291	18,350	18,350	19,145	20,589
41111	Incentive Pay	2	1,263	1,263	1,253	1,253
41420	Vehicle Allowance	253	252	252	252	252
42101	Misc Pers	2,385	2,483	2,483	2,723	3,043
42102	Misc UAL	0	61	61	125	194
42200	Flex Benefit	2,832	2,856	2,856	2,856	2,856
42300	Employer Paid Benefits	516	1,289	1,289	1,306	1,327
42400	Workers Comp	155	160	160	167	171
51110	Office Supplies	—	900	900	920	935
51400	Building Materials	—	1,800	1,800	1,840	1,875
55316	Recruitment Expenses	60	—	—	—	—
55320	Printing	13	300	300	305	310
57100	Electric	16,271	17,640	17,640	18,010	18,370
57150	Gas	2,739	700	700	715	730
59801	Info Tech Charges	17,159	3,262	3,262	3,299	3,332
59803	Liability Ins. Charges	711	831	831	833	838
Total		61,387	52,147	52,147	53,747	56,074

**PRIMARY PROGRAM EXPENDITURE EXPLANATIONS**

41110–42400—Compensation: Changes reflect greater routinization of affiliation administration and role changes in Library mid-management team.

51400—Building Materials: Minor repairs and renovations to the building and equipment not otherwise funded by GPL Friends Foundation.

57100–57150—Utilities: Electricity and gas costs associated with operating offices within the Library facility. Adjusted to reflect increases in costs.

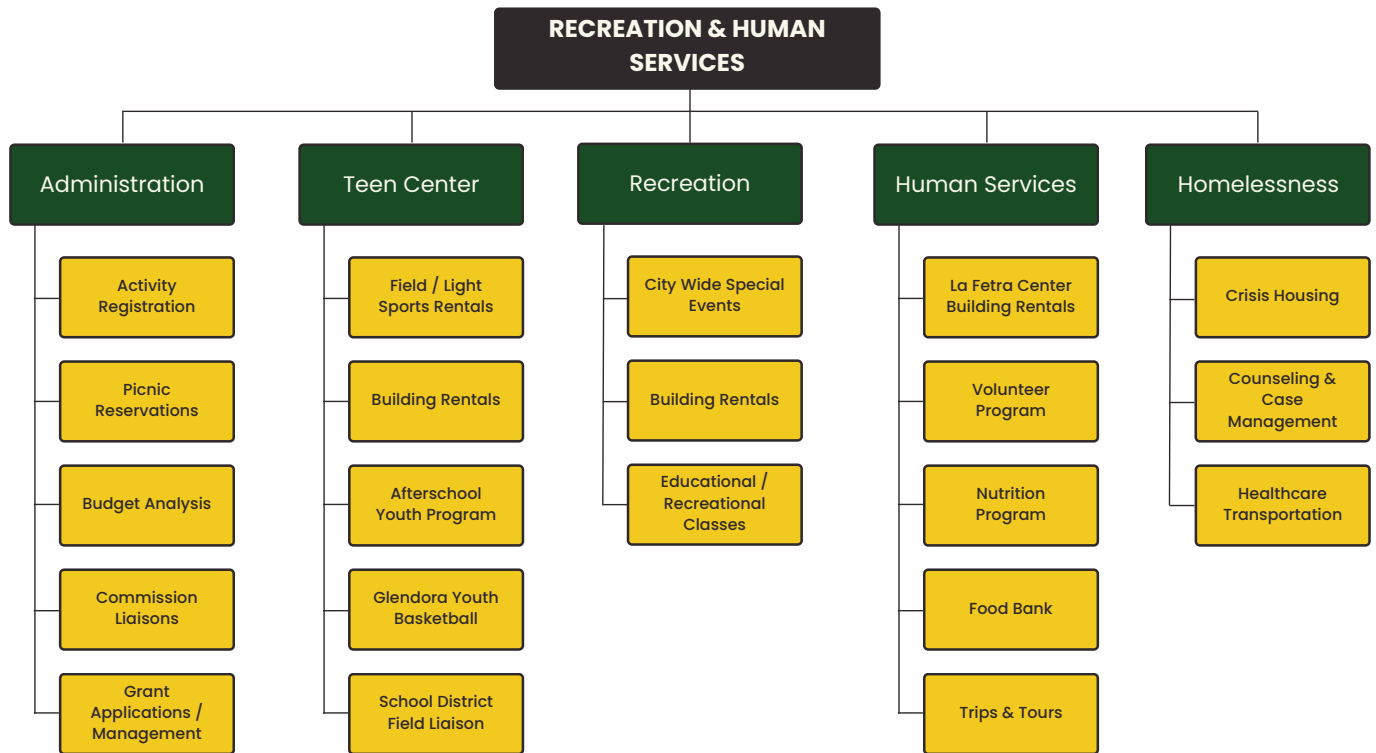
59801—Info Tech Charges: Allocated charges to each division to recover City-wide technology services provided to each Department as well as the replacement of computers, network equipment, and other technology costs. Changes reflect expectations of GPLFF assumption of costs per MOU.

59803—Liability Ins Charges: Allocated charges are calculated on the costs of each Department based on claims, personnel costs, facility costs and other factors.





# **Recreation & Human Services**



**Authorized Positions**

	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Full-Time Positions</b>					
RECREATION & HUMAN SERVICES DIRECTOR	1.00	1.00	1.00	1.00	1.00
OFFICE COORDINATOR	-	1.00	1.00	1.00	1.00
HUMAN SERVICES MANAGER	-	1.00	1.00	1.00	1.00
HUMAN SERVICES SUPERINTENDENT	1.00	-	-	-	-
HUMAN SERVICES SUPERVISOR	-	2.00	2.00	2.00	2.00
HUMAN SERVICES & OUTREACH COORDINATOR	1.00	-	-	-	-
SENIOR MANAGEMENT ANALYST	-	-	1.00	1.00	1.00
MANAGEMENT ANALYST	1.00	1.00	-	-	-
RECREATION MANAGER	-	1.00	1.00	1.00	1.00
RECREATION SUPERINTENDENT	1.00	-	-	-	-
RECREATION SUPERVISOR	2.00	2.00	2.00	2.00	2.00
RECREATION & HUMAN SERVICES COORDINATOR	2.00	1.00	1.00	1.00	1.00
Office Assistant	-	1.00	1.00	1.00	1.00
SENIOR OFFICE ASSISTANT	1.00	1.00	1.00	1.00	1.00
ADMINISTRATIVE ASSISTANT	1.00	-	-	-	-
<b>Total Full-Time</b>	<b>11.00</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>
<b>Part-Time Positions</b>					
PT OFFICE AIDE IV	0.85	-	-	-	-
PT OFFICE AIDE IV TEEN	0.75	0.75	0.75	0.75	0.75
PT RECREATION LEADER	2.00	2.00	2.00	2.00	2.00
PT ASSISTANT RECREATION LEADER	0.65	0.65	0.65	0.65	0.65
PT RECREATION SPECIALIST II	0.90	2.35	2.40	3.15	3.15
PT RECREATION AIDE	5.00	6.70	10.00	10.25	10.25
PT MAINTENANCE AIDE I	0.55	0.55	0.55	0.50	0.50
PT MAINTENANCE AIDE II	1.40	1.40	1.40	1.50	1.50
<b>Total Part-Time</b>	<b>12.10</b>	<b>14.40</b>	<b>17.75</b>	<b>18.80</b>	<b>18.80</b>
<b>Total Department</b>	<b>23.10</b>	<b>26.40</b>	<b>29.75</b>	<b>30.80</b>	<b>30.80</b>
<b>Fund</b>					
101-General Fund	20.54	23.71	23.71	27.00	27.00
103-Measure E	1.00	2.05	2.05	2.25	2.25
229-Glendora Housing Authority	0.90	-	-	-	-
231-Proposition A Transit	0.62	0.62	0.62	1.55	1.55
<b>Total By Fund</b>	<b>23.06</b>	<b>26.38</b>	<b>26.38</b>	<b>30.80</b>	<b>30.80</b>

# Recreation & Human Services Admin

## PROGRAM DESCRIPTION

The Recreation and Human Services Administration Division directs and evaluates Recreation, Human Services, and Teen Center Divisions; oversees the Glen Oaks Golf Course contract, monitors and evaluates the Department-wide implementation of the Community Services elements; develops and networks with many youth, teen, and senior serving organizations; administers and monitors compliance with expenditure and revenue policies; writes and administers grants, and tracks expenditure and revenue; provides clerical assistance to other Divisions in the Department as needed; coordinates, produces, and distributes the City of Glendora Activity Guide; conducts all activity registration; collects all revenue generated by fee-based programs; and manages the day to day operations of the City's transit operations including tap sales, dial-a-ride services/registration and short range transit planning.

The Recreation and Human Services Department has a five-member advisory Community Services Commission; and five volunteer groups; Youth Sports Council, Glendora Trails Volunteers, Senior Advisory Committee, Teens 4 Glendora, and the Community Services Foundation.






## 2023-25 MAJOR ACCOMPLISHMENTS

- Louie Pompei Memorial Sports Park Artificial Turf Project completed the conversion of all fields to artificial turf with a re-grand opening on February 3, 2024.
- Shade Structures at Louie Pompei Memorial Sports Park were completed on April 3, 2024, funded by the Los Angeles County Regional Parks and Open Spaces District Measure A. The new shade structures provide coverage over all bleacher seating for increased comfort on warm days.
- Pickleball Courts Conversion at Dawson Park and Finkbiner Park involved the conversion of one tennis court at each park into four pickleball courts, with completion in May 2023.
- Playground Resurfacing at Louie Pompei Memorial Sports Park was completed with poured-in-place surfacing to prevent rubber tire debris from the old surface from contaminating the new turf.
- Finkbiner Park Playground Renovation was completed with the replacement and resurfacing of the playground, followed by a grand re-opening on May 8, 2024.
- Playground resurfacing at South Hills Park, Ole Hammer Park, and Willow Springs Park was completed in January 2025.
- Staff worked closely with the Yellow Ribbon Banner Committee, operated by the Glendora Community Services Foundation, to mail out at least 15 banners to out-of-state retired service members.
- Staff revitalized the Community Recognition Awards Ceremony by hosting two events—one in October 2024 and another in January 2025—to honor outstanding community members and celebrate achievements in categories such as Girl Scout/Eagle Scout Projects, Adopt-A-Park, Yellow Ribbon Banner, Outgoing Commissioners, Beautification of Homes, and the Holiday Home Decorating Contest. This event had been put on hold due to the impact of COVID-19 but has now been successfully reintroduced to the community.

## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
Design and construct a bike park and pump track in South Hills Wilderness area.	3_2.7		X			
Seek additional grant funds for Recreation and Park Improvement Projects.	1_2.2		X			
Collaborate with the Yellow Ribbon Banner Committee to redesign all banners using more wind-resistant materials, ensuring greater durability, and reducing the need for frequent replacements over time.	5_2.10		X			
Update the Parks and Trails Master Plan to guide the development of parks and recreational facilities in the city.	2_3.8		X			
Work with Public Works to add a covered picnic shelter to Gladstone Park. The goal is to increase appeal and picnic site reservations at the site.	2_3.8		X			
Use Measure A Annual Allocation funds to make additional improvements in the City's parks.	1_2.2		X			

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Phone Calls Answered	#	Workload	9,330	9,400	9,400	9,400
Assist walk-in customers	#	Workload	1,573	1,600	1,650	1,650
Walk-in Registration at City Hall through Activenet	#	Workload	2,304	2,500	2,600	2,600
Tap Cards Sold	#	Workload	423	475	500	500
Process class and trip registrations:						
Recreation & Human Services	%	Workload	22%	20%	21%	21%
Teen Center	%	Workload	12%	12%	12%	12%
La Fetra	%	Workload	8%	8%	8%	8%
Legion Building	%	Workload	3%	4%	2%	2%
Online	%	Workload	55%	56%	57	57%

### Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	886,167	936,839	936,839	833,528	873,943
103	Measures E/Z	13,885	14,012	14,012	14,838	16,184
229	Glendora Hsg. Authority	(175)	—	—	—	—
231	Prop A Transit	143,558	182,545	182,545	164,931	170,873
<b>Total</b>		<b>1,043,435</b>	<b>1,133,396</b>	<b>1,133,396</b>	<b>1,013,297</b>	<b>1,061,000</b>

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	387,482	428,306	428,306	363,279	399,956
41111	Incentive Pay	48	18,450	18,450	17,079	17,593
41210	Part Time	12,624	—	—	—	—
41300	Overtime	3,903	2,500	2,500	2,500	2,500
41420	Vehicle Allowance	3,621	3,600	3,600	3,240	3,240
42101	Misc Pers	46,697	45,525	45,525	42,213	48,943
42102	Misc UAL	2	612	612	2,140	3,415
42105	PT Retirement	473	—	—	—	—
42200	Flex Benefit	73,983	81,000	81,000	63,000	63,000
42300	Employer Paid Benefits	21,782	22,280	22,280	19,650	20,182
42400	Workers Comp	9,563	9,954	9,954	9,077	9,529
51110	Office Supplies	3,500	5,850	5,850	6,400	6,500
51560	Operating Leases	276	—	—	—	—
51750	Food Supplies	1,352	1,550	1,550	2,180	2,200
54008	Trails Maintenance	22,698	27,500	27,500	27,500	27,500
55320	Printing	42,541	48,600	48,600	53,501	53,501
55340	Postage	9,123	13,800	13,800	14,000	14,000
55400	Dues & Memberships	968	1,300	1,300	1,300	1,300
55450	Bank Service Charges	35,294	35,000	35,000	35,000	35,000
55600	Training & Education	3,360	4,100	4,100	4,200	4,200
58240	Special Events Transport	71,712	103,600	103,600	103,600	103,600
59100	Contract Services	30,275	87,200	87,200	50,250	50,250
59801	Info Tech Charges	116,246	22,099	22,099	22,344	22,569
59803	Liability Ins. Charges	145,911	170,570	170,570	170,844	172,022
<b>Total</b>		<b>1,043,435</b>	<b>1,133,396</b>	<b>1,133,396</b>	<b>1,013,297</b>	<b>1,061,000</b>

## PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110–42400–Compensation: All salaries and benefits are budgeted in these line items.

