

**City of Glendale
PRELIMINARY BUDGET
FISCAL YEAR 2009-10**

Mayor

Honorable Frank Quintero

City Council

Honorable John Drayman
Honorable Laura Friedman
Honorable Ara Najarian
Honorable Dave Weaver

City Manager

James E. Starbird

Assistant City Manager

Robert K. McFall

Deputy City Manager

Yasmin Beers

Executive Management Team

Randy Adams, Police Chief
Jon Paquet, Interim Director of Information Services
Madalyn Blake, Director of Community Development
Ronald T. Borucki, City Treasurer
George Chapjian, Director of Parks, Recreation & Community Services
Cindy Cleary, Director of Libraries
Matt Doyle, Director of Human Resources
Robert Elliot, Director of Administrative Services
William Fox, City Auditor
Hassan Haghani, Director of Planning
Scott Howard, City Attorney
Ardashes Kassakhian, City Clerk
Philip Lanzafame, Director of Development Services
Harold Scoggins, Fire Chief
Glenn O. Steiger, General Manager of Glendale Water & Power
Stephen Zurn, Director of Public Works

Budget Team

Robert Elliot, Director of Administrative Services
Michele Flynn, Budget Administrator
Adrine Isayan, Administrative Analyst
Michelle Nguyen, Administrative Analyst
Printing & Design by the Graphics Department

City of Glendale
BUDGET OVERVIEW

This budget document is divided into three major sections. The first section is the Budget Overview; the second section is the Fund Summaries; and third is the Department Budgets.

The total proposed City budget this year in comparison to last year's budget is summarized below:

	Adopted 2008-09	Proposed 2009-10	\$ Change	% Change
Governmental Budgets	\$ 309,430,919	\$ 297,211,242	(\$12,219,677)	(3.9 %)
Enterprise Budgets	419,879,628	448,107,631	28,228,003	6.7 %
Miscellaneous Funds	45,977,532	56,282,661	10,305,129	22.4 %
TOTAL	\$ 775,288,079	\$ 801,601,534	\$ 26,313,455	3.4 %

The 2009-2010 budget of approximately \$802 million represents a \$26.3 million, or 3.4% increase compared to the 2008-2009 budget. This summary nets out a number of significant changes, which are incorporated into these budgets. The net decrease in Governmental budgets is attributed to an increase in the General Fund, a decrease in Special Revenue Funds, an increase in Debt Service Funds, and a decrease in the Capital Improvements Funds as detailed in the next section. The increase in Enterprise budgets is attributable primarily to an increase in capital expenditures in the Electric Funds and the shift of the Fire Communications Fund from Special Revenue to Enterprise.

Governmental Budgets:

The governmental portion of the City Budget is divided into four major sections. These consist of the General, the Special Revenue Funds, the Debt Service Funds, and the Capital Improvement Funds. The detail of these four fund groupings are summarized below:

	Adopted 2008-09	Proposed 2009-10	\$ Change	% Change
General Fund	\$ 168,685,691	\$ 169,602,091	\$ 916,400	0.5 %
Special Revenue Funds	103,660,076	91,922,885	(\$11,737,191)	(11.3 %)
Debt Service Funds	13,799,090	16,134,266	\$ 2,335,176	16.9 %
Capital Improvement Fund	23,286,062	19,552,000	(\$ 3,734,062)	(16.0 %)
TOTAL	\$ 309,430,919	\$ 297,211,242	(\$12,219,677)	(3.9 %)

The preceding summary provides detail to the approximate \$12.2 million, or 3.9%, decrease in the governmental budgets.

Enterprise Budgets:

The Enterprise Operations of the City consist of Recreation, Hazardous Disposal, Parking, Sewer, Refuse Disposal, Electric, Water, and Fire Communications as summarized below:

	<u>Adopted 2008-09</u>	<u>Proposed 2009-10</u>	<u>\$ Change</u>	<u>% Change</u>
Recreation	\$ 2,433,400	\$ 2,467,354	\$ 33,954	1.4 %
Hazardous Disposal	2,504,047	1,785,189	(718,858)	(28.7 %)
Parking	9,568,684	9,961,337	392,653	4.1 %
Sewer	27,285,731	32,079,449	4,793,718	17.6 %
Refuse Disposal	19,636,178	20,231,471	595,293	3.0 %
Electric	274,657,888	300,319,280	25,661,392	9.3 %
Water	83,793,700	77,853,800	(5,939,900)	(7.1 %)
Fire Communications	-	3,409,751	3,409,751	N/A
TOTAL	<u>\$ 419,879,628</u>	<u>\$ 448,107,631</u>	<u>\$28,228,003</u>	<u>6.7 %</u>

The 2009-2010 Enterprise Budgets show an approximate \$28.2 million, or an overall 6.7%, increase compared to the 2008-2009 budget.

The increase stated above is most attributable to the increase in capital expenditures in the Electric Fund. This detailed information can be found in the department budget sections of the budget. The Fire Communication Fund was previously reported as a Special Revenue Fund but is now under the category of Enterprise Funds.

Miscellaneous Budgets:

The Miscellaneous Operations of the City consist of the Internal Service Funds, which are proprietary businesses, serving only the City of Glendale. These funds derive their resources from expensing the Governmental and Enterprise budgets and are already included within the City budget. They are presented for informational and memorandum control purposes.

City of Glendale COMMUNITY PROFILE

The City of Glendale is the third largest city in Los Angeles County with a population of 207,303 residents. The City is located northeast of Los Angeles in the foothills of the San Gabriel Mountains and lies among three major freeways. Glendale is noted for its excellent residential areas, schools, shopping facilities, libraries, parks, hospitals, and business environment. On February 16, 1906, the City was incorporated and consisted of 1,486 acres. Numerous annexations have taken place since then to bring the City to its current size of 30.6 square miles.

It has been estimated that Glendale is the third largest financial center in the State. The City's economy is dominated primarily by retail and service industries. Wholesale and manufacturing also play a minor role. The City has a very successful redevelopment program, which has revitalized the downtown. The Central Glendale Redevelopment Project Area currently includes about five million square feet of office space. The Glendale Galleria is one of Southern California's largest and highest sales tax generating malls. The recent addition of the Americana at Brand has increased the retail business in Glendale.

Glendale experiences the benefits of a culturally diverse community. Over 60 different languages are spoken in the City's schools. Caucasians (non-Hispanic or mid-Easterner) make up the largest ethnic portion of the community. The other largest groups include mid-Easterners, Hispanics, and Asians. Income levels also vary greatly, with a median family income of about \$40,000 per year. The City has strong neighborhood identification, with a total of 23 active neighborhood associations.

Glendale is run by the Council-Manager form of government. Five Councilmembers are elected at-large and serve 4-year staggered terms. Elections take place every other year during odd numbered years on the first Tuesday in April. The Mayor's position is filled by one of the Councilmembers, who vote each year to decide who will hold this honor. The Mayor is responsible for presiding at Council meetings and has ceremonial responsibilities, in addition to his or her other Council duties. Other elected officials include the City Clerk and City Treasurer. The City Manager and City Attorney are appointed by the City Council. The City Manager or City Manager's representative appoints other City positions. The City government organization consists of 1,915 full-time employees who are divided into 16 departments; each led by a department executive.

Glendale prides itself on the quality of services it provides to the community. It is a full-service City, which includes a water and electrical department. The City operates its own power plant capable of serving the electrical needs of the entire City, although the majority of power is currently imported from other areas for cost savings. Water comes primarily from the Metropolitan Water District, along with a small portion from local wells.

Glendale's residents enjoy a total of 34 City parks and nearly 5,130 acres of publicly owned open space. In addition to parks, other City maintained facilities and recreational activities are available for the public's use and participation. Some of the most popular facilities include the Civic Auditorium and historical buildings such as the Casa Adobe, Verdugo

Adobe, Tea House and the Doctor's House. The City is very proud of its history and has received its Certified Local Government Status in historical preservation.

The City's Fire Department operates from a total of nine stations. The main station, Station 21, includes the Verdugo Communications Center, which is co-operated with the cities of Burbank and Pasadena. The Fire Department also operates a hazardous waste facility where residents can dispose of their household hazardous wastes on designated days.

Glendale has always been a community where residents and visitors feel safe. This is largely the result of its dedicated Police force. The Police Department works closely with the community to control criminal activity. Over 260 Neighborhood Watch groups currently exist. In addition to the main police station, Glendale operates a satellite station in the Glendale Galleria shopping mall.

Glendale provides well-maintained streets and a variety of transportation services. The City operates a Dial-A-Ride service for the elderly and handicapped. The City also has a downtown shuttle known as the "Beeline". The fare for the shuttle is 25 cents and is available for everyone. The Glendale Railroad Depot was purchased by the City of Glendale in 1989 and has been preserved and converted into the Glendale Transportation Center to serve as a connecting point for several modes of transportation. The City is also part owner of the Burbank-Glendale-Pasadena Airport, now Bob Hope Airport, located within the boundaries of the City of Burbank.

The City owns its own landfill, is half-owner of the area's sewage treatment plant, and performs refuse collection for the City's residents. As a result, it is very concerned about limiting the amount of refuse that must be disposed of. Glendale operates a curbside recycling program and was one of the first cities in the country to offer a multi-family residential curbside recycling program.

The City operates a Central Library, five branches and a bookmobile. The Central Library is 92,000 square feet and houses over 400,000 volumes, including a very comprehensive business collection. The Brand Library, the largest branch, located in the former Brand mansion, includes an art gallery and a nationally recognized art and music collection.

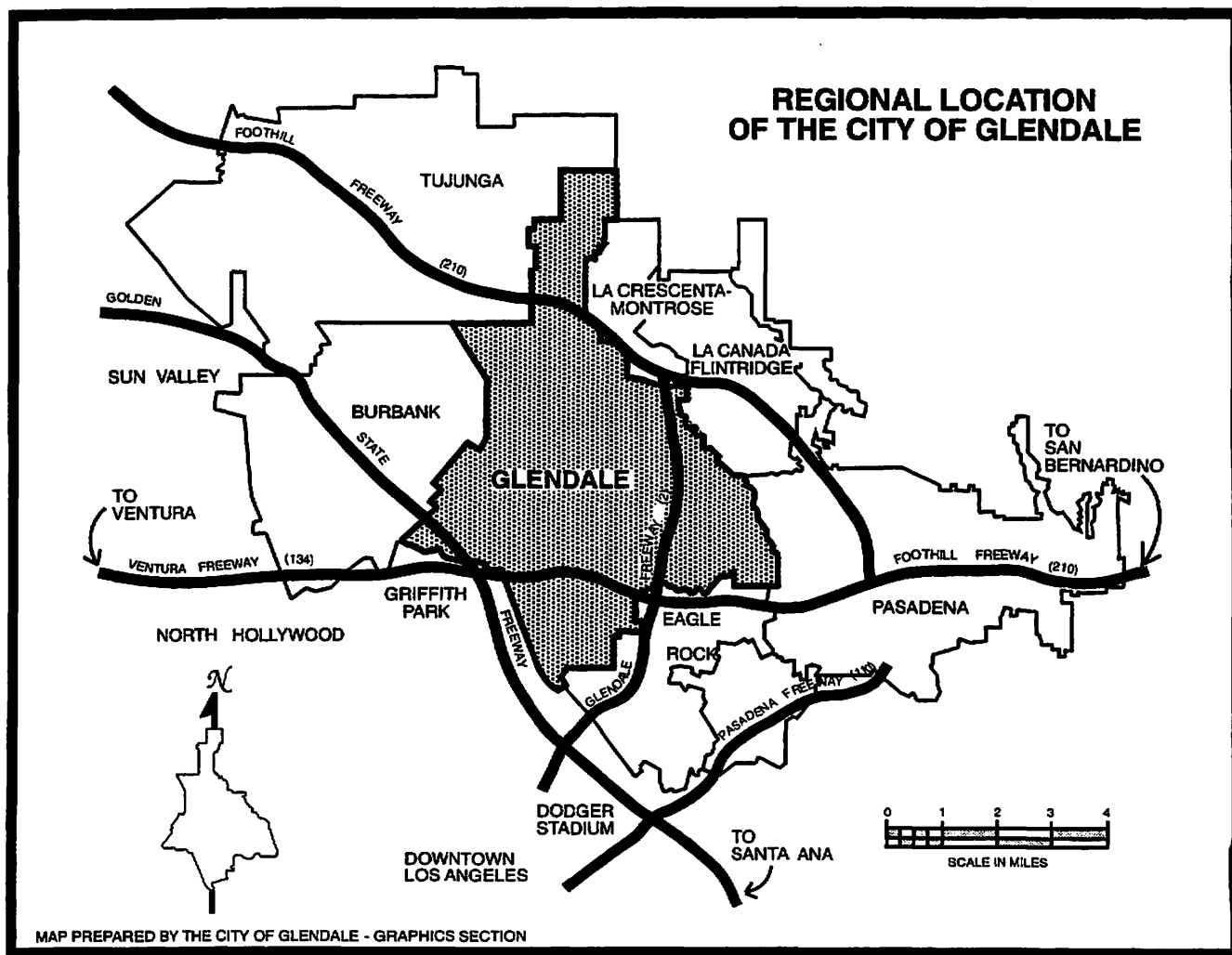
City of Glendale REGIONAL STATISTICS

ENVIRONMENTAL SETTING

The City of Glendale enjoys a mild climate with an average high temperature of 77 degrees. The average rainfall in the City is 17.82 inches per year.

REGIONAL LOCATION

The City is located northeast of downtown Los Angeles. It is bounded by the cities of Los Angeles (Tujunga, Eagle Rock, and Los Feliz), Burbank, Pasadena, La Canada Flintridge. It includes portions of the San Gabriel, Verdugo and San Rafael Mountains and is transversed by the Golden State (5), Glendale (2), Ventura (134) and Foothill (210) freeways.



POPULATION INFORMATION

The City of Glendale population data is outlined in the table below:

2009 Population Information	
California Population *:	38,292,687
Combined Cities Population *:	31,685,654
Combined Unincorporated Population *:	6,607,033
Glendale Population *:	207,303
Total Salaried City Employees	1,915
City Employees per 10,000 population	92.4
Glendale is third largest city in Los Angeles County *	
Glendale is 18th largest city in State of California *	

* January 1, 2009 California Department of Finance

City of Glendale

TABLE OF ORGANIZATIONAL STRUCTURE

CITY COUNCIL

** Meets every Tuesday evening at City Hall **

Frank Quintero III	- Mayor	Apr-13
John Drayman	- Councilmember	Apr-11
Laura Friedman	- Councilmember	Apr-13
Ara Najarian	- Councilmember	Apr-13
Dave Weaver	- Councilmember	Apr-11

OTHER ELECTED OFFICIALS

Ronald T. Borucki	- City Treasurer	Apr-13
Ardashes Kassakhian	- City Clerk	Apr-13

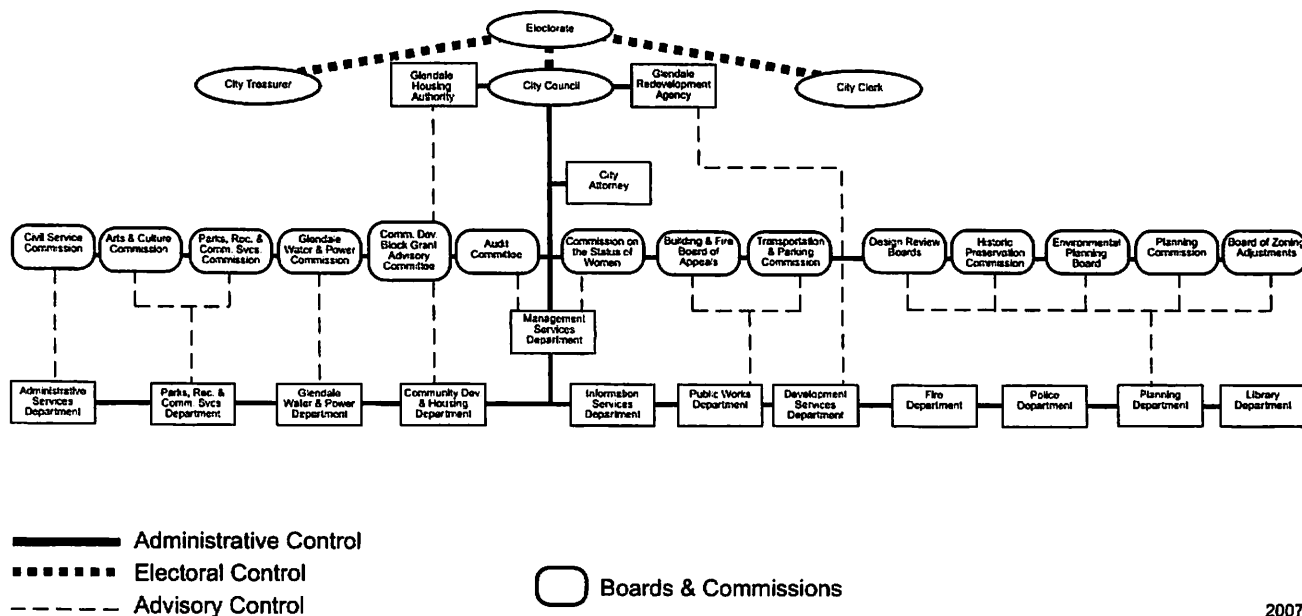
APPOINTED OFFICIALS

Scott H. Howard	- City Attorney
James E. Starbird	- City Manager

EXECUTIVES

Randy Adams	- Police Chief	Hassan Haghani	- Planning
Yasmin Beers	- Deputy City Manager	Philip Lanzafame	- Development Services
Madalyn A. Blake	- Community Development	Robert K. McFall	- Assistant City Manager
Cindy Cleary	- Libraries	Jon Paquet	- Information Services
George Chapjian	- Parks & Recreation	Harold Scoggins	- Fire Chief
Matthew Doyle	- Human Resources	Glenn O. Steiger	- Glendale Water & Power
Robert P. Elliot	- Administrative Services	Stephen M. Zurn	- Public Works
William Fox	- City Auditor		

CITY OF GLENDALE TABLE OF ORGANIZATION



City of Glendale

BUDGET PROCESS & POLICIES

As the financial plan of action for the City government, the annual budget is an important document, and the process of preparing that plan of action is one of the most significant jobs performed by City personnel during the year.

The budget is more than just the financial plan for raising and spending money to operate the city government. It determines the quality and quantity of governmental services, and the method of distributing costs to the various segments of the community through collection of taxes and fees. It defines the services to be rendered by the departments, the level of these services, proposed program and capital outlays for the fiscal year. This is the "municipal standard of living".

The City Charter, as adopted by the voters in 1921, requires that the City Manager submit to the Council a proposed budget for the coming year on or before the first of June. The budget is compiled from detailed information furnished by the various departments and includes estimates of revenues and expenditures for the ensuing year. These estimates are required to be as nearly uniform as possible and shall include the following:

- A detailed estimate of the expenses of each department
- Expenditures for corresponding items for the last and for the current fiscal years, including adjustments due to transfers between appropriations plus an estimate of expenditures to complete the current fiscal year
- Such information as may be required by the Council, or as the Manager may deem advisable to submit
- The recommendations of the Manager as to the amounts to be appropriated, with reasons therefore, in such detail as the Council may direct. The council shall have power to revise, correct or modify said proposed budgets in any particular
- Modifications after the City Council adopts the Budget, whether between account and category of expenditure, will require Council Resolution whenever the amount cumulatively exceeds \$25,000 in any single fiscal year.

The Charter also provides that the City Council hold a public hearing to solicit public input and adopt the budget on or before June 30. Once adopted, the budget may only be amended or supplemented by 3/5 vote of the Council.

However, the budget is not a static guideline for city spending: It is a dynamic document subject to almost constant scrutiny, revision, and adjustment. The budgetary process is then a yearlong continuing process. The budget process does have certain phases, each distinct from one another, but never-the-less needing coordination.

Preparation, authorization, and execution make up the entire process. Preparation includes determining the objectives and needs of the organization, evaluating courses of action, and determining the means of attaining these objectives. Authorization consists of the legislative approval of the executive's budget. Execution includes not only carrying out the plans and programs but seeing that they are carried out in an effective, efficient, and timely manner.

BUDGET PREPARATION:

Budget preparation is concerned with the things to be done and the funds to be made available for the ensuing fiscal year. It includes determining:

- Goals, proposed major projects, services to be provided and proposed program changes
- The volume of work required to render these services
- The methods, facilities, and organization for performing that work
- The resources required for performing the work and the price levels of resources.

The process of developing the budget furnishes department heads and the City Manager with an opportunity to review departmental work programs, to propose changes in services, to recommend revisions in organization structure, to hear and discuss budget requests, and provide feedback regarding City operations.

BUDGET AUTHORIZATION:

Budget authorization is concerned with legislative hearings, public hearings, and final enactment of the budget, including authorization of funds, possible establishment of tax rates, and the adoption of necessary resolutions to effectuate the budget's plan.

Presentation of the budget to the City Council provides the City Manager an opportunity to explain proposed municipal programs to the Council and to focus attention on problems, services and programs that require legislative action or support for their ultimate solution.

In reviewing the budget, the City council has an opportunity to evaluate the adequacy of proposed operating programs, to establish the level of municipal services to be rendered, to determine basic organization and personnel staffing patterns, and to review the efficiency of work methods. The needs of one service can be compared with needs for others, and the desirability of proposed services and programs can be weighed against the taxes or charges required to finance them.

BUDGET EXECUTION:

Budget execution includes more than the traditional concept of assuring that the goals, service levels and program changes are accomplished, but fulfillment of the budget with respect to:

- Realization of the estimated revenues
- Accomplishment of the things planned to be done
- Doing so within budget limits

Budget execution includes:

Cost Control

The reduction of costs, and increase in efficiency and economy through placing the responsibility for cost conscientiousness on the individual manager.

Cost Accounting

Keeping records of labor distribution and expenditures to provide full costs in connection with services and programs in which costs are a continuing recurring factor for decision-making.

Post Audit

A check on the propriety of handling and expenditure of funds.

Management Review

A comparison of actual performance with projected goals and services level and program changes.

INVESTMENT PORTFOLIO:

The City follows the "Prudent-Man Rule" of investing; this rule provides that the Treasurer who is responsible for investing the City's money must act as a prudent man or woman would be expected to act, with discretion and intelligence, to seek reasonable income, preserve capital, and in general, avoid speculative investments. More specifically the City's portfolio is invested with the following objectives: (1) Safety; protect, preserve, and maintain cash and investments; (2) Liquidity; maintain short-term securities which can be converted to cash if necessary and invest all securities with active secondary or resale markets; (3) Yield; yield should become a consideration only after the basic requirements of safety and liquidity have been met.

City of Glendale
FINANCIAL POLICIES

- I. We will maintain a balanced operating budget for all governmental funds with ongoing revenues equal to or greater than ongoing expenditures.
- II. We will continue to place into the Capital Improvement Program:
 - A. The Capital Improvement Fund whose resources shall be 14% of the City's Sales Tax and all of the Scholl Canyon Rubbish Fees and Host Fees.
 - B. The Gas Tax Fund whose resources shall consist of all Gas Tax revenues.
 - C. Any transfers from the Capital Improvement Fund to the General Fund will be determined each year during the Budget process, but the goal will be to eliminate the transfers.
- III. We will continue to fund all City governmental capital improvements on a "pay-as-you-go" or cash basis, but recognize that there may be times when an alternate financing strategy may be appropriate. Each strategy (General Obligation Bonds, Certificates of Participation, and Lease-back arrangements, etc.) needs to be considered in light of the specific project and the consequences of each financing strategy.
- IV. We will continue to fund post-employment liabilities like vacation, sick leave value, etc. on a "pay-as-you-go" or cash basis as the expense is incurred rather than when it is paid.
- V. Modifications after the City Council adopts the Budget, whether between account or category of expenditure, will require Council Resolution whenever the amount cumulatively exceeds \$25,000 in any single fiscal year.
- VI. We will maintain a General Fund Reserve (including the Charter required reserve), equal to not less than 30% of the operating budget, with a goal of returning to 35%.
- VII. We will maintain cash not less than the claims payable in each self-insurance internal service fund.
- VIII. The City will not leverage borrowed money for purposes of increased investment return nor to increase our borrowing capacity.
- IX. We will continue to pay competitive market level compensation to our employees.
- X. We will continue to comply with all the requirements of Generally Accepted Accounting Principles (G.A.A.P.).

- XI. We will continue to recognize the deterioration of equipment by placing money into "sinking funds/depreciation funds" for all General Fund equipment on an annual ongoing basis. In addition, the City will implement similar funding mechanisms to properly set funding aside on an annual ongoing basis for:
 - A. The replacement of deteriorating City governmental buildings
 - B. Major automation project capital expenditures.
- XII. We will pursue cost recovery for services funded by governmental funds incorporating defined budgets, specific goals, and measurable milestones.
- XIII. We will pursue collection activities that will yield the highest amount of revenue that is due to the City, while minimizing the costs incurred to do so. Sales Tax and Transient Occupancy Tax misallocation/verification are examples of areas that the City will prudently pursue.
- XIV. We will continue to maintain an Investment Committee with the primary purpose of serving in an advisory role. The Investment Committee will function under their own prescribed procedures as defined by their adopted charter.
- XV. We will continue to maintain an Audit Committee primary purpose of serving in an advisory role. The Audit Committee will function under their own prescribed procedures as defined by their adopted charter.

