

*City of Gracious Living*  
**UPLAND, CALIFORNIA**



**ADOPTED BUDGET**  
**FISCAL YEARS**  
**2024-2025**  
**2025-2026**

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# **ADOPTED BUDGET**

**FY 2024-25 & 2025-26**

## **BUDGET MESSAGE**





## City Manager's Budget Message

### Honorable Mayor and Council Members:

I am pleased to submit the proposed Fiscal Year 2024/2025 (FY 24/25) and Fiscal Year 2025/2026 (FY 25/26) operating and capital budget for your review and consideration.

This is the first time the City of Upland is presenting a Two-Year Budget. A biennial budget provides a longer-term financial outlook, allowing the City to plan and execute projects with a clearer vision. In addition, preparing a budget is a resource-intensive process. A 2-year cycle reduces the frequency of this task, freeing up time and resources for other important functions, such as performance monitoring and service delivery.

This Two-Year Budget reflects some of City Council's prudent fiscal actions both in the past and present, which will benefit the future. In the Spring of 2024, City Council took actions as a part of the Mid-Year Budget Review and the AB 1600 Development Impact Fee Annual Report to set aside almost \$2.5 million in one-time savings in two of the City's Internal Service funds. That foresight allowed for the General Fund to use these funds to balance the FY 24/25 and FY 25/26 budgets.

The City has seen very healthy revenue growth in the last few years. Despite that, due to CalPERS's poor investment and experience performance in FY 21/22, the City's pension system is facing an increase of over \$2.2 million in unfunded accrued liability (UAL) pension costs in FY 25/26. However, by following the 2021 Pension Funding Policy, City Council approved paying down the new pension liability more quickly than required, resulting in the UAL expense budget for FY 24/25 rising by over \$3.7 million. While that alone amounts to an 6.7% increase over FY 23/24's adopted budget, the fiscal prudence of addressing this new liability head-on will save the City almost \$9 million in interest expense over the next 20 years.

Under the judicious leadership of the City Council, the City continues to meet fiscal challenges and has diligently worked to maintain and enhance revenues and reduce operational expenditures where possible.

Despite rising inflation and corresponding budget constraints, City departments are performing outstanding work with the resources they have. However, service levels in a number of areas do not meet the standards our residents expect and deserve. While staff will continue to look for greater efficiencies and perform as effectively as possible with existing resources, the City will continue to look for additional sources of revenue to improve the quality of life in Upland. Improved 9-1-1 police response times, faster repair of potholes, Citywide street improvements,

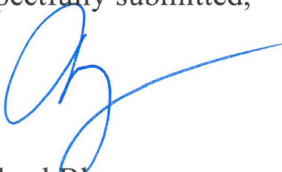
and sidewalk repairs are all top priorities that need to be addressed.

One focus of staff in FY 24/25 is ensuring we take advantage of one-time opportunities for addressing deferred maintenance through use of the \$15.2 million the City received from the American Rescue Plan Act (ARPA). City Council has prioritized using the remaining funds in a manner that benefits infrastructure, namely streets and sidewalks. We are grateful to be receiving our fair share of federal funds; however, these funds are just a downpayment on the significant needs of the City that have built up over decades.

For FY 24/25, the operating budget is \$61,304,910 in the General Fund, \$164,411,540 across all funds and \$60,153,690 for capital projects. For FY 25/26, the operating budget is \$62,970,820 in the General Fund, \$167,058,490 across all funds, and \$22,790,250 for capital projects. The requested funds will support the necessary operational and capital improvement project needs of each department. This budget represents a slight increase in level of services compared to FY 23/24, with additional changes in staffing (as notated in the attached FY 24-26 Schedule of Positions). Projected revenues for FY 24/25 are \$61,671,040 in the General Fund and \$164,375,460 across all funds. Projected revenues for FY 25/26 are \$63,331,790 in the General Fund and \$168,171,330 across all funds.

The preparation of the proposed annual budget was made possible through the dedicated efforts of the Administrative Services Department, department directors, and their staff. Credit also must be given to the Mayor and City Council for their support in maintaining the highest standards of professionalism in the management of the City of Upland's finances.

Respectfully submitted,

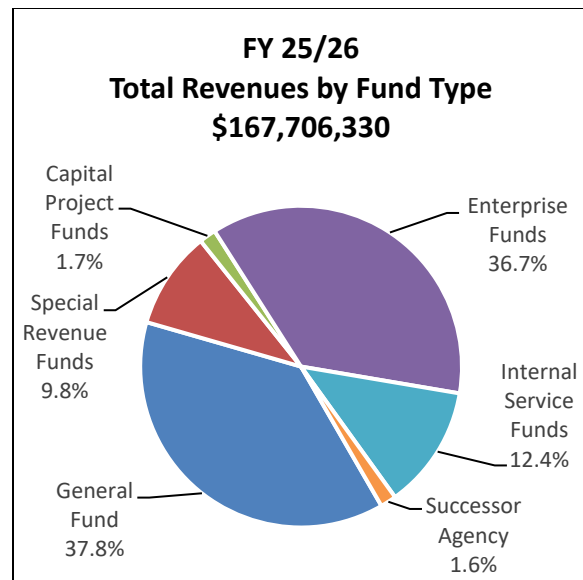
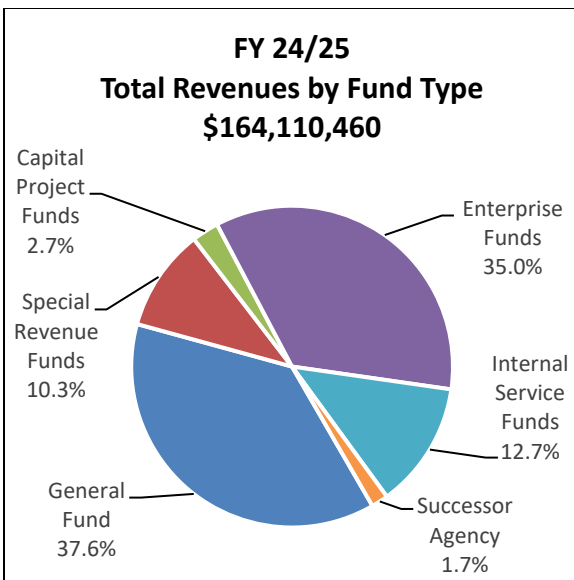


Michael Blay  
City Manager

## BUDGET OVERVIEW

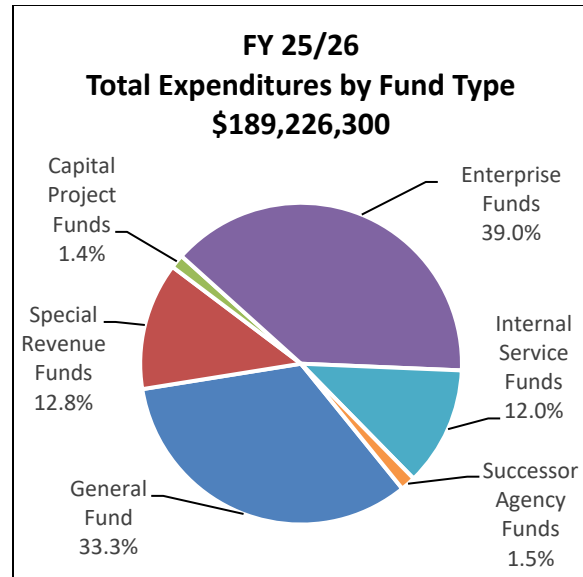
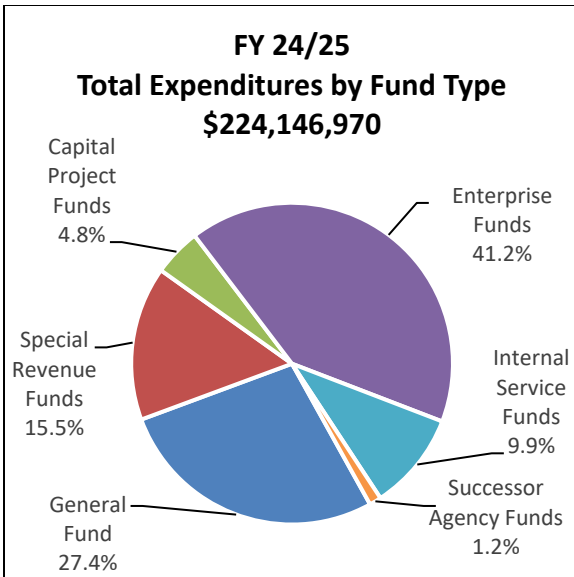
For FY 24/25 projected citywide operating revenues of \$164,110,460 represent an increase of \$7.6 million compared to the prior year. The funds with the highest revenues are: General Fund (\$61,671,040), Water Utility Fund (\$26,690,130), Solid Waste Utility (\$18,412,270), and Environmental Enterprise Fund (\$11,974,250). Revenue by fund type is depicted in the figure below.

For FY 25/26 citywide operating revenue is projected to be \$167,706,330, representing a projected increase of \$3.6 million over FY 24/25. The funds with the highest revenues are: General Fund (\$63,331,790), Water Utility Fund (\$29,530,740), Solid Waste Utility (\$19,325,470), and Environmental Enterprise Fund (\$12,670,280). Revenue by fund type is depicted in the figure below:



The FY 24/25 operating and capital expenditure budget totals \$224,146,970, including Capital Improvement Project (CIP) requests. Many funds make up the total budget amount, with the largest being the General Fund in the amount of \$61,304,910, or 27.35% of the City's total. Other major fund expenditures include the Water Utility Fund (\$57,368,920), Solid Waste Utility (\$18,400,460), Environmental Enterprise Fund (\$16,626,990), and Gas Tax Fund (\$9,258,490). In summary, appropriations reflect a total increase of \$12,303,860 or 5.8% from the prior year. The most notable expenditure increases are: \$6.2 million in the General Fund primarily relating to increase allocated costs relating to UAL payments (\$3.2 million) and increased salary and benefit costs (\$2.5 million), net \$3.8 million in Water Enterprise Funds relating to increased cost of operation, and \$3.7 million for increased UAL payments to CalPERS from the UAL and Employee Benefits.

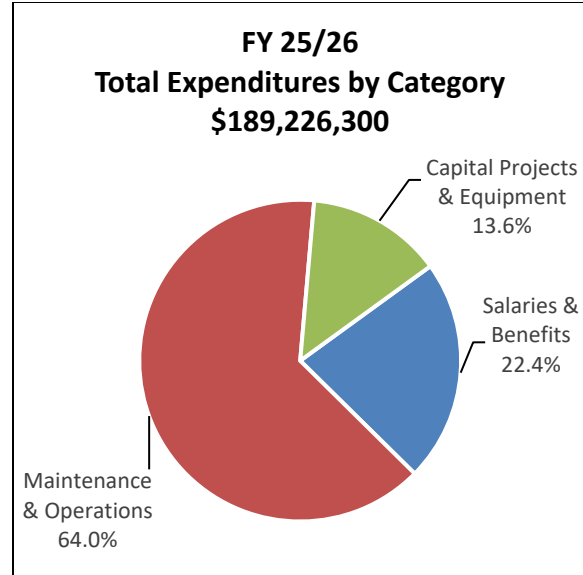
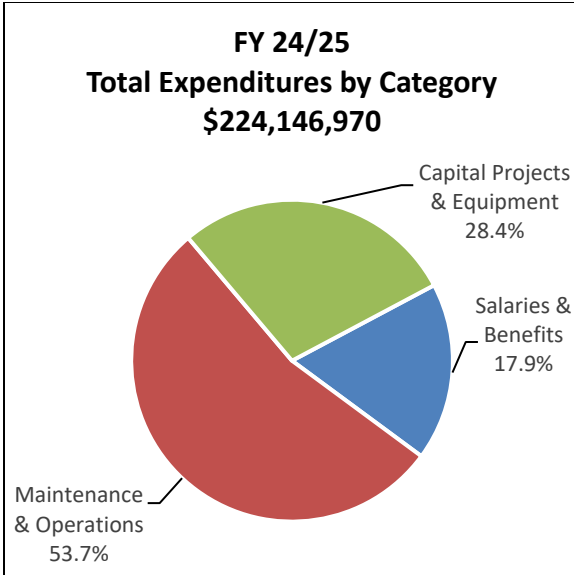
The FY 25/26 operating and capital expenditure budget totals \$189,226,300, including CIP requests. The largest fund expenditures include: General Fund (\$62,976,820), Water Utility Fund (\$40,240,160), Solid Waste Utility (\$19,404,560), and Environmental Enterprise Fund (\$14,395,060), and Measure I Fund (\$1,268,710). Appropriations reflect a projected total decrease of \$34,920,60 or 15.6% from FY 24/25. The most notable decreases include: \$17.1 million in Water Utility Fund, \$4.9 million in General Fund Capital Projects, \$4.3 million in Gas Tax Fund, \$3.9 million in Measure I Fund, and \$2.2 million in Environmental Enterprise (Sewer Utility) Fund.