51750–Printing: Costs associated with the printing of the Community Services Activity Guide/Glendora Report three times a year.

55340–Postage: Mailing of the Community Services Activity Guide three times a year and to pay postage for registration receipts.

55450–Bank Service Charge: Fees incurred from Activenet (our current vendor) for registration and reservation use when customers registers in person.

59100–Contract Services: Outside professional services, contracted offsite storage, and any unforeseen costs.

59801–Info Tech Charges: Allocated charges to each division to recover City-wide technology services provided to each Department as well as the replacement of computers, network equipment, and other technology costs.

59803–Liability Ins Charges: Allocated charges based on the number and the type of vehicles, related equipment and fuel used by each Department. Decrease in allocation due to reorganization.

# Recreation

## PROGRAM DESCRIPTION

The Recreation Division is responsible for the development, implementation, coordination, and delivery of recreational and leisure time programs and 21 city-wide special events to promote the well-being and enjoyment of life for the Glendora community. Glendora residents of all ages actively use the city's recreation facilities to participate in sports, fitness, cultural, educational programs, and spring and summer day camps that are available to them through this division. Contributing to the success of the programs the Recreation Division coordinates the production of the tri-annual Community Services Activity Guide distributed to all homes and business within the city. In addition to recreational programming, the Recreation Division's American Legion Building is used as a rental facility for large events.

## 2023-2025 MAJOR ACCOMPLISHMENTS






- Recreation and Teen Divisions acquired the Pumpkin Festival after 25 years of being led by the Glendora Preservation Foundation. (EMO) (ECEP)
- Enhanced participant experience by updating and modifying the Jump Fest event to Kidpalooza to be more inclusive and expanding event options for all age groups. (ECEP)
- Offered two new recreation-based classes, Summer Tee Ball and Swiftie Camp, led by part-time recreation staff. (EMO)
- Increased community engagement by having part-time recreation staff at the Hut located at Finkbiner Park. (ECEP)
- Partnerships with Coordinating Council and GUSD enhanced visibility of scholarships opportunities through focused marketing. (ECEP)
- Enhanced community engagement by providing a city-wide cultural special event. (ECEP)
- In partnership with Public Works, the American Legion Building basement and Dirt Camp Cabin were remodeled for better organization and to make the workspace more functional for staff. (IMCIF).
- Increased Dirt Camp participation by twenty campers per week, totaling an additional 160 participants, this helped to meet the demand of campers. (ECEP)
- Enhanced and streamlined the Activity Guide process to improve workflow and reduce production time. (ECEP)
- Partnered with outside youth organizations to enhance the Movie in the Park experience through the implementation of youth activities and themed weeks. (ECEP)
- In Partnership with the Rotary Club, we offered a movie in the park at Gladstone in collaboration with the Fields of Heros event. (ECEP)
- In collaboration with the Glendora Trails Committee, city staff developed a new trails logo, secured weed abatement for Big Dalton and South Hills Wilderness Areas, and created QR code stickers to be placed at each trailhead, providing an accessible alternative for trail maps. (EMO)(ECEP)



## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
Enhance and streamline the registration process for Dirt Camp.	2_2.4		X			
In collaboration with the Glendora Public Library, enhance the visibility of volunteer opportunities and recruitment through Volunteer Match.	3_3.9			X		
Recruit a part-time Recreation Specialist (dance instructor) to provide quality in-house dance instruction/program to meet departmental standards.	1_5.3					X
Provide two additional youth and adult contract classes to offer a variety of classes to the community.	2_2.4		X			
Upgrade facilities with modern equipment and accessibility features.	1_3.4			X		
Collaborate with the Trails Committee to actively recruit new members and update the trail map, including incorporating the GIS system for trails.	3_3.9			X		

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Participants registering for recreational classes	#	Workload	13,286	13,800	14,200	14,500
Participants in the 21 City wide special events annually: Halloween, Kidpalooza, Easter Egg Hunt, Santa Party, six Movies, seven Concerts, Holiday Home Decorating Contest, Pumpkin Festival, Cultural Festival, Holiday Stroll and Tree Lighting	#	Workload	18,000	20,000	22,000	24,000
Participants who volunteer for City-wide special events	#	Effectiveness	85	100	110	125
Facility Rentals:						
Legion Building	#	Workload	121	130	140	150
Scout Hut	#	Workload	206	223	240	250

### Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	1,035,936	1,043,819	1,043,819	1,126,438	1,167,286
301	Capital Projects	—	—	—	10,000	—
Total		1,035,936	1,043,819	1,043,819	1,136,438	1,167,286

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	170,402	222,380	222,380	236,435	265,074
41111	Incentive Pay	25	1,301	1,301	1,300	1,300
41210	Part Time	172,620	163,855	163,855	187,848	206,959
41300	Overtime	654	1,500	1,500	1,500	1,500
41420	Vehicle Allowance	2,354	2,340	2,340	2,340	2,340
41430	Uniform Allowance	—	650	650	—	—
42101	Misc Pers	18,990	26,816	26,816	30,169	35,419
42102	Misc UAL	1	725	725	1,514	2,451
42105	PT Retirement	6,537	6,145	6,145	6,143	6,859
42200	Flex Benefit	22,784	43,320	43,320	43,320	43,320
42300	Employer Paid Benefits	6,085	7,577	7,577	7,780	8,472
42400	Workers Comp	12,002	16,300	16,300	16,890	18,162
51110	Office Supplies	4,907	3,500	3,500	3,570	3,640
51500	Equipment Parts	3,817	3,500	3,500	3,570	3,640
51750	Food Supplies	1,452	1,330	1,330	1,350	1,370
55320	Printing	9,124	9,480	9,480	9,680	9,680
55340	Postage	3,000	—	—	—	—
55400	Dues & Memberships	404	560	560	570	580
55600	Training & Education	3,001	2,990	2,990	3,000	3,060
56100	Building Maint	19,214	21,800	21,800	22,230	22,670
57150	Gas	6,044	6,500	6,500	6,500	6,500
57410	Insurance	1,853	11,000	11,000	11,000	11,000
58100	Recreation Actv & Events	187,977	168,550	168,550	187,900	191,330
58300	Contract Classes	345,200	275,000	275,000	275,000	275,000
59100	Contract Services	30,748	31,200	31,200	51,200	31,200
59170	Contract Ghs Aquatics	756	9,000	9,000	9,000	9,000
59200	Uniform & Linen Laundry	5,988	6,500	6,500	6,630	6,760
72000	Capital Outlay	—	—	—	10,000	—
Total		1,035,936	1,043,819	1,043,819	1,136,438	1,167,286

## PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110–42400–Compensation: All salaries and benefits are budgeted in these line items.

56100–Building Maintenance: Used for repairing roof, doors, plumbing, locksmith, windows, painting, electrician etc. for the Legion Building, Youth Center, Liberty House and Scout Hut.

58100–Activities/Events: Recreation Activities/Special Events consists of coordinating city-wide special events like Halloween Carnival, and Summer Concerts in the Park and Movies in the Park.

58300–Contract Classes: Contract instructors who teach classes in the Community Services brochure for tots to adults.

59100–Contract Services: Annual cost for cleaning Legion Building, Youth Center, Scout Hut, and Liberty House.

59550–Uniform and Linen Laundry: Day camp participant shirts, and recreation staff shirts and sweatshirts.

# Human Services

## PROGRAM DESCRIPTION

The Human Services Division is housed at the La Fetra Center, Older, active adults are invited to enjoy meaningful personal and group activities offered at the La Fetra Center. Services and programs include an integrated array of advocacy, health, nutrition, social services, and leisure activities.

The division coordinates services and strives to maximize the quality of life for the older adult population. This is accomplished through the planning and implementation of special events, day trip excursions, classes, groups, clubs, educational, recreational, and social service-based programming for interaction and involvement. The needs of adults and seniors, including improving community outreach and awareness, are best met by developing partnerships with service providers and agencies.

Marketing strategies used to accomplish these goals include the publication and mailing of the La Fetra Times, preparing senior information for the Community Services Guide along with flyers, brochures, press releases, and social services awareness materials and social media. The varied needs of the adult and senior population are met through social interaction and personal response to specific needs while promoting dignity, self-esteem, and independence.

Hot nutritious lunches are served to LA County residents at 11:30 AM on Monday - Fridays. Meals are served on a first come, first served basis. Anyone age 60 or over and their spouse, regardless of age, may attend the lunch program.






## 2023-25 MAJOR ACCOMPLISHMENTS

- Over 1,500 low-income seniors benefited from the monthly LA County Regional Food Bank food distribution program.
- Successfully planned and executed eight events: the Craft Boutique, Salute to Veterans Luncheon, Health & Wellness Fair, Volunteer Recognition, Volunteer Social, Older Americans Luncheon, Picnic, and Taste of Travel.
- In FY 23-24, held 20 day trips, and in FY 24-25, held 21 day trips. This is a significant increase from 16 day trips in FY 21-22 and 18 day trips in FY 22-23.

## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
Increase special event attendance by marketing on social media and soliciting for new food and music vendors.	2_2.4		X			
Engage more with the senior population by introducing smaller events for them to attend and have staff attend groups and club meetings.	5_2.10		X			
Oversee CIP La Fetra Center Building Renovations.	1_3.4			X		
Increase the amount of evening contract classes to broaden class options at the La Fetra Center and to cater to older adults who are still in the workforce who cannot attend daytime classes.	5_2.10		X			

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Meals provided to senior citizens at the La Fetra Center and Meals-on-Wheels	#	Workload	28,600	29,000	29,000	29,000
Volunteer hours received through the Senior Center volunteer program annually	#	Workload	3008	3200	3200	3200
Fee based programs offered to participants	#	Workload	28	35	35	35

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	371,776	411,508	411,508	451,437	481,959
103	Measures E/Z	179	—	—	—	—
228	Affordable Housing	229,167	—	—	—	—
229	Glendora Hsg. Authority	(2,150)	—	—	—	—
Total		598,972	411,508	411,508	451,437	481,959

## Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	54,094	63,202	63,202	67,267	77,870
41111	Incentive Pay	38	—	—	—	—
41210	Part Time	125,311	121,007	121,007	154,859	171,517
41300	Overtime	1,483	1,500	1,500	1,500	1,500
42101	Misc Pers	9,718	5,000	5,000	5,698	6,993
42102	Misc UAL	1	159	159	330	553
42105	PT Retirement	3,071	4,538	4,538	4,703	5,328
42200	Flex Benefit	7,739	20,280	20,280	20,280	20,280
42300	Employer Paid Benefits	3,002	3,552	3,552	3,675	4,070
42400	Workers Comp	4,627	6,770	6,770	7,046	7,768
51110	Office Supplies	5,608	6,300	6,300	6,300	6,300
51500	Equipment Parts	5,004	6,600	6,600	6,600	6,600
51750	Food Supplies	7,782	4,600	4,600	4,600	4,600
55320	Printing	9,671	13,500	13,500	13,700	13,700
55400	Dues & Memberships	1,478	1,500	1,500	1,500	1,500
55600	Training & Education	2,144	3,500	3,500	3,500	3,500
56100	Building Maint	45,828	46,000	46,000	46,000	46,000
58100	Recreation Actv & Events	20,690	19,000	19,000	19,380	19,380
58200	Trips & Tours	31,502	38,000	38,000	38,000	38,000
58220	Extended Trips & Tours	710	1,000	1,000	1,000	1,000
58300	Contract Classes	18,628	19,500	19,500	19,500	19,500
58600	Assistance Programs	230,451	—	—	—	—
59100	Contract Services	10,391	26,000	26,000	26,000	26,000
<b>Total</b>		<b>598,972</b>	<b>411,508</b>	<b>411,508</b>	<b>451,437</b>	<b>481,959</b>

## PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110–42400—Compensation: All salaries and benefits are budgeted in these line items.

51500—Equipment Parts: Cleaning supplies, and miscellaneous sundries and materials for the continued operation of the La Fetra Center.

51750—Food Supplies: Food, coffee supplies for special events and related items.

56100—Building Maintenance: Preventive Maintenance contracts for building maintenance to ensure the upkeep of the La Fetra Center. Contract include: janitorial services, HVAC, and plumbing services as needed.

58200—Trips and Tours: Purchase tickets, admissions, etc. to be reimbursed by fees collected.

58220—Extended Trips and Tours: This account is used to for extended 3-10 day trips. Participants make payments directly to the tour operator and commission is then paid to the city by the tour operators.

58300—Contract Classes: Classes provided by instructors at the La Fetra Center. Costs are recovered through fees charged to participants.

59100—Contract Services: Annual costs for the security and alarm system at the facility. YWCA is the City's shared cost for daily nutrition program seniors.