* Last modified by motion of the City Council on July 1, 1997.

** Sales Tax Split between General Fund and CIP was changed to 86% General Fund / 14% CIP Fund on January 8, 2004 by City Council Resolution 04-8.

*** General Fund Reserve revised to be not less than 30% (from 35%) with a goal of returning to 35% (from 50%) on January 17, 2006 by City Council Resolution 06-19.

City of Glendale
SALARIED PERSONNEL

*Salaried Positions Authorized in Various Activities
(Excludes Hourly Employees)*

	Actual 2005-06	Actual 2006-07	Actual 2007-08	Budget 2008-09	Proposed 2009-10
GENERAL FUND					
(Local Tax Supported)					
GENERAL GOVERNMENT					
City Council	3.00	3.00	-	-	-
City Clerk	11.00	11.00	11.00	10.00	10.00
City Treasurer	5.00	5.00	5.00	5.00	5.00
City Manager	10.50	10.50	13.50	13.50	26.00
City Auditor	5.00	6.00	6.00	6.00	5.00
Legal	12.50	12.50	11.80	10.80	9.80
Finance	21.05	21.05	22.05	22.05	23.05
Purchasing	5.00	5.00	5.00	5.00	5.00
Information Services	42.00	42.00	39.00	37.00	36.00
Planning	28.00	28.00	28.95	27.95	27.95
Personnel/Human Resources	12.00	12.00	14.00	13.00	13.00
Risk Mgmt./Enterprise Services	-	3.00	3.00	2.00	-
Custodial Services	18.60	18.60	18.60	19.60	19.60
Building Services	17.40	17.40	19.40	18.40	18.40
General Government	191.05	195.05	197.30	190.30	198.80
PUBLIC SAFETY					
Police	343.7	346.7	346.6	336.6	330.6
Police Helicopter	7.00	-	-	-	-
Civic Center Garage	6.00	-	-	-	-
Police	343.70	346.70	346.60	336.60	330.60
Fire Administration	7.30	7.30	7.30	6.30	6.05
Fire Operations	158.00	158.00	158.00	154.00	154.00
Fire-Mechanical Maintenance	5.25	5.25	5.25	5.25	-
Fire Prevention	11.50	11.50	12.50	9.50	8.00
Emergency Services	1.00	1.00	1.00	0.50	0.50
Fire	183.05	183.05	184.05	175.55	168.55
Public Safety	526.75	529.75	530.65	512.15	499.15

SALARIED PERSONNEL

*Salaried Positions Authorized in Various Activities
(Excludes Hourly Employees)*

	Actual 2005-06	Actual 2006-07	Actual 2007-08	Budget 2008-09	Proposed 2009-10
PUBLIC WORKS					
Administration	6.00	6.00	5.00	5.00	4.00
Project Management	5.00	5.00	6.00	6.00	7.00
Engineering	45.00	46.00	46.00	42.00	39.00
Building & Safety	35.00	35.00	34.00	34.00	32.00
Maint. Svcs. Administration	2.55	2.55	2.55	2.55	2.55
Street Maintenance	19.90	19.90	20.90	19.90	19.90
Sidewalk Maintenance	18.50	18.50	19.50	18.50	18.50
Street Trees Maintenance	15.50	15.50	13.50	12.50	11.50
Mechanical Maintenance	18.65	18.65	21.65	19.65	-
Warehouse	2.10	2.10	2.10	2.10	1.60
Traffic Engineering	9.00	9.00	9.00	7.00	7.00
Traffic Signals	1.00	1.00	1.00	1.00	-
Traffic Safety Control	5.15	5.15	5.15	5.15	5.15
Public Works	183.35	184.35	186.35	175.35	148.20
PARKS & RECREATION					
Administration	19.00	19.00	18.00	17.00	8.00
Parks	66.40	68.40	75.40	74.40	71.40
Recreation Facilities	11.90	11.90	15.50	10.00	9.00
Recreation Programs & Svcs.	15.00	15.00	16.00	17.00	16.00
Project Management Staff					8.00
Parks & Recreation	112.30	114.30	124.90	118.40	112.40
LIBRARY	64.00	66.00	66.67	64.67	63.67
HOUSING, HEALTH & COMMUNITY DEVELOPMENT					
Neighborhood Services	13.62	14.62	14.71	16.27	16.42
Housing, Hlth & Com Dev	13.62	14.62	14.71	16.27	16.42
TOTAL GENERAL FUND	1,091.07	1,104.07	1,120.58	1,077.14	1,038.64

SALARIED PERSONNEL

*Salaried Positions Authorized in Various Activities
(Excludes Hourly Employees)*

	Actual 2005-06	Actual 2006-07	Actual 2007-08	Budget 2008-09	Proposed 2009-10
SPECIAL REVENUE FUNDS					
Community Development	18.97	18.97	14.62	12.11	11.66
Housing Assistance	29.83	29.83	22.68	22.43	22.68
Home Grant	-	-	1.30	1.30	1.30
Supportive Housing	-	-	0.58	1.08	1.38
Workforce Investment Act	26.30	27.30	28.55	25.80	24.90
H1-B Technology Skills Training	-	-	-	-	-
Code Enforcement Incentive	-	-	-	-	-
GRA	17.25	17.25	18.23	18.23	18.23
Low & Moderate Housing	24.39	24.39	25.19	24.64	24.13
Local Transit Assistance	14.54	14.54	12.59	13.09	13.25
Air Quality Improvement	-	-	0.15	0.15	0.15
Narcotic Forfeiture	2.00	2.00	2.00	2.00	2.00
Library Grant	-	-	0.33	0.33	0.33
Special Grants	3.00	3.00	3.00	3.00	3.00
Supplemental Law Enforcement	3.00	3.00	2.00	2.00	2.00
Police Staff Augmentation	38.00	38.00	36.50	34.50	34.50
Fire Grants	2.00	2.00	1.00	1.00	1.00
Nutritional Meals	4.60	4.60	3.00	3.00	3.00
Cable Access	6.50	6.50	6.50	6.50	-
Electric Public Benefit Fund	-	-	3.45	3.45	4.37
Fire Paramedics	22.00	28.00	28.00	28.00	28.00
Total Special Revenue	212.38	219.38	209.67	202.61	195.88
TOTAL GOVERNMENTAL	1,303.45	1,323.45	1,330.25	1,279.75	1,234.52
ENTERPRISE FUNDS					
Recreation	13.10	13.10	13.10	12.60	12.60
Hazardous Disposal	11.70	11.70	11.70	12.20	11.20
Parking	32.95	34.95	34.60	35.10	35.10
Sewer	22.15	22.15	28.05	29.05	29.05
Refuse Disposal	87.05	87.05	90.00	91.00	90.00
Electric / Water	425.50	425.50	422.70	422.70	411.78
Fire Communications	19.25	19.25	19.25	19.25	20.25
Total Enterprise	611.70	613.70	619.40	621.90	609.98
TOTAL CITY	1,915.15	1,937.15	1,949.65	1,901.65	1,844.50
MISCELLANEOUS FUNDS					
Fleet/Equip Management Fund	-	-	-	-	39.15
Liability Insurance Fund	5.00	5.00	2.50	2.50	2.50
Risk Management	-	-	3.00	3.00	3.00
Employee Health Services	6.00	6.00	6.00	6.00	6.00
Compensation Insurance	8.00	8.00	8.00	8.00	8.00
Safety	4.00	4.00	4.00	4.00	4.00
Medical Insurance Fund	0.85	0.85	0.85	0.85	0.85
Graphics	8.00	8.00	8.00	8.00	-
Wireless Comm. System	8.00	8.00	8.00	8.00	7.00
Total Miscellaneous	39.85	39.85	40.35	40.35	70.50
GRAND TOTAL	1,955	1,977	1,990	1,942	1,915

City of Glendale GENERAL FUND

The General Fund finances the majority of ongoing governmental operations that are not funded in restricted revenue funds. These services include Fire, Library, Parks, Recreation and Community Services, Planning, Police, Public Works and General Government staff services. The entire local tax effort is placed in this fund.

REVENUES

Detailed below are the estimates of the major revenue sources of the General Fund by class of revenue:

Revenues	Adopted 2008-09	Proposed 2009-10	\$ Change	% Change
Property Taxes	41,237,000	41,237,000		- 0.0%
Sales Taxes	28,186,000	24,421,000	(3,765,000)	(13.4%)
Other Taxes	35,088,000	34,688,000	(400,000)	(1.1%)
Licenses & Permits	7,430,000	5,630,000	(1,800,000)	(24.2%)
Fines & Forfeitures	1,540,000	1,200,000	(340,000)	(22.1%)
Use of Money & Property	8,140,000	7,452,716	(687,284)	(8.4%)
Revenue - Other Agencies	1,740,000	915,000	(825,000)	(47.4%)
Charges for Services	5,515,755	3,627,577	(1,888,178)	(34.2%)
Misc. & Non-Operating	655,000	394,000	(261,000)	(39.8%)
Interfund Revenue	8,275,617	12,226,178	3,950,561	47.7%
Transfer - Other Funds	29,652,000	31,587,000	1,935,000	6.5%
Total Revenues	167,459,372	163,378,471	(4,080,901)	(2.4%)
Use of Fund Balance	573,814	6,223,620	5,649,806	
TOTAL RESOURCES	168,033,186	169,602,091	1,568,905	0.9%

General Fund revenues are projected to decrease 2.4% from the adopted budget for 2008-09. This is primarily due to the economic downturn's impact to local sales tax and building revenues. No changes are anticipated in Property Taxes over the same period. Interfund Revenues will see an increase in 2009-10 of nearly 47.7% due to the implementation of a formal Cost Allocation Plan whereby general internal service department costs are spread to user departments on various bases. Also, there is a slight increase of 6.5% in Transfers from other funds. This increase is due to the net increase in the transfer from the Capital Improvement Program as the result of the street projects in the General Fund CIP being funded by the Gas Tax Fund.

**City of Glendale
GENERAL FUND**

EXPENDITURES

The operating requirements for the General Fund, together with comparative 2008-09 appropriations are as follows:

Appropriations	Adopted 2008-09	Proposed 2009-10	\$ Change	% Change
Salaries & Benefits	134,496,751	132,078,070	(2,418,681)	(1.8%)
Maintenance & Operations	27,023,365	29,005,797	1,982,432	7.3%
Transfer - Other Funds	7,891,761	8,518,224	626,463	7.9%
Capital Outlay	573,814	-	(573,814)	(100.0%)
Budgeted Underexpenditures	(2,000,000)	-	2,000,000	(100.0%)
Total Appropriations	167,985,691	169,602,091	1,616,400	1.0%

The General Fund expenditures preliminarily show a \$1.6 million or 1.0% net increase when compared to the 2008-09 adopted budget estimates. This net increase to the General Fund budget is due to various factors including the Glendale Police Officer's Association scheduled cost of living adjustment of 6%, Police manager's scheduled cost of living adjustment of 4.5%, and decreases in numerous departments' operating budgets in all categories including salaries, benefits, maintenance and operations.

As noted in the table, the Proposed General Fund budget for 2009-10 is currently balanced by utilizing prior year surplus. However, efforts continue to reduce overall expenditures prior to final budget adoption.

Summary	Adopted 2008-09	Proposed 2009-10	\$ Change	% Change
Total Resources	168,033,186	169,602,091	1,568,905	0.9%
Salaries & Benefits	134,496,751	132,078,070	(2,418,681)	(1.8%)
Maintenance & Operations	27,023,365	29,005,797	1,982,432	7.3%
Capital Outlay	573,814	-	(573,814)	(100.0%)
Transfers to Other Funds	7,891,761	8,518,224	626,463	7.9%
Budgeted Underexpenditures	(2,000,000)	-	2,000,000	(100.0%)
Net Change to Fund Balance	47,495	-	-	-

**City of Glendale
GENERAL FUND**

SUMMARY OF THE BUDGET FOR THE YEAR ENDING JUNE 30, 2010

GENERAL FUND SUMMARY		Actuals 2007-08	Adopted 2008-09	Revised 2008-09	Proposed 2009-10
REVENUES					
PROPERTY TAXES					
30010	Property Tax Current	22,460,294	24,400,000	24,400,000	24,900,000
30011	Property Tax Admin Fee	-	-	(700,000)	(800,000)
30020	Property Tax Delinquent	827,203	450,000	450,000	800,000
30030	Property Tax Supplement	1,435,428	1,000,000	1,000,000	250,000
30050	ERAF in Lieu VLF	15,045,179	15,800,000	15,800,000	15,800,000
30060	SB211 Prop Tax Share Central	394,414	187,000	187,000	187,000
30700	Property Tax Penalty	192,911	100,000	100,000	100,000
TOTAL PROPERTY TAXES		40,355,430	41,937,000	41,237,000	41,237,000
SALES TAXES					
30300	Sales Tax	19,854,507	19,775,000	16,743,000	17,116,000
30305	ERAF in Lieu of Sales Tax	6,613,698	6,811,000	6,811,000	5,705,000
30310	State 1/2% Sales Tax	1,572,678	1,600,000	1,600,000	1,600,000
TOTAL SALES TAXES		28,040,884	28,186,000	25,154,000	24,421,000
OTHER TAXES					
30320	Utility Users Tax	27,781,257	28,525,000	28,525,000	28,525,000
30330	Franchise Tax	3,070,458	2,713,000	2,713,000	2,713,000
30340	Occupancy Tax	2,731,227	3,000,000	2,900,000	2,900,000
30350	Property Transfer Tax	708,250	850,000	550,000	550,000
TOTAL OTHER TAXES		34,291,192	35,088,000	34,688,000	34,688,000
LICENSES & PERMITS					
30800	Dog Licenses	131,695	160,000	130,000	130,000
30820	Building Permits	4,100,540	5,100,000	3,800,000	3,800,000
30825	Plan Check Fees	316,863	350,000	290,000	290,000
30830	Variance Permits	936,534	1,050,000	865,000	675,000
30840	Grading Permits	1,160	10,000	15,000	10,000
30850	Street Permits	383,506	335,000	300,000	300,000
30870	Business License Permits	443,562	425,000	425,000	425,000
TOTAL LICENSES & PERMITS		6,313,861	7,430,000	5,825,000	5,630,000
FINES & FORFEITURES					
37800	Traffic Safety Fines	1,054,778	1,540,000	1,200,000	1,200,000
TOTAL FINES & FORFEITURES		1,054,778	1,540,000	1,200,000	1,200,000
USES OF MONEY & PROPERTY					
38000	Interest & Inv. Revenue	3,540,435	3,250,000	2,381,556	2,381,556
38005	Interest & Inv GASB 31	683,274	-	-	-
30900	Intergovernmental Revenue	2,000,000	2,040,000	2,040,000	2,081,000
38100	Landfill Gas Royalties	2,750,335	2,750,000	2,750,000	2,750,000
38200	Rental Income	100,008	100,000	100,000	240,160
TOTAL USES OF MONEY & PROPERTY		9,074,053	8,140,000	7,271,556	7,452,716

**City of Glendale
GENERAL FUND**

SUMMARY OF THE BUDGET FOR THE YEAR ENDING JUNE 30, 2010

GENERAL FUND SUMMARY	Actuals 2007-08	Adopted 2008-09	Revised 2008-09	Proposed 2009-10
REVENUE - OTHER AGENCIES				
31250 Disaster Relief Reimb	86,375	-	-	-
31260 Mutual Aid Reimbursement	559,700	200,000	200,000	-
31600 Historic Preserve Grant	25,000	-	-	-
32611 Disaster Relief Reimb - State	31,126	-	-	-
32655 State AB 1662 Booking Fee	-	25,000	-	-
32850 State S/B 90	180,186	100,000	100,000	100,000
33000 Motor Vehicle in Lieu	883,565	1,100,000	500,000	500,000
33100 State Library Grant	95,822	80,000	80,000	80,000
33400 State H/O Exemptions	221,460	225,000	225,000	225,000
34050 County Grants	13,587	10,000	10,000	10,000
TOTAL REVENUE - OTHER AGENCIES	2,096,821	1,740,000	1,115,000	915,000

CHARGES FOR SERVICES

34500 Zoning-Subdivision Fees	23,953	75,755	20,000	24,000
34510 Map and Publication Fees	44,078	40,000	40,000	40,000
34520 Filing-Certification Fee	2,233	10,000	2,000	10,000
34521 Passports	77,644	100,000	24,375	-
34522 Passport Photos	22,120	30,000	8,340	-
34523 Notary Fees	5,919	6,000	3,455	-
34526 Shipping Fees	7,366	8,000	8,000	-
34527 Child Identification Kits	645	-	496	-
34528 Passport pass-through fee	244,619	200,000	94,291	-
34529 Film Rentals of City Property	162,986	190,000	100,000	100,000
34532 Special Event Fees	25,321	-	-	-
34540 Finger Print Fees	259,399	200,000	200,000	200,000
34600 Special Police Fees	582,784	800,000	500,000	500,000
34605 Vehicle Tow Admin Fee (VTACR)	140,686	150,000	150,000	150,000
34606 Arrestee Booking Fees Cost Rec	-	200,000	-	-
34607 Disturbance Call Cost Recovery	-	100,000	-	-
34630 Fire Inspection Fees	463,313	650,000	475,000	475,000
34631 Fire Mechanical Maint Fees	263	10,000	10,000	10,000
34640 Fire Communication Fees	267,810	250,000	258,257	-
34650 Hydrant Flow Test Fees	2,990	5,000	5,000	-
34660 Hazardous Vegetation Fee	230	5,000	5,000	-
34680 Code Enforcement Fees	54,882	90,000	90,000	60,000
34681 Administrative Code Enforcemen	-	70,000	35,000	35,000
34690 Youth Employment Fees	1,101,933	1,706,000	1,706,000	1,557,577
34691 Outreach revenue	29,248	130,000	130,000	130,000
34700 Express Plan Check Fees	-	-	21,000	21,000
34710 Excavation Fees	97,058	120,000	90,000	90,000
34770 Collectible Jobs - A & G	92,024	130,000	130,000	80,000
35000 Library Fines and Fees	116,915	125,000	125,000	125,000
35261 Aquatics	28,873	15,000	15,000	15,000
35510 Local Assessment Fees	2,574	100,000	5,000	5,000
TOTAL CHARGES FOR SERVICES	3,857,864	5,515,755	4,251,214	3,627,577

**City of Glendale
GENERAL FUND**

SUMMARY OF THE BUDGET FOR THE YEAR ENDING JUNE 30, 2010

GENERAL FUND SUMMARY	Actuals 2007-08	Adopted 2008-09	Revised 2008-09	Proposed 2009-10
MISC. & NON-OPERATING				
38500 Donations & Contribution	25,432	40,000	40,000	40,000
38520 Rose Float Donations	45,000	45,000	45,000	-
38525 Sponsorships	15,407	16,000	16,000	-
38526 Advertising Revenue	29,342	4,000	4,000	4,000
38550 Unclaimed Money & Prop	463,710	50,000	50,000	50,000
38560 Miscellaneous Revenue	998,482	500,000	520,000	300,000
39080 Sales of property	4,847	-	-	-
TOTAL MISC. & NON-OPERATING	1,582,220	655,000	675,000	394,000
INTERFUND REVENUE				
37510 Charges to Ent-Manager	960,534	1,136,785	1,136,785	-
37515 Charges to Ent-Auditor	345,054	374,200	374,200	-
37520 Charges to Ent-Clerk	425,299	495,900	495,900	-
37530 Charges to Ent-Finance	1,147,705	1,322,100	1,322,100	-
37540 Charges to Ent-EDP	2,432,453	2,044,533	2,044,533	-
37550 Charges to Ent-Treasurer	213,981	245,325	245,325	-
37560 Charges to Ent-Purchasng	165,912	196,000	196,000	-
37570 Charges to Ent-Legal	732,616	881,000	881,000	-
37580 Charges to Ent-Personnel	444,817	604,050	604,050	-
37600 Charges to Ent-Training	58,947	63,724	63,724	-
37610 Charges to Ent-Parks-Rec	55,170	61,000	61,000	-
37620 Charges to Ent-G.G. Bldg	45,840	51,000	51,000	-
37630 Charges to Ent-Mem & Due	30,570	31,000	31,000	-
37640 Charges to Ent-PW Admin	321,028	361,000	361,000	-
37660 Salary O/H Budget Job	473,448	408,000	408,000	408,000
TBD Cost Allocation Charges	-	-	-	11,818,178
TOTAL INTERFUND REVENUE	7,853,372	8,275,617	8,275,617	12,226,178
TRANSFER - OTHER FUNDS				
39120 Transfer-Capital Funds	2,800,000	2,800,000	4,300,000	5,420,000
39144 Transfer - Haz Mat Fund	-	100,000	100,000	-
39145 Transfer-Sewer Fund	1,040,000	1,085,000	1,085,000	-
39146 Transfer - Refuse Fund	-	500,000	500,000	-
39150 Transfer-Electric	18,375,000	19,107,000	19,107,000	19,107,000
39160 Transfer-Water	4,000,000	4,160,000	4,160,000	4,160,000
39200 Transfer-Parking	1,900,000	1,900,000	1,900,000	1,900,000
39210 Transfer - Internal Service (Fleet)	-	-	-	1,000,000
TOTAL TRANSFER - OTHER FUNDS	28,115,000	29,652,000	31,152,000	31,587,000
TOTAL REVENUE - GENERAL FUND	162,635,474	168,159,372	160,844,387	163,378,471

City of Glendale
GENERAL FUND

SUMMARY OF THE BUDGET FOR THE YEAR ENDING JUNE 30, 2010

GENERAL FUND SUMMARY	Actuals 2007-08	Adopted 2008-09	Revised 2008-09	Proposed 2009-10
EXPENDITURES				
SALARIES & BENEFITS				
41100 Salaries & Benefits	113,202,073	126,528,951	119,180,884	122,089,739
41200 Overtime	10,826,156	7,619,634	8,530,416	7,744,405
41300 Hourly Wages	4,612,465	5,154,620	4,109,001	4,651,926
42799 Salary Charges Out	(3,465,411)	(4,806,454)	(4,698,319)	(2,408,000)
TOTAL SALARIES & BENEFITS	125,175,283	134,496,751	127,121,982	132,078,070

MAINTENANCE & OPERATIONS

42800 Auto Allowance	338,733	322,390	318,073	319,568
42900 Uniform Allowance	564,655	548,122	552,286	515,205
43050 Repairs-Bldgs & Grounds	684,878	573,694	590,719	591,116
43060 Utilities	3,256,857	3,005,211	3,847,471	3,185,895
43070 Lease Payments	38,129	35,081	37,522	40,184
43080 Rent	88,168	125,771	93,414	91,032
43090 Equipment Usage	14,664	1,000	1,000	1,000
43110 Contractual Services	7,460,250	7,619,312	6,751,009	7,775,564
43111 Construction Services	1,064,557	1,526,000	1,551,000	1,551,000
43112 Direct Assistance	67,600	70,000	70,000	70,000
43113 County Property Tax Admin	642,201	700,000	-	-
43150 City Services	30,319	102,094	79,831	200
44100 Repairs to Equipment	147,477	142,805	93,281	107,905
44120 Repairs to Office Equip	138,000	67,019	58,379	104,141
44200 Advertising	105,736	150,140	152,681	150,900
44250 Communication Maint	3,786	2,800	1,000	3,000
44300 Telephone	660,633	373,127	373,127	497,004
44350 Vehicle Maintenance	3,760,455	3,240,194	2,393,771	-
44351 Fleet / Equip Rental Charge	-	-	-	6,270,595
44400 Janitorial Services	175,674	166,776	150,751	139,000
44450 Postage	189,659	198,110	196,347	168,158
44500 Support of Prisoners	106,569	95,000	105	95,000
44550 Travel	240,979	176,434	95,750	145,619
44551 POST Travel	1,539	-	-	8,663
44600 Laundry & Towel Service	30,713	32,900	31,643	39,100
44650 Training	321,063	327,203	133,622	222,628
44651 POST Training	731	-	-	45,053
44700 Computer Software	547,678	191,067	186,477	220,388
44750 Insurance & Surety Bonds	2,933,842	3,504,736	2,816,121	2,950,190
44760 Regulatory	5,786	3,750	1,200	1,700
44800 Membership and Dues	130,331	120,888	116,486	124,658
45050 Periodicals & Newspapers	112,446	188,666	190,470	192,272
45100 Books	516,860	380,567	374,894	386,777
45150 Furniture & Equipment	608,835	193,501	143,498	157,026
45170 Computer Hardware	141,575	33,750	27,525	71,985
45200 Maps and Blue Prints	(892)	4,350	6,650	10,650
45250 Office Supplies	627,074	565,862	456,135	564,570
45300 Small Tools	31,231	31,310	23,640	14,970

**City of Glendale
GENERAL FUND**

SUMMARY OF THE BUDGET FOR THE YEAR ENDING JUNE 30, 2010

GENERAL FUND SUMMARY	Actuals 2007-08	Adopted 2008-09	Revised 2008-09	Proposed 2009-10
45350 General Supplies	1,114,044	1,142,316	1,189,926	1,353,489
45400 Reports & Publications	4,545	1,000	1,000	1,650
45450 Printing and Graphics	131,723	272,006	265,058	329,170
45502 Fuel-Natural Gas	-	-	489	-
45503 Fuel - Gasoline	-	-	42,724	-
45504 Fuel - Diesel Gas	-	-	81,658	-
45600 A & G Overhead	8,430	-	-	-
46000 Depreciation	2,539,011	2,543,628	2,537,628	301,259
46900 Business Meetings	137,180	78,359	60,997	82,179
47000 Miscellaneous	195,023	128,426	131,134	167,334
49050 Charges-Other Depts	(1,792,232)	(1,262,000)	(1,209,146)	(62,000)
TOTAL MAINTENANCE & OPERATIONS	28,126,516	27,723,365	25,017,346	29,005,797
TRANSFER - OTHER FUNDS				
48020 Transfer-Special Revenue	2,850,786	4,123,742	4,059,347	6,136,911
48040 Transfer-Capital Funds	9,226,000	1,300,000	-	-
48060 Transfer-Misc Enterprise	5,050	-	-	-
48070 Transfer-Int Service	3,103,000	2,468,019	2,385,700	2,381,313
TOTAL TRANSFER - OTHER FUNDS	15,184,836	7,891,761	6,445,047	8,518,224
Capital Outlay (<i>see Note 1 below</i>)	374,255	573,814	404,770	-
Budgeted Underexpenditures	-	(2,000,000)	-	-
TOTAL EXPENDITURES	168,860,891	163,685,691	158,989,145	169,602,091
YEAR END SURPLUS / (SHORTFALL)	(6,225,417)	(526,319)	1,855,242	(6,223,620)

Note 1 - Capital Outlay expenditures are expensed from prior year surplus

City of Glendale
SPECIAL REVENUE FUNDS

The Special Revenue Funds consist of those "restricted receipts" which may not be used for general municipal purposes. They are restricted by Local Ordinance, State or Federal Statute, to be used for specific purposes. These groups of funds represent services funded primarily by other levels of government and not "traditionally" provided by local government. Should the funding for most of these programs be eliminated, it is likely that the services would also be eliminated.