In FY 24/25 Personnel costs inclusive of all City funds are increasing by \$2.1 million from \$37.9 million to \$40.0 million. The majority of increases relate to negotiated pay and benefit increases (\$2.2 million). In total, the number of authorized FTE positions from the FY 23/24 amended budget increased by 6.0 to 274.0 FTE's.

In FY 24/25 maintenance and operation appropriations (excluding the UAL & Employee Benefits Internal Service Fund) are increasing by \$6.5 million from \$103.2 million to \$109.7 million. \$5.0 million of the increase is attributed to increases in utility funds' costs of operation, and another \$3.2 million relates to the General Fund making increased payments to CalPERS to address the City's UAL.

In FY 24/25 Capital Projects & Equipment appropriations are increasing by \$89,040 from \$63.7 million to \$63.8 million.



## GENERAL FUND

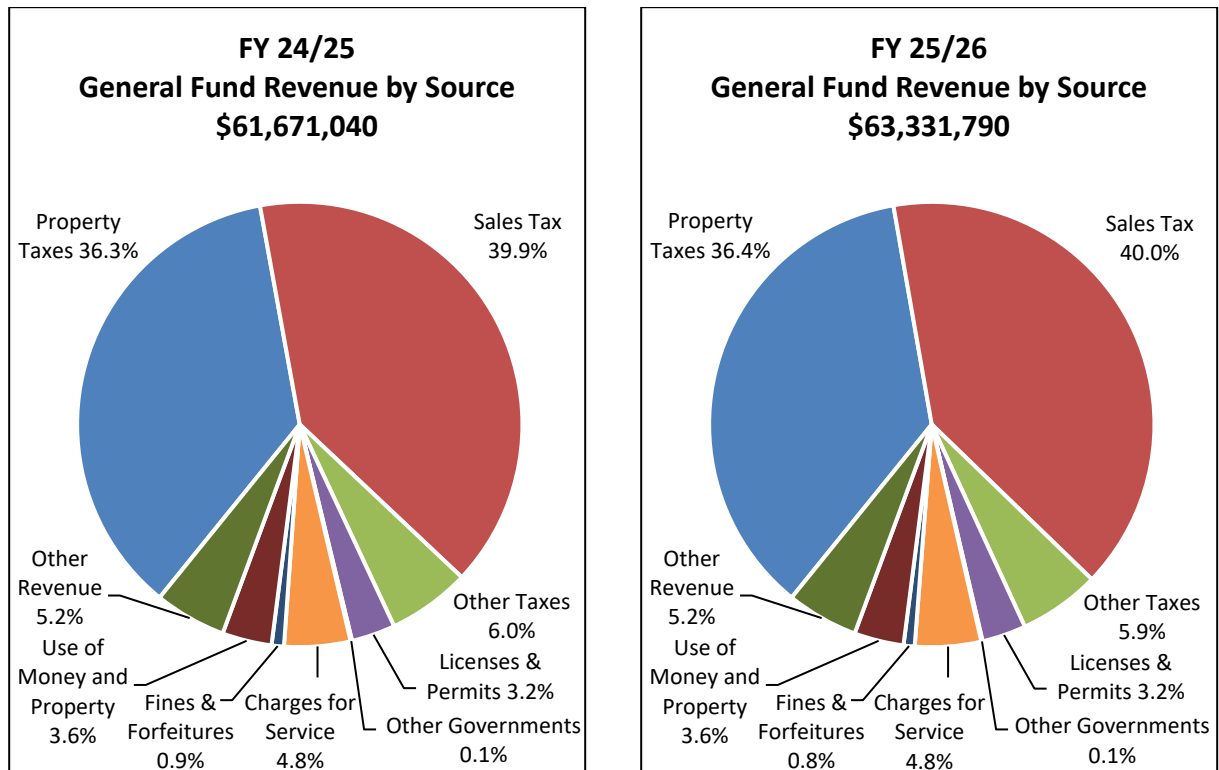
The ending General Fund balance is projected to be \$9,798,130. This does not include funds that are held in City-Designated Reserves in conjunction with the City's General Fund Reserve Policy.

A summary of most General Fund reserves projected as of July 1, 2024, is illustrated in the following table:

| <b>General Fund Reserves</b>                 |            |                           |
|----------------------------------------------|------------|---------------------------|
| <b>Restricted (Section 115 Trusts)</b>       |            | <b>\$7,646,414</b>        |
| <b>Committed:</b>                            |            |                           |
| Economic Uncertainty Reserve                 | 12,400,000 |                           |
| Emergency Disaster Contingency Reserve       | 1,000,000  |                           |
| General Plan Update Reserve                  | 552,395    |                           |
| <b>Committed Total</b>                       |            | <b>\$13,952,395</b>       |
|                                              |            |                           |
| <b>City Council-Designated:</b>              |            |                           |
| Building Replacement and Maintenance Reserve | 1,747,690  |                           |
| Infrastructure Improvement Reserve           | 159,380    |                           |
| <b>City Council-Designated Total</b>         |            | <b><u>\$1,907,070</u></b> |
| <b>Total General Fund Reserves</b>           |            | <b>\$23,505,879</b>       |

### General Fund Revenues:

For FY 24/25 total General Fund operating revenues are projected to be \$61,671,040, which is an increase of \$5.9 million from the prior year's budget. For FY 25/26, total General Fund operating revenues are projected to increase to \$63,331,790. The General Fund revenues by source are depicted in the following figures:



- Property Taxes**

For FY 24/25 property tax revenues are projected to be \$22,371,510. This estimate reflects an overall increase of \$1,322,420 over the prior year's budget. For FY 25/26 property tax revenues are projected to be \$23,065,040, which is an increase of \$693,530 over FY 24/25.
- Sales Tax**

For FY 24/25 forecasts provided by our sales tax consultant, HdL Companies, estimate that retail sales tax revenues will be \$24,591,400, an increase of \$4,140,370 from the prior year's budget. For FY 25/26 projected retail sales tax revenues will be \$25,346,900.
- Other Taxes**

For FY 24/25 it is projected that other tax revenues will be \$3,709,420, an increase of \$267,070 from the prior year's budget. For FY 25/26, other tax revenue is projected to be \$3,746,330.

- Licenses & Permits

For FY 24/25 revenue from Licenses and Permits is estimated to be \$1,981,030, which is a decrease over the prior year's budget of \$169,290. For FY 25/26, revenue is projected to increase to \$2,017,790.

- Charges for Services

For FY 24/25 revenue from Charges for Services is estimated to be \$2,961,180, which is a decrease over the prior year's budget of \$91,880. For FY 25/26, revenue is projected to increase to \$3,037,620.

- Use of Money and Property

For FY 24/25 revenue from Use of Money and Property is estimated to be \$2,223,640, which is an increase over the prior year's budget of \$666,720. For FY 25/26 revenue is projected to be \$2,266,070.

- Other Revenues

For FY 24/25 Other Revenues is estimated to be \$3,549,680, which is a decrease over the prior year's budget of \$292,730 primarily due to decreases in Administrative Service Fees. For FY 25/26 Other Revenues is projected to be \$3,264,880.

- Fines & Forfeitures

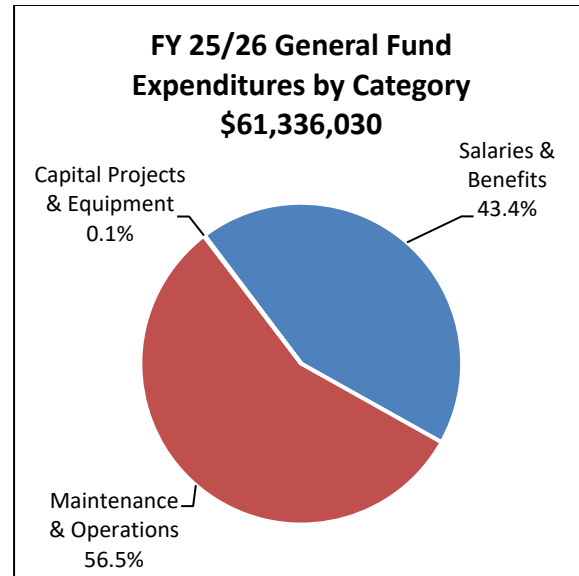
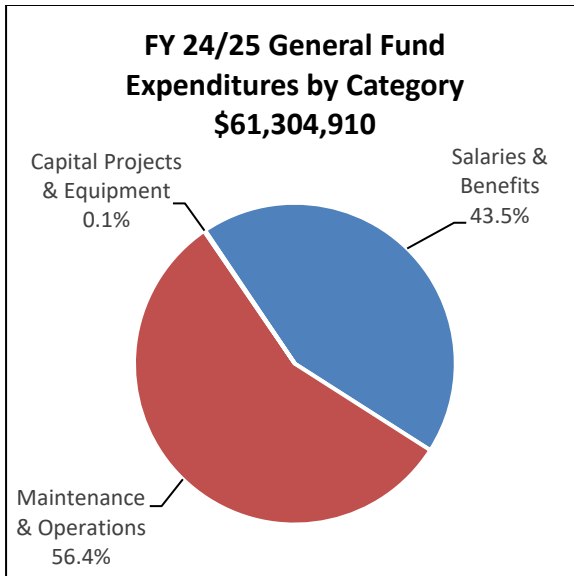
For FY 24/25, revenue from Fines & Forfeitures will be \$526,910, which is an increase of \$20,640 over the prior year. For FY 25/26 revenue will be \$537,260.

- Transfers In

For FY 24/25 Transfers In are estimated to be \$265,000 from Solid Waste Utility to the Sewer Utility. This amount pertains to the costs of the City's closed landfill that is budgeted for in the Sewer Utility. For FY 25/26 Transfers In are projected to be \$465,000 including \$265,000 from Solid Waste Utility to Sewer Utility and \$200,000 from the Building Maintenance & Operations Internal Service Fund to General Fund Capital Projects.

### General Fund Expenditures:

General Fund operating expenditures are projected to be \$61,458,170 which is \$5.8 million higher than the prior year's original budget. The change is due to increases in budgeted personnel services totaling \$2.5 million and an increase in operations and maintenance totaling \$3.7 million. The increase in operations and maintenance is primarily due to a \$3.2 million increase in PERS-UAL. The General Fund expenditures by department are depicted in the following figures below:

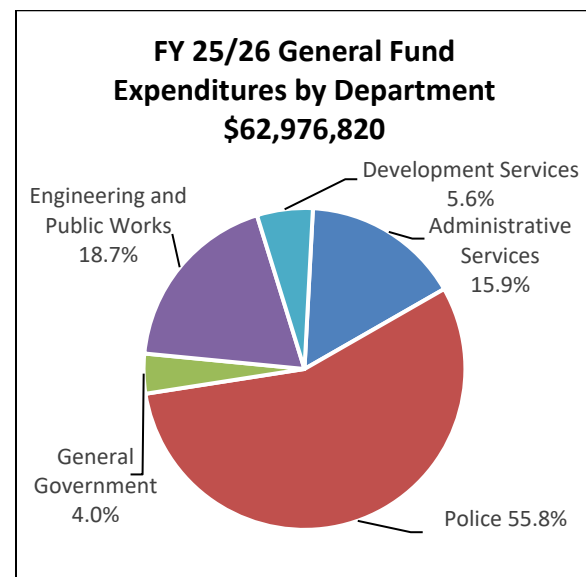
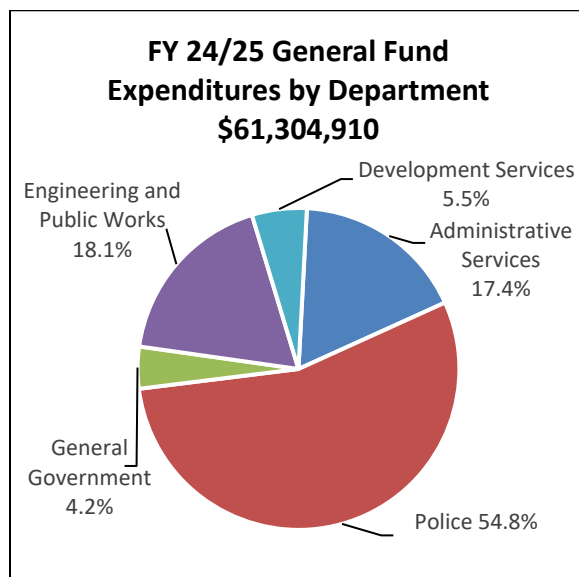


- Personnel

General Fund personnel costs are projected to total \$24.1 million, an increase of \$1.7 million over the prior year's adopted budget. The increase is primarily due to negotiated pay and benefit increases (\$1.5 million).

- Maintenance and Operations (M&O)

The maintenance and operations budget is projected to be \$30,946,910, which is an increase of \$1.1 million over the prior year's adopted budget. The increase is attributed to \$712,200 in Vehicle Acquisition, \$454,850 for higher Information Systems, and \$432,140 in Contract Services costs. This increase has been reduced in part to Unfunded Accrued Liability payments to CalPERS decreasing by \$0.6 million. In addition, the City has incorporated a vacancy allowance and maintenance and operations allowance to properly reflect in the budget an estimate for anticipated shortfalls in expenses in both categories.