# Teen & Family Center

## PROGRAM DESCRIPTION

The Teen and Family Center Division designs and implements year-round and seasonal recreation programs for middle school and high school age youth. The Teen Center Division strives to provide Glendora teens with a positive recreational experience through its Teen Advisory Board and excursions. Glendora Residents of all ages actively use the Center to participate in sports leagues, meetings, classes, and special events. The Teen Division coordinates and oversees the Glendora Youth Basketball League, Field and Tennis Courts Rentals, as well as using the Teen Center as a rental facility for large events.

## 2023-2025 MAJOR ACCOMPLISHMENTS






- Glendora Youth Basketball League 2025 season finished with seventy-six teams in total for grades Kindergarten – Eighth grade. (ECEP)
- Numerous CIP Projects were completed at the Teen Center. New bathroom partitions, interior painting, carpet tiles, gym bleachers, new countertops, and lighting. (IMCIF)
- Revenue for Teen Center Rentals, increased by 60% from FY23 to FY24. (MFSS) (ECEP)
- Teens for Glendora volunteered at 10 city events/programs and exceeded 260 hours for FY23/24. (ECEP)
- Increase community engagement by speaking at Service Clubs and Avid Classes. (ECEP)
- Organized a Southern California Municipal Athletic Federation Recreation Leader Basketball Training for City staff as well as for surrounding cities totaling 200 in attendance. (EEDR)
- In partnership with GUSD, Hosted the Annual Middle School and High School Summits. To provide a safe space for teens to discuss issues facing the community. (ECEP)
- Implementation of Field Attendants at Louie Pompei Sports Park and GUSD fields. (IMCIF)



## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
Modernize the TAP Card Machine placement at the Teen Center to streamline the Mid- Day Shuttle	2_5.4					X
Implement programs/leagues for adults at the Teen Center.	2_2.4		X			
Enhance employee development and retention with training for part-time staff.	1_5.3					X
Increase Teen Programming by 5% by using social media and attending schools during lunch.	2_5.5					X
Resurface Gym floor and maintenance of basketball backboards.	2_3.8			X		
In partnership with GUSD create a summer pamphlet to be mailed to the home of all students grades 6th – 10th.	5_2.10			X		
Increase participation for Teens 4 Glendora by speaking at Avid classes and attending club rush week.	5_2.10		X			

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Summer Participants	#	Workload	7,868	8,000	8,500	8,500
Total number of attendances for the year	#	Workload	87,387	90,000	92,000	94,000
Trips offered	#	Workload	6	8	10	10
Shuttle rides provided from local middle schools to Teen Center	#	Workload	9,886	10,000	10,500	11,000
Volunteers for youth basketball	#	Effectiveness	128	136	140	140
Participants in youth basketball	#	Workload	688	715	733	750

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	630,058	820,140	820,140	774,682	841,203
240	Measure A/Parks	50,766	25,000	25,000	—	—
Total		680,824	845,140	845,140	774,682	841,203

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	138,280	134,674	134,674	138,714	145,685
41111	Incentive Pay	13	701	701	700	700
41210	Part Time	306,121	469,975	469,975	422,990	474,182
41300	Overtime	63	1,500	1,500	1,500	1,500
41410	Holiday Pay	653	—	—	—	—
41420	Vehicle Allowance	1,267	1,260	1,260	1,260	1,260
42101	Misc Pers	17,756	13,095	13,095	14,368	15,931
42102	Misc UAL	1	382	382	772	1,174
42105	PT Retirement	11,548	17,625	17,625	15,862	17,782
42200	Flex Benefit	22,027	22,680	22,680	22,680	22,680
42300	Employer Paid Benefits	7,404	11,685	11,685	9,194	10,038
42400	Workers Comp	20,945	24,108	24,108	21,936	23,511
51110	Office Supplies	4,045	4,700	4,700	4,790	4,880
51500	Equipment Parts	2,161	3,000	3,000	3,060	3,120
51750	Food Supplies	960	1,100	1,100	1,120	1,140
55320	Printing	2,157	2,870	2,870	3,100	3,100
55400	Dues & Memberships	373	440	440	445	450
55600	Training & Education	1,975	2,100	2,100	2,140	2,180
56100	Building Maint	8,844	13,150	13,150	13,410	13,670
57060	Cable TV Service	2,034	2,095	2,095	2,130	2,170
57100	Electric	50,766	40,000	40,000	15,000	15,000
57150	Gas	381	1,850	1,850	1,850	1,850
58100	Recreation Actv & Events	10,125	17,350	17,350	17,690	18,040
58230	Youth Basketball	68,293	57,000	57,000	58,140	59,300
59200	Uniform & Linen Laundry	2,632	1,800	1,800	1,830	1,860
<b>Total</b>		<b>680,824</b>	<b>845,140</b>	<b>845,140</b>	<b>774,682</b>	<b>841,203</b>

### PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110–42400–Compensation: All salaries and benefits are budgeted in these line items.

56100–Building Maintenance: Contract costs with janitorial and maintenance services for the upkeep and maintenance of the Teen Center for visitors on a daily basis.

57100–Electric: Electricity costs for the facility.

58100–Activities & Events: Teen Center’s special events and purchasing updated game consoles and games.

58200—Trips and Tours: Tickets for Knott’s Scary Farm, Santa Monica Pier, Magic Mountain and Raging Waters. There is a revenue cost recovery for all tickets purchased for teen trips.

58230—Youth Basketball: Payment for referees, scorekeepers, uniforms, and trophies.

# Homelessness

## PROGRAM DESCRIPTION

The Homelessness Division is responsible for the implementation of the City's Homelessness Plan and yearly updates to City Council. The City of Glendora continues to proactively address the ongoing challenge of homelessness in our community. Our approach is guided by the City's Homeless Action Plan, which seeks to address the impact of homelessness on our community while engaging and providing individuals experiencing homelessness with access to resources.

The Homelessness Division has applied for and received grant funds for services for our unhoused population through the County of Los Angeles, Measure H Homeless Initiative, and the San Gabriel Valley Council of Governments (SGVCOG). We will do the same for Measure A Funds. The City began contracting with Los Angeles Centers for Alcohol and Drug Abuse (L.A. CADA) in May 2022. The Division staff, Glendora Police Department and L.A. CADA staff conduct outreach and assess the unhoused in Glendora and assist with connecting to available resources such as: motel vouchers, interim housing, permanent supportive housing, medical and mental health services. They also help individuals apply for benefits such as CalFresh, SSI, Identification cards through DMV, and assist the unhoused to become "document ready" for housing applications. Division staff work with Los Angeles County and Los Angeles Homeless Service Authority for Homelessness (LAHSA) oversight. The City Manager, City Council and Division staff represent the city on many boards and meetings with LA County Measure H Initiative, LA County Boards of Supervisors, LAHSA, SGVCOG and San Gabriel Valley Homeless Consortium.

Glendora remains committed to caring for our community and ensuring the safety and well-being of all members of our community. The results achieved are the result of the collaborative efforts of the Homelessness Division, L.A. C.A.D.A., and the Glendora Police Department. While there remains work to be done, the support of the City Council over the last few years to increase the resources available to staff to address this challenge in a deliberate way has yielded positive results. City staff are committed to sharing the work we are doing and the progress we are making with our community.






## 2023-25 MAJOR ACCOMPLISHMENTS

- Implementing the Homelessness Strategic Plan.
- Applied for and was awarded a grant from the San Gabriel Valley Council of Governments (SGVCOG) in the amount of \$50,000. This grant enabled the city to help individuals experiencing homelessness with move-in costs as well as help prevent homelessness for households at risk. Eligible expenses from this grant include security deposits, rental arrears, current rent, and essential documentation.
- The city has expanded its homelessness prevention services and has provided case management assistance to households at risk of homelessness, which may include referrals, resources and creating a housing stability plan.
- Applied for and was awarded \$150,000 from United Way of Greater Los Angeles.

## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
Update the Homeless Plan as part of the Strategic Plan	3_1.10	X				
Supplement Homeless Operations	3_1.7	X				
Advocate for the City of Glendora to the County of Los Angeles for local per capita funding for Measure A Funds.	3_1.10	X				
Apply for Measure A funding opportunities.	3_1.10	X				
Work with: Los Angeles Centers for Alcohol and Drug Abuse (L.A. CADA) on housing and services for the homeless.	3_1.7	X				
Update the facilities at the La Fetra Center	1_3.4				X	
Establish interim housing plan	3_1.8	X				

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Number of Nights in Motels paid by the City or Grants	#	Workload	396	400	600	750
Permanent Housing/Reunification	#	Workload	17	10	12	14
Interim Housing- shelter, respite, or substance abuse bed	#	Workload	23	30	35	40
Point In Time Count (range)	#	Workload	147-178	127-158	107-138	87-118
Homelessness Prevention- Households receiving resources/ referrals to stabilize housing	#	Workload	15	20	25	30
Homelessness Prevention-Households receiving financial assistance to stabilize housing	#	Workload	4	10	15	20

## Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
103	Measures E/Z	313,917	529,904	529,904	693,337	717,365
245	Measure H	29,838	50,000	50,000	—	—
<b>Total</b>		<b>343,755</b>	<b>579,904</b>	<b>579,904</b>	<b>693,337</b>	<b>717,365</b>

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	202,177	198,940	198,940	208,666	228,132
41111	Incentive Pay	—	12,110	12,110	—	—
41300	Overtime	233	1,500	1,500	1,500	1,500
42101	Misc Pers	25,206	22,445	22,445	24,871	28,318
42102	Misc UAL	1	619	619	1,272	2,000
42200	Flex Benefit	30,675	36,720	36,720	36,720	36,720
42300	Employer Paid Benefits	4,104	4,560	4,560	4,701	4,983
42400	Workers Comp	1,907	2,010	2,010	2,107	2,212
55600	Training & Education	118	—	—	—	—
58600	Assistance Programs	7,556	20,000	20,000	20,000	20,000
58601	Homeless Liaison	—	100,000	100,000	262,500	262,500
58602	Motel Voucher Program	11,272	100,000	100,000	100,000	100,000
58605	Homeless Plan Implementat	29,838	50,000	50,000	—	—
59100	Contract Services	30,669	31,000	31,000	31,000	31,000
<b>Total</b>		<b>343,755</b>	<b>579,904</b>	<b>579,904</b>	<b>693,337</b>	<b>717,365</b>

### PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110–42400–Compensation: All salaries and benefits are budgeted in these line items.

58600–Assistance Programs: To provide meals, clothing, re-unification, and similar assistance.

58601–Homeless Liaison: Contract services provided by the Los Angeles Centers for Alcohol and Drug Abuse (L.A. CADA) to help conduct outreach and assess the unhoused in Glendora for resources that can be provided to them.

58602–Motel Voucher Program: Provide vouchers for the unhoused for temporary shelter.

# Public Transit

## PROGRAM DESCRIPTION

The Transportation Division is responsible for maintaining and operating the City of Glendora's public transit system, planning for bicycle and pedestrian improvements, and encouraging City employees and residents to reduce the number of single-occupancy car trips. The Transportation Division is also responsible for compliance reporting as well as regional coordination for transportation projects and policy.






## FY2023 – 25 MAJOR ACCOMPLISHMENTS

- Implemented a pilot Morning School Shuttle Route.
- Purchased two new zero emission electric Green Power buses for Fixed Route use.
- Installed four ChargePoint CPE 250 chargers for electric fleet vehicles.
- Installed two new poles to support overhead decorations in the Village Plaza.
- Completed enhanced crosswalk near Washington Elementary School.
- Adopted Safe Streets Ordinance and Policy.
- Created Short Range Transit Plan.
- Initiated Parks Yard repaving and improvement CIP.
- Completed Safe Streets signage project at Country Club Drive.
- Implemented a crosswalk safety improvement demonstration at the intersection of Foothill Blvd and Minnesota Ave as part of the Safe Streets Program.

## 2025-27 Strategic Plan Goals



## Strategic Plan Objectives

Measurement	Outcome/ Action					
Conduct annual Customer Satisfaction Survey	1_5.1					X
Complete transition to zero-emission technology for the transit fleet and upgrade new Transportation Yard	6_4.16				X	

## Performance Measures

Measurement	Unit of Measure	Type of Indicator	FY 2024 Actuals	FY 2025 Estimated	FY 2026 Projected	FY 2027 Projected
Increase annual ridership	#	Passengers				
Dial-A-Ride			13,289	13,239	14,562	16,018
Fixed Route <sup>1</sup>			11,142	12,660	14,384	16,343
Reduce the average hourly cost rate per passenger	\$	Cost				
		Effectiveness				
Dial-A-Ride			31.28	31.78	32.29	32.81
Fixed Route			26.86	26.31	26.86	27.42
Passengers per hour	#	Passengers per Hour Workload				
Dial-A-Ride			1.52	1.47	1.57	1.63
Fixed Route			2.27	2.45	2.64	2.85
On time performance	%	On-Time Performance				
		Effectiveness				
Dial-A-Ride			96.74	97.88	97	97
Fixed Route			98.5	96.5	100	100
\$7 Bus Pass Subsidies <sup>2</sup>	#	Passes	53	70	92	121
	\$	Investment	365	490	644	847

<sup>1</sup> Fixed route includes Gold Line Shuttle, Midday Shuttles, and pilot Morning Shuttle.

<sup>2</sup> Subsidy for Glendora residents only. Includes Foothill Transit Adult, Student, and Senior/Disabled 10-Trip Passes and 31-Day Passes.