Summarized below are the Special Revenue Funds, together with comparative 2008-09 appropriations:

	Adopted 2008-09	Proposed 2009-10	\$ Change	% Change
Community Development	3,537,339	3,691,896	154,557	4.4 %
Housing Assistance	14,874,716	14,893,889	19,173	0.1 %
HOME Grant	2,167,845	2,332,741	164,896	7.6 %
Supportive Housing	2,001,866	2,215,840	213,974	10.7 %
Emergency Shelter Grant	145,130	144,393	(737)	(0.5 %)
Workforce Investment Act	4,542,000	3,623,530	(918,470)	(20.2 %)
Glendale Redevelopment Agency	17,591,120	20,067,000	2,475,880	14.1 %
Low & Moderate Housing	9,406,800	4,737,287	(4,669,513)	(49.6 %)
Local Transit Assistance	16,146,802	10,040,908	(6,105,894)	(37.8 %)
Air Quality Improvement	300,450	316,196	15,746	5.2 %
San Fernando Landscape District	-	36,900	36,900	N/A
Narcotic Forfeiture	492,598	643,612	151,014	30.7 %
Special Grants	656,586	539,045	(117,541)	(17.9 %)
Supplemental Law Enforcement	389,852	485,312	95,460	24.5 %
Police Staffing Augmentation	4,305,480	4,834,947	529,467	12.3 %
Fire Grants Fund	2,496,419	132,493	(2,363,926)	(94.7 %)
Fire Mutual Aid	-	150,000	150,000	N/A
Nutritional Meals	569,911	596,706	26,795	4.7 %
Library Grant	395,887	451,485	55,598	14.0 %
Cable Access	659,916	450,000	(209,916)	(31.8 %)
Electric Public Benefit	6,818,500	9,083,480	2,264,980	33.2 %
Fire Paramedic	12,115,481	12,323,040	207,559	1.7 %
Fire Communications Fund	2,739,558	-	(2,739,558)	(100.0 %)
ICIS Fund	235,285	132,185	(103,100)	(43.8 %)
Joint Air Support Operation	1,070,535	-	(1,070,535)	(100.0 %)
Total	103,660,076	91,922,885	(11,737,191)	(11.3 %)

This year's Special Revenue Funds show an approximate \$11.7 million or an 11.3% decrease compared to the prior year. This change, however, is a net change and includes a variety of changes cumulatively.

The Workforce Investment Act Fund shows a decrease compared to the prior year due to a decrease in maintenance and operation, and capital appropriations.

The Low and Moderate Housing Fund shows a decrease of \$4.7 million or 49.6% from the prior year due to an appropriation for a loan repayment to Union Bank in Debt Service funds related to the Vassar City Light Project.

The Local Transit Assistance Fund shows a decrease of \$6.1 million or 37.8% from the prior year due to a decrease in capital appropriations.

The San Fernando Landscape District Fund is a new Public Works fund created in fiscal year 2009-10 for the miscellaneous landscape assessment of the Glendale Redevelopment Agency's San Fernando Project area.

The Narcotic Forfeiture Fund shows an increase of \$151,014 or 30.7% from last year due to increased salaries and benefits.

The Supplemental Law Enforcement Fund also shows an increase of \$95,460 or 24.5% from last year due to increased salaries and benefits and maintenance and operation appropriations.

The Police Staffing Augmentation Fund is a new fund created in June 2004 with the transfer of reserves from the Parking Fund, Sewer Fund, General Fund, and Narcotic Forfeiture Fund. The plan is to add 100 Police sworn positions and support staff in the following years. Reserves are being used to complete Phase I - 25 sworn positions. This fund shows increased appropriations for salaries and benefits as more Police officers are hired.

The Fire Grants Fund was created in fiscal year 2002-03 to account for all the grants received by the Fire department. This fund shows a \$2.3 million, or a 94.7% decrease from the prior year primarily due to decreased capital appropriations.

The Fire Mutual Aid Fund is a new Fire fund created in fiscal year 2008-09 to account for all mutual aid related revenue and expense separately. This was previously accounted for in the General Fund.

The Library Grant Fund was created in fiscal year 2000-01 to account for the myriad of grants that the Library receives. Shortly after, the Public Library (PLF) revenue and equivalent Library expenditures from the General Fund were also moved into this fund. The fund shows an increase from the prior year primarily due to increased maintenance and operation appropriations.

Effective fiscal year 2009-10, the staff and operations for the Cable Access fund will be moved to General Fund. The Cable Access fees will remain in this fund to account for lease purchase. This fund shows a decrease of \$209,916 or 31.8% from the prior year.

The Electric Public Benefit charge began on January 1, 1998. This is a tax of 2.85% placed on electrical charges for every consumer. The City Council has sole authority of how to spend these monies subject to certain qualifications established by the California Public Utilities Commission.

This fund shows an increase of \$2.3 million or 33.2% from the prior year primarily due to increased maintenance and operation appropriations.

The Fire Paramedic Fund was created by the City Council during fiscal year 1998-99. This program became fully operational on March 1, 2000. This fund has become a Special Revenue Fund due to its continuing net losses. We continue to only recover a portion of our costs in this fund. This budget includes a transfer from the General Fund to help stabilize this fund. This fund shows an increase from the prior year due to increased salaries and benefits and maintenance and operation appropriations.

The Fire Communication Fund depicts the operation of a tri-city agreement between the Cities of Burbank, Pasadena and Glendale. The three cities have agreed to contract with the Cities of Arcadia, Monrovia, Sierra Madre, San Gabriel, San Marino, Monterey Park, and South Pasadena to provide them with Fire dispatch services. Starting in fiscal year 2009-10, this fund will be moved to Enterprise funds.

In fiscal year 2004-05, the Interagency Communications Interoperability System (ICIS) Fund was created to account for the ICIS Joint Powers Authority, a multi-city agreement to provide a regional communications network. This fund shows a decrease for \$103,100 or 43.8% from the prior year primarily due to decreased salaries and benefits appropriations.

The Joint Air Support Operation Fund was established in fiscal year 2007-08 for the operation of a consolidated air support unit with the City of Burbank. On May 8, 2007, the City Council authorized the Chief of Police to execute a Memorandum of Understanding with the City of Burbank to consolidate the Police air support operations of Glendale and Burbank into a joint air support operation. Effective fiscal year 2009-10, this fund will be consolidated with Internal Service Fund 602-Joint Helicopter Operation Fund for the purpose of keeping the depreciation and maintenance and operation together in one fund.

City of Glendale
SPECIAL REVENUE FUNDS
SUMMARY OF THE BUDGET YEAR ENDING JUNE 30, 2010

	<u>Community Development Fund</u>	<u>Housing Assistance Fund</u>	<u>HOME Grant Fund</u>	<u>Supportive Housing Grant Fund</u>
<u>Estimated Financing Resources</u>				
<i>Revenue</i>				
Other Taxes	-	-	-	-
Property Taxes	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	-	72,036	-	-
Revenue From Other Agencies	3,648,226	13,865,791	2,329,741	2,215,840
Charges For Services	-	-	-	-
Misc & Non Operating Revenue	43,670	984,196	3,000	-
Transfers from Other Funds	-	-	-	-
Fund Balance - Prior Year	-	-	-	-
Total Estimated Financing Resources	<u>\$ 3,691,896</u>	<u>\$ 14,922,023</u>	<u>\$ 2,332,741</u>	<u>\$ 2,215,840</u>
 <u>Estimated Requirements</u>				
<i>Expenditures</i>				
Salaries & Benefits	1,062,704	2,212,591	165,733	239,844
Maintenance & Operation	1,195,204	12,681,298	2,167,008	1,975,996
Capital	-	-	-	-
Capital Projects	1,433,988	-	-	-
Charges to Other Funds	-	-	-	-
Transfers to Other Funds	-	-	-	-
Total Appropriations	<u>3,691,896</u>	<u>14,893,889</u>	<u>2,332,741</u>	<u>2,215,840</u>
Unallocated	-	28,134	-	-
Total Estimated Requirements	<u>\$ 3,691,896</u>	<u>\$ 14,922,023</u>	<u>\$ 2,332,741</u>	<u>\$ 2,215,840</u>

City of Glendale
SPECIAL REVENUE FUNDS
SUMMARY OF THE BUDGET YEAR ENDING JUNE 30, 2010

	Emergency Shelter Grant Fund	Workforce Investment Act Fund	Glendale Redevelopment Agency	Low & Moderate Housing Fund
<u>Estimated Financing Resources</u>				
<i>Revenue</i>				
Other Taxes	-	-	-	-
Property Taxes	-	-	23,886,600	4,487,287
Fines and Forfeitures	-	-	-	-
Use of Money & Property	-	-	1,810,000	-
Revenue From Other Agencies	144,393	3,573,530	-	-
Charges For Services	-	-	16,000	-
Misc & Non Operating Revenue	-	50,000	200,000	250,000
Transfers from Other Funds	-	-	591,000	-
Fund Balance - Prior Year	-	-	-	-
Total Estimated Financing Resources	\$ 144,393	\$ 3,623,530	\$ 26,503,600	\$ 4,737,287
<u>Estimated Requirements</u>				
<i>Expenditures</i>				
Salaries & Benefits	-	2,851,083	2,345,006	2,268,166
Maintenance & Operation	144,393	772,447	10,947,994	2,469,121
Capital	-	-	-	-
Capital Projects	-	-	6,183,000	-
Charges to Other Funds	-	-	-	-
Transfers to Other Funds	-	-	591,000	-
Total Appropriations	144,393	3,623,530	20,067,000	4,737,287
Unallocated	-	-	6,436,600	-
Total Estimated Requirements	\$ 144,393	\$ 3,623,530	\$ 26,503,600	\$ 4,737,287

City of Glendale
SPECIAL REVENUE FUNDS
SUMMARY OF THE BUDGET YEAR ENDING JUNE 30, 2010

	<u>Local Transit Assistance Fund</u>	<u>Air Quality Improvement Fund</u>	<u>San Fernando Landscape District</u>	<u>Narcotic Forfeiture Fund</u>
<u>Estimated Financing Resources</u>				
<i>Revenue</i>				
Other Taxes	-	-	-	-
Property Taxes	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	456,000	20,000	-	-
Revenue From Other Agencies	6,970,000	255,000	39,400	-
Charges For Services	1,416,000	52,000	-	-
Misc & Non Operating Revenue	31,000	-	-	-
Transfers from Other Funds	-	-	-	-
Fund Balance - Prior Year	1,167,908	-	-	643,612
Total Estimated Financing Resources	<u>\$ 10,040,908</u>	<u>\$ 327,000</u>	<u>\$ 39,400</u>	<u>\$ 643,612</u>
 <u>Estimated Requirements</u>				
<i>Expenditures</i>				
Salaries & Benefits	1,244,667	198,952	-	463,435
Maintenance & Operation	8,689,241	117,244	36,900	180,177
Capital	20,000	-	-	-
Capital Projects	87,000	-	-	-
Charges to Other Funds	-	-	-	-
Transfers to Other Funds	-	-	-	-
Total Appropriations	<u>10,040,908</u>	<u>316,196</u>	<u>36,900</u>	<u>643,612</u>
Unallocated	-	10,804	2,500	-
Total Estimated Requirements	<u>\$ 10,040,908</u>	<u>\$ 327,000</u>	<u>\$ 39,400</u>	<u>\$ 643,612</u>

City of Glendale
SPECIAL REVENUE FUNDS
SUMMARY OF THE BUDGET YEAR ENDING JUNE 30, 2010

	Special Grant Fund	Supplemental Law Enforcement Fund	Police Staffing Augmentation Fund	Fire Grants Fund
<u>Estimated Financing Resources</u>				
<i>Revenue</i>				
Other Taxes	-	-	-	-
Property Taxes	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	-	-	-	-
Revenue From Other Agencies	487,246	330,312	420,000	113,000
Charges For Services	32,404	-	-	-
Misc & Non Operating Revenue	-	-	340,000	3,000
Transfers from Other Funds	-	-	2,500,000	-
Fund Balance - Prior Year	19,395	155,000	1,574,947	16,493
Total Estimated Financing Resources	\$ 539,045	\$ 485,312	\$ 4,834,947	\$ 132,493
 <u>Estimated Requirements</u>				
<i>Expenditures</i>				
Salaries & Benefits	478,001	289,773	4,334,235	95,646
Maintenance & Operation	61,044	195,539	500,712	36,847
Capital	-	-	-	-
Capital Projects	-	-	-	-
Charges to Other Funds	-	-	-	-
Transfers to Other Funds	-	-	-	-
Total Appropriations	539,045	485,312	4,834,947	132,493
Unallocated	-	-	-	-
Total Estimated Requirements	\$ 539,045	\$ 485,312	\$ 4,834,947	\$ 132,493

City of Glendale
SPECIAL REVENUE FUNDS
SUMMARY OF THE BUDGET YEAR ENDING JUNE 30, 2010

	Fire Mutual Aid Fund	Nutritional Meals Grant Fund	Library Grant Fund	Cable Access Fund
<u>Estimated Financing Resources</u>				
<i>Revenue</i>				
Other Taxes	-	-	-	-
Property Taxes	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	-	5,000	-	17,000
Revenue From Other Agencies	150,000	300,060	212,500	450,000
Charges For Services	-	-	-	-
Misc & Non Operating Revenue	-	130,000	207,000	1,000
Transfers from Other Funds	-	136,911	-	-
Fund Balance - Prior Year	-	24,735	31,985	-
Total Estimated Financing Resources	\$ 150,000	\$ 596,706	\$ 451,485	\$ 468,000
 <u>Estimated Requirements</u>				
<i>Expenditures</i>				
Salaries & Benefits	150,000	341,628	177,750	-
Maintenance & Operation	-	255,078	273,735	450,000
Capital	-	-	-	-
Capital Projects	-	-	-	-
Charges to Other Funds	-	-	-	-
Transfers to Other Funds	-	-	-	-
Total Appropriations	150,000	596,706	451,485	450,000
Unallocated	-	-	-	18,000
Total Estimated Requirements	\$ 150,000	\$ 596,706	\$ 451,485	\$ 468,000

City of Glendale
SPECIAL REVENUE FUNDS
SUMMARY OF THE BUDGET YEAR ENDING JUNE 30, 2010

	Electric Public Benefits Fund	Fire Paramedic Fund	ICIS Fund	Total
<u>Estimated Financing Resources</u>				
<i>Revenue</i>				
Other Taxes	7,309,000	-	-	7,309,000
Property Taxes	-	-	-	28,373,887
Fines and Forfeitures	-	-	-	-
Use of Money & Property	100,000	-	-	2,480,036
Revenue From Other Agencies	-	-	5,000	35,510,039
Charges For Services	-	9,796,494	280,000	11,592,898
Misc & Non Operating Revenue	50,000	-	6,000	2,298,866
Transfers from Other Funds	-	3,500,000	-	6,727,911
Fund Balance - Prior Year	1,624,480	-	-	5,258,555
Total Estimated Financing Resources	\$ 9,083,480	\$ 13,296,494	\$ 291,000	\$ 99,551,192
 <u>Estimated Requirements</u>				
<i>Expenditures</i>				
Salaries & Benefits	339,000	5,551,815	-	24,810,029
Maintenance & Operation	8,744,480	6,467,675	132,185	58,494,318
Capital	-	303,550	-	323,550
Capital Projects	-	-	-	7,703,988
Charges to Other Funds	-	-	-	-
Transfers to Other Funds	-	-	-	591,000
Total Appropriations	9,083,480	12,323,040	132,185	91,922,885
Unallocated	-	973,454	158,815	7,628,307
Total Estimated Requirements	\$ 9,083,480	\$ 13,296,494	\$ 291,000	\$ 99,551,192

City of Glendale DEBT SERVICE FUNDS

Debt Service Funds are a recognized fund type in Generally Accepted Governmental Accounting Standards. They are intended to account for the resources allocated toward debt service. The City of Glendale has two types of general obligation debt: the Glendale Redevelopment Agency's general obligation debt and the Police Facility Certificates of Participation (COP's) that was issued during July 2000. There is also one capital lease for the Municipal Services Building construction and a loan payable for a low / moderate housing project.

We continue to make payments on our Police Facility COP's for the new Police Facility completed in the summer of 2005. The payment for 2009-10 is projected to be approximately \$3.1 million.

In 2002, we completed payments on the Redevelopment Agency's Revenue Bonds and the Agency issued \$48 million in Tax Allocation Bonds to fund improvements in the Central Project Area, primarily the Town Center Project. In the fall of 2003, the Agency also refunded (refinanced) their 1993 Tax Allocation Bond issuance to borrow at a lower rate. When issuing long term debt the amortization schedule is normally set up much like a mortgage, wherein, the payments are constant with increasing principal and decreasing interest in future years.

In fiscal year 2008-09, the City committed to a \$14 million loan with Union Bank in the Low & Moderate Housing Fund in order to fund the Vassar City Light Project. Debt Service Fund 307-Low & Mod Loans Payable was created for the loan repayments. The payment for 2009-10 is projected to be approximately \$3.1 million.

Total payments projected on all debt service for 2009-10 is \$16.1 million. The following pages provide a summary of all Debt Service Funds for the fiscal year ending June 30, 2010.

City of Glendale
DEBT SERVICE FUNDS

SUMMARY OF THE BUDGET FOR THE YEAR ENDING JUNE 30, 2010

	2003 G.R.A. TAX ALLOCATION BOND FUND	POLICE BUILDING PROJECT	2002 G.R.A. TAX ALLOCATION BOND FUND	CAPITAL LEASES FUND	LOW & MOD LOANS PAYABLE	TOTAL
ESTIMATED FINANCING RESOURCES						
<i>Revenue</i>						
Property Taxes	4,603,000	-	3,684,000	-	3,056,114	11,343,114
Use of Money & Property	175,000	1,300,000	130,000	-	-	1,605,000
Transfers From Other Funds	-	-	-	1,392,062	-	1,392,062
Fund Balance - Prior Year	-	1,795,000	-	-	-	1,795,000
TOTAL	\$ 4,778,000	\$ 3,095,000	\$ 3,814,000	\$ 1,392,062	\$ 3,056,114	\$ 16,135,176
ESTIMATED REQUIREMENTS						
<i>Expenditures</i>						
Maintenance & Operation	4,777,240	3,095,000	3,813,850	1,392,062	3,056,114	16,134,266
TOTAL APPROPRIATIONS	4,777,240	3,095,000	3,813,850	1,392,062	3,056,114	16,134,266
Unallocated	760	-	150	-	-	910
TOTAL	\$ 4,778,000	\$ 3,095,000	\$ 3,814,000	\$ 1,392,062	\$ 3,056,114	\$ 16,135,176

City of Glendale

CAPITAL IMPROVEMENT PROGRAM

The Capital Improvement Program (CIP) consists of several funds including the General Fund CIP Fund 401 and the Gas Tax CIP Fund 402. These two funds provide the resources for the governmental Capital Improvement Projects. Capital Improvement is generally defined as a major project whose duration does not necessarily correlate to a fiscal year and that provides major new public facilities or improvements to existing public facilities and services.

Due to the size of the Capital Improvement Projects, they are presented on a five year plan basis so as to match future revenue with future expenditures. The "Future Years" column represents another five years of anticipated revenues and expenditures. When the 2009-10 City of Glendale budget is adopted by the City Council, only the 2009-10 CIP budget is approved and authorized. The remaining projects and anticipated appropriations are formally considered again by City Council in ensuing years. Their inclusion in this budget is for informational and planning purposes so that Council may also take into consideration the needs in future years.

This Capital Improvement Program in the General Fund includes funding for a variety of city projects from Americans with Disabilities Act (ADA) Facility Modifications to the new Adult Recreation Center and various street improvement projects. Park projects total \$42.6 million, Library projects total \$24.2 million, and Public Works projects total \$115.5 million in the General Fund CIP. There is another \$81.4 million in street projects anticipated in the Gas Tax CIP Fund.

In fiscal year 2008-09, the City Council authorized additional transfers to the City's General Fund budget in order to provide relief from the anticipated shortfalls due to declining revenues in the General Fund. The additional transfer of funds resulted from City Council approving the de-appropriation of \$1.5 million in street projects from the General Fund CIP which will be paid for entirely by the Gas Tax CIP Fund. As a result, \$1.5 million of General Fund CIP sales tax was transferred to the General Fund for 2008-09. In the 2009-10 budget, a total of \$2.62 million will be transferred and from 2010-2013, a projected \$2.0 million will be transferred each year to the General Fund. As a result, the sales tax revenue projections in the General Fund CIP are reflected net of these transfer amounts for 2009-13 budget years. Sales tax revenue projections remaining in the General Fund CIP equate to approximately 4% of the total sales tax received by the City of Glendale.

The following pages provide the General Fund Capital Improvement Program Fund 401 Summary and a detailed listing of projects in all CIP funds for the fiscal years ending June 30, 2010 through June 30, 2019.