## SPECIAL REVENUE FUNDS

### HOUSING FUND

The Housing Division is responsible for the administration of the Low- and Moderate-Income (LMI) Housing program. Available resources provide for the development and implementation of housing programs to increase and improve or preserve affordable housing within the City's corporate limits for persons or families of low- to moderate-income. The total appropriations for the Housing Fund are \$4,984,570 for FY 24/25 and \$4,929,930 for FY 25/26.

### STREET MAINTENANCE AND IMPROVEMENT FUNDS

The City receives three sources of funds for street infrastructure improvements. The Gas Tax Fund and Road Maintenance Rehabilitation Account Fund accounts for gasoline taxes received from the State of California, and the Measure I Fund accounts for the City's share of San Bernardino County revenue received from the State of California from a special 1/2% sales tax. For FY 24/25, the total budget for street improvement projects from these sources is \$21,703,090, with \$20,420,520 of that budgeted specifically for street-related capital projects. For FY 25/26 the total budget is \$14,912,150. Some FY 24/25 and 25/26 projects of interest include: Arrow Highway Rehab (Benson to Mountain), Arrow Highway Rehab (Mountain to San Antonio), Campus Avenue Rehab (9<sup>th</sup> Street to Foothill Blvd.), 18<sup>th</sup> Street Rehab (Mountain to Euclid), Foothill Blvd. Rehab (Central to San Antonio), Lexington Street/First and Second Street Rehab, Mulberry Avenue Reconstruction (Foothill Blvd. to Pine Street), and Citywide Street Overlays and ADA Improvements.

### HOME INVESTMENT PARTNERSHIP PROGRAM

The Home Investment Partnership Program budget is \$1,010,000 for FY 24/25 and \$730,000 for FY 25/26. Revenues are received from the State of California and the U.S. Housing and Urban Development Department. They are required to be used to assist limited income individuals and families in the purchase of their first home or to make needed improvements and repairs to their current homes.

### COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS (CDBG)

This year's CDBG program has a total allocation of \$783,090. The recommendations for these funds have been processed and approved by the CDBG Committee, and the City Council has reviewed and supports the recommendations. These funds continue to address many important community needs that may not otherwise be possible. Programs such as Code Enforcement, Graffiti Removal, and Homeless Services are examples of how these funds directly benefit the Upland community.

### CITIZEN'S OPTION FOR PUBLIC SAFETY (COPS)

This fund is used to account for the receipt of funds generated by AB3229 and expenditures must be used for front-line police activities. The total appropriations are \$1,357,200 for FY 24/25 and \$1,153,000 for FY 25/26. Total revenues are anticipated to total \$150,000 for FY 24/25 and \$153,000 for FY 25/26.

### AIR QUALITY MANAGEMENT DISTRICT

This fund accounts for the receipt of funds generated by AB2766, which sets forth requirements for the reduction of air pollution from mobile sources as promulgated by the South Coast Air

Quality Management District. The total appropriations are \$73,830 for FY 24/25 and \$154,880 for FY 25/26, and total estimated revenues are \$100,000 for both FY 24/25 and FY 25/26.

## **CAPITAL PROJECT FUNDS**

Capital Project Funds include: Police Department Development, General Capital Improvements, Park Acquisition and Development (Quimby), Storm Drain Development, Street & Traffic Facility Development, General Capital Projects, and Street & Alley Repairs. The total operating budget is \$10,624,950 for FY 24/25 and \$10,698,870 for FY 25/26. Projects of interest include: Dog Park Improvements, Downtown Urban Space, Park Restroom Improvements, Olivedale Park Upgrades, Arrow Highway Storm Drain Improvements (Benson Avenue to Fairwood Avenue), Campus Avenue Storm Drain (Arrow Highway to Foothill), Library HVAC Replacement, Traffic Signal Hardware Improvements. The revenues for these funds are derived mostly from development impact fees and are projected to be \$4,451,710 for FY 24/25 and \$2,819,550 for FY 25/26.

## **ENTERPRISE FUNDS**

### **WATER UTILITY FUND**

The Water Utility Fund budget includes the cost of delivering water and service to City customers and maintaining the system. Total Water Utility appropriations are \$57,368,920 for FY 24/25 and \$40,240,160 for FY 25/26. Proposed capital improvement projects of interest for FY 24/25 include: Water Master Plan, Foothill Boulevard Water Main Replacement (Mountain to San Antonio), San Antonio Canyon Water Treatment Plant, Plant 5 Generator, 17<sup>th</sup> Street Water Main (Laurel to Euclid) & Service Replacements (San Antonio to Euclid), 18<sup>th</sup> Street Water Improvements (Mountain to Euclid), Campus Avenue Water Main Replacement (9th Street to Washington and Arrow Highway to Foothill Boulevard), Plant 13 Chlorine Generation, and 9<sup>th</sup> Street Water Main Replacement (Benson to Mountain and 8<sup>th</sup> Street to Grove). Revenues are projected at \$26,980,130 for FY 24/25 and \$29,530,740 for FY 25/26. Year-end fund balance is projected to be \$12,095,850 for FY 24/25 and \$11,386,430 for FY 25/26.

### **SOLID WASTE UTILITY FUND**

The Solid Waste Utility Fund budget includes the cost of providing refuse service to City customers. Revenues are projected at \$18,412,270 for FY 24/25 and \$19,325,470 for FY 25/26. Appropriations and transfers out are \$18,665,460 for FY 24/25 and \$19,404,560 for FY 25/26. The Solid Waste fund balance is projected to have a negative balance of \$363,350 for FY 24/25 and \$442,440 for FY 25/26. Significant capital improvement projects include Downtown Trash Enclosures.

### **ENVIRONMENTAL ENTERPRISE FUND**

The Environmental Enterprise Utility Fund operating budget includes the cost of providing sewer services to City customers and to maintain the system. Total appropriations are \$16,626,990 for FY 24/25 and \$14,395,060 for FY 25/26. Significant capital improvement projects include Sewer Master Plan, Citywide Sewer Rehabilitation, Arrow Highway and Benson Ave. Sewer Relocations and Improvements, Sewer Manhole Improvements, and Campus Avenue Sewer Manhole Installation (Foothill Boulevard & West Street). Revenues and transfers in are projected to be \$12,351,450 for FY 24/25, leaving an estimated year-end fund balance of \$3,078,570. For FY

25/26, revenues and transfers in are projected to be \$12,935,280 with an estimated year-end fund balance of \$3,618,790.

## **INTERNAL SERVICE FUNDS**

### **SELF-FUNDED LIABILITY INSURANCE FUND**

This fund contains revenues (derived from charges to other funds) and expenditures of \$4,939,210 for FY 24/25, a decrease of \$335,050 from the prior year adopted budget. For FY 24/25, Self-Funded Insurance expenses have been allocated to other funds based on the fund's percentage of salary cost. For FY 25/26 revenues and expenditures are projected to be \$5,186,040.

### **FLEET MAINTENANCE AND REPLACEMENT FUND**

The Fleet Maintenance and Replacement Fund provides for the operation of the City's Fleet Management division, which accounts for repairs, routine maintenance, and replacement of City vehicles. In FY 24/25, the Fleet Maintenance and Replacement Fund expenses are projected to be at \$1,258,980, with revenues generated from charges to other funds. The fund is projected to have a balance of \$754,6110 at year-end, which will be used to purchase replacement vehicles in future years. In FY 25/26 expenses are projected to be \$1,485,110.

### **INFORMATION SYSTEMS FUND**

The Information Systems Fund provides for the operation of the City's Information Systems Division, including maintenance of the City's communications network, computer network and hardware infrastructure. Information Systems expenditures are expected to be \$3,452,750 for FY 24/25 and \$3,599,830 for FY 25/26. Revenue will be generated from charging other funds and receipt of PEG Fees. The projected fund balance at year end for FY 24/25 is \$3,482,950 and will be used for information technology projects, upgrades and replacements in future years.

### **BUILDING MAINTENANCE & OPERATIONS FUND**

The Building Maintenance & Operations Fund provides for the operation of the City's Building Maintenance & Operations Division which maintains the City's facilities. For FY 24/25, Operations costs and maintenance of all City facilities are expected to total \$1,837,060 for while revenues (charges to other departments/funds) are expected to total \$1,457,060, leaving an expected fund balance of \$1,119,970 at year end. For FY 25/26, costs and maintenance including transfers out are projected to total \$2,034,370 and revenues are projected to total \$1,444,370.

### **UAL AND EMPLOYEE BENEFITS FUND**

The UAL and Employee Benefits Fund provides for the allocation and charging of Unfunded Accrued Liability (UAL) pension costs and other employee benefits costs internally among the City's various functions. UAL and employee benefits costs are expected to be \$10,624,350 for FY 24/25 and \$10,638,250 for FY 25/26. This is an increase of \$3,664,340 from the FY 23/24 budget, due to CalPERS' -7.5% return during the period ending June 30, 2022 which is being reflected in the City's payments this fiscal year, combined with the City making advance payments of new CalPERS liabilities in conjunction with Upland's Pension Funding Policy.

## LONG TERM FINANCIAL PLANNING

A budget is a fiscal plan that establishes anticipated revenue and expenditures for accomplishing a variety of services over a given time frame. Although the City of Upland has prepared a two-year budget, we cannot lose sight of our long-term needs. It is critical to safeguard our operating reserves, address any fiscal weaknesses, and make strategic financial decisions to ensure we have a resilient City over the long-term. It is important that we continue to refine our financial strategy with the goal of being a resilient and fiscally responsible City. How well we are able to define our strategy now will enable us to more proactively address our financial concerns and prevent the need for less desirable reactionary approaches in the future.

Addressing long-term financial concerns has been a priority for the City of Upland for at least ten years. The long-term priorities are:

1. Maintain a balanced operating budget in order to avoid dipping into existing reserves.
2. Maintain operating reserves at 25% of budgeted operating expenditures.
3. Address unfunded liabilities for CalPERS pension and other postemployment benefits (OPEB). On 4/30/2024, Pension and OPEB trust balances were \$7,104,472 and \$2,184,493 respectively.
4. Provide necessary funding for infrastructure maintenance and improvements. One-time federal funds and prior year surpluses have allowed us to start making a dent in improving the health of our deteriorating infrastructure. We have been focusing on improvements that will save the city money in future years and on revenue generating facilities.
5. Provide funding for additional public safety services. We are currently focusing on the training and safety of our officers.

In an effort to plan for the future, this two-year budget includes a 5-year financial projection. The projection includes the additional 6.0 (FTE) positions requested as part of the budget. It does not assume any other increase in service levels. It also does not provide for additional needs such as addressing deteriorating infrastructure.

The projection does take the existing FY 24/25 & FY 25/26 budget and has factored in known increases to personnel costs, along with revenue and expenditure assumptions for the future based on the best available information, including the impacts of ARPA funding on current and projected revenue sources. The 5-year financial projection does not include the use of money from the City's Section 115 Trust that was established to address the City's pension obligation. The projection also does not include any additional revenue associated with new development or future grant opportunities.

Deficits shown in future years highlight the need for the City to identify additional revenue sources or find expenditures that will be able to be reduced in order to balance the budget.

While it is clear that progress has been made toward reaching financial goals, there is still quite a distance between the City's current position and long-term financial goals of meeting the standards our residents expect and deserve.

## CONCLUSION

Under the leadership of the City Council, the City's fiscal condition remains stable and is improving as we continue along a steady course into the coming fiscal year. City Council's thoughtful and measured response to our fiscal situation has kept us on a sustainable financial path while continuing to provide core services to its citizens. Looking forward to the next five years, we cannot lose sight of our long-term needs and it is critical to safeguard our operating reserves, address any fiscal weaknesses, and make strategic financial decisions to ensure we have a resilient City over the long-term.

# **ADOPTED BUDGET**

**FY 2024-25 & 2025-26**

## **FINANCIAL INFORMATION**



## **BUDGET PROCESS**

### **Purpose of the Budget Document**

The Budget sets forth a strategic resource allocation plan that is distinctly aligned with community goals, preferences, and needs. The Budget is a policy document, financial plan, operations guide, and communication device all in one.

The Budget:

- ◆ Determines the quality and quantity of City programs and services.
- ◆ States expenditure requirements for the allocation plan and estimated available revenues to finance it.
- ◆ Sets targets and provides a means of measuring accomplishments against goals, actual versus planned outcomes.
- ◆ Serves as a communication device for elected officials, the public, and the City organization that promotes the City's vision and direction, fiscal health and vitality, and what the public is getting for its tax dollars.

Through the Budget document, the City demonstrates its accountability to its residents, customers, and community.

### **The Relationship Between the Operating Budget and Capital Improvement Program**

The Budget document is comprised of both the Annual Operating Budget and the Capital Budget. The development of the two budgets, however, takes place on two separate, albeit interrelated, tracks.