### Division Expense by Fund

Fund	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
101	General Fund	27,168	—	—	—	—
230	Trans Develop Act	—	—	65,000	—	—
231	Prop A Transit	1,721,134	1,974,601	1,974,601	1,499,947	1,514,110
232	Prop C Transit	375,000	—	—	—	—
234	Measure M	35,640	32,266	32,266	—	—
254	Air Quality	337,503	23,588	23,588	—	—
280	Grants	140,000	588,988	588,988	—	—
Total		2,636,445	2,619,443	2,684,443	1,499,947	1,514,110

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
41110	Regular Time	220,468	224,913	224,913	92,193	101,583
41111	Incentive Pay	19	1,000	1,000	2,287	2,344
41210	Part Time	29,455	—	—	—	—
41420	Vehicle Allowance	—	—	—	360	360
42101	Misc Pers	26,994	23,449	23,449	9,113	10,605
42102	Misc UAL	1	649	649	494	788
42104	Safety UAL	0	—	—	—	—
42105	PT Retirement	1,107	—	—	—	—
42200	Flex Benefit	32,632	33,600	33,600	18,000	18,000
42300	Employer Paid Benefits	5,499	4,818	4,818	3,438	3,575
42400	Workers Comp	6,698	6,550	6,550	1,459	1,532
43000	Altcom	25,845	20,000	20,000	—	—
51200	Division Supplies	11,659	12,500	12,500	12,500	12,500
51650	Fuel	23,288	30,000	30,000	30,000	30,000
55320	Printing	5,336	4,000	4,000	4,000	4,000
55400	Dues & Memberships	1,180	2,175	2,175	1,200	1,200
55600	Training & Education	2,273	3,025	3,025	4,000	4,000
57100	Electric	24,590	15,000	15,000	25,000	25,000
57150	Gas	1,683	2,000	2,000	2,000	2,000
57160	Water	3,018	2,500	2,500	2,500	2,500
58250	Bus Pass Subsidy	9,217	11,000	11,000	11,000	11,000
59100	Contract Services	199,404	126,300	191,300	101,300	101,300

### Division Expense by Line Item

Account	Description	FY 2024 Actuals	FY 2025 Amended Budget	FY 2025 Projected Actual	FY 2026 Budget	FY 2027 Budget
59145	Transportation O&M	780,002	935,256	935,256	935,256	935,256
59801	Info Tech Charges	17,642	3,354	3,354	3,392	3,392
59805	Vehicle Charges	79,638	236,970	236,970	240,454	243,176
72300	Vehicles	1,128,797	920,384	920,384	—	—
<b>Total</b>		<b>2,636,445</b>	<b>2,619,443</b>	<b>2,684,443</b>	<b>1,499,947</b>	<b>1,514,110</b>

### PRIMARY PROGRAM EXPENDITURE EXPLANATIONS

41110–45200—Compensation: All salaries and benefits are budgeted in these line items.

51200—Division Supplies: Cleaning supplies and miscellaneous items for the Transit Center to ensure operational cleanliness in the facility.

51650—Fuel: CNG fuel expenditures for four CNG fueled Cutaway buses used for transportation operations.

55320—Printing: Costs for printing of Dial-A-Ride Guides, shuttle brochures, and flyers for special events, Paper Fare Media for all transit services.

56220—Vehicle Repair and Maintenance: Routine preventative maintenance on all Glendora mini-bus vehicles, emergency repairs and tows.

56500—Landscaping: Costs associated with the contractor that maintains the outside of the Transit Facility and Village Bus Plaza to make sure it is aesthetically pleasing.

58240—Special Events Transportation: Transportation services for senior and youth advertised recreation trips. Costs are recovered in fees charged to participants.

59300—Dial-A-Ride: Charges related to the Transportation Concepts contract to provide project management, driving, and dispatching services to operate the Glendora Mini-Bus Dial-a-Ride, Metrolink and Gold Line Commuter Shuttle and Teen Center Midday Shuttle services.

59801—Info Tech Charges: Allocated charges to each division to recover City-wide technology services provided to each Department as well as the replacement of computers, network equipment, and other technology costs.

59805—Vehicle Charges: Allocated charges based on the number and the type of vehicles, related equipment and fuel used by each Department.

72300—Vehicles: Costs associated with transit system vehicles.

# Staffing

# Authorized Positions Full-Time and Part Time

## Authorized Positions

	FY2023	FY2024	FY2025	FY2026	FY2027
City Clerk	7.00	7.00	7.00	7.00	7.00
City Manager	3.00	4.00	4.00	4.00	4.00
Information Technology	4.00	4.00	4.00	4.00	4.00
Administrative Services	18.00	17.00	17.00	17.50	17.50
Public Safety	96.75	98.75	99.40	100.40	101.40
Community Development	18.20	19.20	19.20	18.00	18.00
Public Works	68.50	68.50	69.00	64.00	64.00
Library	20.30	20.30	20.30	20.30	20.30
Recreation & Human Services	23.10	26.40	29.75	30.80	30.80
Total	258.85	265.15	269.65	266.00	267.00

Authorized Positions Detail

City Clerk - Staffing Authorized Positions

	FY2023	FY2024	FY2025	FY2026	FY2027
Full-Time Positions					
CITY CLERK/COMMUNICATIONS DIRECTOR	1.00	1.00	1.00	1.00	1.00
DEPUTY CITY CLERK/ RECORDS MANAGER	1.00	1.00	1.00	1.00	1.00
CITY CLERK SPECIALIST	1.00	1.00	1.00	1.00	1.00
SENIOR OFFICE ASSISTANT	1.00	1.00	1.00	1.00	1.00
SENIOR DIGITAL MEDIA SPECIALIST	3.00	3.00	3.00	3.00	3.00
Total Full-Time	7.00	7.00	7.00	7.00	7.00
Total Department	7.00	7.00	7.00	7.00	7.00

Fund					
101-General Fund	3.13	3.13	3.13	3.13	3.13
501-Water Ops	0.74	0.74	0.74	0.74	0.74
553-Technology	3.13	3.13	3.13	3.13	3.13
Total By Fund	7.00	7.00	7.00	7.00	7.00

City Manager - Staffing Authorized Positions

	FY2023	FY2024	FY2025	FY2026	FY2027
Full-Time Positions					
CITY MANAGER	1.00	1.00	1.00	1.00	1.00
ASSISTANT CITY MANAGER	1.00	1.00	1.00	1.00	1.00
DEPUTY CITY MANAGER	-	1.00	1.00	1.00	1.00
EXECUTIVE ASSISTANT	1.00	1.00	1.00	1.00	1.00
Total Full-Time	3.00	4.00	4.00	4.00	4.00
Total Department	3.00	4.00	4.00	4.00	4.00

Fund					
101-General Fund	1.90	2.15	2.15	2.15	2.15
228-Affordable Housing	0.10	-	-	-	-
229-Glendora Housing Authority	0.20	-	-	-	-
501-Water Ops	0.80	1.45	1.45	1.45	1.45
550-Workers' Compensation	-	0.10	0.10	0.10	0.10
551-General Liability	-	0.30	0.30	0.30	0.30
Total By Fund	3.00	4.00	4.00	4.00	4.00

### Information Technology - Staffing Authorized Positions

	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Full-Time Positions</b>					
INFORMATION TECHNOLOGY DIRECTOR	1.00	1.00	1.00	1.00	1.00
ADMINISTRATIVE ASSISTANT	1.00	1.00	1.00	1.00	1.00
INFORMATION TECHNOLOGY PROJECT MANAGER	2.00	2.00	2.00	2.00	2.00
<b>Total Full-Time</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>
<b>Total Department</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

<b>Fund</b>					
553-Technology	4.00	4.00	4.00	4.00	4.00
<b>Total By Fund</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

### Administrative Services - Staffing Authorized Positions

	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Full-Time Positions</b>					
<b>FINANCE</b>					
ADMINISTRATIVE SERVICES DIRECTOR/CITY TREASURER	1.00	-	-	-	-
FINANCE DIRECTOR/CITY TREASURER	-	1.00	1.00	1.00	1.00
ASSISTANT DIRECTOR-FINANCE	1.00	1.00	1.00	1.00	1.00
ACCOUNTING MANAGER	1.00	-	-	-	-
ACCOUNTING SUPERVISOR	-	1.00	1.00	1.00	1.00
PAYROLL SUPERVISOR	1.00	1.00	1.00	1.00	1.00
OFFICE COORDINATOR	1.00	1.00	1.00	1.00	1.00
SENIOR ACCOUNTANT	2.00	2.00	2.00	2.00	2.00
PAYROLL ACCOUNTANT	1.00	1.00	1.00	1.00	1.00
SENIOR ACCOUNTING TECHNICIAN	2.00	2.00	2.00	2.00	2.00
ACCOUNTING TECHNICIAN	2.00	2.00	2.00	2.00	2.00
PURCHASING COORDINATOR	1.00	-	-	-	-
<b>HUMAN RESOURCES</b>					
ASSISTANT DIRECTOR-HUMAN RESOURCES	1.00	1.00	1.00	1.00	1.00
SENIOR HUMAN RESOURCES ANALYST	1.00	1.00	1.00	1.00	1.00
HUMAN RESOURCES ANALYST	1.00	1.00	1.00	1.00	1.00
HUMAN RESOURCES TECHNICIAN	2.00	2.00	2.00	2.00	2.00
<b>Total Full-Time</b>	<b>18.00</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>
<b>Part-Time Positions</b>					
PT RISK MGMT ADMINISTRATOR	-	-	-	0.50	0.50
<b>Total Part-Time</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.50</b>	<b>0.50</b>
<b>Total Department</b>	<b>18.00</b>	<b>17.00</b>	<b>17.00</b>	<b>17.50</b>	<b>17.50</b>

### Administrative Services - Staffing Authorized Positions

	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Fund</b>					
101-General Fund	9.00	8.11	8.11	9.05	9.05
228-Affordable Housing	0.08	-	-	-	-
229-Glendora Housing Authority	0.10	-	-	-	-
231-Proposition A	0.02	0.04	0.04	-	-
254-Air Quality Improvement District	0.02	0.02	0.02	-	-
501-Water Ops	6.95	6.74	6.74	6.05	6.05
550-Workers Compensation	1.05	1.46	1.46	1.10	1.10
551-Liability Insurance	0.44	0.29	0.29	0.80	0.80
553-Technology	0.12	0.12	0.12	0.05	0.05
554-Vehicle Replacement	0.22	0.22	0.22	0.45	0.45
<b>Total By Fund</b>	<b>18.00</b>	<b>17.00</b>	<b>17.00</b>	<b>17.50</b>	<b>17.50</b>

### Public Safety - Staffing Authorized Positions

	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Full-Time Positions</b>					
POLICE CHIEF	1.00	1.00	1.00	1.00	1.00
POLICE CAPTAIN	1.00	2.00	2.00	2.00	2.00
POLICE LIEUTENANT	5.00	5.00	5.00	5.00	5.00
POLICE SERGEANT	6.00	5.00	5.00	5.00	5.00
POLICE CORPORAL	6.00	6.00	6.00	6.00	6.00
POLICE OFFICER	38.00	38.00	39.00	39.00	40.00
OFFICE COORDINATOR	1.00	1.00	1.00	1.00	1.00
BUSINESS SERVICES MANAGER	1.00	1.00	1.00	1.00	1.00
DISPATCH SUPERVISOR	-	1.00	1.00	1.00	1.00
POLICE DISPATCHER II	3.00	3.00	3.00	3.00	3.00
POLICE DISPATCHER I	7.00	8.00	8.00	8.00	8.00
SUPPORT SERVICES SUPERVISOR	1.00	1.00	1.00	1.00	1.00
SENIOR COMMUNITY SERVICES OFFICER	-	1.00	1.00	1.00	1.00
COMMUNITY PRESERVATION OFFICER	2.00	2.00	2.00	2.00	2.00
COMMUNITY SERVICES OFFICER	8.00	5.00	5.00	4.00	4.00
COURT LIAISON OFFICER	-	1.00	1.00	1.00	1.00
JAILER	5.00	5.00	5.00	5.00	5.00
POLICE RECORDS SUPERVISOR	1.00	1.00	1.00	1.00	1.00
POLICE RECORDS SPECIALIST	4.00	4.00	4.00	4.00	4.00
PROPERTY & EVIDENCE TECHICIAN	-	1.00	1.00	1.00	1.00
OFFICE ASSISTANT	-	-	-	1.00	1.00

**Public Safety - Staffing Authorized Positions**

	FY2023	FY2024	FY2025	FY2026	FY2027
CRIME ANALYST	-	-	-	1.00	1.00
<b>Total Full-Time</b>	<b>90.00</b>	<b>92.00</b>	<b>93.00</b>	<b>94.00</b>	<b>95.00</b>
<b>Part-Time Positions</b>					
PT COMMUNITY SERVICES OFFICER	0.50	0.50	0.50	0.50	0.50
PT POLICE CADET	3.75	3.75	3.75	3.75	3.75
PT POLICE DISPATCHER I	0.50	0.50	0.50	0.50	0.50
PT POLICE OFFICER	1.70	1.70	1.35	1.35	1.35
PT RESERVE POLICE OFFICER	0.30	0.30	0.30	0.30	0.30
<b>Total Part-Time</b>	<b>6.75</b>	<b>6.75</b>	<b>6.40</b>	<b>6.40</b>	<b>6.40</b>
<b>Total Department</b>	<b>96.75</b>	<b>98.75</b>	<b>99.40</b>	<b>100.40</b>	<b>101.40</b>