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City of Glendale
GENERAL FUND CAPITAL IMPROVEMENT PROGRAM
(in Thousands)

	FY 09-10 Proposed	FY 10-11 Projected	FY 11-12 Projected	FY 12-13 Projected	FY 13-14 Projected	Future Years	Estimated Totals
Capital Improvement Fund (401) - Recurring Resources							
Sales Tax	166	786	939	1,101	3,271	19,262	25,526
ERAF in Lieu of Sales Tax	929	929	980	1,034	1,091	6,423	11,386
Scholl Canyon Assessment (Tipping Fee)	2,800	2,800	2,954	3,116	3,288	19,359	34,318
Rubbish Fees Scholl Canyon (Host Fee)	4,020	4,020	4,241	4,474	4,720	-	21,476
Parks Mitigation Fee (AB1600)	-	250	-	280	-	7,500	8,030
Library Mitigation Fee (AB1600)	-	110	-	120	-	-	230
TOTAL RECURRING RESOURCES	7,915	8,895	9,114	10,126	12,371	52,545	100,965
Capital Improvement Fund (401) - Non-Recurring Resources							
Transfer-General Fund					1,500	27,794	29,294
GRA Bond Proceeds	27,000						27,000
TOTAL ALL RESOURCES	34,915	8,895	9,114	10,126	13,871	80,339	157,260
Capital Improvement Fund (401) - Expenditures & Transfers							
Capital Project Expenditures	13,060	6,525	13,075	5,975	7,175	37,050	82,860
Transfer to Financial System Operation Fund	300	400	400	400	400	2,000	3,900
Transfer to Wireless Comm Sys Oper Fund	1,750	1,500	1,500	1,500	1,500	7,500	15,250
MSB Lease Payments	1,392	1,392	1,392	1,392	1,392	-	6,960
Transfer Scholl Cyn Assessment to Gen. Fund	2,800	2,800	2,800	2,800	2,800	14,000	28,000
To Be Programmed & Contingency	250	250	250	250	250	1,250	2,500
TOTAL EXPENDITURES & TRANSFERS	19,552	12,867	19,417	12,317	13,517	61,800	139,470
Estimated Annual Surplus / (Shortfall)	15,363	(3,972)	(10,303)	(2,191)	354	18,539	17,790
Estimated Beginning Fund Balance	1,403	16,766	12,794	2,491	300	653	1,403
ESTIMATED ENDING FUND BALANCE	16,766	12,794	2,491	300	653	19,192	19,192

City of Glendale
CAPITAL IMPROVEMENT PROGRAM
SUMMARY OF PROJECTS BY FUND

Project	Prior Years Appropriations	FY 09-10 Proposed	FY 10-11 Projected	FY 11-12 Projected	FY 12-13 Projected	FY 13-14 Projected	Future Years	Estimated Project Total
Radio Site Power Systems	237,905	50,000						287,905
Citywide Network Upgrade	600,000							600,000
City Services Interface	60,000							60,000
Crime Analysis System - GIS	60,000							60,000
401-Information Services Sub-Total	3,417,573	50,000						3,467,573
Replace Police CAD Syst	3,627,000							3,627,000
Document Image & Storage-Police	300,000							300,000
401-Police Sub-Total	3,927,000	-	-					3,927,000
Fire Station 29 Reconstruction	1,200,000			750,000	3,000,000			4,950,000
Fire Station 26 Reconstruction	300,000							300,000
Fire Station Regional Facility	-	500,000						500,000
401-Fire Sub-Total	1,500,000	500,000	-	750,000	3,000,000	-	-	5,750,000
Schoff Canyon Landfill Reserve	6,200,000	3,500,000	1,500,000	1,500,000	1,500,000	1,500,000	6,000,000	21,700,000
Rte 134 Freeway Ramp	659,020							659,020
Flower Street Rail Crossing	1,605,000							1,605,000
TDA funds for CIP	802,890							802,890
Security System Upgrade	246,000							246,000
Old Police Building Remodeling	1,500,000	1,000,000						2,500,000
Interstate 5/Western Interchan	12,355,000							12,355,000
Signal Power Backup System	350,000							350,000
ADA Facility Mod 2005-06	1,202,840	250,000	250,000	250,000	250,000	250,000	1,250,000	3,702,840
Crosswalk Safety 2005-06	6,610							6,610
Corrugated Metal Pipe (CMP) Replacement	500,000	125,000	125,000	125,000	125,000	125,000	500,000	1,625,000
Flower Street Widening	2,242,000							2,242,000
Extension of Brand	-			3,000,000				
Street Resurfacing Program	400,000	-	-			500,000	2,000,000	2,900,000
Gutter Construction Program	400,000	-	-			500,000	2,000,000	2,900,000
Street Reconstruction Program	576,610	-	-			2,250,000	18,250,000	21,078,610
Gladys Drive Slope Repair	1,014,357							1,014,357
Sleepy Hollow Slope Repair	350,000							350,000
Remodel MSB First Floor	500,000							500,000
Glady's Drive Slope Repair	90,458							90,458
Greenwich Street Slope Repair	127,670							127,670
SR-134/SFR Access & Safety Prg	31,375,000							31,375,000
Traf Light Sync-Glendale/Verdugo	2,670,664							2,670,664
Traff Light Sync - Brand Blvd	910,470							910,470
Traff Light Sync-Colorado/SFR	1,381,256							1,381,256
I-5/SR134 Congestion MGMT	814,000							814,000
Fiber Optic Interconnect-IEN	1,568,162							1,568,162
City Entry Markers	-							-
401-Public Works Sub-Total	69,850,008	4,875,000	1,875,000	4,875,000	1,875,000	5,125,000	30,000,000	115,475,008
Adult Recreation Center Improvements	7,511,568							7,511,568
Civic Auditorium Landscaping	753,972							753,972
Park Upgrades 2004-05	1,602,227							1,602,227
ADA Facility Mod-Parks	276,712							276,712
Elementary School Park Imp	561,000							561,000
Glendale Aquatic Center	-							-
Cerritos Sch Park Dev	2,848,500							2,848,500
Franklin Sch Park Dev	46,206							46,206
Maple Park	4,399,000							4,399,000
Cedar Park Development	850,000							850,000
Parks Unanticipated Repairs	-	100,000	100,000	100,000	100,000	100,000	500,000	1,000,000
Pacific Park Aquatic Facility	534,697							534,697
Tax Defaulted Prop Purchase	200,000	100,000	100,000	100,000	100,000	100,000	400,000	1,100,000
Central Park Renovation	600,000							600,000
Maryland Mini Park Development	1,000,000							1,000,000
Deukmejian Barn 00-01	295,000							295,000
Rockhaven Rehabilitation	500,000							500,000
Rockhaven Rehabilitation	500,000	250,000	250,000					1,000,000
Freeway Parksite A	500,000						3,000,000	3,500,000
Columbus Soccer Field	400,000	3,200,000						3,600,000
Tennis Courts	775,000							775,000
Park Safety and Security	711,000							711,000
LeMesnager Barn	200,000							200,000
Deukmejian Barn 05-06	1,000,000							1,000,000
Le Mesnager Barn Grant -Prop B	425,000							425,000
Glendale Riverwalk Phase I	173,000							173,000
Pacific Park Neighborhood Pool	-							-
Lighting Improvements at Glorietta	-							-
Stengel Field Bleachers	-	200,000						200,000
Civic Auditorium Traffic Improvements	-	85,000						85,000
Verdugo Park Renovations	-					1,000,000	1,000,000	2,000,000

City of Glendale
CAPITAL IMPROVEMENT PROGRAM
SUMMARY OF PROJECTS BY FUND

Project	Prior Years Appropriations	FY 09-10 Proposed	FY 10-11 Projected	FY 11-12 Projected	FY 12-13 Projected	FY 13-14 Projected	Future Years	Estimated Project Total
Maple Park Children's Splash Playground	-	250,000						250,000
Babe Herman Renovation	-		500,000					500,000
Pacific Park Playground & Water Play	-					500,000		500,000
Fremont Park Upgrade	-		300,000				650,000	950,000
Brand Park Restroom Renovation	-	150,000						150,000
Brand Park Restroom Replacement	-	250,000						250,000
Niblay Park Restroom Renovation	-						250,000	250,000
Dunsmore Park Restroom	-						250,000	250,000
Civic Auditorium Floor Upgrade	-			500,000				500,000
Brand West Playground Equipment	-	250,000						250,000
Sports Complex Playground Equipment	-						250,000	250,000
New York Park Playground Equipment	-						250,000	250,000
Dunsmore Park Playground Equipment	-					250,000		250,000
Palmer Park Playground Equipment	-	250,000						250,000
Maple Park Playground Equipment	-			250,000				250,000
401-Parks Sub-Total	26,862,882	5,085,000	1,250,000	950,000	200,000	1,950,000	6,550,000	42,647,882
Metro Loma Public Art W/FH Gran		11,875						11,875
401-Community Development & Housing Sub-Total	11,875							11,875
Brand Library Renovation	5,025,001		1,500,000	1,500,000				8,025,001
Renovate Existing (Central) Libraries	2,788,000	1,200,000	1,400,000	3,900,000				9,288,000
Central Library Equipment Relocation	-	850,000						850,000
Re-Orientalion of Central Library Entrances (\$250k each)	-	250,000	250,000					500,000
Chevy Chase	-	150,000	150,000					300,000
Branch Libraries	-	100,000	100,000	100,000	100,000	100,000	500,000	1,000,000
SE Glendale Storefront Library	571,700							571,700
Casa Verdugo Branch Library	534,600							534,600
Workforce Housing Prog Grant	312,353							312,353
Montrose Branch Library	1,000,000			1,000,000	800,000			2,800,000
401-Library Sub-Total	10,231,654	2,550,000	3,400,000	6,500,000	900,000	100,000	500,000	24,181,654
FUND 401 TOTALS	115,992,791	13,060,600	6,523,000	13,075,000	5,975,000	7,175,000	37,050,000	185,852,791

FUND 402 - GAS TAX FUND/PUBLIC WORKS

San Fernando Corridor ITS	2,071,140							2,071,140
ADV Traveler Info System	173,400							173,400
Regionwide Incidnt Mgmt Start	523,340							523,340
Signal Power Backup System	435,400							435,400
Intelligent Trans Sys Comp	100,000							100,000
Street Reconstruct 2004-05	1,010,000							1,010,000
New Traf Signals 2005-06	26,007							26,007
Intel Transp Sys Comp Install	6							6
Street Name Signs Citywide Inventory & Replacement		175,000	175,000	175,000	175,000	175,000	700,000	1,575,000
Street Resurfacing Program 2005-06	8,953,434	2,425,000	2,444,000	2,463,000	2,483,000	2,505,000	10,245,000	31,518,434
Gutter Construction Program 2005-06	5,228,865	1,337,000	1,347,000	1,358,000	1,369,000	1,380,000	5,646,000	17,663,865
Street Reconstruction Program 2005-06	4,769,978	1,188,000	1,197,000	1,207,000	1,217,000	1,227,000	5,017,000	15,822,978
San Fern Rd Rehab, Phase III	6,484,365							6,484,365
Glenoaks Blvd Rehab - Con/CE	4,003,128							4,003,128
FUND 402 TOTALS	33,777,964	5,125,000	5,163,000	5,203,000	5,244,000	5,287,000	21,608,000	81,487,064

FUND 510 - HAZARDOUS DISPOSAL FUND/PUBLIC SAFETY

Environmental Management Center Upgrade	475,000							475,000
FUND 510 TOTALS	475,000							475,000

FUND 520 - PARKING FUND/PUBLIC WORKS

Orange St Garage Sec Cameras	100,000							100,000
Civic Ctr Park Structure Rep	310,000							310,000
Parking Lot Resurfacing & Refurbishment 2005-06	200,000	100,000		100,000		100,000	200,000	700,000
Exchange Parking Str. Impr.	800,000							800,000
Parking Lot Meter Pay Stations	860,000	430,000						1,290,000
FUND 520 TOTALS	2,270,000	530,000		100,000		100,000	200,000	3,200,000

FUND 525 - SEWER FUND/PUBLIC WORKS

Doran Pump Stat Rehab	727,000							727,000
Bus Maint/Natural Gas Facility	105,500							105,500
LAGWRP & Hyperion Upgrade 05-06	17,613,911							17,613,911
Sewer Reconstruction Program 2005-06	2,636,120	695,000	730,000	765,000	805,000	845,000	3,675,000	10,151,120
Wastewater Capacity Improvement 2005-06	1,775,175	485,000	510,000	535,000	565,000	590,000	2,585,000	7,045,175
Arch Place Storm Drain Ext.	200,000							200,000
Canada Blvd. Storm Drain System	1,050,000	1,000,000						2,050,000
Victory Tr. Blvd. WW Cap Impr	4,210,800							4,210,800
FY 07-08 SS Cleaning & Video	290,000							290,000
Hyperion Wastewater System	5,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	24,000,000	59,000,000
LA-Glendale Water Reclam Plant (LAGWRP)	5,000,000	7,000,000	5,000,000	5,500,000	5,500,000	6,000,000	26,000,000	60,000,000
Stormwater Pollutant Treatment System	100,000	800,000	800,000	800,000	800,000	800,000	3,200,000	7,300,000

City of Glendale
CAPITAL IMPROVEMENT PROGRAM
SUMMARY OF PROJECTS BY FUND

Project	Prior Years Appropriations	FY 09-10 Proposed	FY 10-11 Projected	FY 11-12 Projected	FY 12-13 Projected	FY 13-14 Projected	Future Years	Estimated Project Total
MSB Buidling Retrofit	1,100,000							1,100,000
Emer. Sewer and SD Repair Prog	1,200,000							1,200,000
Glenoaks Blvd/Adams St. Storm Drain System		140,000	550,000					690,000
Glenmore Blvd. Storm Drain System			260,000	1,040,000				1,300,000
FUND 525 TOTALS	41,008,506	16,120,000	13,850,000	14,640,000	13,670,000	14,235,000	69,480,000	172,993,506

FUND 530 - REFUSE DISPOSAL FUND/PUBLIC WORKS

Bus Maint/Natural Gas Facility	105,500							105,500
Recycling Center					1,000,000			1,000,000
Public Works Garage CNG Updates (Payback Sewer Fund)		250,000						250,000
FUND 530 TOTALS	105,500	250,000			1,000,000			1,355,500

ELECTRIC WORKS

Grayson Power Plant BOP & Auxil.	1,045,000	425,000	80,000	2,000,000	3,000,000	1,000,000	4,000,000	11,550,000
Upgrade Fuel Dispensing System	30,000							30,000
Grayson Power Plant Steam Unit	2,876,000	1,680,000	1,953,000	255,000	56,000			6,820,000
Grayson Power Plant Gas Unit	1,400,000	1,715,000	19,050,000	38,500,000	1,250,000	1,000,000	4,000,000	66,915,000
Production Plant Sub-Total	5,351,000	3,820,000	21,083,000	40,755,000	4,306,000	2,000,000	8,000,000	85,315,000
Street Light System Capital	811,000	770,000	787,000	826,000	867,000	893,000	3,849,000	8,803,000
Rebuild 5554, Three Reel Trailer	185,000							185,000
Transmission Capital Impr	500,000	500,000	318,000	328,000	338,000	338,000	1,352,000	3,674,000
Distribution System Expansion	270,000	1,247,000	890,000	333,000	343,000	353,000	1,521,000	4,957,000
Distribution System Reliability Impr	11,149,000	11,679,000	3,319,000	3,522,000	232,000	238,000	1,027,000	31,166,000
Distrib Sys Modifications/Replace	1,702,000	1,551,000	1,354,000	1,432,000	1,500,000	1,545,000	6,657,000	15,741,000
Electric Meters & Services	4,772,000	4,986,000	5,528,000	5,950,000	6,404,000	6,596,000	28,424,000	62,660,000
Distribution Sys OH/UG Conversion	630,000	799,000	841,000	899,000	962,000	991,000	4,270,000	9,392,000
Distribution Sys 4-12kV Conversion	7,550,000	8,622,000	8,751,000					24,923,000
Distrib System Control Systems	3,676,000	513,000						4,189,000
Transmission and Distribution Plant Sub-Total	31,245,000	30,667,000	21,788,000	13,280,000	10,646,000	10,954,000	47,100,000	165,690,000
Electric General Plant Capital	2,754,000	2,821,000	2,907,000	2,944,000	3,114,000	3,207,000	13,822,000	31,569,000
Gen. Plant Cap.-Common Facil.	4,500,000	7,500,000	5,770,000	6,162,000	636,000			24,568,000
ELECTRIC WORKS TOTALS	43,880,000	44,808,000	51,548,000	63,181,000	18,702,000	16,161,000	68,922,000	307,142,000

WATER WORKS - PRODUCTION, PUMPING, TRANSMISSION & DISTRIBUTION PLANT

Upgrade Fuel Dispensing System	10,000							10,000
Water Mains, Hydrants, Srvc. & Meters	14,825,000	10,402,000	7,345,000	1,273,000	1,333,000	1,373,000	5,915,000	42,266,000
Water Reservoirs/Tanks	21,058,000	5,710,000	1,098,000	1,147,000	1,200,000	1,235,000	5,325,000	36,773,000
Recycled Water Reservoir/Tanks/Mains	285,000	378,000	1,649,000	1,178,000	1,239,000	1,276,000	5,497,000	11,502,000
Water Quality & Treatment Impr	607,000	901,000	106,000	109,000	113,000	116,000	500,000	2,452,000
Public Water Source Improvements	1,386,000	1,210,000	2,332,000	515,000	545,000	561,000	2,417,000	8,966,000
Water Pumping Plant Improvements	350,000	739,000	2,755,000	420,000	113,000	116,000	500,000	4,993,000
Geographical Information System	169,000	108,000						277,000
General Plant Capital-Common Facil.	1,500,000	2,500,000	1,923,000	2,054,000	212,000			8,189,000
WATER WORKS TOTALS	39,990,000	21,948,000	17,208,000	6,898,000	4,755,000	4,677,000	20,154,000	116,428,000

CIP GRAND TOTALS	438,054,493	109,611,000	107,630,000	104,782,000	51,016,000	48,419,000	213,992,000	1,072,474,493
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City of Glendale ENTERPRISE FUNDS

The Recreation, Hazardous Disposal, Parking, Sewer, Refuse Disposal, Electric, Water and Fire Communications operations make up the Enterprise section of the budget for the fiscal year ending June 30, 2010. The Fire Communications Fund was previously reported as a Special Revenue Fund but is now under the category of Enterprise Funds. These activities primary source of revenues are charges for services, and reflect characteristics that are more properly accounted for as enterprise operations. Summarized below are the 2009-10 budgets compared to the adopted 2008-09 budget:

	Adopted 2008-09	Proposed 2009-10	\$ Change	% Change
Recreation	2,433,400	2,467,354	33,954	1.4%
Hazardous Disposal	2,504,047	1,785,189	(718,858)	(28.7%)
Parking	9,568,684	9,961,337	392,653	4.1%
Sewer	27,285,731	32,079,449	4,793,718	17.6%
Refuse Disposal	19,636,178	20,231,471	595,293	3.0%
Electric	274,657,888	300,319,280	25,661,392	9.3%
Water	83,793,700	77,853,800	(5,939,900)	(7.1%)
Fire Communications	-	3,409,751	3,409,751	N/A
TOTAL	419,879,628	448,107,631	28,228,003	6.7%

The 2009-10 Enterprise Budgets reflect an approximate \$28.2 million, or an overall 6.7% increase, compared to the 2008-09 adopted budgets.

The Sewer Fund reflects an increase of approximately \$4.8 million, or a 17.6% increase, compared to the 2008-09 adopted budget. This increase is primarily due to increases in capital expenditures.

The Electric Fund budget reflects an approximate \$25.7 million, or 9.3%, increase compared to the 2008-09 adopted budget. This increase is mainly due to increases in capital expenditures as well as operating expenses.

The Water Fund budget reflects an approximate \$5.9 million, or 7.1%, decrease compared to the 2008-09 adopted budget. This decrease is mainly due to decreases in capital expenditures.

The Fire Communication Fund was previously reported as a Special Revenue Fund but is now under the category of Enterprise Funds. The 2008-09 adopted budget for this fund was \$2,739,558 and is reflected in the Special Revenue Funds section of this book. This fund reflects an approximate \$670 thousand, or a 24.4 % increase, compared to the 2008-09 adopted budget.

City of Glendale
ENTERPRISE FUNDS
SUMMARY OF THE BUDGET YEAR ENDING JUNE 30, 2010

	<u>Recreation Fund</u>	<u>Hazardous Disposal Fund</u>	<u>Parking Fund</u>	<u>Sewer Fund</u>	<u>Refuse Fund</u>
ESTIMATED FINANCING RESOURCES					
<i>Revenue</i>					
Operating Revenue	1,863,000	1,605,000	7,008,000	16,500,000	19,120,000
Non-Operating Revenue	542,900	78,000	120,000	2,500,000	390,000
Total Revenue	<u>\$ 2,405,900</u>	<u>\$ 1,683,000</u>	<u>\$ 7,128,000</u>	<u>\$ 19,000,000</u>	<u>\$ 19,510,000</u>
Contribution In Aid	-	-	-	-	-
Fund Balance-Prior Year	58,318	44,993	1,676,405	10,684,505	-
TOTAL	<u><u>\$ 2,464,218</u></u>	<u><u>\$ 1,727,993</u></u>	<u><u>\$ 8,804,405</u></u>	<u><u>\$ 29,684,505</u></u>	<u><u>\$ 19,510,000</u></u>
ESTIMATED REQUIREMENTS					
<i>Expenditures</i>					
Operating Expenses	2,467,354	1,785,189	7,496,337	15,559,449	17,286,471
Non-Operating Expenses	-	-	-	-	-
Capital Outlay	-	-	35,000	400,000	2,695,000
Capital Projects	-	-	530,000	16,120,000	250,000
Transfer to Other Funds	-	-	1,900,000	-	-
Revenue Bond Requirements	-	-	-	-	-
TOTAL APPROPRIATIONS	<u><u>\$ 2,467,354</u></u>	<u><u>\$ 1,785,189</u></u>	<u><u>\$ 9,961,337</u></u>	<u><u>\$ 32,079,449</u></u>	<u><u>\$ 20,231,471</u></u>
Depreciation	(3,136)	(57,196)	(1,156,932)	(2,394,944)	(994,131)
Unallocated	-	-	-	-	272,660
TOTAL	<u><u>\$ 2,464,218</u></u>	<u><u>\$ 1,727,993</u></u>	<u><u>\$ 8,804,405</u></u>	<u><u>\$ 29,684,505</u></u>	<u><u>\$ 19,510,000</u></u>

City of Glendale
ENTERPRISE FUNDS
SUMMARY OF THE BUDGET YEAR ENDING JUNE 30, 2010

	<u>Electric Works Fund</u>	<u>Water Works Fund</u>	<u>Fire Communication Fund</u>	<u>TOTAL</u>
ESTIMATED FINANCING RESOURCES				
<i>Revenue</i>				
Operating Revenue	235,030,313	42,337,246	3,196,048	326,659,607
Non-Operating Revenue	25,250,000	5,330,500	669,809	34,881,209
Total Revenue	\$ 260,280,313	\$ 47,667,746	\$ 3,865,857	\$ 361,540,816
Contribution In Aid	3,000,000	500,000	-	3,500,000
Fund Balance-Prior Year	18,788,967	25,886,054	-	57,139,242
TOTAL	<u>\$ 282,069,280</u>	<u>\$ 74,053,800</u>	<u>\$ 3,865,857</u>	<u>\$ 422,180,058</u>
 ESTIMATED REQUIREMENTS				
<i>Expenditures</i>				
Operating Expenses	217,196,080	38,588,400	3,342,751	303,722,031
Non-Operating Expenses	8,750,000	4,775,000	-	13,525,000
Capital Outlay	153,800	20,000	67,000	3,370,800
Capital Projects	53,257,400	30,310,400	-	100,467,800
Transfer to Other Funds	19,107,000	4,160,000	-	25,167,000
Revenue Bond Requirements	1,855,000	-	-	1,855,000
TOTAL APPROPRIATIONS	<u>\$ 300,319,280</u>	<u>\$ 77,853,800</u>	<u>\$ 3,409,751</u>	<u>\$ 448,107,631</u>
Depreciation	(18,250,000)	(3,800,000)	(178,690)	(26,835,029)
Unallocated	-	-	634,796	907,456
TOTAL	<u>\$ 282,069,280</u>	<u>\$ 74,053,800</u>	<u>\$ 3,865,857</u>	<u>\$ 422,180,058</u>

City of Glendale

INTERNAL SERVICE FUNDS

The Internal Service Funds are proprietary funds, serving only the City of Glendale. These funds consist of the Fleet / Equipment Management Fund (formerly Equipment Replacement Fund), Joint Helicopter Operation Fund (formerly Helicopter Depreciation Fund), Technology Equipment Replacement Fund, Application Software Replacement Fund, Police CAD/RMS Replacement Fund, Citywide Document Management System Fund, Graphics Operation Fund, Wireless Communications System Fund, Financial System Operation Fund, and all of the City's self-insurance funds: Unemployment Insurance, Liability Insurance, {Workers} Compensation Insurance, Dental Insurance, Medical Insurance, Vision Insurance, Employee Benefits, and Post Employee Benefits. All of these funds derive their resources from expensing the Governmental and Enterprise budgets and are already included within the City budget. They are presented for informational and memorandum control purposes.

Changes from the previous year in these funds includes the following:

Fleet / Equipment Management Fund {Fund 601} – Formerly titled “Equipment Replacement Fund” is now the home fund for the combined fleet operations for the City. The City's budget for the four garages servicing all fleet and equipment is now represented in Fund 601. Charges for Services within this fund are derived from the combination of all vehicle and equipment charges being expensed in the Governmental and Enterprise budgets for the City.

Joint Helicopter Operation Fund {Fund 602} – Formerly titled “Helicopter Depreciation Fund”, this fund has been combined with the former Fund 703, “Joint Air Support Operation Fund”. An agreement to provide joint air support between the cities Glendale and Burbank provides that a total of three helicopters are owned and operated by the two cities. Previously, Fund 602 only budgeted and recorded the depreciation for the City of Glendale's share of the helicopters and Fund 703 budgeted maintenance and operations for the joint helicopter program. For the 2009-10 budget, as well as in years going forward, Fund 602 will capture the entire budget, (depreciation, maintenance, and operations) for the joint helicopter program with the City of Burbank.

The following pages provide a summary of the budget for each of the City's Internal Service Funds for the budget year ending June 30, 2010.