The Operating Budget is the complete budget used to finance all day-to-day operations and obligations of the City. The budget includes general government administration and operations, debt service, capital expenditures, and transfer payments for a particular fiscal year. The funding for this budget is derived from taxes, fees, licenses, fines, and inter-governmental revenues (state and federal).

The Capital Improvement Program (CIP) is a multi-year instrument that drives the identification, evaluation, and financing of capital infrastructure that is in need of renovation, repair and/or construction. Capital projects range from road maintenance or construction to the renovation of municipal buildings, recreation centers, and water main and sewer system replacement. The CIP relates these capital project needs to the financial sources that will support their realization and the timeframe in which both the financial and work will take place. Capital improvement projects typically carry considerable future impact, meaning, they have a life span of at least five years or more. They are usually financed over a longer period of time, in effect spreading the cost of the project across a generation of users.

## **Guide to the Budget**

The City of Upland’s fiscal year begins each July 1<sup>st</sup> and concludes on June 30<sup>th</sup>. The development of the annual budget is comprised of distinct phases. First, the City Council identifies the priority service requirements for the community, during the Strategic Goals workshop. Second, is the planning and assessment that includes both strategic plan development and data gathering, such as performance measurements. A select group of performance measures used in the development process are featured in the budget document.

The budget kickoff begins in mid-January at a meeting to which the City Manager, Finance staff, and all Department Heads and their budget staff attend. The City Manager briefs the participants on policy directives and general budgeting guidelines. Finance staff follows with a discussion on the technical and procedural aspects of preparing the budget. Departments have approximately two months to prepare their budgets.

Subsequent to budget submittals, the City Manager, Finance staff, and Department Heads hold meetings to discuss proposed budgets. Participants discuss the budget, including reductions or other significant changes, goals and objectives, and performance measures.

Once the City Manager reviews have taken place and all departmental budget issues are resolved, the Finance staff prepares the preliminary budget. The Assistant City Manager presents the proposed budget at a special meeting. Following the Committee review, the Assistant City Manager presents the proposed budget to the City Council, at which time the City Manager will recommend to the City Council the adoption of the budget with any necessary revisions made between the time of publication of the preliminary budget and the date of adoption.

The budget plays a crucial role in communicating to elected officials, City employees, and the public, the City’s plans for the use of its resources. Budgets are complex documents that can be difficult to grasp at first hand. Although the City has made every effort to make the document as easy to navigate as possible, some discussion as to how the book is organized is deemed warranted. This section provides the reader with some basic understanding of the constituent components of a budget document.

## **Organization of the Budget Document**

The Budget document is comprised of the following sections:

### City Manager’s Budget Message

The City Manager’s Budget Message is a transmittal letter addressed to the Mayor and City Council that introduces the FY 2024-25 and FY 2025-26 two-year budget. The Budget Message outlines the organizing principles of the budget and the assumptions on which the budget was developed. The City Manager’s Budget Message aims to provide the reader with highlights of the operating and capital budgets, and sufficient context to understand how and why the budgetary changes occurred between fiscal years.

## Financial and Budgetary Policies

This section provides the reader an understanding of the City’s financial policies and budgetary practices. It describes the purpose of the budget, its development, reading the budget, and the financial and operational policies followed in the budget development and planning process. Additionally, this section includes the resolutions for the appropriations limit and adoption of the budget and a matrix illustrating department/fund relationships.

## General Information

The City Profile provides a snapshot of the City for which the Budget has been developed. The purpose of this section is to give the reader an at-a-glance look at the City’s organizational structure, demographic data, and other statistics.

## Budget Summaries

The budget summaries section is the nuts and bolts of the Budget. It provides the following information: Summary of Changes in Fund Balance, Schedule of Revenues by Fund and Category, Schedule of Revenue Detail by Fund, Schedule of Expenditures by Fund, Schedule of Expenditures by Fund and Category, Expenditures by Department Program, and the Summary of Transfers.

## Department Summaries

The Department Summaries contain detailed budget information for the basic organizational units of the City and its departments. Each department summary presents the following information:

- ◆ Mission Statement - Each department has formulated a mission statement that presents the “what, for whom, and why” the department exists.
- ◆ Expenditures by Category - The table and graph provide information on budgeted expenditures organized by the following categories: personnel, maintenance & operations, capital outlay, and capital improvement projects.
- ◆ Expenditures by Funding Source - The table and graph provide information on the funding sources for the budgeted expenditures.
- ◆ Goals and Objectives - Departments are comprised of smaller organizational units that allow the department to attain its mission.
- ◆ Performance Measurements - Each department has established performance measures for assessing progress made toward achieving goals. These measures are used during the budget process to ascertain program performance, workload, and future targets.
- ◆ Major Accomplishments - This section lists a department’s achievements over the past fiscal year.

- ◆ Expenditure Summary by Division – This section lists the various divisions and related expenditures which make up the department.
- ◆ Expenditure Summary by Object Code – This table provides line-item budgetary detail for the department.

### Capital Improvement Program

This section looks at the City’s capital improvement program, funding sources, project highlights, and the specific projects for which funds are allocated for the budget year for the next five years.

### Schedule of Positions

The Schedule of Positions section includes the titles of the Full Time Equivalent (FTE) positions authorized for each department. A comparative table that provides four years of data is also presented.

### Chart of Accounts

This section provides a list of the City’s funds, divisions, and object codes.

### Glossary of Terms

Budget documents may be difficult to read and may contain terms unfamiliar to the reader. This section covers key terms used throughout the budget document and in the budgeting process in general.

### List of Acronyms

A list of acronyms used throughout the budget document is included.

**City of Upland  
Operating and CIP Budget Calendar  
Fiscal Year 2024-25 and 2025-26**

| Date                                | Day       | Responsibility                                    | Action                                                                                                                                                                                        |
|-------------------------------------|-----------|---------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>December 12, 2023</b>            | Tuesday   | City Manager and Executives                       | FY 2024-25 and FY 2025-26 Budget kickoff meeting with City Manager, Assistant City Manager, and Executives.                                                                                   |
| <b>December 13, 2023</b>            | Wednesday | Finance                                           | FY 2025 and 2026 <u><b>Salary and benefit worksheets</b></u> are distributed to Departments.                                                                                                  |
| <b>January 3, 2024</b>              | Wednesday | Finance                                           | <u><b>Budget worksheets</b></u> are distributed to Departments.                                                                                                                               |
| <b>January 15, 2024</b>             | Monday    | Departments                                       | Departments submit FY Internal Service Funds requests to IT and Public Works.                                                                                                                 |
| <b>January 15, 2024</b>             | Monday    | Departments                                       | Departments submit new positions and reclassifications requests to Human Resources.                                                                                                           |
| <b>January 18, 2024</b>             | Thursday  | Departments                                       | Departments submit revisions to salary and benefit allocations to Finance.                                                                                                                    |
| <b>February 15, 2024</b>            | Thursday  | Departments                                       | Departments submit budget worksheets, enter FY 2023-24 expenditure/revenue projections and FY 2024-25 and FY 2025-26 proposed expenditure budget and revenue estimates in Munis.              |
| <b>February 28, 2024</b>            | Wednesday | Public Works                                      | Public Works Department submits Fiscal Year 2025 and 2026 Capital Improvement Project budget (Schedules emailed to Finance and budget entry in Munis).                                        |
| <b>February 29, 2024</b>            | Thursday  | Human Resources                                   | Human Resources submits approved new position /reclassification requests to Finance for cost out.                                                                                             |
| <b>March 4, 2024</b>                | Thursday  | Departments                                       | Departments submit narratives, goals and objectives, performance measures and major accomplishments.                                                                                          |
| <b>March 11, 2024</b>               | Monday    |                                                   | FY 2023-24 Mid Year Review                                                                                                                                                                    |
| <b>February 19 - March 28, 2024</b> |           | Finance                                           | Finance prepares <b>First Draft</b> of budget summaries.                                                                                                                                      |
| <b>April 1 - April 18, 2024</b>     |           | City Manager, Finance, Department Representatives | City Manager, Assistant City Manager, Finance and specific Department staff members assigned with budget preparation meet with departments to discuss revenues and operating and CIP budgets. |
| <b>April 15, 2024</b>               | Monday    | Finance                                           | Finance completes <b>Second Draft</b> of budget and summaries.                                                                                                                                |
| <b>April 24, 2024</b>               | Wednesday | Finance                                           | <b>Finance Committee Budget Presentation - Finance presents key elements of the FY 2025 and 2026 Proposed Budget.</b>                                                                         |
| <b>May 6, 2024</b>                  | Monday    | Departments                                       | Department PowerPoint slides due for the Budget Workshop presentations.                                                                                                                       |
| <b>May 20, 2024</b>                 | Monday    | City Manager, Finance and Departments             | City Council Workshop - FY25/FY26 Proposed Budget.                                                                                                                                            |
| <b>June 10, 2024</b>                | Monday    | City Manager, Finance and Departments             | Budget Adoption - Proposed budget and Appropriations Limit presented to the City Council for formal adoption.                                                                                 |

## FINANCIAL POLICIES

The City of Upland was incorporated on May 15, 1906, under the general laws of the State of California and enjoys all the rights and privileges pertaining to “General Law” cities. The City is governed by an elected five-member board. Included within the financial reporting entity of the City are the Successor Agency to the Upland Community Redevelopment Agency and the Upland Public Financing Authority.

### **Basis of Accounting and Budgeting**

The City’s accounting system is organized on a fund basis. Each fund is a separate accounting entity with a self-balancing set of accounts recording its assets, liabilities, fund equity, revenues, and expenditures. The funds are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

Governmental funds are classified into three broad categories: governmental (general, special, debt service, and capital improvement projects), proprietary, and fiduciary funds. Governmental funds include activities usually associated with typical or local government operations. Proprietary funds are financed and operated in a manner similar to private business enterprises, where the intent is to recover the cost of providing goods and services from user charges. Fiduciary funds are utilized in situations where the government is acting in a fiduciary capacity as a trustee or agent.

The City’s accounting and budgeting systems are in compliance with the Generally Accepted Accounting Principles (GAAP). This means that the modified accrual basis of accounting is used for governmental fund types and that the accrual basis of accounting is used for proprietary fund types. These funds are described as follows:

#### ***General Fund (Fund 101)***

The General Fund is the City’s primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund. The General Fund finances basic services to residents, including police, library, and recreation.

#### ***Special Revenue Funds***

Housing (Fund 201) - This fund accounts for the housing activities of the City that were previously accounted for in the redevelopment agency low and moderate income housing fund.

SB509 Public Safety Augmentation (Fund 203) - This fund accounts for the half-cent sales tax enacted by Proposition 172 and SB509. Funds are used to cover operational expenditures of the Police Department.

Gas Tax (Fund 204) - This fund accounts for State gasoline taxes received by the City. These funds may only be used for street maintenance, right-of-way acquisition, and street construction. Gas Tax funds are used for capital projects established within the Gas Tax Fund.

Measure I (Fund 205) - This fund accounts for revenues which were approved by the San Bernardino County voters in a General Election in 1989 authorizing a one-half percent (1/2%) sales tax on all retail transactions within the incorporated and unincorporated territory of the County of San Bernardino. It was approved originally for a period not to exceed twenty years but in 2004, was extended through 2040. These proceeds are restricted solely for county-wide transportation improvements and traffic management programs.

Road Maintenance Rehabilitation Account (RMRA- Fund 206) - This fund accounts for State gasoline taxes received by the City as a result of the passage of the Road Repair and Accountability Act of 2017, better known as SB-1. These funds may only be used for street maintenance, right-of-way acquisition, and street construction. RMRA funds are used for capital projects established within the RMRA Fund.

Home Investment Partnership Program (Fund 208)/CalHome (Fund 222) - These funds account for housing rehab grants from the California Department of Housing and Community Development. These grants are then loaned to local citizens for single-family home rehabilitation, neighborhood restoration, first-time homebuyers, tenant-based assistance, and rental rehabilitation programs.

Community Development Block Grant (CDBG- Fund 209) - This fund accounts for receipt and disbursement of the Community Development Block Grant Program funding by the United States Department of Housing and Urban Development. Program accountability follows the guidelines of Office Management and Budget Circulars A102 and A87.

Parking Business Improvement Area (PBIA- Fund 210) - This fund accounts for revenues received from an additional levy on the general business license tax imposed on businesses located in the downtown area and is to be used for the acquisition, construction, and maintenance of parking facilities for the benefit of the area.

Air Quality Management District (Fund 211) - This fund was established to account for the receipt and disbursement of funds generated by Assembly Bill 2766 which sets forth requirements for reduction of air pollution from mobile sources as promulgated by the South Coast Air Quality Management District (SCAQMD).

Proposition 30 (Fund 215) - This fund accounts for the financial activity related to the City's share of Proposition 30 (SB109) monies restricted for local law enforcement with a portion of a State income tax increase to be utilized for costs associated with parolees and probationers.

Citizen's Option for Public Safety (COPS- Fund 216) - This fund is used to account for the receipt of funds generated by AB3299 and the use of which is restricted for front-line police activity.