<b>Fund</b>					
101-General Fund	86.65	86.92	86.92	87.35	87.35
103-Measure E	8.50	11.18	11.83	10.40	11.40
105-GUSD JUA	-	-	-	2.00	2.00
275-Supplemental Law Enforcement Service	1.00	-	-	-	-
501-Water Operations	0.60	0.65	0.65	0.65	0.65
<b>Total By Fund</b>	<b>96.75</b>	<b>98.75</b>	<b>99.40</b>	<b>100.40</b>	<b>101.40</b>

**Community Development - Staffing Authorized Positions**

	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Full-Time Positions</b>					
COMMUNITY DEVELOPMENT DIRECTOR	1.00	1.00	1.00	1.00	1.00
CITY PLANNER	1.00	1.00	1.00	1.00	1.00
ECONOMIC DEVELOPMENT & HOUSING MANAGER	1.00	1.00	1.00	1.00	1.00
ASSISTANT COMMUNITY DEVELOPMENT DIRECTOR	-	-	-	1.00	1.00
BUILDING OFFICIAL	1.00	1.00	1.00	1.00	1.00
PRINCIPAL CIVIL ENGINEER	1.00	1.00	1.00	1.00	1.00
PRINCIPAL PLANNER	1.00	1.00	1.00	1.00	1.00
SENIOR PLANNER	1.00	1.00	1.00	1.00	1.00
ASSISTANT PLANNER	1.00	2.00	2.00	2.00	2.00
ASSISTANT BUILDING OFFICIAL	-	-	-	1.00	1.00
PLANS EXAMINER	1.00	1.00	1.00	-	-
BUILDING INSPECTOR	2.00	2.00	2.00	2.00	2.00
BUILDING TECHNICIAN	2.00	2.00	2.00	2.00	2.00
TRANSPORATION MANAGER	1.00	1.00	1.00	-	-
MANAGEMENT ANALYST	2.00	3.00	3.00	2.00	2.00
PLANNING TECHNICIAN	1.00	-	-	-	-



### Community Development - Staffing Authorized Positions

	FY2023	FY2024	FY2025	FY2026	FY2027
ADMINISTRATIVE ASSISTANT	1.00	1.00	1.00	1.00	1.00
<b>Total Full-Time</b>	<b>18.00</b>	<b>19.00</b>	<b>19.00</b>	<b>18.00</b>	<b>18.00</b>
<b>Part-Time Positions</b>					
PT BUILDING INSPECTOR	0.20	0.20	0.20	-	-
<b>Total Part-Time</b>	<b>0.20</b>	<b>0.20</b>	<b>0.20</b>	<b>-</b>	<b>-</b>
<b>Total Department</b>	<b>18.20</b>	<b>19.20</b>	<b>19.20</b>	<b>18.00</b>	<b>18.00</b>

<b>Fund</b>					
101-General Fund	13.01	15.72	15.72	16.42	16.42
103-Measure E	1.00	1.35	1.35	1.45	1.45
228-Affordable Housing	0.78	-	-	-	-
229-Glendora Housing Authority	1.28	-	-	-	-
231-Proposition A Transit	1.80	1.80	1.80	-	-
234-Measure M	0.18	0.18	0.18	-	-
254-Air Quality Improvement(AQMD)	0.02	0.02	0.02	-	-
501-Water Ops	0.13	0.13	0.13	0.13	0.13
<b>Total By Fund</b>	<b>18.20</b>	<b>19.20</b>	<b>19.20</b>	<b>18.00</b>	<b>18.00</b>

### Public Works - Staffing Authorized Positions

	FY2023	FY2024	FY2025	FY2026	FY2027
Full-Time Positions					
OPERATIONS					
PUBLIC WORKS DIRECTOR	1.00	1.00	1.00	1.00	1.00
ASSISTANT PUBLIC WORKS DIRECTOR-OPERATIONS	1.00	1.00	1.00	1.00	1.00
BUSINESS SERVICES MANAGER	1.00	1.00	1.00	1.00	1.00
OFFICE COORDINATOR	-	-	-	1.00	1.00
PRINCIPAL CIVIL ENGINEER	1.00	1.00	1.00	1.00	1.00
CIVIL ENGINEERING ASSISTANT	3.00	3.00	3.00	2.00	2.00
CONSTRUCTION INSPECTOR	2.00	2.00	2.00	2.00	2.00
EQUIPMENT MAINTENANCE SUPERVISOR	1.00	1.00	1.00	1.00	1.00
FACILITIES MAINTENANCE SUPERVISOR	1.00	1.00	1.00	1.00	1.00
PUBLIC WORKS MAINTENANCE & OPERATIONS SUPERVISOR	1.00	2.00	2.00	1.00	1.00
PARKS & LANDSCAPE CONTRACT SUPERVISOR	1.00	-	-	1.00	1.00
MANAGEMENT ANALYST	1.00	2.00	2.00	1.00	1.00
SENIOR MAINTENANCE WORKER	1.00	1.00	1.00	1.00	1.00
MAINTENANCE LEAD WORKER	5.00	5.00	5.00	5.00	5.00
MAINTENANCE WORKER	8.00	7.00	7.00	7.00	7.00

**Public Works - Staffing Authorized Positions**

	FY2023	FY2024	FY2025	FY2026	FY2027
MECHANIC	2.00	2.00	2.00	2.00	2.00
OFFICE ASSISTANT	1.00	1.00	1.00	1.00	1.00
REGISTERED ASSOCIATE CIVIL ENGINEER	2.00	2.00	2.00	-	-
CITY ARBORIST	1.00	1.00	1.00	-	-
WATER					
ASSISTANT PUBLIC WORKS DIRECTOR-WATER	1.00	1.00	1.00	1.00	1.00
ADMINISTRATIVE ASSISTANT	2.00	2.00	2.00	1.00	1.00
WATER DIVISION MANAGER	2.00	2.00	2.00	2.00	2.00
WATER PRODUCTION SUPERVISOR	1.00	1.00	1.00	1.00	1.00
WATER PRODUCTION LEAD OPERATOR	1.00	1.00	1.00	1.00	1.00
WATER PRODUCTION OPERATOR II	5.00	5.00	5.00	5.00	5.00
WATER UTILITY SUPERVISOR	2.00	2.00	2.00	2.00	2.00
WATER UTILITY LEADWORKER	3.00	3.00	3.00	3.00	3.00
WATER UTILITY WORKER II	12.00	12.00	12.00	12.00	12.00
SENIOR MANAGEMENT ANALYST	2.00	2.00	2.00	2.00	2.00
MANAGEMENT AIDE	1.00	1.00	1.00	1.00	1.00
SENIOR OFFICE ASSISTANT	1.00	1.00	1.00	1.00	1.00
WATER CONSERVATION OFFICER	1.00	1.00	2.00	2.00	2.00
Total Full-Time	68.00	68.00	69.00	64.00	64.00
Part-Time Positions					
PT WATER CONSERVATION OFFICER	0.50	0.50	-	-	-
Total Part-Time	0.50	0.50	-	-	-
Total Department	68.50	68.50	69.00	64.00	64.00
Fund					
101-General Fund	12.12	12.12	12.12	10.80	10.80
201-Street Lighting Assessment District	0.03	0.03	0.03	0.03	0.03
233-Measure R Transportation	2.45	2.45	2.45	2.20	2.20
234-Measure M	0.15	0.15	0.15	0.10	0.10
255-State Gas Tax	4.35	4.35	4.35	4.10	4.10
501-Water Ops	44.71	44.71	45.21	42.07	42.07
502-Water Capital Projects	1.50	1.50	1.50	1.50	1.50
554-Vehicle Replacement	3.20	3.20	3.20	3.20	3.20
Total By Fund	68.50	68.50	69.00	64.00	64.00

### Library - Staffing Authorized Positions

	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Full-Time Positions</b>					
LIBRARY DIRECTOR	1.00	1.00	1.00	1.00	1.00
ADMINISTRATIVE ASSISTANT	1.00	1.00	1.00	1.00	1.00
LIBRARY SERVICES MANAGER	2.00	2.00	2.00	2.00	2.00
SENIOR MANAGEMENT ANALYST	1.00	1.00	1.00	1.00	1.00
LIBRARIAN II	2.00	2.00	2.00	2.00	2.00
LIBRARIAN I	1.00	1.00	1.00	1.00	1.00
SENIOR LIBRARY TECHNICIAN	2.00	2.00	2.00	2.00	2.00
LIBRARY TECHNICIAN	2.00	2.00	2.00	2.00	2.00
<b>Total Full-Time</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>
<b>Part-Time Positions</b>					
PT LIBRARIAN II	0.65	0.65	0.65	0.65	0.65
PT LIBRARIAN I	0.50	0.50	0.50	0.50	0.50
PT LIBRARY AIDE V	1.00	1.00	1.00	1.00	1.00
PT LIBRARY AIDE III	2.25	2.25	2.25	2.25	2.25
PT LIBRARY AIDE II	1.90	1.90	1.90	1.90	1.90
PT LIBRARY AIDE I	2.00	2.00	2.00	2.00	2.00
<b>Total Part-Time</b>	<b>8.30</b>	<b>8.30</b>	<b>8.30</b>	<b>8.30</b>	<b>8.30</b>
<b>Total Department</b>	<b>20.30</b>	<b>20.30</b>	<b>20.30</b>	<b>20.30</b>	<b>20.30</b>

<b>Fund</b>					
101-General Fund	19.75	20.05	20.30	20.30	20.30
229-Friends Foundation	0.55	0.25	-	-	-
<b>Total By Fund</b>	<b>20.30</b>	<b>20.30</b>	<b>20.30</b>	<b>20.30</b>	<b>20.30</b>

### Recreation & Human Services - Staffing Authorized Positions

	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Full-Time Positions</b>					
RECREATION & HUMAN SERVICES DIRECTOR	1.00	1.00	1.00	1.00	1.00
OFFICE COORDINATOR	-	1.00	1.00	1.00	1.00
HUMAN SERVICES MANAGER	-	1.00	1.00	1.00	1.00
HUMAN SERVICES SUPERINTENDENT	1.00	-	-	-	-
HUMAN SERVICES SUPERVISOR	-	2.00	2.00	2.00	2.00
HUMAN SERVICES & OUTREACH COORDINATOR	1.00	-	-	-	-
SENIOR MANAGEMENT ANALYST	-	-	1.00	1.00	1.00
MANAGEMENT ANALYST	1.00	1.00	-	-	-
RECREATION MANAGER	-	1.00	1.00	1.00	1.00

### Recreation & Human Services - Staffing Authorized Positions

	FY2023	FY2024	FY2025	FY2026	FY2027
RECREATION SUPERINTENDENT	1.00	-	-	-	-
RECREATION SUPERVISOR	2.00	2.00	2.00	2.00	2.00
RECREATION & HUMAN SERVICES COORDINATOR	2.00	1.00	1.00	1.00	1.00
Office Assistant	-	1.00	1.00	1.00	1.00
SENIOR OFFICE ASSISTANT	1.00	1.00	1.00	1.00	1.00
ADMINISTRATIVE ASSISTANT	1.00	-	-	-	-
<b>Total Full-Time</b>	<b>11.00</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>
<b>Part-Time Positions</b>					
PT OFFICE AIDE IV	0.85	-	-	-	-
PT OFFICE AIDE IV TEEN	0.75	0.75	0.75	0.75	0.75
PT RECREATION LEADER	2.00	2.00	2.00	2.00	2.00
PT ASSISTANT RECREATION LEADER	0.65	0.65	0.65	0.65	0.65
PT RECREATION SPECIALIST II	0.90	2.35	2.40	3.15	3.15
PT RECREATION AIDE	5.00	6.70	10.00	10.25	10.25
PT MAINTENANCE AIDE I	0.55	0.55	0.55	0.50	0.50
PT MAINTENANCE AIDE II	1.40	1.40	1.40	1.50	1.50
<b>Total Part-Time</b>	<b>12.10</b>	<b>14.40</b>	<b>17.75</b>	<b>18.80</b>	<b>18.80</b>
<b>Total Department</b>	<b>23.10</b>	<b>26.40</b>	<b>29.75</b>	<b>30.80</b>	<b>30.80</b>
<b>Fund</b>					
101-General Fund	20.54	23.71	23.71	27.00	27.00
103-Measure E	1.00	2.05	2.05	2.25	2.25
229-Glendora Housing Authority	0.90	-	-	-	-
231-Proposition A Transit	0.62	0.62	0.62	1.55	1.55
<b>Total By Fund</b>	<b>23.06</b>	<b>26.38</b>	<b>26.38</b>	<b>30.80</b>	<b>30.80</b>

## Authorized Positions Summary Reconciliation

Department	Position	Reason	FTE
<b>Amended FY2024-25 Budget Positions (Full time and Part time)</b>			<b>269.65</b>
<b>FY2025-26 Position Changes</b>			
<b>Full Time Positions -</b>			
Police Department	Crime Analyst	Position Added	1.00
Police Department	Office Assistant	Position Added	1.00
Police Department	Community Services Officer	Position Removed	(1.00)
Community Development	Assistant Community Development Director	Position Added	1.00
Community Development	Transportation Manager	Position Removed	(1.00)
Community Development	Management Analyst (Transportation)	Position Removed	(1.00)
Community Development	Assistant Building Official	Position Added	1.00
Community Development	Plans Examiner	Position Removed	(1.00)
Community Development	Administrative Assistant	Position Added	1.00
Community Development	Management Aide	Position Removed	(1.00)
Public Works	Registered Associate Civil Engineer	Position Removed	(2.00)
Public Works	Civil Engineering Assistant I	Position Removed	(2.00)
Public Works	Public Works Maintenance and Operations Supervisor	Position Removed	(1.00)
<b>Net</b>			<b>(5.00)</b>
<b>Part Time Positions -</b>			
Administrative Services	Risk Management Administrator	Position Added	0.50
Community Development	Building Inspector	Position Removed	(0.20)
Recreation & Human Services	Recreation Specialist	Position Added	0.80
Recreation & Human Services	Recreation Aide	Position Added	0.25
<b>Net</b>			<b>1.35</b>
<b>Total Change in Authorized Positions</b>			<b>(3.65)</b>
<b>Total FY 2025-26 Budgeted Positions</b>			<b>266.00</b>
<b>FY2026-27 Position Changes</b>			
<b>Full Time Positions -</b>			
Police Department	Police Officer	Position Added	1.00
<b>Net</b>			<b>1.00</b>
<b>Part Time Positions -</b>			
<b>Net</b>			<b>-</b>
<b>Total Change in Authorized Positions</b>			<b>1.00</b>
<b>Total FY 2026-27 Budgeted Positions</b>			<b>267.00</b>
<b>Footnotes:</b>			
Actions to continue retention efforts and modernize the City's staffing model.			
Reclassifications listed with the added position first and the eliminated position second.			