City of Glendale
INTERNAL SERVICE FUNDS
SUMMARY OF THE BUDGET YEAR ENDING JUNE 30, 2010

	Fleet/Equipment Management Fund	Joint Helicopter Operation Fund	Technology Equipment Replacement Fund	Application Software Replacement Fund	Police CAD/RMS Replacement Fund
ESTIMATED FINANCING RESOURCES					
<i>Revenue</i>					
Revenue From Other Agencies	100,000	-	-	-	-
Charges for Services	11,664,199	1,126,329	-	120,000	-
Misc & Non Operating Revenue	420,000	30,000	24,000	5,000	40,000
Transfers from Other Funds	-	-	800,000	-	100,000
Fund Balance-Prior Year	129,506	-	122,136	894,495	-
TOTAL	<u>\$ 12,313,705</u>	<u>\$ 1,156,329</u>	<u>\$ 946,136</u>	<u>\$ 1,019,495</u>	<u>\$ 140,000</u>
ESTIMATED REQUIREMENTS					
<i>Expenditures</i>					
Salaries & Benefits	3,076,177	-	-	120,000	-
Maintenance & Operation	8,237,528	737,010	946,136	899,495	-
Capital Outlay	-	192,800	-	-	-
Charges to Other Funds	-	-	-	-	-
Transfer to Other Funds	1,000,000	-	-	-	-
Self Insurance	-	-	-	-	-
Employment Programs	-	-	-	-	-
TOTAL APPROPRIATIONS	<u>\$ 12,313,705</u>	<u>\$ 929,810</u>	<u>\$ 946,136</u>	<u>\$ 1,019,495</u>	<u>\$ -</u>
Unallocated	-	226,519	-	-	140,000
TOTAL	<u>\$ 12,313,705</u>	<u>\$ 1,156,329</u>	<u>\$ 946,136</u>	<u>\$ 1,019,495</u>	<u>\$ 140,000</u>

City of Glendale
INTERNAL SERVICE FUNDS
SUMMARY OF THE BUDGET YEAR ENDING JUNE 30, 2010

	<u>Citywide Document Management System</u>	<u>Unemployment Insurance Fund</u>	<u>Liability Insurance Fund</u>	<u>Compensation Insurance Fund</u>
ESTIMATED FINANCING RESOURCES				
<i>Revenue</i>				
Revenue From Other Agencies	-	-	-	-
Charges for Services	-	166,000	6,006,371	10,705,118
Misc & Non Operating Revenue	1,000	14,000	10,000	350,000
Transfers from Other Funds	28,000	-	-	-
Fund Balance-Prior Year	276,498	-	-	-
TOTAL	\$ 305,498	\$ 180,000	\$ 6,016,371	\$ 11,055,118
 ESTIMATED REQUIREMENTS				
<i>Expenditures</i>				
Salaries & Benefits	108,000	-	724,685	1,841,295
Maintenance & Operation	197,498	180,000	485,540	1,035,790
Capital Outlay	-	-	-	-
Charges to Other Funds	-	-	-	-
Transfer to Other Funds	-	-	-	-
Self Insurance	-	-	4,806,146	8,178,033
Employment Programs	-	-	-	-
TOTAL APPROPRIATIONS	\$ 305,498	\$ 180,000	\$ 6,016,371	\$ 11,055,118
 Unallocated	 -	 -	 -	 -
TOTAL	\$ 305,498	\$ 180,000	\$ 6,016,371	\$ 11,055,118

City of Glendale
INTERNAL SERVICE FUNDS
SUMMARY OF THE BUDGET YEAR ENDING JUNE 30, 2010

	<u>Dental Insurance Fund</u>	<u>Medical Insurance Fund</u>	<u>Vision Insurance Fund</u>	<u>Employee Benefits Fund</u>
ESTIMATED FINANCING RESOURCES				
<i>Revenue</i>				
Revenue From Other Agencies	-	-	-	-
Charges for Services	1,329,148	13,255,296	329,982	2,091,576
Misc & Non Operating Revenue	12,000	35,064	3,000	20,000
Transfers from Other Funds	-	-	-	-
Fund Balance-Prior Year	-	-	-	-
TOTAL	<u>\$ 1,341,148</u>	<u>\$ 13,290,360</u>	<u>\$ 332,982</u>	<u>\$ 2,111,576</u>
 ESTIMATED REQUIREMENTS				
<i>Expenditures</i>				
Salaries & Benefits	-	60,013	-	-
Maintenance & Operation	40,567	385,698	8,817	-
Capital Outlay	-	-	-	-
Charges to Other Funds	-	-	-	-
Transfer to Other Funds	-	-	-	-
Self Insurance	1,300,581	12,844,649	324,165	2,111,576
Employment Programs	-	-	-	-
TOTAL APPROPRIATIONS	<u>\$ 1,341,148</u>	<u>\$ 13,290,360</u>	<u>\$ 332,982</u>	<u>\$ 2,111,576</u>
 Unallocated	 -	 -	 -	 -
TOTAL	<u>\$ 1,341,148</u>	<u>\$ 13,290,360</u>	<u>\$ 332,982</u>	<u>\$ 2,111,576</u>

City of Glendale
INTERNAL SERVICE FUNDS
SUMMARY OF THE BUDGET YEAR ENDING JUNE 30, 2010

	Post Employment Benefits Fund	Wireless Communication Fund	Financial Operation Fund	TOTAL
ESTIMATED FINANCING RESOURCES				
<i>Revenue</i>				
Revenue From Other Agencies	-	-	-	100,000
Charges for Services	956,343	634,616	281,000	48,665,978
Misc & Non Operating Revenue	120,000	-	50,000	1,134,064
Transfers from Other Funds	-	3,066,313	737,000	4,731,313
Fund Balance-Prior Year	-	-	791,919	2,214,554
TOTAL	\$ 1,076,343	\$ 3,700,929	\$ 1,859,919	\$ 56,845,909
ESTIMATED REQUIREMENTS				
<i>Expenditures</i>				
Salaries & Benefits	-	798,976	716,384	7,445,530
Maintenance & Operation	-	2,705,224	1,143,535	17,002,838
Capital Outlay	-	-	-	192,800
Charges to Other Funds	-	-	-	-
Transfer to Other Funds	-	-	-	1,000,000
Self Insurance	1,076,343	-	-	30,641,493
Employment Programs	-	-	-	-
TOTAL APPROPRIATIONS	\$ 1,076,343	\$ 3,504,200	\$ 1,859,919	\$ 56,282,661
Unallocated	-	196,729	-	563,248
TOTAL	\$ 1,076,343	\$ 3,700,929	\$ 1,859,919	\$ 56,845,909

DEPARTMENT SUMMARY
ADMINISTRATIVE SERVICES – FINANCE

Mission Statement

To provide leadership in responsibly managing the City's financial resources and its related agencies while providing efficient courteous service.

Department Description

The Administrative Services Department provides a key role in every financial transaction of the City. Responsibilities include budget, purchasing, payroll, accounting, accounts receivable, accounts payable, risk management, and graphics. The Department is considered a central support department providing fiscal oversight and control to other City departments and related agencies. The Department also manages the City's Risk Management function which includes workers compensation, safety, and insurance services. Additionally, the Department manages the Graphics operation which provides printing and graphic services to other City departments.

Relationship to City Strategic Goals

Trust in Government

The Administrative Services Department continually works to ensure that Generally Accepted Accounting Standards (GAAS) are maintained and upheld. As such, Accounting procedures are revised as necessary. Further, the annual budget document and the Consolidated Annual Financial Report are posted to the City's website to provide additional opportunities to the community to be more informed of the City's financial picture. The implementation of quarterly meetings with all departments to review and

discuss liability and other risk management issues has improved understanding and communication.

Technology

The Department continually searches for ways of improving services while reducing costs. The City's financial system provides timely and complete financial information directly to departments. Upgrades to the system are evaluated and cost-effective solutions are implemented. A new asset inventory module and budget module are being implemented which will allow departments increased efficiencies as well as more accurate tracking and recording of information.

Major Accomplishments

In fiscal year 2008, the City was once again awarded the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association (GFOA) for the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2007. The Certificate of Achievement is the highest form of recognition in government accounting and financial reporting.

The Department has successfully implemented a new budget module and a new asset inventory module which are both part of the current financial system. The Risk Management division has begun the process of implementing an automated liability reporting system and has completed the transfer of the liability claims operation from the City Attorney's office to Risk Management.

FINANCE - GENERAL FUND			
	Actual Expenditures 2007-08	Original Budget 2008-09	Proposed Budget 2009-10
Salaries & Benefits	2,320,529	2,736,775	2,714,317
Maintenance & Operations	1,587,851	1,465,143	701,381
Total Appropriations	3,908,380	4,201,918	3,415,698

FINANCE - OTHER FUNDS			
	Actual Expenditures 2007-08	Original Budget 2008-09	Proposed Budget 2009-10
Salaries & Benefits	16,169,308	949,755	784,698
Maintenance & Operations	22,863,582	23,858,530	23,696,312
Total Appropriations	39,032,890	24,808,285	24,481,010

Changes from Prior Year

Budget Changes: The change in the Department's budget from fiscal year 2009 represents two vacant positions being eliminated and various M&O reductions being implemented. A reduction of four hourly staff members and a transfer of one full-time position have occurred as the result of closing the Enterprise Services section.

Organizational/Program Changes

The Enterprise Services section has been closed resulting in the City no longer offering Passport Services. Also, the Graphics section has been moved to the General Fund and will be functionally located under the Public Information Office of Management Services.

Future Outlook

The Administrative Services Department is proactively working with other City departments and managers on several Citywide cost reduction strategies. The department is actively involved in monitoring legislation as it impacts local government revenues and expenditures. The City's financial status is continually monitored for the impact of new reporting requirements introduced by the Governmental Accounting Standards Board (GASB), changes in State laws, instability of revenue sources, and rising costs. The department will continue to emphasize good customer service to internal and outside customers while trying to always identify ways to improve services.

DEPARTMENT SUMMARY
CITY ATTORNEY'S OFFICE

Mission Statement

To provide professional, quality legal services that ultimately protects the interests of the City of Glendale, its departments, the City Council, and the citizens of the community.

Department Description

The City Attorney's Office performs a vital role consisting of a full-range of dedicated, in-house legal services intended to ensure the legality of legislation, contracts and programs, as well as ethically and competently defending legal actions filed against the City and its employees.

The City Attorney's Office consists of three primary sections: Litigation, Transactional, and Code Enforcement.

Litigation: Defends the City in legal actions and/or claims brought against it, initiates lawsuits, and asserts necessary actions related to eminent domain proceedings.

Transactional: Prepares and approves all City ordinances, resolutions, motions, and contracts; renders legal opinions; and serves in an advisory capacity while representing the City in civil actions involving land use, housing, business disputes, and environmental issues.

Code Enforcement: Pursue justice through fair and ethical prosecutions arising out of violations of state and City law and secures compliance with a wide range of codes.

**Relationship to City Strategic Goals
Trust in Government**

The City Attorney's Office handles complex and sophisticated matters in an efficient, responsive, and technological manner.

Diversity & Education, Knowledge & Literacy

The City Attorney's Office has provided high quality legal advice as well as training regarding the Brown Act, Conflicts of Interest, CEQA, Public Records Act, Ethics, and the like to City Council, Boards and Commissions, and departments.

Safe Community & Sense of Community

The Code Enforcement Section works closely with Neighborhood Services and Police to ensure the City of Glendale is safe and secure. Overall, the City Attorney's Office has provided excellent transactional, civil, and criminal representation on behalf of the City of Glendale.

Community Planning & Character

The City Attorney's Office effectively handles litigation matters pertaining to CEQA and land use.

Major Accomplishments

Provided a broad range of services directed towards promoting the objectives of the City while protecting the City from loss and risk.

Provided excellent transactional, civil, and criminal representation in a cost effective manner.

Provided prompt, thorough, and high quality legal advice and guidance to the City Council, Boards and Commissions, departments, and employees.

Provided training regarding the Brown Act, Conflicts of Interest, CEQA, Public Records Act, Ethics, and other subjects to City Council, various boards and commissions, and departments.

Updated the City Attorney's website providing more useful information for City staff as well as the general public.

Provided successful defense in many liability cases.

Handled two litigation cases pertaining to CEQA and land use.

CITY ATTORNEY			
	Actual Expenditures 2007-08	Original Budget 2008-09	Proposed Budget 2009-10
Salaries & Benefits	1,623,932	1,746,945	1,587,334
Maintenance & Operations	154,337	143,307	151,641
Total Appropriations	1,778,269	1,890,252	1,738,975

Future Outlook/Goals

Assess bringing workers' compensation litigation in-house and determine if this would result in cost-savings to the City.

Production and distribution of an annual report delineating the activities and accomplishments of the City Attorney's Office.

Assist in-house team formed to oversee the City, Agency, or Authority on property disposition, relocation, and real estate transactions generally.

Evaluate the possibility of modifying the City's code enforcement process

through use of an administrative, instead of the criminal process which could result in efficiencies.

Examine means of achieving swifter compliance with Municipal Code to address quality of life issues of importance to the community.

Increase ability to handle CEQA and Land Use litigation defense without assistance from outside counsel.

Continue to provide a high level of service in challenging economic time without loss of a staff member and increased workload.

DEPARTMENT SUMMARY
CITY CLERK'S OFFICE

Mission Statement

It is the mission of the Office of the City Clerk to maintain records and provide accurate information; to provide superior, professional and friendly services to the public and to our internal customers; to conduct elections in a non-partisan and impartial manner, and; to issue licenses and permits to ensure fair Code compliance.

Department Description

Generally, the Office of the City Clerk is a service department within the City of Glendale upon which the City Council, all City departments, and the general public rely for information regarding the operations and legislative history of the City. The department serves as the liaison between the public and city council and provides related municipal services.

Particularly, the City Clerk is the protector of the democratic process. He/she is the local official for elections, local legislation, the Public Records Act, the Political Reform Act, and the Brown Act (open meeting laws). Before and after the City Council takes action, the City Clerk ensures that actions are in compliance with all federal, state, and local statutes and regulations and that all actions are properly executed, recorded, and archived.

Other responsibilities include, but are not limited to:

Records

Attest, notarize, process, file, research, retrieve, maintain, monitor, plan, evaluate, receive, sign, countersign, open, close, seal and deliver upon request most documents that flow into and out of City Hall.

Provide Accurate Information Dispense information regarding the California Government Code, the Public Records Act, the Brown Act, the Political Reform Act, the City Municipal Code, and the telephone numbers and extensions of every office in city government.

Customer Service

Listen attentively, be friendly, utilize all resources, and maintain patience.

Impartiality

Coordinate municipal elections in a non-partisan manner; obey all state and federal laws.

Code Compliance

Exercise complete compliance to the Municipal Code when processing and issuing various licenses and permits.

Relationship to Strategic Goals

Diversity

The Office of the City Clerk values the City's diversity by embracing the ideology of including people of different cultural and religious backgrounds.

Multicultural participation in the democratic process, as well as other activities, is highly encouraged.

Education, Knowledge, & Literacy

It is the goal of the Office of the City Clerk to educate the community on the democratic process and governmental operations, and to offer assistance on protocol in achieving positive results in their quest to mitigate issues.

Sense of Community

The Office of the City Clerk prides itself with fostering a sense of belonging to the community by encouraging participation in the governmental process.

Trust in Government

The Office of the City Clerk serves the community by taking the lead role as the

central information center, directing and answering inquiries of citizens in an effort to provide a pleasant experience with local government, and offer the ultimate transparency to the community.

Major Accomplishments

In fiscal year 2008, the Office of the City Clerk replaced a Senior Office Services Specialist with an Office Services Specialist II by downgrading the position due to a retirement, thus creating salary savings. Additionally, the department has implemented the Tobacco Retail License program, which creates additional revenue for the General Fund.

The Office of the City Clerk enhanced its' voter outreach efforts during the Election season. Those efforts included: recruitment of multilingual poll workers to staff all precincts; established the Glendalevotes.org website to provide election information on the April 2009 General Municipal Election; and produced a commercial for airing on local access stations (made available in English, Armenian, and Spanish).

CITY CLERK			
	Actual Expenditures 2007-08	Original Budget 2008-09	Proposed Budget 2009-10
Salaries & Benefits	884,812	940,769	879,372
Maintenance & Operations	166,488	500,341	196,128
Charges - Other Departments	(16,771)	(30,000)	(10,000)
Total Appropriations	1,034,528	1,411,110	1,065,500

DEPARTMENT SUMMARY
CITY TREASURER

Mission Statement

The City Treasurer, in his/her most important role as Investment Manager of the City's funds, strives to maximize yield without compromising safety and liquidity.

Department Description

Investment Portfolio Management

The City Treasurer directs the investment of the City's idle funds. Working under the government code of the State of California, and with the advice of the Investment Policy Advisory Committee, the City Treasurer manages the City's financial portfolio.

Bank Relationship Management

The City Treasurer acts as the banker for the City. The office collects revenues from various City departments daily. Revenues are combined into bank deposits which are transported to the bank by armored courier. The office manages the City's bank relationship, which consists of contract administration, daily treasury management, and reconciliation of the official bank accounts.

Trustee Responsibilities

The City Treasurer's office acts as the trustee for various City Street Improvement Bonds, maintaining street assessment records, mailing bond statements, and collecting and recording debt payment until all bonds are retired.

Relationship to City Strategic Goals
Trust in Government

Paramount to trust in government is transparency of office performance. The City's Investment Report is the formal vehicle that the City Treasurer's Office uses to communicate to the City Council and the public regarding its investment activities, holdings and performance. The City's Investment Reports are produced on a monthly, quarterly, and annual basis. The City Treasurer's Office is committed to improving delivery of these reports by posting them on the City's website within 15 working days after the end of the month/quarter, and 45 working days after the fiscal year ends for the Annual Report.

Technology

The City Treasurer's Office uses various automated solutions to improve the efficiency and effectiveness of the operation.

The City Treasurer's Office will continue to use Bloomberg, an industry standard financial software tool, to stay abreast of various investment markets, news and financial information.

The City Treasurer's Office will continue to support the City's E-Commerce initiatives and other interdepartmental automation initiatives in an effort to reduce redundancy within the City of Glendale.

Major Accomplishments

In budget year 2007-08, the City Treasurer's Office successfully implemented the Remote Deposit Service (RDS). This is a software-based electronic processing of checks to the bank. The RDS was installed in two locations, the City Treasurer's Office and Glendale Water & Power's Commercial Center. This service eliminated the manual processing and physical delivery of checks to the bank and allowed for faster access to funds. In budget year 2008-09, the web-based RDS was launched and implemented. This replaced the software-based RDS. The web-based environment provides more flexibility in user profile administration, maximum security, and enhanced duplicate check detection.

Changes from Prior Year

Budget Changes

The change in the Department's budget from the fiscal year 2009 revised budget is a net decrease of \$18,979. The decrease is attributable to the following:

1. A vacancy occurred in the City Treasurer's Office. The position at the time of vacancy was at Step 6, the highest level. It was backfilled at the Step 1 level which lowered the requested salary budget for fiscal year 2009-10 by \$14,226.
2. Reduction of \$4,753 to the Maintenance and Operation budget. Significant reduction occurred mostly in the travel, training, and furniture & equipment categories.

CITY TREASURER			
	<u>Actual Expenditures 2007-08</u>	<u>Original Budget 2008-09</u>	<u>Proposed Budget 2009-10</u>
Salaries & Benefits	471,876	498,539	484,313
Maintenance & Operations	47,531	64,607	59,854
Total Appropriations	519,407	563,146	544,167

Future Outlook

The City Treasurer's Office embraces its fiduciary responsibilities in managing the public's trust. Regardless of market condition, the City Treasurer's Office takes a constant, conservative, and

disciplined approach. The City Treasurer's Office manages to the market, taking what the marketplace gives, rather than beat the market. Safety and liquidity are never compromised to optimize yield.

DEPARTMENT SUMMARY
COMMUNITY DEVELOPMENT & HOUSING

Mission Statement

To build strong communities physically, socially, and economically.

Department Description

The Department provides, or facilitates housing, homeless, social service, employment, neighborhood revitalization, and community outreach and education programs and services to the community. The department acts as a broker, bringing together residents, property owners, developers, community agencies and/or businesses to achieve the mission and to improve the quality of life for community as a whole.

The Department is comprised of four main Sections: 1) Neighborhood Services, including Code Enforcement, graffiti removal and community education and outreach; 2) Community Development Block Grant (CDBG), including grant planning and administration for social services, neighborhood improvements and homeless programs; 3) Housing Division; including rental assistance, and development and preservation of affordable housing; and Workforce Development, including grant administration, employment and training programs and business services.

The Department has three Boards/Commissions to which it is accountable: 1) the Housing Authority of the City of Glendale; 2) the Community Development Block Grant Advisory Committee and 3) the Verdugo Workforce Investment Board (a consortium of Glendale, Burbank and La Canada Flintridge).

Relationship to City Strategic Goals

- Community Planning and Character

The Department, through Neighborhood Services, initiates a number of programs to instill pride in the community, including beautification recognition programs, an annual poster contest for youth, participation in the national Keep America Beautiful effort and neighborhood improvement efforts, including the annual graffiti removal and clean up day, adopt a block programs and neighborhood festivals.

- Community Services and Facilities

Through the federal grant programs, the Department provides planning, coordination and funding for social services, improvement of parks, libraries and community centers, handicapped accessibility projects, community involvement, job training and upgrading public improvements. The Verdugo Jobs Center and Neighborhood Services focus on excellent customer service, adaptable and responsive to changing needs of the labor market, economic conditions and community standards.

- Economic Vitality

The Department through the Workforce Development Division strives to provide policy direction, programs and services toward the development of a skilled labor force to promote the retention and expansion of local business as well as the creation and attraction of high wage/high growth employers. Programs include specialized grants for lay off aversion and

specific business downsizing as well as skill training in high demand growth industries such as health care, entertainment and "green" initiatives.

- Housing

The Department strives to provide housing opportunities for all segments of the community, including safe, decent, sanitary, affordable and special needs housing. The Department works directly with non-profit and private developers, non-profit agencies, multi family property owners and residents to achieve this goal. The Department provides education and counseling regarding tenant/landlord rights, homeownership, housing codes, community standards, and property management.

- Safe Community

Through its community development, homeless, housing and code enforcement programs, the Department works to ensure that houses, buildings and infrastructure are safe, and free of blight, and that citizens feel safe and secure in their neighborhoods and take personal responsibility.

Major Accomplishments

The Housing Choice Voucher Program continues to be designated as a "High Performer" by the Federal Department of Housing and Urban Development (HUD) and the program continues to assist 2,900 residents with rental assistance. In FY 2008-2009, one new development project was completed, comprised of 43 units and three additional new development projects were approved for 126 additional units to be constructed. Since July 1, 2008, the Verdugo Jobs Center enrolled over 5,000 persons in employment programs, in addition to 450 youth in youth employment. Seven special grant projects were completed addressing needs of the mortgage finance industry, local entertainment companies and a lay from the Interstate Bakery closure. The Department, in partnership with three non-profit agencies completed construction on three community centers. Second hand smoke ordinance was adopted by City Council, an update to the Quality of Life Indicators document was initiated through the Healthier Communities Coalition and ground was broken for the neighborhood based community garden.

Changes from Prior Year

- Budget Changes

The Department's FY 2008-2009 revised budget is \$ 39,972,000. The FY 2009-2010 proposed budget is \$38,028,094. Generally, federal grant allocations for workforce development, community development, homeless and housing development and preservation will remain the same as the current levels, before the City begins to receive Economic Stimulus funding. For the most part, a reduction in the proposed budget correlates with a reduction in the Low-Mod Housing program income and carry over fund balance.

- Staffing Changes:

A Program Specialist position was eliminated in the Neighborhood Services Section.

- Organizational/Program Changes:

As a result of the citywide budget reduction, the Neighborhood Services Section eliminated the Court Referral Community Service Program, which reduces the number of community clean-up projects that can be performed.

COMMUNITY DEVELOPMENT & HOUSING - GENERAL FUND			
	Actual Expenditures 2007-08	Original Budget 2008-09	Proposed Budget 2009-10
Salaries & Benefits	1,963,349	2,925,867	2,898,454
Maintenance & Operations	384,052	445,485	433,950
Capital Outlay	37,989	6,800	-
Total Appropriations	2,385,390	3,378,152	3,332,404

COMMUNITY DEVELOPMENT & HOUSING - OTHER FUNDS			
	Actual Expenditures 2007-08	Original Budget 2008-09	Proposed Budget 2009-10
Salaries & Benefits	7,593,239	8,553,155	8,800,121
Maintenance & Operations	19,819,522	20,932,580	24,363,355
Capital Outlay	-	100,000	-
Projects	4,439,902	7,089,961	1,433,988
Unallocated	-	-	98,226
Total Appropriations	31,852,663	36,675,696	34,695,690

Future Outlook

The Department anticipates receiving additional funding in 2009 and 2010, as part of the federal government's Economic Stimulus Program, especially for homeless prevention services. Under the federal government's mandate, these funds will need to be put to use quickly and under strict eligibility and accountability guidelines, which means that the Department will need to add positions to manage and oversee the funds and to expand programs starting in the current fiscal year and into next fiscal year. It is further anticipated that with the new federal administration, annual funding for most federal programs administered by the Department will be increased over current levels.