Other Grants (Fund 217) - This fund accounts for receipts and expenditures of money for various grants.

Office of Traffic Safety (Fund 218)/ Other Public Safety Grants (Fund 219)/ BSCC Budget Act (Fund 225)/ Office of Justice Programs (Fund 227) - These funds account for receipts and expenditures of money for various public safety grants from Local, State, and Federal agencies.

Asset Forfeiture (Fund 220)/ Asset Forfeiture Federal Treasury (Fund 223)/ Asset Forfeiture State (Fund 224) - These funds account for receipts and expenditures of money to police activities.

ARPA (Fund 229) - This fund accounts for receipt and disbursement of the American Rescue Plan Act of 2021 in response to the economic fallout of the COVID-19 pandemic.

### ***Debt Service Funds***

Upland Public Financing Authority/City of Upland Public Financing Authority (Fund 301) - The Upland Public Financing Authority is a joint exercise of powers under the laws of the State of California, authorized to issue bonds under the Mello-Roos Local Bond Pooling Act of 1985 (Article 1 through 4, Section 6500, Chapter 5, Division 7, Title 1 of the State of California Government Code). The City of Upland and the Successor Agency (formerly known as Upland Community Redevelopment Agency) formed the Financing Authority by execution of a joint exercise of powers agreement to provide financing by agreements and loans to the Agency for various project purposes. In January 2021, City Council authorized the creation of the City of Upland Public Financing Authority. The City of Upland and the Upland Parking Authority formed the Financing Authority by execution of a joint exercise of powers agreement to provide financing by agreements and loans to the City for various project purposes.

### ***Capital Projects Funds***

Capital projects funds are established to account for acquisition and construction of capital facilities other than those financed by proprietary funds.

Police DIF (Fund 419) - This fund was established under the provision of Section 53731 of the Government Code and Section 3.44.050 of the Upland Municipal Code to account for public safety related capital improvement and is supported by Development Impact Fees for police from new development.

General DIF (Fund 420) - This fund was established under the provision of Section 53731 of the Government Code and Section 3.44.050 of the Upland Municipal Code to account for projects for the general government and is supported by Development Impact Fees from new development.

Quimby Fees (Fund 421) - This fund accounts for all revenue collected under the Quimby Act of 1975 (California Government Code Section 66477-66477.5), and in accordance with Section 3.44.020 of the Upland Municipal Code. Accumulated funds must be used for improvement or expansion of existing parks or to create new ones to serve the growing population within the City.

Storm Drain DIF (Fund 422) - This fund, established by Section 3.44.040 of the Upland Municipal Code, is used to account for development impact fees which are set aside to fund storm drain facilities that serve new development.

Street and Traffic Facility DIF (Fund 423) - This fund is supplementary to the Gas Tax and Public Transportation Funds. This fund was established under Upland Municipal Code Section 3.44.030 to pay for the city of Upland's fair share of regional transportation costs in the San Bernardino County Transportation Authority (SBCTA) congestion management program. The revenue source

of this fund is development impact fees.

Park DIF (Fund 424) - This fund accounts for all revenue from the Dwelling Unit Construction Tax, in accordance with Section 3.44.020 of the Upland Municipal Code, which must be used for the acquisition and development of park facilities within the City of Upland.

General Fund Capital Projects (Fund 425) - This fund was established to account for projects of a general nature which are funded by the General Fund.

Street and Alley Repairs (Fund 426) - This fund was established to account for projects for street and alley repairs funded by waste management agreement.

### ***Proprietary Funds and Fiduciary Funds***

Proprietary fund revenues and expenses are budgeted and recognized on the accrual basis of accounting. Revenues are recognized in the accounting period in which they are earned and measurable. Expenses are recognized in the period incurred, if measurable.

Fiduciary or private-purpose trust funds are reported using the economic resources measurement focus and the accrual basis of accounting.

Successor Agency (Fund 805) - This fund accounts for the activities of the Successor Agency to the Upland Community Redevelopment Agency, including but not limited to the accumulation and disbursement of monies to meet debt service requirements.

### ***Enterprise Funds***

Water DIF (Fund 638) – This fund accounts for all revenue from fees collected in accordance with Section 3.44.010 of the Upland Municipal Code, funds must be used for the expansion or upgrade of water infrastructure to accommodate increased demand caused by the development.

Water Utility (Fund 639/640) - These funds account for the sale of water to Upland’s citizens and businesses and also records expenditures for water capital improvement projects.

Solid Waste Utility (Fund 641) - This fund accounts for the refuse pick-up services provided by private contract including billing and collection for commercial customers. Residential billing and collection are accomplished by City staff. Activities include recycling and green waste programs.

Sewer Utility (Fund 645) - This fund records all City sewer service transactions and includes the additional services of street cleaning, tree trimming, storm drain maintenance and NPDES programs.

Sewer DIF (Fund 646) – This fund accounts for all revenue from fees collected in accordance with Section 3.44.010 of the Upland Municipal Code, funds must be used for the expansion or upgrade of sewer infrastructure to accommodate increased demand caused by the development.

### ***Internal Service Funds***

Self-funded Insurance (Fund 751) - This fund accounts for self-funded insurance for general and worker's compensation claims. City Departments are charged for the services provided or benefits received from this fund.

Fleet Maintenance and Replacement (Fund 752) - This fund provides for the operation of the City's Fleet Management Division, which accounts for repairs, routine maintenance, and eventual replacement of City vehicles.

Information Systems (Fund 753) - This fund provides for the operation of the City's Information Systems Division, including maintenance of the City's information technology network and hardware.

Building Maintenance & Operations (Fund 754) - This fund provides for the operation of the City's Building Maintenance & Operations Division which is responsible for the maintenance of all the City's facilities.

UAL and Employee Benefits (Fund 755) - This fund provides for PERS unfunded liability, retiree health benefits, and other costs that benefit all employees of the City.

### **Budgetary Control and Policies**

Budgetary control is exercised by (1) the annual budget adoption by the City Council (2) formal budgetary integration within the accounting system (3) the mid-year review presented to the City Council in February (4) the encumbrance of estimated purchase/contract amounts prior to the release of purchase orders to vendors (5) properly and adequately documented City Council approved budget adjustments to appropriation and revenue estimates (6) monthly review of departmental expenditure reports comparing budget to actual amounts and (7) the established review process of carry-overs in which departments are requested to submit justification and funding sources for unencumbered, budgeted amounts requested for carryover. The final list of continued operations becomes part of the City's annual budget.

The City Council approves each year's budget submitted by the City Manager prior to the beginning of the fiscal year. Public meetings are conducted prior to the adoption by City Council. It is the City Council's goal to adopt a balanced annual budget, a budget in which current revenues equal recurring expenditures. The City Manager has authority to adjust the amounts appropriated between the funds and activities of a fund, provided, however, that the total appropriations for each fund may not exceed the amounts provided in the budget resolution. The City Manager is also authorized to approve continuing appropriations at year-end for capital improvement projects and other expenditures previously approved by the City Council.

### **Cash and Investment Policies**

The City's cash and investments are reported at fair value. Changes in fair value that occur during a fiscal year are recognized as interest revenue reported for that fiscal year. Interest revenue

includes interest earnings, changes in fair value, and any gains or losses realized upon maturity, liquidation, or sale of investments.

Cash accounts of all funds are pooled for investment purposes to enhance safety and liquidity while maximizing interest earnings. The City Council annually adopts an Investment Policy, which along with the California Government Code, provides a framework for authorized investments of the City's pooled investments. Interest revenue earned by the pooled investments is allocated to the various funds based on each fund's average monthly cash balances.

### **Reserve Policy**

In order to prudently protect the fiscal solvency of the City, it is important to maintain some minimum level of reserves. Reserves are important to mitigate the negative impact to revenues from economic fluctuations, fund unforeseen expenditure requirements, provide a minimum level of cash investment interest revenue, and avoid the need to borrow for cash flow purposes. Under the City's Reserve Policy adopted in June 2021, and revised annually, the City has established an Economic Uncertainty Reserve at 25.0% of General Fund operating expenditures. The Economic Uncertainty Reserve can be used if an economic impact resulting in a decrease of 5% or more in property or sales taxes occurs. The City also established an Emergency Disaster Contingency Reserve at \$1,000,000 that can be used in the instance where a declaration of emergency as defined by the Upland Municipal Code is made. The Economic Uncertainty Reserve and Emergency Disaster Contingency Reserve are intended to provide liquidity to the City in the event of economic uncertainties, local disasters and other hardships or downturns in the local economy. Once the 25.0% Economic Uncertainty Reserve is met, any year-end operating surplus will be distributed to other reserves established by the Policy in the percentages as follows: Pension Stabilization Reserve (45%), Infrastructure Improvement Reserve (30%), Building Replacement and Maintenance Reserve (15%), General Plan Update Reserve (5%) and Unallocated Fund Balance (5%).

### **Pension Funding Policy**

The City adopted a Pension Funding Policy in June 2021, and subsequently revised it in December 2021. The policy outlines the City's approach toward addressing its long-term employee pension unfunded accrued liability. It provides narrative background on the California Public Employees Retirement System (CalPERS) and explains key terms and features, including amortization bases, discount rates, additional discretionary payments, normal costs, and unfunded accrued liability. The Pension Funding Policy also outlines financial objectives and establishes a target funding level of 100%, with a minimum funding level of 80%. Specific funding strategies include the use of Internal Revenue Code Section 115 Trust funds. The Pension Funding Policy provides that 50% of any budgetary cash savings realized from any pension funding strategy must be placed into Internal Revenue Code Section 115 Trust for use to accelerate the payoff or funding of new amortization bases (liabilities).

### **Capital Assets**

Capital assets (including infrastructure) greater than \$5,000 are capitalized and recorded at cost or at the estimated fair value of the asset at the time of acquisition where complete historical records

have not been maintained. The costs of normal maintenance and repairs that do not add to the value of the asset, increase size or efficiency of the asset, or materially extend asset lives are not capitalized.

Capital assets include public domain (infrastructure) general fixed assets consisting of certain improvements including roads, curbs and gutters, streets, sidewalks, medians, sewer & water lines, and storm drains.

## Debt Management

The California Constitution requires that long-term debt pledged by the full faith and credit of the City can only be approved by voter referendum. Currently, the City does not have any general obligation debt. However, per the State of California statute, the City's debt limit is set at 15% of total assessed valuation for purposes of City taxation for all the real and personal property within the city.

### Legal Debt Margin Calculation for Fiscal Year 2024-25

|                                     |                                |
|-------------------------------------|--------------------------------|
| *Assessed Valuation                 | \$12,290,386,077               |
| Debit Limit (15% of assessed value) | 1,843,557,912                  |
| Debt applicable to limit:           |                                |
| General obligation bonds            | <u>                    -</u>   |
| Total net debt applicable to limit  | <u>\$                    -</u> |
| Legal debt margin                   | <u><u>\$1,843,557,912</u></u>  |

### Legal Debt Margin Calculation for Fiscal Year 2025-26

|                                     |                                |
|-------------------------------------|--------------------------------|
| *Assessed Valuation                 | \$12,732,205,619               |
| Debit Limit (15% of assessed value) | 1,909,830,843                  |
| Debt applicable to limit:           |                                |
| General obligation bonds            | <u>                    -</u>   |
| Total net debt applicable to limit  | <u>\$                    -</u> |
| Legal debt margin                   | <u><u>\$1,909,830,843</u></u>  |