# Appendix

# Community Information and Statistics

## GENERAL INFORMATION

Year of Incorporation:	1911
Form of Government:	Council—Manager
Area:	19.86 square miles
Miles of Street:	153
Population:	49,934*
Unemployment Rate:	5.7%*

## WATER SERVICES

Service Provider:	City of Glendora
Customers:	13,300

## CITY EMPLOYEES

Full Time Equivalents:	266 (FY26); 266 (FY27)
------------------------	------------------------

## HOUSING & CONSTRUCTION

Total Housing Units:	17,713
2020 Median Single Family Home Value:	\$784,000**
Persons per Households:	3*

## POLICE PROTECTION

Sworn Officers:	58
Fire Protections:	LA County Fire Department 4 Stations located within City Limits

## LABOR & EMPLOYMENT

Total Civilian Labor Force:	62.4%*
-----------------------------	--------

## RECREATION

Parks:	16
Park Acreage:	1,307
Libraries:	1
Library Holdings:	127,597
Teen Center:	1
Senior Center:	1

## REGIONAL COMPARISON\*\*\*

FY2024-25 ADOPTED BUDGET								
Agency	Population 2023 Census	General Fund Revenue	Total Revenues	FTEs	# of Depts	Police	Fire	Utilities (water, sewer, electricity, solid waste)
Glendora	51,209	41,500,430.00	112,383,197.00	265.09	9	✓	⊘	💧🚰⚡
Arcadia	55,783	98,874,400.00	168,112,100.00	312.31	11	✓	✓	💧🚰⚡
Azusa	49,483	67,102,175.00	194,980,076.00	375.87	9	✓	⊘	💧🚰⚡
Brea	48,184	75,017,184.00	144,949,716.00	385.66	7	✓	✓	💧🚰⚡
Covina	50,350	53,872,734.00	114,303,465.00	233	7	✓	⊘	💧🚰⚡
La Verne	31,241	47,815,173.00	78,843,650.00	190	7	✓	✓	💧🚰⚡
Monrovia	38,087	56,010,000.00	152,880,000.00	244.75	7	✓	✓	💧🚰⚡
Upland	78,669	61,671,040.00	164,110,460.00	274	5	✓	⊘	💧🚰⚡

💧

Water

🚰

Sewer

⚡

Electricity

🗑️

Solid Waste

## SOURCES

- \* United States Census Bureau
- \*\* HdL Companies (2023 Q4)
- \*\*\*Agency’s website



# Fund Descriptions

## GENERAL FUND

**FUND 101 – GENERAL FUND:** The General Fund is the largest and most flexible of the City's funds. It is the depository for all unrestricted revenue except those revenues required to be accounted for in another fund. It is also the fund that gives City Council the most discretion in expenditures. Major General Fund revenue sources include, but are not limited to, sales taxes, property taxes, franchise fees, service fees, and a variety of other revenue sources. Major expenditures from the General Fund include, but are not limited to, police service, public works, building, planning, code enforcement, and general government.

**FUND 102 – PENSION STABILIZATION FUND:** Established to curb rising pension costs which are anticipated to continue to rise in the upcoming years.

**FUND 103 – MEASURES E/Z:** On March 5, 2019, a General Municipal Election was held asking Glendora voters to consider implementing a transaction and use tax, more commonly referred to as a sales tax (Measure E). As a result of the election, Measure E passed enacting a 0.75% (3/4 cent) sales tax increase in the City of Glendora. Additionally, on November 5, 2024 the Glendora voters approved Measure Z enacting a 0.25% (1/4 cent) sales tax increase in the City of Glendora. Measures E and Z combined, total a 1.00% (1 cent) transaction and use tax. The additional revenue allows the city to continue to maintain existing services including public safety, homelessness programs, fixing street/potholes, addressing quality of life issues, maintaining library services, addressing rising pension costs, implementing technology projects, and improving the financial health of the City.

**FUND 105 – GUSD JUA FUND:** The GUSD JUA Fund tracks all revenues and expenditures related to providing service in accordance with the City of Glendora and Glendora Unified School District Master Joint Use Agreement. The agreement, entered into on January 30, 2024 and effective July 1, 2024, it addresses the longstanding collaboration and partnership between the City and District by incorporating all other agreements currently in effect between the City and District that include the mutual use of sports fields and facilities, school resource officer program, crossing guard program, and library services

## SPECIAL REVENUES

Special Revenue Funds are used to account for revenue derived from specific taxes or other revenue sources that are restricted by law or administrative action to expenditure for specified purposes. The list below summarizes the City's Special Revenue Funds:

**FUND 201, 202 & 203 – ASSESSMENT DISTRICT:** Special Assessment Funds, or local improvement funds as they are sometimes called, are established and operated to provide services that are of demonstrably greater benefit to a certain group of residents than to others. The City maintains three special assessment districts: street lighting (Fund 201); curb and gutter (Fund 202); and landscaping (Fund 203).

**FUND 204 – GLENDORA VILLAGE BUSINESS DISTRICT (BID) FUND:** This fund was created when the business owners in the Village business area voted to form the Glendora Village Business Improvement District (BID). The purpose of the BID is to generate funds for marketing programs, special events, and streetscape improvements. To raise funds, each business in the Glendora Village District ("District") will pay an annual assessment along with the City Business License. Assessments charged to each business will vary depending on the type and location of the business within the District. Decisions regarding use of the BID funds are made by an Advisory Board consisting of business owners from the District. The Advisory Board is appointed by the City Council. All funds raised by the BID can only be spent on activities and improvements within the BID area. Annually, the BID makes a report to its membership and the City Council regarding the prior year's activities and what is being proposed for the upcoming year.

**FUND 211 – PARK DEVELOPMENT FUND:** The Park Development Fund revenue is received through the collection of park in-lieu fees pursuant to City Council Resolution 2012-46. Revenues arising from these fees may only be used for park projects.

**FUND 216 – FRIENDS FOUNDATION FUND:** This fund primarily includes support from the Glendora Public Library Friends Foundation to cover staffing costs dedicated to the Foundation and other costs needed to operate various Library programs. The fund also includes library grants, such as the California State Library Adult Literacy Program.

**FUND 221 – PLAN MAINTENANCE FEES FUND:** The City collects file maintenance fees with all permits to cover costs associated with maintaining the permitting system and related documents.

**FUND 222 – GENERAL PLAN MAINTENANCE FEES FUND:** Accounts for funds received when permits are issued. The funds are used to maintain the general plan.

**FUND 223 – PEG FUND:** These funds are collected by service providers through the fees charged by communications companies such as AT&T, Charter Cable, and Frontier Cable Company, through the franchise agreements with the city. A portion of the franchise fee is the Public, Education, and Government (PEG) fee which pays for capital equipment and projects providing for the continuation of PEG programming.

**FUND 228 – AFFORDABLE HOUSING FUND:** City Ordinance No. 1833 requires the deposit of in-lieu fees for providing affordable housing. This fund provides for the collection of in-lieu affordable housing fees as obligated by the developer through a Development Agreement when the projects are approved.

**FUND 230 – TRANSPORTATION DEVELOPMENT ACT FUND (TDA/BIKEWAY):** The Transportation Development Act Fund receives revenue on a per capita basis from funds administered by the Los Angeles County Metropolitan Transportation Authority (MTA). Transportation Development Act funds may be used for bicycle and pedestrian facilities including bikeway commuter paths, bicycle commuter parking, sidewalk wheelchair ramps, Americans with Disabilities Act (ADA) required signage, and sidewalk repair and construction. Funds can also be used for engineering expenses and right-of-way acquisition related to such improvements.

**FUND 231 – PROP A TRANSIT FUND:** In 1980, Los Angeles County voters adopted Proposition A, a ½ cent sales tax, to finance a county-wide transit development program. A portion of Proposition A required that 25% of the tax revenue generated be earmarked for local return programs for use by Los Angeles County cities and the County of Los Angeles in developing and/or improving local public transit, paratransit, and related transportation infrastructure.

Proposition A funds are administered by the Metropolitan Transit Authority (MTA or Metro). Local Return funds are allocated and distributed monthly to jurisdictions on a per capita basis. Proposition A funds can only be used for local transit projects and services.

Expenditures fund included all operating and maintenance expense for the City's local transit system and for service to the Metro Link terminal in Covina.

**FUND 232 – PROP C TRANSIT FUND:** In 1990, Los Angeles County voters adopted Proposition C, the second of two ½ cent sales taxes, to finance a county-wide transit development program. One of the provisions of Proposition C required that 20% of the tax revenue generated be earmarked for local return programs for use by Los Angeles County cities and the County of Los Angeles in developing and/or improving local public transit, paratransit, and related transportation infrastructure. Proposition C funds are administered by the Metropolitan Transit Authority (MTA or Metro). Local Return funds are allocated and distributed monthly to jurisdictions on a per capita basis. Proposition C funds are somewhat more flexible than Proposition A funds and may be used for street/traffic signal improvements on certain arterial streets supporting mass transit as well as on local transit projects and services.

**FUND 233 – MEASURE R FUND:** Measure R increases the county sales tax from 8.25% to 8.75% (a half-cent increase) to fund transportation projects. Projects expected to be funded within the City of Glendora by the proceeds of the Measure R sales tax include:

- Synchronize traffic signals
- Repair potholes
- Link local rail lines through a regional connector
- Improve freeway traffic flow (210)
- Keep senior / student / disabled fares low

- Provide clean fuel buses
- Expand subway / Metrolink / bus service
- Community traffic relief

**FUND 234 – MEASURE M FUND:** November 2016, Los Angeles County voters approved Measure M, an additional 0.5% sales tax for transportation improvements.

**FUND 240 – PARK PROPOSITION FUND:** The 1992 and 1996 operations and maintenance funding concluded in 2015 and 2019 respectively.

**Measure A** - This new revenue source was approved by the voters in November 2016. It is a 1/2 percent per square foot of development tax to fund parks and open space programs in the County. The City is eligible to receive a local return based on population and percentage of development in the County. This is a permanent tax.

**FUND 245 – MEASURE H FUND:** Los Angeles County voters approved the .25% county sales tax for 10 years in order to fund homeless services and prevention. Measure H would fund specific services and programs that would comply with the "Approved Strategies to Combat Homelessness," which was drafted by the Los Angeles County Homeless Initiative and approved by the County Board of Supervisors.

**FUND 250 – MEASURE W FUND:** On the November 2018 ballot, Los Angeles voters approved the Safe Clean Water Parcel Tax of 2.5 cents a square foot of "impermeable space." Revenue generated from Measure W will be used to pay for regional and municipal projects that improve water quality, prepare for future drought, and provide community benefits such as parks or wetlands. It is anticipated that the funds will be used for storm water projects in compliance with the MS4 permit.

**FUND 251 – STORMWATER INVESTMENT FUND:** Accounts for a Los Angeles Safe, Clean Water Regional Grant, awarded to the City in 2022, which will fund the City's technical resources, scientific studies, and the completion of stormwater infrastructure projects. The Watershed Area Steering Committee selected the City's Finkbiner Park Stormwater Project.

**FUND 254 – AIR QUALITY IMPROVEMENT FUND (AQMD):** In 1990, the California legislature adopted AB 2766, which authorized the imposition of an additional motor vehicle registration fee. The proceeds are used to reduce air pollution from mobile sources. A portion of the revenue collected from these fees is allocated to cities and counties on a per capita basis. Expenditures from this fund must contribute to the reduction of air pollution from motor vehicles. Monies received by the Air Quality Improvement Fund are administered by the South Coast Air Quality Management District (AQMD). City expenditures are subject to a periodic AQMD audit.

**FUND 255 – GASTAX FUND:** Gas tax revenues are received on a per capita basis each year pursuant to Sections 2105, 2106, 2107, and 2107.5 of the California Streets and Highways Code. Gas tax revenue is restricted revenue which must

be spent on street-related construction and/or maintenance projects. After the adoption of Proposition 13, cities began spending gas tax revenue to defray the cost of street-related operation and maintenance performed by various city departments including operation and maintenance of certain city streetlights and traffic signals.

**FUND 256 – ROAD MAINTENANCE REHABILITATION FUND:** In 2017, the State Legislature passed SB1 which increases the funding for street projects. Revenue is restricted for street-related construction and/or maintenance projects.