New affordable housing construction projects will be minimal because all available revenue from the Low Mod fund has been allocated to projects and debt service over the next five years, and only Federal HOME funds will be

available. Neighborhood Services will focus on implementation of the second hand smoke ordinance, developing strategies for administrative citation and proactive code enforcement of egregious code violators.

It is not anticipated that there will be much improvement in the economy, and there will continue to be pressure to assist the thousands of job seekers to avail themselves of VJC services and to assist businesses experiencing lay offs.

Future goals include to develop a chronic homeless emergency housing program; to successfully and creatively absorb and integrate the federal economic stimulus funding; to prepare a new five year (2010-2015) strategic plan for identifying and meeting the community development and housing needs of the community; and continue to further develop and expand the integrated service delivery model at the Verdugo Jobs Center.

DEPARTMENT SUMMARY
DEVELOPMENT SERVICES

The Development Services Department is comprised of two divisions, Redevelopment and Economic Development, with a unique mission and set of goals for each.

DIVISION SUMMARY
Redevelopment Agency

Mission Statement

To enhance and improve the quality of life and to promote positive growth in Glendale. This will be accomplished by facilitating commercial, retail, residential, cultural arts, and redevelopment projects providing tax revenue, services and jobs that will benefit the Glendale community.

Division Description

Redevelopment Agency

The Glendale Redevelopment Agency was created in 1972 for the purpose of improving, upgrading and revitalizing specific areas in the City that over the course of time had become blighted due to deterioration, disuse, and unproductive economic conditions. The Agency is a legal and public entity, separate from the City with its own powers and budget. The Agency has two defined Redevelopment Project Areas: Central Glendale and San Fernando Road Corridor.

The Central Glendale Project Area was established with the intent of revitalizing the central business district in the downtown. The project area was formed in 1972 and encompasses 263 acres in the heart of the City. It is bounded by Colorado Street to the south, Glenoaks Boulevard to the north, Central Avenue and Columbus on the

western periphery and Louise Street and Maryland Avenue on the east.

The San Fernando Road (SFR) Corridor Project Area was established with the objective of eliminating conditions of blight by revitalizing and upgrading the commercial and industrial properties and public properties/facilities with proper planning and reinvestment activities. The project area was formed in 1992 and includes approximately 750 acres. It extends along the entire length of the SFR Corridor including areas west to the Golden State Freeway (I-5) in the northern half of the project area and to the Southern Pacific Railroad in the southern half.

Relationship to City Strategic Goals
Arts & Culture

The Agency's mission is to enhance and improve the quality of life and to promote positive growth in Glendale by facilitating among other things, *cultural arts*, providing tax revenue, services and jobs that will benefit all of the City's residents.

The Agency owns the historic Alex Theatre and commits to funding capital improvement projects (i.e. painting, forecourt reconstruction, etc.) on an annual basis in order to make sure the Alex Theatre stays competitive within the region. This in turn continues to offer Glendale residents and visitors a venue to experience shows such as classical and popular concerts, live theatre, comedy and dance.

Additionally, Development Services staff are active members of the Glendale Arts Board of Directors, a non-profit, umbrella arts organization, charged with increasing the role of the arts in Glendale.

Community Planning & Character
Development Services works very closely with the Planning Department to guide and assist private developers in creating projects that are well planned and contribute positively to the community both physically and economically. This in turn creates a high quality of life for all Glendale residents and visitors. An example of this inter-departmental cooperation is the Downtown Specific Plan, which has resulted in a clear set of parameters for the greater downtown area, including the Central Glendale Redevelopment Project Area.

Community Services & Facilities
Development Services contributes a portion of the tax increment revenue generated in the Redevelopment Project Area to finance community facilities such as parks, libraries, and fire stations.

Economic Vitality
Development Services is charged with planning, consistently implementing and supporting economic vitality throughout the city. Our Redevelopment and Economic Development Divisions have helped eliminate blight, create jobs and rehabilitate residential, commercial, industrial and retail districts Citywide. Of particular note are our efforts to attract projects such as The Americana at Brand, The Walt Disney Company's Grand Central Creative Campus (GC3), DreamWorks Animation Studio and the Embassy Suites Hotel.

Economic development efforts include business attraction, retention and expansion targeting Glendale's traditional industry clusters. Growth in healthcare, retail, manufacturing, financial services and entertainment have all contributed to economic vitality. In addition, new efforts supporting the environmental sector (green jobs),

education and technology will play a greater role regionally in providing economic opportunity to residents and business.

Education, Knowledge & Literacy
The Redevelopment Agency contributes a portion of the tax increment generated in the Redevelopment Project Areas to finance libraries, which create educational opportunities for all segments of the community.

Housing
Glendale prides itself on the variety of housing options it offers to its residents. In furthering this attribute, Development Services fosters the development of market rate housing in redevelopment project areas. In addition, 20% of the gross tax increment revenues are set-aside and committed to the creation of affordable housing within the community at large.

Parks & Open Space
Development Services contributes a portion of the tax increment generated in the Redevelopment Project Areas to finance parks and open space. Additionally, Development Services encourages all private development to incorporate open space elements within their projects.

Safe Community
Development Services continuously strives to provide a safe environment that is free of blight for all Glendale residents and visitors. The primary goal of redevelopment is to eliminate blight; this is accomplished when older, under utilized, blighted properties are removed and replaced with newer, safer and more attractive properties.

Sense of Community

Development Services facilitates the development of private projects. The Americana at Brand is a perfect example of a project that contributes to a sense of community. Residents enjoy visiting the Americana purely for the nice, safe and family-friendly environment.

Transportation & Mobility

Development Services contributes to mobility by investing in public infrastructure projects. The Department also participates in transit planning exercises to ensure a broad representation of disciplines related to development and transit.

Changes from Prior Year

Budget Changes

The change in the Central Glendale Project Area's budget from the fiscal year 2008-2009 revised budget is a net decrease of \$446,491. The decrease is attributed to the number of capital improvement projects proposed for this fiscal year compared to the previous year. One capital improvement project funding request is made for the Alex Theatre in the amount of \$995,000 for long-term improvements and a management fee approved in April 2007. A wide range of capital improvement projects were previously approved for the Central Redevelopment Project Area. Many of them have been completed and those not yet complete will not be requiring additional funding.

The change in the San Fernando Road Corridor Project Area's budget from the fiscal year 2008-2009 revised budget is a net decrease of \$2,069,610. The decrease is attributed to the number of capital improvement projects proposed for this fiscal year compared to the previous year. Two requests for capital

improvement projects are made for KABC-7 and GC3 totaling \$688,000. The tax increment set aside for these projects are committed to future public improvements in the northern end of the redevelopment corridor. The following is a brief list of previously approved capital improvement projects in the San Fernando Redevelopment Project Area which are either underway or have been completed and as such do not require additional funding:

- San Fernando Road Streetscape
- Flower Street, Grandview, Broadway and Doran Railroad Crossings Improvements
- Griffith Manor Park Rehabilitation
- San Fernando Road Façade Improvement Program

Future Outlook

The Development Services Department is currently engaged in a strategic planning process to identify potential development and investment opportunities in the two project areas. The biggest issue for the Central Redevelopment Project Area is the expiration of the project area life and planning that expiration in a way that maximizes benefit to the community.

In the San Fernando Road Corridor Project Area, our efforts will continue to focus on the elimination of blight through redevelopment and capital improvement opportunities. Also, focus will be placed on redevelopment efforts in targeting uses that respond to current manufacturing and industrial trends to replace outmoded businesses and obsolete building stock.

Major Accomplishments

In fiscal year 2008-09, the Glendale Redevelopment Agency completed the projects in the following Project Areas:

CENTRAL GLENDALE

- Completed the adaptive reuse of the former Department of Social Services building in April 2009, consisting of approximately 52,000 SF of office space.
- Completed construction of a 272-room Embassy Suites Hotel project.
- Completed construction of 207 W. Goode, a Maguire Partner's office development consisting of 189,000 SF of office space.
- Received the California Redevelopment Association Award of Excellence in the Mixed Use Project category for The Americana at Brand.
- Renovated the pedestrian plaza at 101 N. Brand Boulevard with relocation of art elements, reorganization of landscape and hardscape elements, and creation of a signature identifiable entrance.

SAN FERNANDO ROAD CORRIDOR

- Coordinated the permitting and construction commencement of the DreamWorks Animation Studio/ Lakeside Annex building, consisting of 128,000 SF of office space and extension of the parking garage.
- Coordinated the entitlement approvals for The Walt Disney Company's Grand Central Creative Campus (GC3) Childcare facility consisting of approximately 23,000 SF.
- Coordinated the entitlement approvals for the Glendale Triangle project consisting of a mixed-use development with 218 residential units and 54,000 SF of commercial retail space.
- Coordinated the permitting and commencement of construction of Vassar Villas located at 3685 San Fernando, consisting of 72 affordable residential units.
- Provided assistance with four façade improvement grants to continue redevelopment revitalization efforts.

DIVISION SUMMARY
ECONOMIC DEVELOPMENT

Mission Statement

To position the City of Glendale as one of Southern California's leading business and economic activity centers and facilitate new employment, investment, and revenue generation through strategic initiatives and activities.

Division Description

The Economic Development Division is responsible for assisting major industry clusters, business districts and merchant associations in the areas of retention, attraction, expansion and small business development, as well as identifying and promoting new and innovative value-added business services.

Relationship to City Strategic Goals

Arts & Culture

As Economic Development efforts continue to attract new businesses, arts and culture venues will benefit from increased patronage resulting from increased economic activity.

Community Planning & Character

The Economic Development Division has supported community planning efforts through understanding the evolving dynamics of new industry trends and their economic characteristics.

Economic Vitality

Economic Development is charged with planning, consistently implementing and

supporting economic vitality throughout the City. Our Redevelopment and Economic

Development Divisions have helped eliminate blight, create jobs and rehabilitate residential, commercial, industrial and retail districts Citywide.

Of particular note are our efforts to attract projects such as The Americana at Brand, The Walt Disney Company's Grand Central Creative Campus (GC3), DreamWorks Animation Studio and The Embassy Suites Hotel.

Economic Development efforts include business attraction, retention and expansion targeting Glendale's traditional industry clusters. Growth in healthcare, retail, manufacturing, financial services and entertainment have all contributed to economic vitality. In addition, new efforts supporting the environmental sector (green jobs), education and technology will play a greater role regionally in providing economic opportunity to residents and business.

Education, Knowledge & Literacy

Economic Development is active in both work force development and education through our partnerships with Glendale Community College and the Verdugo Workforce Investment Board.

Health & Wellness

As healthcare is Glendale's single largest employment sector, Economic Development fully supports any efforts that result in increased employment and overall growth in this industry.

Major Accomplishments
 During fiscal year 2009, Economic Development assisted and completed the following projects:

- Provided assistance for the expansion of auto dealers in Glendale, including Calstar Motors Mercedes Benz, Bob Smith Toyota, and Subaru America.
- Provided assistance for retail expansion in the downtown and other commercial areas; new retailers to the area include Chipotle, TJ Maxx, Shoe Megashop by Marshalls, HomeGoods, Staples, Panera, and Panini.
- Launched the new marketing website www.thinkglendale.com designed to provide detailed and pertinent information targeting corporate and commercial real estate professionals, small business owners, and the community.

- Continued staff support to six business districts including Kenneth Village, Sparr Heights, Montrose, Adams Square, Downtown Merchants, and the South Brand Auto Dealers.
- Initiated and launched the **Small Manufacturers Advantage Program** in partnership with the California Manufacturing Technology Consultants. The program helps industrial firms stay competitive by providing on-site consulting assistance in the areas of manufacturing process and business support. The service is free to participating businesses and is funded through a federal grant.

Changes from Prior Year
Budget Changes: The Economic Development's budget increased as a direct result of business attraction efforts on City owned property.

In addition, new opportunities and initiatives supporting business retention, expansion, marketing, in addition to business attraction require additional funding.

DEVELOPMENT SERVICES - GENERAL FUND			
	Actual Expenditures 2007-08	Original Budget 2008-09	Proposed Budget 2009-10
Maintenance & Operations	5,755	19,951	10,729
Total Appropriations	5,755	19,951	10,729

DEVELOPMENT SERVICES - OTHER FUNDS			
	Actual Expenditures 2007-08	Original Budget 2008-09	Proposed Budget 2009-10
Salaries & Benefits	1,906,835	2,245,278	2,345,006
Maintenance & Operations	18,709,920	17,139,320	19,539,084
Projects	22,027,034	6,148,000	6,183,000
Transfers to Other Funds	368,000	658,000	591,000
Unallocated	-	-	910
Total Appropriations	43,011,789	26,190,598	28,659,000

Future Outlook

Looking forward, the outlook for both the national and state economies is uncertain over the short run. The Los Angeles County Economic Development Corporation's 2009/10 Economic Forecast points out continued declines in gross domestic product, employment, housing starts and business investment through 2009/10.

Now more than ever, economic development staff must look to:

- Assist major industry clusters, business districts and merchant associations in the areas of retention, attraction, expansion and small business development. Identify and promote new and innovative value-added business services.
- Develop an ongoing retail attraction and promotion strategy that will help buffer potential store closures and tenant turnover citywide. Primary activities include identification of key vacancies and matching them to retailer's site selection criteria with follow-up correspondence.
- Identify and implement strategies to increase the City's tax base. The sales tax advantage can be maintained by expanding the existing retail sales base and by attracting

new businesses that generate potential point-of-sale transactions. Opportunities include facilitating auto dealer expansion and attracting tax revenue generators such as hotels and new retailers. Additionally, the City of Glendale must continue to work with its employment base by targeting growing companies and leading industry clusters for assistance. Manufacturing, technology, healthcare, entertainment, business & financial services should be monitored and nurtured.

- Develop and coordinate an office tenant retention and attraction strategy targeting firms in Glendale's core industry clusters (e.g. financial services, entertainment, healthcare, technology, etc.). Our licensing agreement with CoStar provides regional data on office tenants along with lease expiration thus allowing staff the ability to identify potential attraction, expansion and relocation opportunities.
- Facilitate integration of economic development and workforce development system in an effort to serve business and industry in such areas as employee pre-screening, recruitment, training and labor market analysis.

DEPARTMENT SUMMARY
FIRE DEPARTMENT

Mission Statement

The mission of the Glendale Fire Department is to prevent or reduce the loss of life and the destruction of property and the environment from fire, medical, hazardous materials and other emergency occurrences.

Department Description

Through nine strategically located fire stations, a Fire Prevention & Environmental Management Center, and the Emergency Operations Center, the Fire Department works to maintain a safe community and contribute to an improved quality of life by providing the highest possible level of emergency services.

Public safety services provided by the Department include: fire prevention and suppression; emergency medical services (paramedics); elimination of fire and life safety hazards in buildings; enforcement of State and City fire codes; hazardous vegetation management; regulation and disclosure of hazardous materials storage, handling and use; underground chemical storage tank inspections and permits; inspections of public assembly facilities and high rise buildings; maintenance of fire protection equipment and systems; disaster preparedness planning; and training of businesses, city staff, neighborhoods and other citizens' groups in disaster preparedness and mitigation.

Relationship to City Strategic Goals
Safe Community

It is the goal of the Glendale Fire Department to ensure that community members and visitors are safe and secure, and that the community is prepared and has the capacity to respond to disasters. We actively work with the community regarding public safety issues.

Major Accomplishments

- During fiscal year 2009, the department's Hazmat Team was "typed" as a California Office of Emergency Services response team available for deployment at any time.
- The Department managed the City's participation in the statewide earthquake preparedness "Golden Guardian" exercise to assess readiness to respond to a major earthquake.
- The Department deployed resources on more than 40 regional fires during what was, arguably, the worst wildfire season in our history.
- The Departments continues to respond to emergencies in Glendale, responding to more than 16,800 incidents in calendar year 2008.
- Verdugo Dispatch began dispatching for the Montebello Fire Department in February 2009.
- Significant progress was made on reorganizing the Verdugo Fire Communication Center's administrative structure and finances.
- Three new fire engines and one Air & Light utility apparatus were purchased and placed into service.

Changes from Prior Year

Budget Changes:

Reimbursement for overtime incurred on mutual aid incidents is now budgeted in Fund 266. This will allow ongoing overtime, used principally to backfill employee leave, to be segregated from extraordinary events such as the statewide fires in 2008.

Overall expenditures have increased for negotiated salary and benefit adjustments.

The Verdugo Fire Communications Center budget has been changed to

reflect the operation of the fund as an enterprise fund for increased transparency and accountability.

Staffing Changes:

The Fire Department's staffing levels reflect the elimination of two sworn positions, Deputy Fire Chief and one Firefighter assigned to Fire Prevention that occurred in March 2009. There is one additional dispatcher position in the Verdugo Fire Communications Center funded by the addition of the City of Montebello to the agencies that we provide dispatch services.

FIRE - GENERAL FUND			
	Actual Expenditures 2007-08	Original Budget 2008-09	Proposed Budget 2009-10
Salaries & Benefits	33,592,996	32,934,059	31,528,585
Maintenance & Operations	4,105,941	3,907,161	4,250,980
Capital Outlay	65,437	95,164	-
Charges - Other Departments	(39,945)	(30,000)	(15,000)
Total Appropriations	37,724,429	36,906,384	35,764,565

FIRE - OTHER FUNDS			
	Actual Expenditures 2007-08	Original Budget 2008-09	Proposed Budget 2009-10
Salaries & Benefits	8,880,062	9,397,843	9,264,181
Maintenance & Operations	7,894,114	7,544,090	8,165,742
Capital Outlay	2,419,300	3,955,722	370,550
Projects	12,581	475,000	-
Transfers to Other Funds	-	100,000	-
Total Appropriations	19,206,058	21,472,655	17,800,473

Future Outlook

As with all City services, the challenge in the coming year will be to manage the Department's resources as effectively as possible, with the recognition that the

Glendale Fire Department is attempting to continue providing the highest quality service in a time of widespread economic hardship.

DEPARTMENT SUMMARY
GLENDALE WATER AND POWER

Mission Statement

To deliver reliable, high quality, environmentally-sensitive, and sustainable water and power services to our customers in a caring and cost-competitive manner, while creating a stimulating and rewarding work experience for our employees.

POWER SUPPLY

Section Description

Produces and purchases electric power to supply the electricity needs of Glendale. This section also sells wholesale electricity to other electric utilities, which increases utility revenues and helps to reduce electric rates for Glendale Water and Power customers.

Relationship to City Strategic Goals
Utilities

Power Supply Section

Changes from Prior Year

Budget Changes: The change in the section's budget from fiscal year 2009 revised budget is a net increase of \$9,371,400 or 5.9%. The increase is mainly attributable to the following:

- Increase of the budget for wholesale energy purchases to perform more trading and to actively participate in the wholesale markets.
- Net Increase of \$465,800 in the contractual Services budget due to hiring of consultants for wholesale trading and risk management, in order to perform and oversee the real time trading operations and the real time energy management.

Staffing Changes: There was no increase in FTE from the fiscal year 2009 budget. Vacancies are planned to be filled.

Organizational/Program Changes: An internal Energy Management Resources Group will aggressively manage the wholesale trading opportunities.

Future Outlook

GWP Power Supply is to provide the forecasted electric system energy requirements of 1,032,000 MWH at the lowest market price available for the Fiscal Year 2009-10. This energy is to supplement the local production in Grayson Power Plant. This goal supports the City's Strategic Plan in the area of Resources and Environment by the acquisition of energy from outside resources which are more efficient and renewable. It is also relates to the area of Economic Development and Service Delivery by the purchase of energy which is less expensive than local generation.

STEP

- a. Provide 314,000 MWH of energy(Q1)
- b. Provide 270,000 MWH of energy(Q2)
- c. Provide 212,000 MWH energy(Q3)
- d. Provide 236,000 MWH energy(Q4)

GWP Power Supply will continue to undertake projects to improve reliability and increase efficiency of local power generation units at Grayson. A recommended course of action to reconfigure the Grayson Power Plant in order to meet the GWP's Strategic Plan will be made in the coming fiscal year. GWP Power Supply will continue to look for opportunities in wholesale trading to increase net wholesale income.

Power Supply Section Major Accomplishments

With the focus on projects that will provide big impact on reliability and increase unit efficiency, the Power Supply section completed the following capital improvement projects in Fiscal year 2008-09: (a) Unit 8A electric generator overhaul; (b) Installation of Automatic Voltage Regulators and Power System Stabilizers in Units 1, 2 and 8A; (c) Installation of Variable Frequency Drive of Unit 4 Flue Gas Recirculation Fan; and (d) Upgrading plant lighting, instrumentation and controls

Customer Services Section Description

This Department consists of two main sections: The Customer Services Section, and Marketing and Public Benefit Programs Section.

The Customer Services Section provides billing and collection services for both the Electric and Water Utilities and for the other City departments such as the Department of Public Works for sewer usage. This section handles all public counters and telephone inquiries from customers and customer calls during emergencies. It also performs all meter reading and customer education programs.

The Marketing and Public Benefits Programs Section provides all public relations, marketing, communications, and outreach support for the utility, and is responsible for the development, implementation, and monitoring of all low-income, and customer photovoltaic, and energy and water efficiency programs.

Relationship to City Strategic Goals Trust in Government

The Customer Services Department plays a strong role in a number of areas of the strategic plan including communications with customers and internal stakeholders, helping to reduce customer energy and water consumption, helping reduce electric and water rates, and working to implement new technologies, such as Advanced Metering Infrastructure and Meter Data Management System, to prepare GWP for the future.

Technology

With the support of Water and Electric Services, the Customer Services Department has lead GWP's move to the Smart Grid for the past two-years. Smart Grid provides the foundation for a host of functions to make GWP more energy efficient and to help customers better manage their electric and water usage and reduce their electric bills.

Changes from Prior Year

Budget Changes: The change in the Department's budget from fiscal year 2009 revised budget is a net increase of \$2,000,000. The increase is attributable to the following:

- Budgeted for full compliment of personnel. Total addition in salaries and benefits is \$1,300,000
- Increase of \$700,000 to the M&O budget for contractual services and anticipated additional uncollectible.

Organizational/Program Changes: Programs to implement the FACT Act legislation, mass communication system, water conservation, and smart grid were added this year creating an increase to the M&O budget for the department.

Electrical Services

Section Description

Complies with the regional reliability requirements and standards. Delivers the electricity safely to Glendale's business and residential customers. This Section maintains the integrity of the electrical system so reliable electricity is provided to customers; they also respond in all emergencies.

Relationship to City Strategic Goals

Utilities

GWP electrical services will provide reliable electrical service by implementing the following:

1. reducing the number of outages by 25 per year.
2. Replace aging infrastructure and proper planning of the future infrastructure.
3. Implement effective asset management.

Technology

Implementation of the Automated Metering Infrastructure (AMI) project will position GWP in the fore front of technology giving GWP customers access to real time information.

Changes from Prior Year

Budget Changes: The change in section's budget is a net increase of \$3,066,800 or 5.74%. The increase is mainly attributable to the cost of AMI at 8,000,000 a year for the next 4 years. The total cost of AMI for the electric section is 32,000,000.

Staffing Changes: There was no increase in FTE from the fiscal year 2009 budget. Vacancies are planned to be filled.

Organizational/Program Changes:

The engineering section will be re-organized so that one Principal Engineering position will be eliminated which would result in Section Overhead

reduction of \$149,820. This change will be reflected in 2010-11 fiscal year FTE.

Future Outlook

GWP electrical Services will implement the following projects:

- **Substations Engineering:**
 1. Upgrade Protection on Four 34kV Lines.
 2. Replace Three Aging Breakers and add PT's at Columbus.
 3. Replace Three Cap Bank Breakers.
 4. Glorietta Substation 40% Constructed.
 5. Complete 2nd phase of Kellogg-GIS Backup. (Transformer at Glendale Rack).
- **Transmission & Distribution Engineering:**
 1. Extend the underground portion of the Kellogg-Columbus West 69kV line to San Fernando Road between Doran and construct an accompanying distribution substructure system.
 2. Complete the 12 kV conversion of Glorietta feeders # 2, 3, 5, 6, 7, and 8.
 3. Construct the underground 12kV getaway substructure and wiring system on Glorietta Avenue for the new Glorietta Substation.
 4. Relocate the overhead distribution lines and the Kellogg Western # 2 overhead 69kV line impacted by the Caltrans project on the 5 Freeway-Western Avenue off ramp.
 5. Complete the remaining work on the replacement of deteriorating Vault # 1014 on Laurel Avenue east of Central Avenue.
 6. Replace deteriorating vault # 1136 on Arden Avenue east of Pacific Avenue.