\*Source: HDL Coren & Cone

**City of Upland**  
**Debt Obligations**  
**FY 2024-26**

|                                                                                                                                                   | <b>Bond Rating</b> | <b>Amount Issued</b> | <b>Outstanding<br/>June 30, 2024</b> | <b>Outstanding<br/>June 30, 2025</b> | <b>Outstanding<br/>June 30, 2026</b> |
|---------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|----------------------|--------------------------------------|--------------------------------------|--------------------------------------|
| <b><u>Governemntal Activities</u></b>                                                                                                             |                    |                      |                                      |                                      |                                      |
| <b>Energy Efficiency Lease</b>                                                                                                                    | Not Rated          | \$ 2,797,090         | \$ 1,801,520                         | \$ 1,624,660                         | \$ 1,441,500                         |
| <i>Lease-purchase agreement for the acquisition, construction and installation of energy conservation equipment and improvements.</i>             |                    |                      |                                      |                                      |                                      |
| <b>CREBS Lease Agreement</b>                                                                                                                      | Not Rated          | \$ 4,548,390         | \$ 4,204,020                         | \$ 4,090,000                         | \$ 3,959,270                         |
| <i>Lease-purchase agreement for the acquisition, construction and installation of Solar energy conservation equipment and improvements.</i>       |                    |                      |                                      |                                      |                                      |
| <b>2017 Multifamily Housing Revenue Notes</b>                                                                                                     | Not Rated          | \$ 14,865,000        | -                                    | -                                    | -                                    |
| <i>Provide low-income housing.</i>                                                                                                                |                    |                      |                                      |                                      |                                      |
| <b>2021 Multifamily Housing Revenue Notes</b>                                                                                                     | Not Rated          | \$ 12,900,000        | \$ 11,127,510                        | \$ 10,430,010                        | \$ 9,710,650                         |
| <i>Defease 2017 Bond and continue to provide low-income housing.</i>                                                                              |                    |                      |                                      |                                      |                                      |
| <b><u>Business Activities</u></b>                                                                                                                 |                    |                      |                                      |                                      |                                      |
| <b>2011 Revenue Refunding Bonds</b>                                                                                                               | AA-/A              | \$ 12,140,000        | \$ -                                 | \$ -                                 | \$ -                                 |
| <i>Advance refunding of the remaining portion of the City's 2003 Lease Revenue Refunding Bonds for Water capital improvement projects</i>         |                    |                      |                                      |                                      |                                      |
| <b>2021 Water Refunding Bonds</b>                                                                                                                 | Not Rated          | \$ 6,553,000         | \$ 6,503,000                         | \$ 5,943,000                         | \$ 5,321,000                         |
| <i>Refund remaining portion of the City's 2011 Revenue Refunding Bonds for Water capital improvement</i>                                          |                    |                      |                                      |                                      |                                      |
| <b>2022 Water Revenue Bonds</b>                                                                                                                   | Not Rated          | \$ 15,750,000        | \$ 14,040,000                        | \$ 13,160,000                        | \$ 12,260,000                        |
| <i>Finance capital improvements to the City's Water System</i>                                                                                    |                    |                      |                                      |                                      |                                      |
| <b><u>Successor Agency Activities</u></b>                                                                                                         |                    |                      |                                      |                                      |                                      |
| <b>2013 Tax Allocation Bonds</b>                                                                                                                  | AA-/A              | \$ 22,090,000        | \$ -                                 | \$ -                                 | \$ -                                 |
| <i>Refund the outstanding aggregate principal amount of the 1998 and 2003 Tax Allocation Bonds for capital improvement projects in CRA areas.</i> |                    |                      |                                      |                                      |                                      |
| <b>2016 Tax Allocation Bonds</b>                                                                                                                  | AA/A+              | \$ 12,275,000        | \$ 11,005,000                        | \$ 8,610,000                         | \$ 6,080,000                         |
| <i>Refund the outstanding aggregate principal amount of the 2006 Tax Allocation Bonds for capital improvement projects in CRA areas.</i>          |                    |                      |                                      |                                      |                                      |

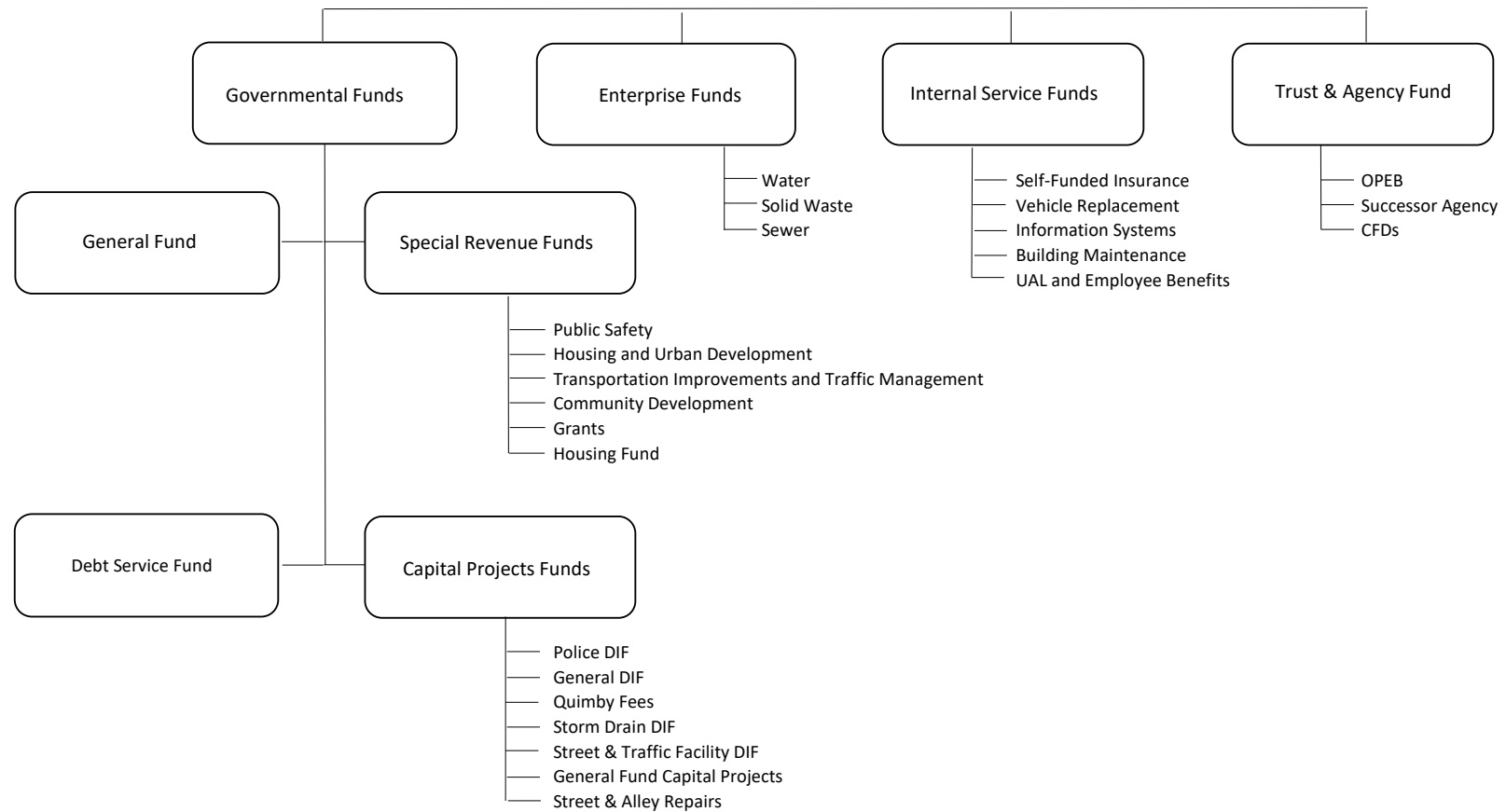
**City of Upland**  
**Debt Service Obligations**  
**FY 2024-26**

|                                                             | FY 2021-22<br>ACTUAL | FY 2022-23<br>ACTUAL | FY 2023-24<br>ADOPTED | FY 2024-25<br>PROPOSED | FY 2025-26<br>PROPOSED |
|-------------------------------------------------------------|----------------------|----------------------|-----------------------|------------------------|------------------------|
| <b>GENERAL FUND</b>                                         |                      |                      |                       |                        |                        |
| <b>Energy Efficiency Lease</b>                              |                      |                      |                       |                        |                        |
| Principal                                                   | \$ 170,250           | \$ 171,140           | \$ 172,740            | \$ 176,860             | \$ 183,160             |
| Interest                                                    | 92,070               | 120,270              | 83,290                | 75,820                 | 68,160                 |
| <b>Subtotal</b>                                             | <b>\$ 262,320</b>    | <b>\$ 291,410</b>    | <b>\$ 256,030</b>     | <b>\$ 252,680</b>      | <b>\$ 251,320</b>      |
| <b>CREBS Lease Agreement</b>                                |                      |                      |                       |                        |                        |
| Principal                                                   | \$ 55,600            | \$ 83,660            | \$ 98,350             | \$ 114,020             | \$ 130,730             |
| Interest                                                    | 153,380              | 151,090              | 148,070               | 144,530                | 140,450                |
| <b>Subtotal</b>                                             | <b>\$ 208,980</b>    | <b>\$ 234,750</b>    | <b>\$ 246,420</b>     | <b>\$ 258,550</b>      | <b>\$ 271,180</b>      |
|                                                             | <b>\$ 471,300</b>    | <b>\$ 526,160</b>    | <b>\$ 502,450</b>     | <b>\$ 511,230</b>      | <b>\$ 522,500</b>      |
| <b>HOUSING FUND</b>                                         |                      |                      |                       |                        |                        |
| <b>2017 Multifamily Housing Revenue Note <sup>(1)</sup></b> |                      |                      |                       |                        |                        |
| Principal                                                   | \$ 580,250           | \$ -                 | \$ -                  | \$ -                   | \$ -                   |
| Interest                                                    | 363,690              | -                    | -                     | -                      | -                      |
| <b>2021 Multifamily Housing Revenue Note</b>                |                      |                      |                       |                        |                        |
| Principal                                                   | \$ -                 | \$ 655,750           | \$ 674,560            | \$ 697,500             | \$ 719,360             |
| Interest                                                    | -                    | 374,000              | 355,180               | 332,250                | 310,390                |
|                                                             | <b>\$ 943,940</b>    | <b>\$ 1,029,750</b>  | <b>\$ 1,029,740</b>   | <b>\$ 1,029,750</b>    | <b>\$ 1,029,750</b>    |
| <b>WATER UTILITY FUND</b>                                   |                      |                      |                       |                        |                        |
| <b>2011 Revenue Refunding Bonds <sup>(2)</sup></b>          |                      |                      |                       |                        |                        |
| Principal                                                   | \$ 395,000           | \$ -                 | \$ -                  | \$ -                   | \$ -                   |
| Interest                                                    | 190,400              | -                    | -                     | -                      | -                      |
| <b>Subtotal</b>                                             | <b>\$ 585,400</b>    | <b>\$ -</b>          | <b>\$ -</b>           | <b>\$ -</b>            | <b>\$ -</b>            |
| <b>2021 Water Refunding Bonds</b>                           |                      |                      |                       |                        |                        |
| Principal                                                   | \$ -                 | \$ 25,000            | \$ 25,000             | \$ 560,000             | \$ 622,000             |
| Interest                                                    | 45,600               | 98,110               | 97,730                | 93,350                 | 84,480                 |
| <b>Subtotal</b>                                             | <b>\$ 45,600</b>     | <b>\$ 123,110</b>    | <b>\$ 122,730</b>     | <b>\$ 653,350</b>      | <b>\$ 706,480</b>      |
| <b>2022 Water Revenue Bonds</b>                             |                      |                      |                       |                        |                        |
| Principal                                                   | \$ -                 | \$ 845,000           | \$ 865,000            | \$ 880,000             | \$ 900,000             |
| Interest                                                    | -                    | 296,810              | 277,870               | 261,120                | 244,030                |
| <b>Subtotal</b>                                             | <b>\$ -</b>          | <b>\$ 1,141,810</b>  | <b>\$ 1,142,870</b>   | <b>\$ 1,141,120</b>    | <b>\$ 1,144,030</b>    |
|                                                             | <b>\$ 631,000</b>    | <b>\$ 1,264,920</b>  | <b>\$ 1,265,600</b>   | <b>\$ 1,794,470</b>    | <b>\$ 1,850,510</b>    |
| <b>SUCCESSOR AGENCY FUND</b>                                |                      |                      |                       |                        |                        |
| <b>2013 Tax Allocation Bonds</b>                            |                      |                      |                       |                        |                        |
| Principal                                                   | \$ 2,200,000         | \$ 2,290,000         | \$ 2,400,000          | \$ -                   | \$ -                   |
| Interest                                                    | 278,500              | 177,250              | 60,000                | -                      | -                      |
| <b>Subtotal</b>                                             | <b>\$ 2,478,500</b>  | <b>\$ 2,467,250</b>  | <b>\$ 2,460,000</b>   | <b>\$ -</b>            | <b>\$ -</b>            |
| <b>2016 Tax Allocation Bonds</b>                            |                      |                      |                       |                        |                        |
| Principal                                                   | \$ 185,000           | \$ 190,000           | \$ 205,000            | \$ 2,395,000           | \$ 2,530,000           |
| Interest                                                    | 466,190              | 458,690              | 450,790               | 386,810                | 263,690                |
| <b>Subtotal</b>                                             | <b>\$ 651,190</b>    | <b>\$ 648,690</b>    | <b>\$ 655,790</b>     | <b>\$ 2,781,810</b>    | <b>\$ 2,793,690</b>    |
|                                                             | <b>\$ 3,129,690</b>  | <b>\$ 3,115,940</b>  | <b>\$ 3,115,790</b>   | <b>\$ 2,781,810</b>    | <b>\$ 2,793,690</b>    |

<sup>(1)</sup> Refinance with 2021 Multifamily Housing Revenue Note

<sup>(2)</sup> Refinance with 2021 Revenue Refunding Bonds

## FUND STRUCTURE



### DESCRIPTIONS

**General Fund** is the most versatile fund and is used to account for any legal budgetary purpose not accounted for elsewhere in the budget.

**Housing Fund** is used to account for the income activities of the City that were previously accounted for in the low and moderate income housing redevelopment agency fund.