**FUND 258 – PROP 1B – LOCAL STREETS & ROADS FUND:** Prop 1B – Local Streets and Roads Improvement, Congestion Relief, and Traffic Safety Account funds were awarded to the City by the State of California based on population. These funds may only be used for the maintenance and improvement of local transportation facilities.

**FUND 257 – SURFACE TRANSPORTATION LOCAL PROGRAM (STLP) FUND:** Started in 2000, the State Transportation Board continues to make available \$6.5 million annually in STLP “flexible funds” statewide for qualified transit projects. STLP is one of the programs within TEA-21 that is flexible in the type of projects that are eligible e.g., highway or transit purposes. The process involves a transfer of funding from the Department’s federal highway (FHWA) account to appropriate federal transit (FTA) accounts statewide. As the State Transportation Board made this funding available for transit purposes, the STLP funding is distributed only to the State’s federal transit programs and cities or regions that participate in FTA programs and have operating systems in place to utilize the funding.

**FUND 260 – PROP 68 FUND:** On June 5, 2018, California voters passed a general obligation bond pursuant to Division 45 of the Public Resources Code, relating to drought, water, parks, climate, coastal protection, and outdoor access for all programs.

**FUND 265 – HOME-STATE GRANT FUND:** The City and Redevelopment Agency jointly applied and received HOME funding from the State of California Department of Housing and Community Development to establish a First Time Home Buyer and Tenant-Based rental Assistance Program.

**FUND 266 – PROP 1C – CAL-HOME HOUSING FUND:** On November 2, 2007, the City issued a Standard Agreement (06-CalHome-233) with the State of California, Department of Housing and Community Development for \$240,000. The Grant was for two programs: First Time Home Buyer (FTHB) Down payment Assistance (Three \$40,000 loans) and Owner-Occupied Rehabilitation (OOR) (three \$40,000 loans).

**FUND 270 – USED OIL BLOCK GRANT FUND:** The Used Oil Block Grant Fund revenue is derived from oil recycling grants awarded by the Integrated Waste Management Board. Funds are awarded on a per capita basis upon receipt of an application for funding. Used Oil Block Grant funds may be used only for

used oil recycling programs approved by the Integrated Waste Management Board. Funds not spent by the end of a funding cycle must be returned to the granting agency.

**FUND 271 – BEVERAGE RECYCLING GRANT FUND:** The California Department of Conservation, Division of Recycling, administers the California Beverage Container Recycling and Litter Reduction Act which governs the recycling of California Redemption Value (CRV) beverage containers. The primary goal of the recycling program is to achieve an 80% recycling rate for all aluminum, glass, plastic, and bi-metal beverage containers sold in California. The Department also supports efforts to reduce greenhouse gas emissions such as those exemplified in the California Global Warming Solutions Act (Chapter 488, Statutes of 2006).

**FUND 275 – SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUND (COPS):** In 1996, the California legislature adopted AB 3229 also known as the Brulte Bill. Funds are appropriated to cities and counties in September of each year. AB 3229 revenues must be spent on front-line law enforcement costs and may not supplant any other sources of law enforcement funding.

**FUND 280 – GRANT FUND:** The Grant Fund revenue comes from a variety of federal and state grant sources. Currently the fund includes grants for Police department and Community Development that are received throughout the year. Typically, these grants only span for one cycle during the awarded fiscal year.

**FUND 281 – ASSET FORFEITURE FUND:** The Asset Forfeiture Fund revenues are derived through the seizure of drug-related assets by the Glendora Police Department pursuant to applicable State and Federal law. Expenditure of such revenue is restricted to drug enforcement-related projects and/or programs, currently the City defrays the cost of eligible overtime expenses within the Police Department.

**FUND 282 – SELECTIVE TRAFFIC ENFORCEMENT (STEP) FUND:** This Fund is a Federally funded program through the Office of Traffic and safety. Its intent is to fund best practice strategies to reduce the number of collision casualties resulting from alcohol and other primary factors.

**FUND 285 – COMMUNITY DEVELOPMENT BLOCK GRANT FUND:** The City receives Community Development Block Grant (CDBG) revenue from the U.S. Department of Housing and Urban Development (HUD). Because Glendora has a population in excess of 50,000, it is considered an entitlement city, which means that Glendora receives its allocation of funds directly from HUD. Cities of less than 50,000 population are not entitlement cities and receive a per capita allocation of funds through Los Angeles County or, in the alternative, compete for CDBG funds on a project-specific basis.

CDBG funds must be spent to benefit the target income group. This may be accomplished by appropriating funds to community-based organizations for project-specific purposes or by funding certain public projects that benefit

members of the target income group or that benefit residents of census tracts meeting target income group demographics. In Glendora, CDBG funds are spent primarily to fund eligible street projects.

**FUND 291 – HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) FUND:** This Fund is a Federal-aid program with the purpose to achieve a significant reduction in traffic fatalities and serious injuries on all public roads. These funds are eligible for work on any public road or publicly owned bicycle or pedestrian pathway or trail, that improves the safety for its users.

**FUND 292 - HIGHWAY BRIDGE REPLACEMENT AND REHABILITATION (HBRR) FUND:** This Fund is a Federal-aid program to assist the States in the replacements and rehabilitation of bridges declared unsafe because of structural deficiencies, physical deterioration, or functional obsolescence.

**FUND 299 – AMERICAN RESCUE PLAN ACT:** The American Rescue Plan Act (ARPA) of 2021 – the latest COVID-19 stimulus package – is a \$1.9 trillion economic stimulus bill. Within the ARP, the Coronavirus Local Fiscal Recovery Fund provides \$350 billion for states, municipalities, counties, tribes, and territories, including \$130 billion for local governments split evenly between municipalities and counties.

## CAPITAL PROJECT FUNDS

**FUND 301 – CAPITAL PROJECTS FUND:** Excess General funds, if any, are transferred to the Capital Projects Fund per the reserve policy adopted by the City Council annually and included in the fiscal policies. This process captures available Measure E funds.

The Capital Projects Fund, as a practical matter, these must be considered one-time revenues. They are used to repair and improve facilities and parks, for street rehabilitation.

## DEBT SERVICE FUNDS

**FUND 401 – PENSION OBLIGATION FUND:** Accounts for funds received through the issuance of the 2019 Taxable Pension Obligation Bond funds to pay down the City's actuarial accrued liability.

**FUND 405 – ENERGY EFFICIENCY PROJECT FUND:** Accounts for the principal and interest payments on a financing lease agreement funded by the General Fund and the Water Enterprise Fund for the various energy saving projects at City facilities.

## ENTERPRISE FUNDS

Enterprise Funds are financed and operated in a manner similar to a private business enterprise. The intent is that the costs of providing goods or services to the general public on a continuing basis are to be financed or recovered primarily through user charges. The rate schedules for these services are established to ensure that revenues are adequate to meet all necessary expenditures.

**FUND 501 – WATER OPERATIONS FUND:** The Water Fund is a proprietary fund that receives its revenue through water sales charges collected by the City for the delivery of potable water. Water Fund expenditures include all costs attributable to operation and maintenance of the City's water system.

**FUND 502 – WATER CAPITAL PROJECTS FUND:** The Water Capital Projects Fund is a proprietary fund that receives its funding from a portion of the water service fee and bond proceeds. Expenditures from this fund are limited to capital improvements to the City's water system including, but not limited to, improvements to wells, pumps, booster systems, pipes, and other water system-related structures, and to capital projects identified in the City's water system master plan.

## INTERNAL SERVICE FUNDS

Internal Service Funds account for special internal activities and services performed for other departments in the City on a reimbursement basis. The concept of major funds introduced by GASB Statement 34 does not extend to Internal Service Funds because they do not do business with outside parties. GASB Statement 34 requires that for the Statement of Activities, the net revenues or expenses of each Internal Service Fund be eliminated by netting them against the operations of the other City departments which generated them. The remaining balance sheet items are consolidated with these same funds in the Statement of Net Assets. There are four Internal Service Funds, as follows:

**FUND 550 – WORKERS COMPENSATION FUND:** The Workers Compensation Fund covers workers compensation benefits claims against the City and receives its funding through worker's compensation premiums charged to City departments. Expenses to the fund include the cost of worker's compensation claims against the City, the cost of claims administration including legal expenses, and the excess insurance premium.

**FUND 551 – GENERAL LIABILITY FUND:** The General Liability Fund establishes covers liability claims against the City and receives its funding through liability allocation premiums charged to City departments. Expenses to the fund include the cost of liability claims against the City, the cost of claims administration including legal expenses, and the excess insurance premium.

**FUND 553 – TECHNOLOGY FUND:** The Technology Fund is responsible for acquiring and maintaining the systems, assets, software, and overall infrastructure needed for the city to maximize and use technology. Funding comes through monthly allocation premiums charged to City departments.

**FUND 554 – VEHICLE REPLACEMENT FUND:** The Vehicle Fund is responsible for acquiring and maintaining vehicles and equipment used by City departments. The fund purchases vehicles for City departments and recovers the cost of purchases and maintaining the fleet through charging each department through a monthly allocation.

## GLENDORA HOUSING AUTHORITY

On January 10, 2012, the City Council established the Glendora Housing Authority and designated the City authority to retain the housing functions previously performed by the Glendora Redevelopment Agency. These functions consist of monitoring affordable housing agreements for the Heritage Oaks and Elwood Apartments and managing the portfolio of housing rehabilitation and first-time homebuyer loans by the former Glendora Redevelopment Agency.

FUND 229 – GLENDORA HOUSING AUTHORITY: Expenditures related to the Glendora Housing Authority Funds are recorded in this fund.

## GLENDORA SUCCESSOR AGENCY

Pursuant to ABX1 26, Chapter 5, Statutes of 2011, (Dissolution Act) redevelopment agencies (RDA's) throughout California were dissolved redevelopment February 1, 2012 and replaced them with Successor Agencies. On March 27, 2012 City Council adopted a Resolution as Successor Agency to the Glendora Community Redevelopment Agency and appointed two members to the Oversight Board representing the Successor Agency's interest. The Oversight Board supervises the activities of the Successor Agency and the wind down of the dissolved redevelopment agency's affairs. It has fiduciary responsibility to holders of Enforceable Obligations and taxing entities that benefitted from the distributions of tax increment and other revenues of the Successor Agency.

FUND 450 – GLENDORA SUCCESSOR AGENCY FUNDS: Expenditures listed on the Recognized Obligation Payment Schedule (ROPS) by Project Area Funds are recorded in these funds. The ROPS is due annually listing every currently scheduled payment.

# Glossary of Terms

## GLOSSARY OF TERMS

**Accounting Standards:** Generally accepted accounting principles (GAAP) and the Governmental Accounting Standards Board (GASB) guide local and state agencies' recording and reporting of financial information. The standards establish such guidelines as when transactions are recognized and the content of the annual financial reports.

**Accrual Basis Accounting:** A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

**Allocations:** These are charged to all operating funds based on their fair share of the internal service provided, which is based on experience and/or a proportionate share (based on factors such as payroll, vehicle repair trend, etc.).

**Annualize:** Taking charges that occur infrequently and calculating their cost for a full year; for the purpose of preparing an annual budget.

**Appropriation:** Legal authorization by the City Council to make expenditures and to incur obligations for specific purposes.

**Assessed Valuation:** A value established for real property for use as a basis in levying property taxes. In the State of California, assessed value is established by the County for the secured and unsecured property tax rolls and is governed under Article XIII of the State Constitution (Proposition 13 adopted by the voters on June 6, 1978). Proposition 13 modified the value of real taxable property for 1979 by rolling back values to 1976 levels. From this base of assessment, subsequent annual increases in valuation are limited to a maximum of 2%. However, increases to full value are allowed for property improvements or upon change in ownership. Personal property is excluded from these limitations, and is subject to annual reappraisal. Property taxes for general purposes cannot exceed 1% of assessed value.

**Audit:** A financial audit is a review of the accounting and financial records to determine how government funds were spent and whether expenditures were in compliance with the legislative body's appropriation.

**Available Resources:** This refers to the funds remaining from the prior year, which are available for appropriation and expenditure in the current year.

**Bonds:** A Municipal Bond is a written promise from a government to repay a sum of money on a specific date at a specified interest rate. Bonds are most frequently used to finance large capital projects, such as buildings, streets, and bridges.

**Budget:** A plan for financial operation listing an estimate of proposed appropriations and the estimated revenues for a particular time period. Once the budget has been approved by the City Council it then is considered the "adopted" budget.

**Budget Adjustment:** A procedure to revise a budget appropriation.

**Budget Amendments:** The City Council has the sole responsibility for adopting the City's budget, and may amend the budget at any time after adoption by majority vote. The City Manager is authorized to transfer budgeted amounts between departments. Actual expenditures may not exceed budgeted appropriations at the fund level.

**Budget Balance:** The overall difference between government proposed revenues and spending plan.

**Budget Document:** The instrument used to present a comprehensive financial plan of operations to the City Council and the public.

**Budget Message:** The opening section of the budget which provides the City Council and the public with a general summary of the most important aspects of the budget and changes from the previous fiscal year.

**Budget and Fiscal Policies:** General and specific guidelines adopted by the City Council that governs the budget preparation and administration.

**Budgetary Basis:** This refers to the basis of accounting used to estimate financing sources and uses in the budget. For government it typically means modified accrual.

**Building Permit:** Fee required for new construction or any alterations or addition to a residence or commercial building. The fees are provided in the Master Fee Schedule.