7. Perform coordinated feeder re-fusing on # 7 Scholl, # 7 Columbus, # 2 Western and # 9 Tropic.
 8. Construct 12 underground circuit extensions for various customers.
 9. Implement the first year of Advanced Metering Infrastructure (AMI) program
- **Street Light Engineering:**
 1. Paint 250 cast Iron street light poles.
 2. Install New street lights by petition.
 3. Replace 20 deteriorating concrete poles.
 4. Relocate Street lights on Colorado Blvd. from Brand Blvd. to Glendale Ave. (as a part of Public Works Colorado widening project)
 - **Compliance:**
 1. Update/Revise all the NERC procedures.
 2. Update all RSAWs with new Question-Answer sections.
 3. Self Certification: For Critical Cyber Assets (CIP-002 to CIP-009) for GO-GOP-LSE. (Jan 01 - 15, 09)
4. Self Certification: NERC Standards under all functions GO-GOP-LSE-PSE-RP-P. (March, 09)
 5. Evidence for Audit: Gather and document evidence for audits. (For period 2007-2008)
 6. Provide the requested data and documentation to NERC.
 7. Generation Protection Misoperation Data submittal. (PRC-004-1).
 8. Data submittals under LSE / DP Project to WECC.
 9. Mock Audits for all the NERC standards.
 10. Assessment of all cyber assets.
- **Customer Service:**
 1. Implement 25% of Automated Metering Infrastructure (AMI) project.
 2. Install 20 primary services. Install 540 secondary services.

Water Section

Section Description

Supplies, treats and delivers water to City residents, businesses and industry, parks, schools and government organizations (including fire fighting water supplies). Maintains both the potable and the recycled water systems to ensure high quality and reliability of delivery; staff also responds to all emergencies.

Major Accomplishments

- During fiscal year 2009, the Division Potable Water Source Improvements
- Developed a Settlement Agreement with parties responsible for chromium pollution in the San Fernando Basin
- GIS-located 3,600 Valves Water Quality and Treatment Plant Improvements: Constructed long term chromium 6 removal facilities
- Pumping Plant Improvements
 - Completed all permitting requirements for the Foothill Well in the Verdugo Basin
 - Completed the Western Pump Station Project
- Installed Pressure Reducing Station for Potable Water to Fern Lane
- Completed Design of Glorietta Well #8
- Completed Construction of Fiber Optics Reservoirs/Tanks
 - Continued construction of the Chevy Chase 968 Reservoir and Pump Station Replacement and placed the new Pump Stations and half of the new storage in service

- Water Mains
 - Install 8" Water Main for Potable Water to Fern Lane
- Water Service and Meter
 - Connect two new recycled water system customers
 - Issued joint RFP on Advanced Metering Infrastructure; evaluated bids and selected vendor
- Operations and Maintenance
 - Cleaned 7 storage facilities
 - Reliably operated the system 24/7/365
 - Installed 8 Automatic Flushing Units
 - Installed Security improvements at various facilities
 - Performed all scheduled maintenance

Future Outlook

GWP Water Supplies

- Reevaluate Water Rates
- Recommend water rate increases as necessary
- Issue new Water Revenue Bond Pumping Plant Improvements
- Complete Construction of Glorietta Well #8 (at Rockhaven) Reservoirs / Tanks
- Final Completion, including all landscaped improvements, of the Chevy Chase 968
- Reservoir Replacement Project Water Mains
- Complete Diederich main project Water Service and Meter
- Connect two new recycled water system customers

- Start advanced metering infrastructure implementation Operations and Maintenance
- Clean 5 storage facilities
- Reliably operate the system 24/7/365
- Full Implementation of CityWorks for computerized water system maintenance
- Repair all deficient valves identified by iWater
- Install 12 Automatic Flushing Units
- Install Security improvements at various facilities
- Perform all scheduled maintenance

GLENDALE WATER & POWER			
	Actual Expenditures 2007-08	Original Budget 2008-09	Proposed Budget 2009-10
Salaries & Benefits	43,229,434	47,561,700	48,440,971
Maintenance & Operations	273,904,197	259,399,612	298,810,789
Capital Outlay	15,576	446,000	173,800
Projects	(50,609,529)	89,862,976	83,567,800
Transfers to Other Funds	22,375,000	23,267,000	23,267,000
Allocation Offset	(44,643,164)	(56,752,200)	(68,858,800)
Revenue Bond Requirements	1,485,000	1,485,000	1,855,000
Total Appropriations	245,756,515	365,270,088	387,256,560

DEPARTMENT SUMMARY HUMAN RESOURCES

Mission Statement

To maximize the effectiveness, productivity and performance of the City of Glendale's human resources through the development of a workplace environment which is responsive to the needs of the organization and its employees.

Department Description

The Human Resources Department is responsible for the all employment services for the organization, including recruitment and testing, employee relations, employee benefits, training and development, employee safety, workers' compensation and employee health services. The Department also serves as staff to the Glendale Civil Service Commission which is responsible for ensuring the principles of merit are maintained in the hiring, staffing, and retention of City employees.

Relationship to City Strategic Goals Trust in Government

The Human Resources Department continually works to operate an efficient and cost effective Department by ensuring staff are knowledgeable and trained to provide consultation services to managers and employees surrounding the issues of Federal and State employment regulations, employee relations, and contractual matters in-house. The Department also conducted a comprehensive RFP process to provide broker services for the City's health benefits program.

Technology

The Department continually searches for ways of improving services while reducing costs. The Department has

identified and is in the process of implementing an online applicant tracking management system, enabling the placement of class specifications and additional employment information online. In addition, applicants will be able to apply for positions and check the status of their applications online. The Workers' Compensation Division has identified files to scan into FileNet which will allow for eventual destruction of the "paper files".

Diversity

The Department continues to conduct aggressive outreach recruitment efforts, including the implementation of a media strategic plan, in order to educate the community about public sector employment, as well as to diversify the workforce. In addition, the Employee Training & Development Division has implemented the diversity awareness training program for all City employees.

Health & Wellness

The Employee Health Services Division works to increase the utilization of health screenings by employees, and seeks to expand the health screening process through utilization of a more advanced Health Risk Assessment program.

Major Accomplishments

In fiscal year 2008-2009, the Human Resources Department coordinated the recruitment process for three executive recruitments. Additionally, the Department worked with employee associations on issues surrounding the current economic climate. The Human Resources Department selected an online applicant management software system and is currently working on the implementation process.

Changes from Prior Year

Budget Changes: The change in the Department's budget from the fiscal year 2009 budget is a net decrease attributable to the following:

1. Elimination of one vacant position in the Human Resources Administration section.
- 2) Reduction of M&O budget including office supplies, travel, training and contractual services.

Organizational/Program Changes:

There were no organizational/program changes.

Future Outlook

The Human Resources Department will continue to proactively work with other City departments and the employee associations to address the fiscal challenges.

Staffing Changes: There was a net decrease of one Full Time Employee (FTE) from the fiscal year 2009 budget. This position was in the Human Resources Administration section of the department.

HUMAN RESOURCES - GENERAL FUND			
	Actual Expenditures 2007-08	Original Budget 2008-09	Proposed Budget 2009-10
Salaries & Benefits	1,119,369	1,323,930	1,267,969
Maintenance & Operations	465,284	603,040	545,172
Capital Outlay	-	-	-
Total Appropriations	1,584,652	1,926,970	1,813,141

HUMAN RESOURCES - OTHER FUNDS			
	Actual Expenditures 2007-08	Original Budget 2008-09	Proposed Budget 2009-10
Salaries & Benefits	1,470,172	1,932,671	1,841,295
Maintenance & Operations	599,798	8,110,329	9,213,823
Capital Outlay	-	-	-
Total Appropriations	2,069,971	10,043,000	11,055,118

DEPARTMENT SUMMARY
INFORMATION SERVICES

Mission Statement

To provide leadership in information technology, with a focus on providing strategic direction on technology issues, leading technology innovation initiatives, while responsibly managing the City of Glendale's technology infrastructure, applications and maintaining the highest level of reliable service to the community we serve.

Department Description

Information Services is organized into three operating units: Applications Support, Technical Support and Wireless Communications.

The Applications Support unit is responsible for management of GIS, LIS, FileNet Records Management, PeopleSoft HR and Financials support, Help Desk and WEB development and applications support.

The Technical Support unit manages Systems Operations and Administration, Network support, PC support and Telephone support.

The Wireless Communications unit is responsible for Radio Equipment and Systems, Cellular Phones, Blackberry units, Wireless Data Devices, and all of the City's Communications and Interoperability Assets.

Relationship to City Strategic Goals

Trust in Government

The Information Services Department continually works to ensure that we conduct the business of government in the best interest of the public, with integrity, openness and inclusion. We strive to provide excellent customer service looking for multiple opportunities to create an informed community with a positive perception of City Government. It is our goal to provide all major "documents" on the web as allowed by

law via convenient and highly accessible technology available to the whole community. By providing a variety of e-government services on the City website, we enable a number of people to take advantage of a fully disclosed venue for information regarding City decisions and policies.

Technology

The Department continually searches for ways of improving services while reducing costs. Major systems that are mission critical to other departments are maintained within the guidelines of industry standards and protocols to ensure minimal downtime and reliability. Upgrades to these systems are constantly evaluated and cost-effective solutions are implemented. New technologies are evaluated annually according to industry best practices. Information Services consistently advocates for the use of proven and reliable technology to streamline processes and reduce operational costs. We also look for consolidation opportunities with interoperable technology systems such as the Fire/Police radios and PeopleSoft Financials that include Purchasing and Human Resources. Our goal is to enhance customer experience through effective technology services, resources and quality controlled data.

Safe Community

Information Services assists the two public safety departments in assuring a community that is physically safe, free of blight and prepared for emergencies, creating a sense of security for all by providing technology support and services. Community preparation

and capacity to respond to disasters is a high city priority which Information Services plays a significant role in by assuring mutual aid and communications interoperability is readily available.

Major Accomplishments

During fiscal year 2008, the Information Systems Department made significant progress on a number of key initiatives designed to enhance service and increase operational efficiencies. Most notable were:

Applications Support had a number of significant implementations including eBenefits on GEMS for Self Service, FileNet in GWP (Customer Service, Collections), FileNet in GWP (Customer Service, Billing), FileNet in Management Services, FileNet in Admin Services (Risk Management), FileNet in Finance (Payroll) and FileNet interface through GFS and Harris/Northstar. They also completed the 9.3 ArcGIS/ArcSDE Server Upgrade Project in preparation for the CSI project.

The Web & Applications team partnered with staff from Glendale Water & Power, Development Services, and the City Clerk's office over the year in developing web strategies. The partnerships between Information Services and other departments have yielded three high quality websites aimed at better serving the residents of Glendale. Information Services and Glendale Water and Power launched the new and improved glendalewaterandpower.com in August 2008. The usage patterns and statistics thus far have been significantly better than those of the old Glendale Water &

Power website. GlendaleVotes.org was launched by IS and the City Clerk's office in February 2008. The website is aimed at placing all election related information in one, easy to find location. The website has enjoyed immense success in a relatively short amount of time. Finally, IS and Development Services staff worked jointly to develop thinkglendale.com. The Think Glendale website serves as one of the many facets of the marketing efforts of the development Services department. Think Glendale is a one-stop website for highlighting prominent business sectors and attractions in Glendale.

The Technical Support team completed a number of upgrades to existing infrastructure and support operations including upgrading the GWP network in Water Engineering, the voice and data network cabling at Fire Stations 22, 23, 24, 25, 27, 28 and 29 as well as the Montrose, Grandview and Chevy Chase Library facilities, network cabling and switches within the Perkins Data Center, upgraded the network wiring to Category 6 for Building and Safety computers in PW Permit Center for the public counter area and provided fiber connectivity between GUSD's Clark Magnet High School and the district headquarters. They also provided fiber connectivity between GUSD's Clark Magnet High School and the district headquarters.

The Wireless Communications team achieved a number of significant accomplishments including the celebration of the five-year anniversary of the highly successful ICIS JPA, welcomed the City of Pasadena to the ICIS JPA, improved reliability of ICIS with DC power conversions and / or improvements at Mt. Lee, Mt. Thom, and Mt. Lukens, received \$2.6 million in grant funds and contracted with Motorola to upgrade the core of the ICIS network to an interoperable Project 25 compliant architecture, successfully added the Montebello Fire Dept to the Verdugo Fire Communications System, replaced almost 100 portable radios for the Glendale Fire Department with new radios that are more capable and reliable, implemented backup dispatch radios for Verdugo Fire Communications to improve reliability, provided radio, phone and network services for the Glendale Police Substation in the Americana at Brand working extensively with Caruso Affiliated to ensure Police and Fire radio coverage throughout and moved all police patrol cars to a new

data carrier to improve coverage and reduce costs.

Changes from Prior Year

Budget Changes: The change in the Department's budget from the fiscal year 2008-2009 revised budget is a net decrease attributable to the following:

- 3) Elimination of three vacant positions in office support, administration and wireless communication sections of the department.
- 4) Reduction to the M&O budget for contractual services, repairs to office equipment, travel, computer software, telephone and radio shop utility bill reduction.

Staffing Changes: There was a net decrease of three FTE's from the fiscal year 2009 revised budget. These positions were in the office support, administration and wireless communications sections of the department.

INFORMATION SERVICES - GENERAL FUND			
	Actual Expenditures 2007-08	Original Budget 2008-09	Proposed Budget 2009-10
Salaries & Benefits	3,939,012	4,209,947	3,880,329
Maintenance & Operations	1,007,305	781,386	768,571
Total Appropriations	4,946,317	4,991,333	4,648,900

INFORMATION SERVICES - OTHER FUNDS			
	Actual Expenditures 2007-08	Original Budget 2008-09	Proposed Budget 2009-10
Salaries & Benefits	1,324,786	1,657,262	1,743,360
Maintenance & Operations	2,656,667	4,334,006	5,891,888
Capital Outlay	389,980	-	-
Total Appropriations	4,371,433	5,991,268	7,635,248

Future Outlook

The Information Services Department is proactively working with other City departments and managers on multiple citywide initiatives designed to improve operational efficiency and effectiveness as well as cost reduction strategies. The department is actively involved with GWP to identify areas where the two departments can work collectively to assist in improving efficiencies, reducing overhead costs and responding to government mandates (NERC) as they relate to the utility. This effort is intended to help them meet their strategic goal to lower rates and

increase revenues. The City's technological infrastructure status is continually monitored for reliability and performance. The department will continue to emphasize good customer service to internal and outside customers while continuing to identify ways to improve services. Continuing to work with the City and all departments on global cost reduction strategies is a priority for the Division. The Division continues to search for and identify areas of inefficiencies and recommend changes to enhance the City's operational effectiveness.

DEPARTMENT SUMMARY LIBRARY

Mission Statement

The Glendale Public Library provides services, materials and activities to enrich life, foster literacy, inspire intellectual curiosity and stimulate the imagination.

Department Description

To achieve the library's primary mission the staff maintains high standards of service and professionalism and is dedicated to contributing to Glendale's quality of life by meeting the ongoing and changing needs of the community.

Through its many services the library encourages adult and early childhood literacy and serves as a vital civic center and community gathering place for long time and newly arrived residents.

Library staff serves the public at Central Library, six branch libraries, Brand Art and Music Library and Art Center, and a bookmobile that provides service to schools, housing projects and senior living facilities.

Relationship to City Strategic Goals

Education, Knowledge, & Literacy

The library provides comprehensive high quality educational opportunities for all segments of the community by providing enriched life-long learning opportunities. By providing high quality, engaging libraries actively used by the public, the library fosters a community that reads and has a high level of literacy, has high community participation in education, and has businesses engaged in education and workforce development.

Arts & Culture

The library provides a rich variety of arts and cultural experiences and promotes education and participation in the arts throughout the community by providing access to quality arts experiences and diverse art and entertainment venues: (theatres, galleries, museums, literary events, community festivals and public art) not sure the last part is needed
The library supports local artists and organizations by initiating and hosting special events to promote local arts and culture.

Community Planning & Character

The library supports a high aesthetic quality for the city by providing a number of educational/outreach programs for historic and cultural preservation including tours, courses, lectures, and events. In addition the Central Library houses the Special Collections room which is a treasure trove of historical materials for the city.

Community Services & Facilities

The library provides community services and facilities that are accessible and tailored to the diverse needs of the community by providing facilities that are economically, culturally, and physically barrier free, providing excellent customer service, and providing facilities that are well designed and maintained and geographically located in places of greatest need.

Diversity

The library supports a community that values, celebrates and engages the City's rich diversity by providing multi-lingual materials and services for public use and by providing special events that recognize and celebrate Glendale's diversity.

Major Accomplishments

In fiscal year 2008, the library provided new types of programming including Spanish language computer classes and Armenian, Spanish, and Farsi children's story times.

Changes from Prior Year

Budget Changes: Changes in the Department's budget from fiscal year 2009 revised budget is attributable to the elimination of a vacant position in the Literacy section of the department and reductions to the M&O budget for printing and graphics.

Staffing Changes: There was a net decrease of one FTE from the fiscal year 2009 revised budget. This position was in the Literacy section of the department. Reallocations that were approved during the 2009 fiscal year are detailed within the division descriptions.

Organizational/Program Changes: The completed Snapshot project's budget was eliminated this year creating a reduction to the M&O budget for the department. This was a one-time increase to our budget. This year with the elimination of the Literacy Services Coordinator position, there will be some reorganization and reduction in services in the literacy department.

LIBRARY - GENERAL FUND			
	Actual Expenditures 2007-08	Original Budget 2008-09	Proposed Budget 2009-10
Salaries & Benefits	6,274,756	6,473,633	6,400,231
Maintenance & Operations	2,043,495	1,808,531	1,808,351
Capital Outlay	33,512	134,250	-
Total Appropriations	8,351,762	8,416,414	8,208,582

LIBRARY - OTHER FUND			
	Actual Expenditures 2007-08	Original Budget 2008-09	Proposed Budget 2009-10
Salaries & Benefits	129,880	171,137	177,750
Maintenance & Operations	341,153	224,750	273,735
Total Appropriations	471,033	395,887	451,485

Future Outlook

The library is proactively working with other City departments on several Citywide cost reduction strategies, on finding funding and support opportunities in the Federal Stimulus package, and on reassessing and

reprioritizing services to assist our community in these difficult economic times. The Library is continuing to enlarge its popular materials collection in recognition of patrons' limited resources and desire for free entertainment options.

DEPARTMENT SUMMARY
MANAGEMENT SERVICES

Mission Statement

To implement City Council policy directives, provide leadership, promote the health, safety and well-being of the community, administer prudent fiscal management through the efficient and cost effective management of City operations to meet the short and long term needs of the community, and to strengthen communications and partnerships with the community.

Department Description

The City Manager's Office is the Department through which the City Manager, the Chief Administrative Officer of the City, directs and coordinates the official services and business affairs of the City. Staff works closely with the City Council, recommending policy alternatives and assuring the proper and efficient

Relationship to City Strategic Goals
Trust in Government

The Management Services Department continually works closely with the Offices of the City Clerk and City Attorney to ensure that all public meetings are held in compliance with all applicable laws and accessible for our citizenry to participate in. Furthermore, we ensure that City business is conducted in a manner that is in the best interest of the public, with integrity, openness and inclusion.

Culture and Diversity

The Department, through the support of the City Council, hosts a number of

implementation of Council-approved policies, programs and directives. This Department coordinates the development of new departments and sections, assists in their management and is responsible for the preparation and presentation of the annual city budget for the City Council's review and adoption. The Department also provides staff support to the Commission on the Status of Women which assesses and evaluates the needs and issues of women and girls in the City. Additionally, the Department's Internal Audit Section is responsible for ensuring the City's assets are properly recorded and safeguarded and that operations are conducted in an efficient and effective manner. Finally, the Public Information Office oversees the dissemination of information to the public through various media sources, such as City Views and the City's Government Access Channel 6, and serves as the liaison with the media. annual events to recognize and celebrate the diverse cultures located within our community. The City is also home to a large number of businesses and non-profit organizations which provide services that serve the unique and diverse needs of our residents.

Economic Vitality

The Management Services Department works closely with all the other City Departments to continually search for ways of improving services while reducing costs. Through fiscally prudent management practices, the City maintains a healthy \$450 million investment portfolio and continues to retain high credit and bond ratings.

Major Accomplishments

In fiscal year 2008, the Management Services Department, in coordination with the Police Department, worked closely with federal legislators to secure \$1 million in federal appropriations for the construction of a Regional DNA Forensic Testing Laboratory. In addition, the Staff to the Commission on the Status of Women successfully submitted and was awarded a \$15,000 grant from the Community Development Block Grant for the Commission's "Camp Rosie" program which teaches business and leadership skills for low-income, at-risk, and under-served girls within the community. The Department continues to support and facilitate commemorative and cultural diversity events within the community. The GTV6 section was awarded a Los Angeles Area Emmy for its work with the Redevelopment Agency on the "Invest in Glendale" program and completed the transfer of all analog VHS tapes of City meetings to optical DVD format for archival purposes. Finally, the Internal Audit section completed 39 audits consisting of financial, contractual, operational, and information systems projects. In addition to audit assignments, Internal Audit participated in various requested services known as "value-added" assignments. These assignments covered a wide range of activities including, inter-departmental facilitation on major initiatives, consultation on policy and procedure

development, contract terms review and development assistance, contractor pre-award due diligence, and external auditor coordination.

Changes from Prior Year

Budget Changes:

The change in the Department's budget from the fiscal year 2008-2009 budget are attributable to the following:

- Downward reallocation of one position in the Management Services Department.
- Elimination of one vacant position in the Internal Audit division.
- Reduction in the Maintenance & Operation budget.
- Elimination of all overtime hours for GTV6 staff.
- Reduction in capital outlay.
- Graphics operation is now under the PIO section
- PIO staff and M&O have been moved to the General Fund section of Management Services.

Staffing Changes:

The Management Services Department eliminated one full-time filled position and the Internal Audit section eliminated one full-time vacant position, resulting in a cost savings in the Salary and Benefit accounts. Finally, to accommodate additional evening meetings and an occasional heavy workload, the GTV6 section hired and trained one hourly staff member.

MANAGEMENT SERVICES - GENERAL FUND			
	Actual Expenditures 2007-08	Original Budget 2008-09	Proposed Budget 2009-10
Salaries & Benefits	2,685,224	2,754,515	3,752,620
Maintenance & Operations	636,683	805,344	1,071,983
Capital Outlay	798	7,000	6,000
Total Appropriations	3,322,705	3,566,859	4,830,603

MANAGEMENT SERVICES - OTHER FUNDS			
	Actual Expenditures 2007-08	Original Budget 2008-09	Proposed Budget 2009-10
Salaries & Benefits	530,061	568,296	-
Maintenance & Operations	65,464	62,620	450,000
Capital Outlay	21,089	35,000	-
Charges - Other Departments	(4,137)	(6,000)	-
Total Appropriations	612,478	659,916	450,000

Future Outlook

The Management Services Department is actively working with all City departments and managers on several Citywide cost reduction strategies. The department will continue to proactively monitor pending legislation to secure the City's existing resources during these turbulent economic times. Revenue from the Public, Education and Government (PEG) Access fee continues to fluctuate.

Accordingly, focus will be placed on core services while continuing to identify alternative funding mechanisms to supplement traditional funding sources. Internal Audit will continue to perform a variety of audits that were identified through the annual risk assessment process, in addition to all new management requests. It is anticipated that 8,700 hours will be spent on direct audit assignments resulting in 50 completed projects.

DEPARTMENT SUMMARY
PARKS, RECREATION & COMMUNITY SERVICES

Mission Statement

The mission of the Parks, Recreation & Community Services Department is to enhance the quality of life by providing safe, well-maintained parks and public places; preserving open space and historic resources; caring for people; strengthening the bonds of community; and creating opportunities for renewal, growth, and enrichment.

Department Description

The Department consists of four divisions:

Park Administration is responsible for fiscal and personnel management, clerical support services, staff support to the Parks, Recreation & Community Services and Arts & Culture Commissions, Cultural Affairs, and grant administration.

Park Planning & Development, also known as the Capital Improvement Program (CIP), is responsible for the renovation of existing facilities, the preservation of historical sites, the design and development of new parks and recreation facilities, the acquisition of land for the development of parks and recreation facilities, and the preservation of open space.

Park Services maintains all of the developed parkland and recreation facilities throughout the city.

Recreation & Community Services provides a variety of recreational opportunities, enrichment programs, and human services for all ages and abilities.

Relationship to City Strategic Goals
Arts & Culture

The department provides a wide variety of arts and cultural experiences throughout the community. These include, but are not limited to: the Open Studio Tour, Caesar Chavez event, Man's Inhumanity to Man event, Cruise Night event, the Summer Concert Series, the moonlight Movie Series, Theatre in the Park, Diamond Awards for the Achievement in the Arts, and support for the City's Unity Fest.

Health & Wellness

The department produces a Social Services Directory to raise awareness of the programs and services provided by organizations that are serving our community's families.

Community Services & Facilities

The department maintains a variety of public recreational facilities. These include, but are not limited to: three community centers, a senior center, twenty-seven picnic areas, five wading pools, twenty-five ball fields, a skate park, and more.

Parks & Open Space

The department maintains approximately 276 acres of developed parkland which is comprised of 39 parks and recreation facilities.