**Special Revenue Funds** are used to account for certain funds, which are legally restricted to certain purposes.

**Debt Service Funds** are used to account for debt payments owed by the City.

**Capital Improvement Project Funds** are used to account for the purchase or construction of major capital projects, which are not financed by Proprietary Funds or Trust Funds.

**Internal Service Funds** account for a department of a governmental agency, which provides services to other departments of the agency.

The costs of all or a part of the operations and the provision of services are recovered through fees charged to the user departments.

**Fiduciary (Trust and Agency) Funds** account for assets held by the City in a trustee capacity or as agency for individuals, private organizations, other governments, and/or other funds

## RESOLUTION NO. 6777

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UPLAND,  
CALIFORNIA APPROVING AND ADOPTING THE ANNUAL  
STATEMENT OF INVESTMENT POLICY FOR FISCAL YEAR 2024-  
2025

**WHEREAS**, pursuant to Government Code Section 53600.6, the Legislature of the State of California has declared that the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern; and

**WHEREAS**, the City Council may invest surplus monies not required for the immediate necessities of the City in accordance with the provisions of California Government Code Sections 5920 et seq. and 53601 et seq.; and

**WHEREAS**, it shall be the policy of the City of Upland to invest funds in a manner which will provide the highest investment return possible consistent with maximum security while meeting daily cash flow demands and conforming to all other statutes governing the investment of City funds; and

**WHEREAS**, the City Treasurer of the City of Upland is authorized and shall prepare and submit an annual statement of investment policy and such policy, and any changes thereto, may be considered by the City Council at a public meeting pursuant to Government Code Section 53646 (a) (2); and

**WHEREAS**, the Assistant City Manager has prepared the annual Statement of Investment Policy (the "Policy"), on behalf of the City Treasurer; and

**WHEREAS**, for the purposes of the Policy, "Investment Officers" shall be defined as the City Treasurer, City Manager, Assistant City Manager, and the Finance Manager; and

**WHEREAS**, the Policy shall apply without exception to any and all financial assets and funds of the City of Upland.

**NOW, THEREFORE**, the City Council of the City of Upland hereby finds, determines and resolves as follows:

**Section 1.** The above recitals are true and correct and are incorporated herein by this reference.

**Section 2.** The City Council of the City of Upland at a duly noticed public meeting has received, reviewed, and adopts the City of Upland Revised Statement of Investment Policy for Fiscal Year 2024-2025, set forth in Exhibit "A", attached hereto and incorporated herein by this reference.

**Section 3.** Any and all prior resolutions adopting a Statement of Investment Policy for the City of Upland shall be hereby rescinded.

**Section 4.** Pursuant to California Government Code Section 53607, the City Council of the City of Upland hereby delegates the authority to reinvest funds of the City of Upland pursuant to all applicable laws, statutes, and regulations of the State of California as set forth in this Resolution.

**Section 5.** Compliance with California Environmental Quality Act. The City Council finds that this Resolution is not subject to the California Environmental Quality Act ("CEQA")

pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the State CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly. Further, if the activity is deemed a project this City Council finds that this Resolution is exempt pursuant to Section 15061(b)(3) of the State CEQA Guidelines.

**Section 6.** Certification. The City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original resolutions.

**Section 7.** Severability. If any section, subsection, subdivision, sentence, or clause or phrase in this Resolution or any part thereof is for any reason held to be unconstitutional, invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this Resolution or any part thereof. The City Council hereby declares that it would have adopted each section irrespective of the fact that any one or more subsections, subdivisions, sentences, clauses, or phrases are declared unconstitutional, invalid, or ineffective.

**Section 8.** Effective Date. This Resolution shall become effective July 1, 2024.

**PASSED, APPROVED and ADOPTED** this 10th day of June, 2024.

  
Bill Velto, Mayor

I, Keri Johnson, City Clerk of the City of Upland, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council held on the 10th day of June, 2024, by the following vote:

|            |                                                              |
|------------|--------------------------------------------------------------|
| AYES:      | Mayor Velto, Councilmembers Breitling, Garcia, Maust, Zuniga |
| NOES:      | None                                                         |
| ABSENT:    | None                                                         |
| ABSTAINED: | None                                                         |

ATTEST:

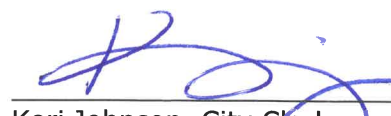
  
Keri Johnson, City Clerk

**EXHIBIT A**  
**Statement of Investment Policy**  
**Fiscal Year 2024-2025**

**POLICY**

The purpose of this document is to outline the policy on the investment of public monies.

It is the policy of the **City of Upland** and the **Successor Agency to the Upland Redevelopment Agency** (hereafter referred to collectively as the "City") to predicate their investment policies, procedures, and practices upon the limitations placed upon them by governing legislative bodies. These policies shall have three primary goals:

- To assure compliance with federal, state, and local laws governing the investment of public monies under the control of the City Treasurer.
- To protect the principal monies entrusted to the City.
- To generate the maximum amount of investment income within the parameters of prudent risk management as defined in this *Statement of Investment Policy*.

For the purposes of this policy, "Investment Officers" shall be defined as the City Treasurer, City Manager, Assistant City Manager, and the Finance Manager.

**1.0 Scope**

This *Statement of Investment Policy* shall apply to all funds that are under the control of the Investment Officers including, but not limited to, the general fund; special revenue funds; debt service funds; capital project funds; enterprise funds; trust and agency funds; and any other funds under the control of the Investment Officers. These funds are accounted for in the City's Annual Comprehensive Financial Report.

Investment of bond proceeds and related reserve funds shall be governed by the documents authorizing the issuance of such indebtedness. If the bond documents are silent as to the permitted investments, the bond proceeds will be invested in the securities permitted by this *Statement of Investment Policy*. Notwithstanding the other provisions of this *Statement of Investment Policy*, the percentage limitations listed in elsewhere in this *Statement of Investment Policy* do not apply to bond proceeds.

The City's Deferred Compensation Plan ("Plan") shall be excluded from the scope of this *Statement of Investment Policy* if: (1) a third-party administrator manages the Plan; (2) individual plan participants have control over the selection of investments; and (3) the City has no fiduciary responsibility to act as a "trustee" for the Plan. The only exception to the foregoing shall be that if the City retains the fiduciary responsibility to act as a trustee for the Plan, then the provisions of this *Statement of Investment Policy* shall apply to the investment of Plan assets. Under these circumstances, the Investment Officers shall provide the Finance Committee and the City Council with a quarterly report on the investment of Plan assets.

## 2.0 Standard of Care

Investment Officers, as trustees of public monies, shall adhere to the "prudent investor" standard when managing the City's investment portfolios. They shall invest "...all governing bodies of local agencies or persons authorized to make investment decisions on behalf of those local agencies investing public funds pursuant to this chapter are trustees and therefore fiduciaries subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the City, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the City. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law."

Investment Officers who follow the provisions of this *Statement of Investment Policy*, and who exercise due diligence shall be relieved of personal responsibility for a security's credit risk or market price risk provided that they report substantial deviations from expectations to the City Manager and to the Finance Committee in a timely manner and that they take appropriate action to control adverse developments. "Substantial deviations" shall be defined as either a decline of 10 percent or more in the market value of a security due to issuer default or a credit risk downgrade or the premature sale of a security at 10 percent or more below its acquisition cost.

## 3.0 Objective

The City's investment objectives, in order of priority, shall be:

**3.1 Safety.** Safety of principal shall be the foremost objective. Investments shall be made with the aim of avoiding capital losses due to issuer default; broker-dealer default; or market value erosion. Principal shall be preserved by mitigating:

**3.1.1 *Credit Risk*,** the risk of loss due to the failure of the issuer of the security, shall be mitigated by investing in only high-quality securities and by diversifying investments; and

**3.1.2 *Market Risk*,** the risk of loss due to a decline in bond prices because of rising market interest rates, shall be mitigated by structuring the portfolios so that issues mature concurrently with the City's anticipated cash requirements, thereby eliminating the need to sell securities prematurely on the open market.

**3.1.3** It is recognized, however, that in a diversified portfolio, occasional measured losses are inevitable and must be considered within the context of the overall investment strategy.

**3.2 Liquidity.** An adequate percentage of the portfolios shall be maintained in liquid, short-term securities that can be converted to cash, if necessary, to meet disbursement requirements. Since all cash requirements cannot be anticipated, the portfolios should

consist largely of securities with active secondary markets. These securities should have a relatively low sensitivity to market risk. Maximum overall portfolio maturities are referenced in section 15.0, paragraph 2 of this *Statement of Investment Policy*.

- 3.3 Yield.** Yield shall be considered only after the basic requirements of safety and liquidity have been met.

#### **4.0 Delegation of Authority**

California Government Code (“Code”) Sections 53607 and 53608 authorize the legislative body of a local agency to invest, deposit, and provide for the safekeeping of the local agency's funds or to delegate those responsibilities to the treasurer of the local agency. The delegation of investment authority by the City Council to the Investment Officers shall be for a period of one-year period, unless revoked. Subject to review, the City Council may renew the delegation of authority each year.

The Investment Officers shall have the exclusive authority to buy and sell securities on behalf of the City. They shall engage in mutual consultation and in collective decision making on economic trends, investment opportunities, and portfolio structuring.

#### **5.0 Internal Controls**

The Investment Officers shall be responsible for ensuring that all investment transactions comply with the City's *Statement of Investment Policy* and for establishing internal controls that are designed to prevent losses due to fraud, negligence, and third-party misrepresentation. The Investment Officers shall establish written procedures for the operation of the City's investment program that are consistent with this *Statement of Investment Policy*.

Internal controls deemed most important shall include: avoidance of collusion; separation of duties and administrative controls; separating transaction authority from accounting and record keeping; custodial safekeeping; clear delegation of authority; management approval and review of investment transactions; specific limitations regarding securities losses and remedial action; written confirmation of telephone transactions; documentation of investment transactions and strategies; and monitoring of results.

#### **6.0 Conflict of Interest**

Investment Officers shall refrain from personal business activity that could conflict with the proper execution of the City's investment program or impair their ability to make impartial investment decisions. They shall disclose to the City Council any material financial interest in financial institutions that conduct business within the City's jurisdiction. They shall also disclose any personal investment positions that could be related to the performance of the City's investment portfolios. Investment Officers shall subordinate their personal investment transactions to those of the City, particularly with regard to the timing of securities purchases and sales and shall avoid transactions that might impair public confidence.

Investment Officers and their immediate relatives shall not accept or solicit any gifts, gratuities, honorariums, or favors from persons or entities who provide or who are seeking to provide financial services to the City.

## 7.0 Authorized Broker-Dealers

The Investment Officers shall have the authority to select any issuer, or qualified broker-dealer(s) deemed necessary in facilitating investment transactions.

For securities not purchased directly from the issuer, the Investment Officers will maintain a list of approved financial institutions authorized to provide investment services to the City in the State of California. These may include “primary” dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1 (uniform net capital rule). Best practices include the following: 1) A determination that all approved broker/dealer firms, and individuals covering the City, are reputable and trustworthy; 2) the broker/dealer firms should have the ability to meet all their financial obligations in dealing with the City; 3) the firms, and individuals covering the agency, should be knowledgeable and experienced in public agency investing and the investment products involved; 4) no public deposit shall be made except in a qualified public depository as established by the established State laws; 4) all financial institutions and broker/dealers who desire to conduct investment transactions with the City may supply the Investment Officers with audited financial statements, proof of FINRA certification, trading resolution, proof of State of California registration, a completed broker/dealer questionnaire, certification of having read the City’s investment policy and depository contracts.

An annual review of the financial condition and registrations of qualified broker/dealer firms may be conducted by the City and a current audited financial statement requested for each financial institution and broker/dealer in which the City invests. In addition to other requirements, the Investment Officers shall give all approved broker-dealers a copy of the City’s current *Statement of Investment Policy* and a certification form. The completion and submission of the certification form by an approved broker-dealer shall constitute proof that it has received the City’s *Statement of Investment Policy*, read it, and intends to comply with it. The Investment Officers shall keep current audited annual financial statements on file for each approved broker-dealer with which the City does business.

Where possible, transactions with broker/dealers shall be selected on a competitive basis and their bid or offering prices shall be recorded. If there is no other readily available competitive offering, the investment officer shall make their best efforts to document quotations for comparable or alternative securities.

## 8.0 Authorized Public Depositories

The Investment Officers shall maintain an Approved List of all financial institutions that the Finance Committee and the City Council have authorized as public depositories of City monies. This List shall be provided to all members of the City Council and the Finance Committee.

The City shall only deposit public monies in financial institutions that have: (1) an overall Community Reinvestment Act rating of not less than “satisfactory” of meeting the credit needs of California’s communities; (2) at least \$100 million in total assets; (3) a core capital-to-total assets ratio of at least five percent; (4) favorable statistical ratings from a nationally recognized rating service, as determined by the Investment Officers; (5) a federal or a state charter; and (6) a branch office within San Bernardino County and/or Los Angeles County.