**Business License Tax:** A fee collected from those conducting business within the City.

**Capital Improvements Projects / Program (CIP):** Construction projects costing \$5,000 or more are considered to be a Capital Improvement Project. A construction project is a physical improvement or construction on City asset with a life expectancy of three or more years. These capital projects can span fiscal years and have multiple funding sources. Minor capital projects of less than \$5,000 are included within the operating budgets.

**Capital Outlay:** Expenditures for furniture, equipment, or software with a useful life greater than one year.

**Capital Project Funds:** This fund type is used to account for financial resources used in acquiring or building major capital facilities other than those financed by Proprietary Funds.

**Cash Basis Accounting:** A basis of accounting in which transactions are recognized only when cash is increased or decreased.

**Charges for Services:** This revenue source consists of fees for providing a specific benefit service to specific members of the public, e.g. recreation, plan check and review services.

**City Goals:** Provides policy guidance and direction for the highest priority objectives to be accomplished during the budget period.

**Contingency (estimated):** Funds intended for emergencies and economic uncertainties within operating funds.

**Contingency (Emergency Reserve):** Funds set aside per City Council policy within the fund balance for emergencies and economic uncertainties.

**CVC Fines:** The City's portion of California Vehicle Code (CVC) fines collected upon conviction of a misdemeanor or infraction committed within City boundaries. The majority of the fines are allocated through the Court system.

**Debt Financing:** Borrowing funds for capital improvements needed today and pledging future revenues to repay principal and interest expenditures. The City of Glendora uses debt financing only for one-time capital improvements whose life will exceed the term of financing and where expected revenues are sufficient to cover the long-term debt.

**Debt Service:** The City's obligation to pay the principal and interest of all bonds and other debt instruments according to a predetermined payment schedule.

**Deficit (budgetary):** Higher appropriations (spending plan) than estimated revenues for the budget year. This is also referred to as a Structural Deficit.

**Deficit (fiscal):** Higher liabilities than assets during the single accounting period.

**Depreciation:** Method for decreasing the asset value of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence.

**Disbursement:** Payment for goods and services.

**Employee Compensation:** Salaries and fringe benefits earned by employees of the City for work performed.

**Encumbrance:** The commitment of appropriated funds in the form of a purchase order to purchase goods which have not yet been received, or services that have yet to be rendered.

**Enterprise Funds:** Funds established to account for the total costs of those governmental facilities and services that operate in a manner similar to private enterprise and utilize accrual accounting. These programs are entirely, or predominately, self-supporting, and render services on a user charge basis to the general public.

**Expenditure:** The disbursement of resources, typically money, on an expense of the City.

**Fee:** A charge for services not to exceed the estimated cost of providing the service for which the fee is charged. Public agency fees may not exceed the estimated reasonable cost of providing the particular service or facility for which the fee is charged including overhead.

**Fines, Forfeitures and Penalties:** Revenues received resulting from violations of various City and State laws, and from damage to City property.

**Fiscal Policy:** A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investment. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

**Fiscal Year:** A 12-month period of time to which an annual operating budget applies. The City of Glendora has a fiscal year of July 1 to June 30.

**Fixed Assets:** Assets of long-term nature such as land, buildings, machinery, furniture, and other equipment. The City has defined such assets as those with an expected life in excess of one year and an acquisition cost in excess of \$5,000.

**Function:** A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible. Examples in the City's budget are: Legislative, Administration, Public Safety, Planning, Public Works, Library, and Community Services.

**Fund:** A self-balancing set of accounts. Governmental accounting information is organized into funds, each with separate revenues, expenditures and fund balances. The major types of funds are: General, Special Revenue, Capital, Debt, Internal Service, Enterprise, and Agency.

**Fund Balance (Net Position):** The difference

**Fund Balance (Net Position):** The difference between a fund's asset and liabilities. Portions of the fund balance may be nonspendable, restricted, committed, assigned or unassigned for various purposes, such as contingencies, encumbrances or specific projects.

**General Fund:** The primary operating fund of the City.

**General Tax:** A tax imposed for general governmental purposes, the proceeds of which are deposited into the general fund. An agency must comply with certain procedural requirements to impose, increase or extend a general tax, including securing approval of the tax by majority vote of the electorate.

**Grants:** A contribution by a government or other organization to support a particular function. Grants may be classified as either operational or capital, depending upon the grantee.

**Infrastructure:** The physical assets of a government (e.g., streets, water; sewer; public buildings and parks).

**Intergovernmental Revenue:** Funds received from federal, state and other local government sources in the form of shared revenues, and payments in lieu of taxes.

**Internal Service Charges:** The charges to user departments to account for goods and services provided by one department to other departments of the City on a cost reimbursement basis. The City has the following Internal Service Funds: Information Technology, Vehicle Replacement, General Liability, and Workers Compensation.

**Investment Revenue:** Interest income from the investment of funds not immediately required to meet cash disbursement obligations.

**Licenses & Permits – Licenses,** such as business license grant permission to operate a business in the City. **Permits** of various types regulate business or residential activities per the municipal code, such as a building permit.

**Line-Item Budget:** A budget that lists each expenditure category (salary, materials, telephone service, travel, etc.) separately, along with the dollar amount budgeted for each specified category. Line item budgets are produced and used internally for budgetary control purposes only.

**Long-term Debt:** Debt with a maturity of more than one year after the date of issuance.

**Materials and Supplies:** Expendable materials and operating supplies necessary to conduct departmental operations.

**Mid-Cycle Budget:** The second year of the Two Year budget adoption process.

**Miscellaneous Revenue:** This revenue source consists of one time and/or, low dollar value revenue.

**Modified Accrual Accounting:** A basis of accounting in which revenues are recognized in the accounting period when they become available and measurable. Expenditures are recognized in the accounting period in which the fund liability is incurred.

**Net:** The amount left over after deductions and allowances have been made.

**Notes and Loans Issued:** This category refers to revenue that was received through issuance of debt for a specific purpose.

**Objective:** Something to be accomplished in specific, well-defined and measurable terms and that is achievable within a specific time frame.

**Operating Budget:** The portion of the budget that pertains to daily operations of the City which provides basic governmental services. The operating budget contains appropriations for such expenditures as personnel, supplies, materials and capital assets required to maintain service levels.

**Operating Revenue:** Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

**Operating Expenses:** The cost for personnel, materials, supplies, and equipment required for a department to function.

**Ordinance:** A formal legislative enactment by the City Council. An ordinance has the full force and effect of law within the City boundaries, unless it is in conflict with any higher form of law, such as a State statute or constitutional provision. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Revenue raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances.

**Pay-as-you-go Basis:** A term used to describe a financial policy by which capital outlays are financed from current revenues rather than through borrowing.

**Pension Obligation Bonds (POB):** Bonds issued to reduce unfunded pension liability.

**Performance Measures:** Indicators used in the budget to show items such as 1) the amount of work accomplished, 2) the efficiency with which tasks were completed, and 3) the effectiveness of a program. Such indicators can help the public understand what public agency spending accomplishes.

**Personnel Services:** Expenditures for salaries, wages, and fringe benefits that the City pays for its employees.

**Policy Issues/Program requests:** Generally defined as any project (other than capital projects), program, proposed staffing change, new vehicles or equipment, capital outlay or other change that changes the budget and most likely requires action by City Council. This may also include items with no additional cost such as the revision of a major ordinance or a proposed study using existing staffing which would subsequently require Council action.

**Principal:** The original amount of a bond or debt (sometimes also referred to as “face” or “par value”), not including accrued interest.



**Program:** Group activities, operations, or organizational units directed to attaining specific purposes or objectives.

**Purchase Order:** Document that authorizes a transaction to purchase goods or services. A purchase order encumbers funds, which makes that budget unavailable for other transactions.

**Reserve:** Per GASB 54, the term technically means funds externally restricted with externally enforceable limitations on their use. The term is often used to describe what has been set aside in the fund balance for a specific purpose through policy or council action.

**Resolution:** A special order of the City Council, which requires less legal formality than an ordinance in terms of public notice and the number of public readings prior to approval. A resolution has lower legal standing than an ordinance. The Budget is approved by resolution, and requires a majority vote of the Council Members present.

**Resources:** Total amounts available for appropriation including estimated revenues, fund transfers, and beginning balances.

**Revenue:** Sources of income financing the operations of government.

**Risk Management:** An organized approach to protect a government's assets against accidental loss in the most economical manner.

**Salaries and Benefits:** Salaries includes the compensation paid to full-time, part time, temporary, and extra-help employees, including overtime, vacation pay, sick leave pay and any type of premium pay. Benefits include the agency's share of the costs for health, dental, life insurance, retirement, and Workers' Compensation.

**Self-Insurance:** Assuming risk of loss through the maintenance of reserves or some other plan instead of through the purchase of insurance coverage.

**Special Assessments:** A levy made against properties to offset the cost of a specific capital improvement that benefits primarily those properties.

**Special Revenue Funds:** This fund type is used to account for the proceeds from specific revenue sources (other than trusts or major capital projects) that are legally restricted to expenditures for specific purposes (see Fund).

**Subvention:** Revenues collected by the State (or other level of government) which are allocated to the City on a formula basis. The major subventions received by the City from the State of California include motor vehicle in lieu and gasoline taxes.

**Taxes:** A means by which governments finance their expenditures imposed on property, sales and merchandise, e.g. Property Tax, Sales Tax, Income Tax.

**Transfers In/Out:** Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

**Transient Occupancy Tax (TOT):** TOT is charged in most states, including California, to travelers when renting accommodations (a room, rooms, entire home or other living space) in a hotel, inn, tourist home or house, motel or other lodging unless the stay is for a period of 30 days or more.

**Trust and Agency Funds:** Also known as Fiduciary Fund Types, these funds are used to account for assets held by the City in a trustee capacity. The fiduciary funds used by the City include expendable trust and agency funds. Expendable trust funds are accounted for in the same manner as Governmental Funds. Agency funds are custodial in nature (assets equal liabilities) and do not measure the results of operations.

**Unencumbered Balance:** The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purposes.

**Unreserved Fund Balance:** The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

**Use of Property and Money –** This categorized revenue source includes interest earnings from investment of funds, sales of obsolete property, vehicles and equipment that are no longer cost effective to repair.

**Use Tax:** A tax imposed on the use or storage of tangible personal property when sales tax is not paid.

**User Charges:** The payments of a fee for direct receipt of a public service by the party who benefits from the service.

## Summary of Acronyms

ADA – Americans with Disabilities Act	EOC – Emergency Operation Center
ADMIN – Administration	EPA – Environmental Protection Agency
AED – Automated External Defibrillator	EWMP – Enhanced Watershed Management Plan
AFSCME - American Federation of State, County and Municipal Employees	FMLA – Family Medical Leave Act
AMR – Automated Meter Reading	FOIA – Freedom of Information Act
AQMD – Air Quality Management District	FPPC – Fair Political Practices Commission
ATP – Active Transportation Program	FTE – Full-Time Equivalent Employee
BID – Business Improvement District	FTHB – First Time Home Buyer
ACFR – Annual Comprehensive Financial Report	FY – Fiscal Year
CALBO – California Building Officials	GAAP – Generally Accepted Accounting Principles
CALPERS – California Public Employees’ Retirement System	GASB – Government Accounting Standards Board
CD – Certificate of Deposit	GF – General Fund
CDBG – Community Development Block Grant	GFOA – Government Finance Officers Association
CEQA – California Environmental Quality Act	GIS – Graphic Information System
CIP – Capital Improvement Project/Program	GMA – Glendora Management Association
CIT – Community Impact Team	GUSD – Glendora Unified School District
CLETS – California Law Enforcement Telecommunications System	HHWE – Household Hazardous Waste Element
CMO – City Manager’s Office	HR – Human Resources
COG – Council of Governments	HSIPL – Highway Safety Improvement Program
COMP – Compensation	HUD – Housing and Urban Development
CRA – Community Redevelopment Agency	ICRMA – Independent Cities Risk Management Authority
CSO – Community Services Officer	IS – Information Systems
DUI – Driving Under the Influence	IT – Information Technology
ED – Economic Development	JPA – Joint Powers Agreement
EDMS – Electronic Document Management System	JUA – Joint Use Agreement

LAFCO – Los Angeles County Local Agency Formation Commission

MGMT – Management

MOU – Memorandum of Understanding

MTA – Metropolitan Transportation Authority

NHTSA – National Highway Traffic Safety Administration

NPDES – National Pollutant Discharge Elimination System

NTD – National Transit Database

O/T or OT – Over-Time

OTS – Office of Traffic Safety

PC – Personal Computer

PD – Police Department

P/T or PT – Part-Time

PEG – Public, Educational, and Governmental Access Television

PEPRA – Public Employees’ Pension Reform Act

PMA – Police Management Association

POA – Police Officers’ Association

POST – Police Officers Standards and Training

PSR – Police Service Representative

RFID – Radio Frequency Identification

RFP and RFB – Request for Proposal/Bid

RM – Risk Management

RORF – Redevelopment Obligation Retirement Fund

RPTTF – Redevelopment Property Tax Trust Fund

SCADA – Supervisory Control and Data Acquisition

SCAG – Southern California Association of Governments

SLESF – Supplemental Law Enforcement Services Fund

STEP – Selective Traffic Enforcement Program

SVCS – Services

SWPPP – Storm Water Pollution Prevention Plans

TDA – Transportation Development Act

TOT – Transient Occupancy Tax

TPA – Third-party Administrator

TUT – Transaction & Use Tax

VLF – Vehicle License Fees

WIFI – Wireless Fidelity

WMP – Waste Management Plan