Major Accomplishments

Parks Administration has provided budgetary support for the various Parks sections, organized Arts & Culture events for the community, and successfully staffed the Parks, Recreation & Community Services Commission, and the Arts & Culture Commission. This section has worked hard with the CIP, Recreation, and Maintenance sections to continue providing safe and well maintained parks, recreational programs, and preserve open space while addressing fiscal difficulties. The Division has planned the Open Studio Tour, Diamond Awards, and Man's Inhumanity to Man events to enrich the community with arts and culture.

The Park Services Division successfully completed 2,240 work orders in the fiscal year.

Several major projects were undertaken, including but not limited to: the complete renovation of Montrose Park and Pelanconi Park ballfields; resurfacing of tennis courts at Emerald Isle Park, Glorietta Park, and Nibley Park; resurfacing of the basketball court at Emerald Isle Park; and the Doctor's House renovation which encompassed rebuilding the pillars, porches, landings, and painting of the entire site. The Division has already replaced urinals at two park facilities (Casa Adobe and Scholl Ballfield) with waterless urinals, and the Department's goal is to install these urinals at all park facilities.

The Capital Improvement Program (CIP) successfully completed the following projects:

Renovation of seven park playgrounds which had outlived their useful lives and could no longer be maintained to the

required level of safety. Upgrades included removal of old play structures, removal of the sand used as surfacing, upgrading playground drainage, ADA access upgrades, installation of new play structures, and installation of new wood fiber surfacing. The parks that underwent this renovation were Carr Park, Dunsmore Park, Glenoaks Park, Fremont Park, Milford Mini Park, and Wilson Mini Park.

Renovation of all three baseball fields at the Scholl Canyon Ballfield facility. This included replacement and installation field lighting and irrigation system, repairs to existing ballfield turf areas and infields, replacement of backstops and bleachers, and improvements to field fences.

Complete renovation of restroom buildings at four parks: New York Park, Glorietta Park, Pelanconi Park, and Carr Park.

Complete renovation of the community buildings at Glenoaks Park and Dunsmore Park. The scope of work at these two sites included hazardous materials abatement, termite eradication, foundation and substructures, structural framing, roof replacement, new flooring, kitchen remodeling, and general remodeling of the interiors, as well as ADA/Title 24 compliance work.

Renovated the entire fire sprinkler system at the Civic Auditorium parking garage, and serviced the fire alarm system.

Recreation & Community Services Division offered a total of 296 classes to a total of 2,026 registered participants in the Life-Long Learning program.

The City of Glendale was awarded the Distinguished Site Award for both the Adult Recreation Center and Sparr Heights Community Center.

The Senior Services Program has assisted 49 seniors in maintaining their independence in their own homes and avoiding premature institutionalization

The Youth and Family Services Program compiled and printed 2500 comprehensive Social Services Resource Guides and distributed them in the community to various non-profit organizations, faith based organizations, and City departments.

"Sneak Preview," the City of Glendale float entry in the 2009 Pasadena Tournament of Roses Parade, won the Past President's Award for the best use of floral and non-floral materials. A group of more than 400 youth and adult volunteers helped to decorate this year's float.

Changes from Prior Year

Budget Changes:

The change in the Department's budget during fiscal year 2008-2009 is a net decrease. The decrease is attributable to the following:

The elimination of 11 vacant positions within the department resulted in a total reduction of salaries and benefits.

Three full-time CIP positions (Project Management Administrator, Senior Project Manager, and Project Manager) were transferred to the CIP Fund, resulting in savings in General Fund. Also all CIP staff benefits will be charged directly to the CIP projects resulting in additional savings in the General Fund.

Reduction of hours at five community center facilities. This resulted in a total reduction in hourly wages.

Staffing Changes:

There was a net decrease of 11 full time positions during the fiscal year 2008/2009. A detail of these reductions is located within the four division descriptions.

Organizational/Program Changes:

None at this time.

PARKS - GENERAL FUND			
	Actual Expenditures 2007-08	Original Budget 2008-09	Proposed Budget 2009-10
Salaries & Benefits	8,901,651	9,967,918	9,373,701
Maintenance & Operations	3,251,919	2,861,304	2,998,228
Capital Outlay	211,888	65,000	29,000
Total Appropriations	12,365,457	12,894,222	12,400,929

PARKS - OTHER FUNDS			
	Actual Expenditures 2007-08	Original Budget 2008-09	Proposed Budget 2009-10
Salaries & Benefits	1,690,251	1,763,996	1,780,670
Maintenance & Operations	1,111,808	1,480,315	1,283,390
Total Appropriations	2,802,059	3,244,311	3,064,060

Future Outlook

Parks Administration

Continue to provide administrative support services to the remainder of the department.

Park Development

Staff will work to incorporate Green Building Design strategies for energy conservation and related operating costs. We will also take advantage of the current highly competitive bidding environment to reduce project costs while maintaining a high level of project design and quality.

Park Services

The Park Services Division will continually strive to look for ways to reduce operational costs while still

providing safe and clean park facilities for public use with allocated resources.

Our goal is to be able to continue the routine maintenance of our facilities, address demand/emergency work resulting from vandalism and aging infrastructure, and be able to conduct preventative maintenance (major renovation projects) in the parks, such as the roof replacement at the Casa Adobe and Babe Herman score-box.

Recreation & Community Services

Any future reductions in this division will more than likely result in the suspension or elimination of entire programs. The division will do it's best to continue as many programs and services possible with the given resources it has available.

DEPARTMENT SUMMARY
PLANNING DEPARTMENT

Mission Statement

Provide innovative leadership to the community in defining its vision, while maintaining a transparent and predictable development review process that has efficient and courteous customer service.

Department Description

The Planning Department provides leadership in defining the community's vision, and ensures that development occurs in an orderly, safe manner that is sensitive to the community, avoids unnecessary impacts to the environment, meets the needs of the public, and improves the quality of the built environment. Responsibilities include preparing and updating the General and Specific Plans, processing development applications (variances, conditional use permits, subdivisions, design review, etc.), historic districts, mobility planning, and urban design review. In addition, the Department manages and provides support for five Boards and Commissions, which provide the opportunity for public input on development applications.

Relationship to City Strategic Goals

Long Range Plan (LRP)

In December 2008, the Planning Department began creating a North Glendale Community Plan, the first step toward a comprehensive update of the City's General Plan. The General Plan is the blueprint for future growth in the City and serves as the prime point for implementing all LRP goals. The City has embarked on a program that will focus efforts on community-based planning, with an aim to produce consecutive community plans over the

coming years that will encompass all portions of the community.

Housing

The Department continues to maintain a certified Housing Element to ensure Glendale will retain competitiveness for State funding for housing and transportation projects. Monitoring and compliance with provisions of SB375 and submittal of annual reports to the State Department of Housing and Community Development also will be performed as required by state law. In addition, the Department continues to play a key role in housing production by processing design review applications and, as needed, other discretionary permits. Individualized guidance from staff's urban designers is given to enable property owners to successfully navigate design review. The Department will continue to promote innovative design for multi-family housing.

Community Planning and Character

The Department develops appropriate policies, guidelines, and procedures necessary to ensure predictable development that is of a high quality, reflective of community character. Staff works with the Planning Commission, Redevelopment Agency, Design Review Board, and Historic Preservation Commission for public inclusion in the planning process to ensure that general plan, community plan, zoning, and design guidelines reflect community character and effective land use policies. Staff will continue to implement the design review process, which plays a key role in maintaining community character by assuring that development plans are shaped to maximize consistency with the existing patterns of development. The Department assists in coordinating efforts between various

departments for a comprehensive approach to the overall built environment in the City.

Environment and Conservation

The Department completes environmental review on most of the development projects, which are requested through the Planning Department. Planning staff identifies pertinent issues, and works with other City departments and outside agencies to develop mitigation for environmental impacts.

Economic Vitality

The Department is responsible for transmitting thorough and accurate information to existing and potential new businesses, in addition to processing necessary applications expeditiously.

Sense of Community

The Department actively works to accommodate neighborhood concerns about development projects through the design review process, including thorough, accurate, and timely notification to neighbors, posting of signs, and notification to all neighborhood homeowners' associations of development projects.

Trust in Government

The Department plays a key role in the development issues which affect residents, and foster trust through accurate and timely notices of public hearings, and thorough and balanced staff reports for all public hearings: Zoning Administrator, Design Review Board, Planning Commission, and Historic Preservation Commission. Procedures of the City are well established and maintained at high standards. The Department will continue to participate in public forums, workshops, and meetings associated

with planning and preservation efforts. The Studio will continue to advise on planning policies to ensure a predictable, open and transparent entitlement review process.

Arts & Culture

The Department, in partnership with Development Services staff, will direct and manage the public art requirements of the Downtown Specific Plan, as well as other public art initiatives in redevelopment areas.

Community Services and Facilities

The Department provides professional peer review and design assistance for the renovation and construction of community facilities.

Diversity

Significant effort is made to reach out to all sectors of the community to make sure all voices are heard, and that Glendale continues to be a vibrant place for all its inhabitants.

Education, Knowledge and Literacy

The Department preservation programs continue to provide educational resources and information related to the City's development, history, and heritage

Environment and Conservation

The Department participates in the City's "Green Team" to develop effective green building policies and standards. The Department will continue to collaborate with other departments on a variety of efforts to promote sustainability, including water and resource conservation.

Health and Wellness

The Department, in collaboration with the Transportation Department, continues to implement the Downtown

Mobility Study, which promotes greater use of public transit which leads to more walking and a healthier environment. The Department works with the Parks & Recreation Department on the PLACE Grant, a grant from the State Health Department, to promote safety for bicyclists and pedestrians throughout the City.

Parks and Open Space

The Urban Design Studio continues to collaborate with the Parks & Recreation Department to create opportunities to enhance the parks and open space, including streetscape throughout the City. The Department is currently working with multiple departments on the assessment and future planning of the Rockhaven site in North Glendale.

Safe Community

The Department collaborates with the Redevelopment Agency on projects that eliminate blight and result in a more vibrant and beautiful community.

Sense of Community

The Department works on comprehensive planning policies (beginning with the North Glendale/La Crescenta Community Plan and Citywide Design Guidelines), which includes input from the community in order to capture the vision of all those who live, work, and play in Glendale.

Transportation and Mobility

The Department, in cooperation with the Transportation and Traffic Division, continues to implement the policy recommendations of the Downtown Mobility Study, and as well as improvements to streetscape, pedestrian and bicyclist safety and mobility policy throughout the city.

Major Accomplishments

In fiscal year 2009, the City Council adopted the revised Housing Element, which was also certified by the State. The North Glendale Community Plan community outreach effort was started. In compliance with the recently approved Housing Element, and in order to further housing opportunities, a Density Bonus informational brochure was created. The first historic district (Royal Boulevard) was adopted, and was followed by the adoption of two additional districts (Cottage Grove and Ard Eevin Highlands). Miscellaneous Zoning Code amendments and amendments to the Downtown Specific Plan were adopted by Council. One of the key recommendations of the Downtown Mobility Study (metered street parking on Brand Boulevard and the concurrent reformation of parking rates for on-street parking, parking lots and parking structures) was implemented. Council adopted Downtown Specific Plan amendments. The Board of Zoning Adjustments was eliminated in favor of the Planning Commission reviewing appeals. The Department webpage was redesigned to be more user-friendly and development applications were put online for the first time. The Department received the 2008 Award of Merit for the Craftsman Survey Project from the Los Angeles Chapter of the American Planning Association.

Changes from Prior Year

Budget Changes:

The changes in the Department's budget from fiscal year 2009 revised budget reflect minor step increases in salaries, increased insurance costs, and minor M&O increases.

Staffing Changes:

No staffing changes at this time.

first phase of community outreach for the North Glendale Community Plan were completed this year creating a reduction to the M&O budget for the department.

Organizational/Program Changes: The Historic Preservation contract and the

PLANNING			
	Actual Expenditures 2007-08	Original Budget 2008-09	Proposed Budget 2009-10
Salaries & Benefits	2,886,372	3,197,868	3,249,256
Maintenance & Operations	213,732	140,678	151,365
Total Appropriations	3,100,103	3,338,546	3,400,621

Future Outlook

The Planning Department is proactively working with the community on the first phase of the City's General Plan update – the North Glendale Community Plan. The update will include an Urban Design Framework. Single Family Design and Hillside Guidelines will be revised. Multi-family design guidelines will be started. Historic District applications will continue to be processed. The

Department will continually monitor the Zoning Code to see if further amendments are needed. The Department will continue to maintain excellent customer service by providing efficient, consistent advice, and timely application analysis and case processing. Design assistance and leadership will continue to be provided to other City departments.

DEPARTMENT SUMMARY POLICE DEPARTMENT

Mission Statement

In partnership with our community, we will ensure a safe and peaceful city. We are committed to providing proactive police enforcement and high quality police services to our diverse community.

Department Description

The Police Department provides law enforcement services and addresses quality of life issues in Glendale. Specific responsibilities include 911 emergency response; proactive law enforcement; traffic enforcement and collision investigation; crime investigation and case preparation; community and school policing; and administration of a the city jail facility.

Relationship to City Strategic Goals Safe Community

The Police Department is committed to working in collaboration with other City Departments to create a safe community. This will be accomplished through the use of a quality of life, community policing philosophy. By focusing on neighborhoods, partnerships, and long term problem solving, the Police Department will maintain its ranking of one of America's top ten safest cities with a population over 100,000 and continue to reduce our resident's fear of crime.

Trust in Government

The department is committed to providing realistic open and transparent services to the Glendale community including enhanced community relations and public education; enhanced partnerships with the city council and other city departments; department-wide

community policing; and a renewed commitment to recruit candidates that represent our diverse community in terms of ethnicity, gender, cultural background and language skills.

Transportation & Mobility

In conjunction with the City's Traffic Engineering Department, the Traffic Bureau has developed innovative and flexible traffic management strategies. These strategies have helped mitigate the impact of the huge traffic volume associated with holiday shopping in the Central Business District.

Technology

The department continually searches for ways of improving services levels by integrating new technologies that improve efficiencies. This proactive approach is in part responsible for Glendale's continued status as one of America's safest cities despite staffing per population ratios and police cost per resident ratios that are considerably less than surrounding communities.

Major Accomplishments

1. Purchased state of the art forensic hardware and updated software for the computer lab, bringing our lab closer to national certification. The new equipment cut the time to complete a typical forensic case by approximately 3% which translates into a savings of between 15 to 20 hours of OT in a typical case.
2. Attained a 100% clearance rate on 2008 homicides (5) and solved all 2008 bank/ATM robberies (9).
3. Made 236 financial crimes arrests from 721 assigned cases including:
 - a. Arrested and successful prosecution of a Crip gang member who was the head of a large identity theft ring and recovered over 125 counterfeit drivers licenses, social security cards and credit cards.
 - b. Arrested a husband and wife team who had been running a Craigslist scam, collecting money from victims under the false pretense that they were owners of an apartment for rent.
 - c. Recovered 1250 pounds of copper wire, one of the largest seizures of copper wire in the county according to LAPD's specialized unit that deals solely in copper thefts.
4. Issued 864 citations and arrested 5 suspects for DUI violations over a 3 month period in a targeted Patrol traffic enforcement effort in identified areas around the city.
5. Providing enhanced traffic and pedestrian safety in and around our city schools, all in a joint effort between patrol, traffic and COPPS personnel to provide more safety for our students around schools.
6. Reduced pedestrian collisions from 129 in 2007 to 84 in 2008 through directed enforcement, outreach programs and grant funded task forces.
7. In partnership with the City of Los Angeles, the Police Department and City Attorney engaged in obtaining a court injunction regulating the conduct and activities of known gang members and their associates.
8. Consolidation of the Air Support Unit with Burbank PD and exploration of further consolidation with Pasadena PD, savings of \$300K per year.
9. Completed a Department wide strategic plan
10. Completed the Department Policy Manual update and automation
11. Technology Improvements
 - a. Installed in-car video cameras
 - b. Updated the Departments CAD system and installed associated GPS equipment
 - c. Updated and improved the Department's digital audio recorders and retention system

Changes from Prior Year

Budget Changes:

The department budget reflects an increase primarily due to cost of living adjustments.

Staffing Changes:

No staffing changes are incorporated into the budget. However, several changes in various management level staff during the fiscal year 2010 are anticipated.

Organizational / Program Changes:

Due to budget reductions, the police department eliminated or significantly reduced 4 programs entering 2008-09. The middle school SRO program, Public Safety Academy and Citizens Police Academy were eliminated and the COPPS (Community Oriented Policing Program) was reduced by 36% with the loss of 4 police officers and a CSO.

POLICE - GENERAL FUND			
	Actual Expenditures 2007-08	Original Budget 2008-09	Proposed Budget 2009-10
Salaries & Benefits	45,175,729	49,182,447	50,124,316
Maintenance & Operations	7,388,704	6,273,058	6,904,206
Capital Outlay	18,837	157,000	-
Charges - Other Departments	(47,267)	(45,000)	-
Total Appropriations	52,536,004	55,567,505	57,028,522

POLICE - OTHER FUNDS			
	Actual Expenditures 2007-08	Original Budget 2008-09	Proposed Budget 2009-10
Salaries & Benefits	4,137,263	5,356,062	5,565,444
Maintenance & Operations	4,083,290	5,017,039	4,752,073
Capital Outlay	632,945	2,033,450	192,800
Projects	38,105	-	-
Total Appropriations	8,891,603	12,406,551	10,510,317

Future Outlook

Glendale's status as one of America's safest cities is in jeopardy due to increasing fiscal constraints. Recent budget reductions have required the Police Department to reduce staffing and reduce programs. The reductions have come in areas relating to proactive

crime fighting. As these preventative measures are eroded, the City is exposed to a potential increase in crime activity and the resulting social blight that accompanies long term crime increases.

DEPARTMENT SUMMARY PUBLIC WORKS

Mission Statement

The mission of the Public Works Department is to provide the highest quality public works services to the public and other City departments, balanced through efforts to maintain a cost effective operation and to provide these services in a responsible and efficient manner.

This mission is accomplished through the prudent use of resources, technology, innovations, teamwork, and coordination with other service providers in the City.

Department Description

Glendale Public Works is made up of eight Divisions. These Divisions include Administration, Building and Safety, Engineering, Integrated Waste Management, Maintenance Services, Mechanical Maintenance and Warehouse, Project Management, and Traffic and Transportation. The Public Works Department is responsible for the operation of many vital City facilities including the Public Works Corporation Yard, Scholl Canyon and Brand Park landfills, and the Los Angeles/Glendale Water Reclamation Plant (LAGWRP).

The Department is charged with maintaining a vast City infrastructure that includes 350 miles of roadway pavement, 29 miles of alleys, 600 miles of sidewalk, 700 miles of curb, 360 miles of sewer main, 232 signalized intersections, and 47,000 street trees. Glendale Public Works staff is also tasked with street sweeping, building plan checks and inspections, grading dirt roads, repairing emergency fire roads, vehicle maintenance, refuse collection and recycling, and clearing

debris basins on Glendale hillsides.

Relationship to City Strategic Goals Community Services and Facilities

It is a goal of the Public Works Department to design, build, and optimally maintain buildings and other City facilities that are clean, accessible, ADA compliant, and that otherwise meet the needs of Glendale's diverse community.

Environment and Conservation

The Department promotes environmentally sound initiatives such as an award winning recycling program, proper maintenance of the City's landfills, air quality management, mass transit, the use of alternative fuel vehicles, "green" building practices, along with NPDES and other regulatory compliances.

Safe Community

Public Works contributes to enabling Glendale to be one of the safest cities in the region by ensuring infrastructure, such as streets, sidewalks, sewers, storm drains, curb and gutters, and bridges are safe, well engineered and properly maintained. The Department ensures buildings in Glendale are safe and comply with current code standards. Staff also abates sources of community blight such as abandoned bulky items, weeds, and litter.

Traffic Safety

Glendale has a proactive traffic safety program. It consists of a variety of measures that include traffic calming, pedestrian safety, the Glendale Safe Streets Initiative, public education campaigns, reduction of speed-induced traffic accidents with use of radar-speed display signs and installation of red-light

photo enforcement technology, as well as the use of imbedded warning light systems installed at pedestrian crossings, and safety enhancements around local schools.

Transportation and Mobility

As surveys of residents have shown traffic and transportation issues to be a major concern in the City of Glendale, the Public Works Department has placed a major emphasis on its transportation and mobility services and operations which include strategic transportation planning, transit and paratransit services, pedestrian safety, parking, traffic calming, traffic control systems, and traffic related infrastructure improvements.

Utilities

A primary goal of the Public Works Department is to maintain high quality and reliable utility operations, such as wastewater and regulatory compliance, solid waste disposal and recycling services, and to provide its customers with competitive rates.

Major Accomplishments

The Municipal Services Building Seismic Retrofit Project was completed in fiscal year 2008-09. The project entailed the seismic upgrade and retrofitting of the existing building and the construction of a new lobby, courtyard, and landscaping.

The Glenoaks Street Improvement Project was completed. It included the repair and replacement of curbs, gutters, sidewalks, curb ramps, street pavement, and the installation of new bus shelters.

The Los Feliz and Verdugo Road Rehabilitation Project was completed.

Curbs, gutters, sidewalks, curb ramps and street pavement were replaced as part of the project.

The Victory Truck Wastewater Capacity Improvement Project was completed. It involved the reconstruction of an inadequate sewer truck line and outfall structure.

The CNG Upgrade Project was finished. It allows Public Works mechanics to safely service Compressed Natural Gas powered vehicles in the maintenance bays.

The San Fernando Road Landscaping Project encompassed the installation of fencing and planting along the MTA right-of-way from Goodwin Avenue to Grandview Avenue.

The Central Library Basement Remodel was completed. Project involved the installation of retractable partition wall, elimination of a room adjacent to the women's restroom, and construction of a new men's restroom.

The Flower Street Railroad Crossing Project was completed, which consisted of an at-grade extension of Flower Street (East/West) to San Fernando Road to improve access to the Disney GC3 Campus.

The Unused Medicine Disposal Program was promoted. Instead of disposing unused medicine down the drain, this Program allows residents to bring pills to the Glendale Environmental Management Center for proper disposal. As part of the Public Works community outreach effort, residents were informed of the environmental impacts of improper medicine disposal.

The City's Battery Recycling Program was enhanced through a collaborative effort with the Glendale Fire Department. Residents may recycle their used household batteries at certain public counters throughout the City. Nine volt, AA, AAA, C cell, D cell, lithium, and mercury button batteries are accepted at these public counters.

The City adopted and promoted the Single Use Bag Reduction and Recycling Program. This program enhances environmental preservation efforts and reduces the litter associated with the use of single use bags by developing a partnership among supermarkets, retailers, environmental groups, the plastic industry, local governments, and the public. Staff expanded Glendale's recycling program to provide free recycling services to Glendale schools.

The City's Fleet Maintenance Consolidation was completed. The reorganization consisted of consolidating the Public Works, Fire, Police, and Glendale Water & Power Garages. All matters including computerized parts tracking, billing,

purchasing as well as vehicle maintenance records and preventative maintenance scheduling are centralized in one location.

Multi-Space Parking Meters were installed on Brand Boulevard between Colorado Street and Doran Street. The meters are user friendly and visitors may park for up to 2 hours. Additionally, free 90-minute parking was made available at all City-owned parking structures.

Changes from Prior Year

Budget Changes:

Project Management staff costs and charges for the Community Outreach (salary and related benefits) have been moved to the Capital Improvement Program fund, thus lessening the impact to the General Fund.

Staffing Changes:

The transfer of the Community Outreach Assistant position to the Capital Improvement Program provides project-based outreach activities to the community.

PUBLIC WORKS - GENERAL FUND			
	Actual Expenditures 2007-08	Original Budget 2008-09	Proposed Budget 2009-10
Salaries & Benefits	13,335,678	15,603,539	13,937,273
Maintenance & Operations	8,452,824	9,166,029	9,015,158
Capital Outlay	5,794	108,600	-
Charges - Other Departments	(1,688,249)	(1,157,000)	-
Total Appropriations	20,106,047	23,721,168	22,952,431

PUBLIC WORKS - OTHER FUNDS			
	Actual Expenditures 2007-08	Original Budget 2008-09	Proposed Budget 2009-10
Salaries & Benefits	13,239,652	14,346,588	14,494,114
Maintenance & Operations	36,325,950	35,089,319	37,490,309
Capital Outlay	3,776,187	5,372,000	3,150,000
Projects	(2,731,955)	23,047,000	22,112,000
Transfers to Other Funds	2,940,000	3,485,000	1,900,000
Total Appropriations	53,549,833	81,339,907	79,146,423

Future Outlook

The Administration Division will continue its commitment to the proper stewardship of Environmental Management operations and its Community Outreach initiatives in light of budget challenges.

Regulatory compliance in the areas of NPDES and ADA compliance serve as a salient priority in the Division and has capable staff to address these issues. In addition, the Division will continue to emphasize good customer service, reach out to the community, and further share the Department mission through its operations and human resources.