Under no circumstances shall the City's deposits in a financial institution exceed the total shareholder's equity of that institution.

Any financial institution that has City funds on deposit must comply with the requirements of Code Sections 53630 *et seq.*, including collateralization of deposits. The Investment Officers may waive the collateralization requirements for any portion of the deposit that is covered by Federal Deposit Insurance. As provided by Code Section 53649, the City shall have a signed contract with each financial institution that has City funds on deposit.

## **9.0 Safekeeping and Custody**

Investment Officers shall conduct all security transactions on a delivery-versus- payment ("DVP") or on a receipt-versus-payment ("RVP") basis. A third-party bank trust department ("Custodian") that acts as an agent for the City under the terms of a custody agreement executed between both parties shall hold the securities. The City's Custodian shall be represented on the Approved List.

The only exception to the foregoing shall be securities purchases made with: (1) local government investment pools; (2) money market mutual funds; and (3) Federal Reserve Banks ("Treasury Direct Program") since the purchased securities are not deliverable. No securities broker-dealer or investment advisor shall have access to City monies, accounts, or investments. Any transfer of monies to or through a securities broker-dealer must have the Investment Officers' prior written approval. If they are unavailable, then the management authorization chain-of-command specified in section 4.0, paragraph 2 of this *Statement of Investment Policy* shall be followed.

The City shall not purchase more than \$15 million of securities from the Custodian if the Custodian will subsequently be holding those securities in custody for the City.

The City shall require Broker Trade Confirmations for all trades. Investment Officers shall review these confirmations immediately upon receipt, for conformity with the terms of the City's Trade Sheets.

## **10.0 Authorized Investments**

The City's investments are governed by Code, Sections 53600 *et seq.* Within the investments permitted by the Code, the City seeks to further restrict eligible investments to the guidelines listed below. In the event a discrepancy is found between this *Statement of Investment Policy* and the Code, the more restrictive parameters will take precedence. Percentage holding limits listed in this section apply at the time the security is purchased.

Any investment currently held at the time this *Statement of Investment Policy* is adopted which does not meet the new policy guidelines can be held until maturity and shall be exempt from the current policy. At the time of the investment's maturity or liquidation, such funds shall be reinvested only as provided in the current policy.

An appropriate risk level shall be maintained by primarily purchasing securities that are of high quality, liquid, and marketable. The portfolio shall be diversified by security type and

institution to avoid incurring unreasonable and avoidable risks regarding specific security types or individual financial institutions.

#### **10.01 United States Instruments**

United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest. *There is no limitation as to the percentage of City's investment portfolio that may be invested in this category.*

#### **10.02 Federal Agency Securities**

Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. *There is no limitation as to the percentage of City's investment portfolio that may be invested in this category. No more than 30 percent of the market value of the City's investment portfolio may be invested in any one issuer. No more than 40 percent of the market value of the City's investment portfolio may be invested in callable securities.*

#### **10.03 Municipal Securities**

Bonds issued by the City, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the City or by a department, board, agency, or authority of the City. Purchases of any obligation of the City of Upland by an Enterprise Fund of the City shall not require a rating from a Nationally Recognized Statistical Rating Organization (NRSRO).

Registered state warrants or treasury notes or bonds of this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the state or by a department, board, agency, or authority of the state.

Registered treasury notes or bonds of any of the other 49 states in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 states, in addition to California.

Bonds, notes, warrants, or other evidences of indebtedness of a local agency within this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency.

Purchases are limited to securities rated in a rating category of "A" (long-term) or "A-1" (short-term) or their equivalents or better by a NRSRO. *No more than 30 percent of the market value of the City's investment portfolio shall be invested in this category.*

#### **10.04 Medium-Term Notes**

Defined as all corporate and depository institutions debt securities with a maximum remaining maturity of five years or less issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Investment shall be limited to medium-term notes ("MTN") rated in a rating category of "A" or better by an NRSRO. *No more than 30 percent of the market value of the City's investment portfolio shall be invested in this category.*

#### **10.05 Bankers' Acceptances**

Bankers' acceptances (BAs) otherwise known as bills of exchange or time drafts that are drawn on and accepted by a commercial bank which have short-term debt obligations rated in the rating category of "A-1" or higher by a NRSRO. Purchases of BAs shall not exceed 180 days to maturity. *No more than 40 percent of the market value of the City's investment portfolio shall be invested in this category.*

#### **10.06 Commercial Paper**

Commercial paper of "prime" quality of the highest ranking or of the highest letter and number rating as provided for by a NRSRO. The entity that issues the commercial paper shall meet following criteria: (A) Is organized and operating in the United States as a general corporation; (B) Has total assets in excess of five hundred million dollars (\$500,000,000), and (C) Has debt other than commercial paper, if any, that is rated in a rating category of "A" or its equivalent or better by an NRSRO. *Purchases of CP shall not exceed 270 days to maturity. No more than 40 percent of the market value of the City's investment portfolio shall be invested in this category. If the City's investable assets fall below \$100 million, no more than 25 percent of the market value of the City's investment portfolio shall be invested in this category.*

#### **10.07 Asset Backed, Mortgage-Backed, Mortgage Pass-Through securities and Collateralized Mortgage Obligations**

A mortgage passthrough security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed certificate, consumer receivable passthrough certificate, or consumer receivable-backed bond with a maximum remaining maturity of five years or less. Securities shall be rated in a rating category of "AA" or its equivalent or better by an NRSRO. *No more than 20 percent of the market value of the City's investment portfolio shall be invested in this category.*

#### **10.08 Negotiable Certificates of Deposit**

Negotiable certificates of deposit issued by a nationally or state-chartered bank, a savings association, or a federal association, a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank. Purchases are limited to securities rated in a rating category of "A" (long-term) or "A-1" (short-term) or their equivalents or better by an NRSRO. The Investment Officers can exempt from these rating requirements any Negotiable CDs for which the full amount of the CD

and the interest that may accrue shall at all times be covered by Federal Deposit insurance. *No more than 30 percent of the market value of the City's investment portfolio shall be invested in this category.*

#### **10.09 Money Market Mutual Funds**

Money Market Mutual Funds investments shall be permitted in shares of beneficial interest issued by diversified management companies that are government money market funds ("MMF") registered with the SEC under the Investment Company Act of 1940. Commission (e.g., sales load on purchases, reinvested dividends, redemptions, and exchanges) shall not be included in the purchase of any fund shares. A qualifying MMF must have: (1) total portfolio net assets of \$500 million or more; and (2) the highest rating of the two largest nationally recognized rating services OR an investment advisor who is registered with the SEC, and who has five years or more of experience investing for MMFs of \$500 million or more in total portfolio net assets. The City shall require audited annual financial statements from each MMF in which it has public monies invested. *No more than 20 percent of the market value of the City's investment portfolio may be invested in this category.*

#### **10.10 Local Agency Investment Fund ("LAIF")**

Investment shall be permitted in this pool which is organized and managed by the State Treasurer's Office for the benefit of local agencies, pursuant to Code Section 16429.1. The City Council approved City participation in LAIF on February 22, 1977 in Resolution Number 2716. The Successor Agency to the Redevelopment Agency approved participation in LAIF on February 13, 2012 in Resolution Number 2012-4. *Investment shall be limited to the maximum amount per legal entity that is permitted by the program.*

#### **10.11 Supranational Securities**

United States dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank. The securities shall be rated in a rating category of "AA" or its equivalent or better by a NRSRO. *No more than 30 percent of the market value of the City's investment portfolio may be invested in this category. No more than 10 percent of the market value of the City's investment portfolio may be invested in any single issuer, and the maximum maturity shall not exceed five years.*

#### **10.12 Local Government Investment Pools ("LGIP").**

Shares of beneficial interest issued by a joint powers authority organized pursuant to Section 6509.7 that invests in the securities and obligations authorized by Code. The City will limit investments to LGIPs that seek to maintain a stable net asset value. *There is no limitation as to the percentage of City's investment portfolio that may be invested in this category.*

### **10.13 Placement Service Deposits.**

Funds may be placed with a California financial institution that may utilize a private sector entity that assists in the placement of deposit with eligible financial institutions located in the United States in accordance with Code 53601.8. The full amount of the principal and the interest that may be accrued during the maximum term of the deposit shall always be insured by federal deposit insurance. *No more than 30 percent of the market value of the City's investment portfolios may be invested in this category. The maximum investment maturity will be restricted to five years.*

### **10.14 Bank Deposits.**

FDIC insured or fully collateralized demand deposit accounts, savings accounts, market rate accounts, or time certificates of deposits in financial institutions located in California. *There is no limitation as to the percentage of City's investment portfolio that may be invested in this category, however, no more than 25 percent of the market value of the portfolio may be invested in time deposits. The maximum investment maturity will be restricted to five years.*

## **11.0 Prohibited Investments and Practices**

Investment Officers shall not invest public monies in financial instruments that are not authorized under this *Statement of Investment Policy*.

Prohibited investments shall include, but shall not be limited to, equity securities, bond mutual funds, repurchase agreements, reverse repurchase agreements, and derivative contracts (forwards, futures, and options). The purchase of derivative securities shall be prohibited *except for callable and for zero coupon Treasury ("STRIPS") securities.*

Investment Officers shall not engage in securities lending, short selling, or other hedging strategies.

LAIF, LGIPs, and MMFs shall be exempt from the prohibitions on derivative contracts, derivative securities, repurchase agreements, reverse repurchase agreements, securities lending, short selling, and other hedging strategies.

## **12.0 Investment Pools**

Investment Officers shall investigate all investment pools (LAIF, LGIPs, MMFs) prior to investing public monies and periodically thereafter while City public monies are invested in the investment pool.

## **13.0 Diversification**

Investment Officers shall diversify the City's investment portfolio by security type and by issuer to avoid incurring unreasonable risks inherent in over-investing in specific instruments, individual financial institutions, or maturities. No more than 5 percent of the total portfolio market value may be invested in securities of any single issuer, except where the issuer is the US Government, its Agencies and GSEs, supranational securities, collateralized deposits,

LAIF, money market mutual funds or local government investment pools.

#### 14.0 Maximum Maturity

For those investment types for which this *Statement of Investment Policy* does not specify a maturity limit, no individual investment shall exceed a maturity of five years from the date of purchase unless the City Council has granted express authority to make that investment either specifically or as a part of an investment program approved by the City Council no less than three months prior to the investment.

Additionally, the City may purchase a Municipal Security issued by the City from surplus moneys of any fund of the City as a part of an investment program approved by the legislative body no less than three months prior to the investment. This would include investments made to reduce the City's Unfunded Accrued Liability (UAL) with California Public Employees' Retirement System (CalPERS).

This Policy authorizes investing bond project and reserve funds beyond five years if the maturities of such investments do not exceed the expected use of the funds, the investments are deemed prudent in the opinion of the Investment Officers, and the investments are not prohibited by the applicable bond documents.

*Maturities may vary from 1 day to five years at the investment officers' discretion. Municipal Securities of the City to reduce its UAL with CalPERS may have a maturity up to and not exceeding twenty years, and which shall be approved by the City Council. The portfolio should be managed in such a manner as to meet the City's liquidity, safety, and capital preservation needs.*

#### 15.0 Portfolio Rebalancing

In the event that portfolio percentage constraints are violated due to a temporary imbalance in the portfolio, then Investment Officers may hold the affected securities to maturity in order to avoid capital losses. If no capital losses would be realized upon sale, however, then the Investment Officers shall consider rebalancing the portfolio after evaluating the expected length of time that it will be imbalanced. Portfolio percentage limits are in place in order to ensure diversification of the City investment portfolio; a small, temporary imbalance, not to exceed three months, will not significantly impair that strategy. Bond or note proceeds shall not be factored into the balance of the portfolio.

#### 16.0 Credit Downgrading

This *Statement of Investment Policy* sets forth minimum credit risk criteria for each type of security. This credit risk criteria applies to the initial purchase of a security; it does not automatically force the sale of a security if its credit risk ratings fall below policy limits.

If a security is downgraded below the minimum credit risk criteria specified in this *Statement of Investment Policy*, then the Investment Officers shall evaluate the downgrade on a case-by-case basis in order to determine if the security should be held or sold.

The Investment Officers shall inform the Finance Committee at its next regular meeting of the credit downgrade and of the Investment Officer's decision to hold or sell the downgraded

security.

The Investment Officers shall review the credit standing of all securities in the City's investment portfolios on a semiannual basis.

## **17.0 Portfolio Benchmark**

The City Treasurer shall monitor and evaluate the portfolio's performance relative to a market benchmark, which will be included in the Treasurer's monthly report. The City Treasurer shall select an appropriate, readily available index to use as a market benchmark.

The City's portfolios may be actively managed for purposes of improving portfolio risk structure, liquidity, or yield in response to market conditions or to meet City requirements.

## **18.0 Reporting**

The Investment Officers shall provide a monthly report of investment transactions to the City Council and an investment report to the Finance Committee at the regularly scheduled meeting.

The investment report shall include a complete portfolio inventory with details on issue, par value, market value, coupon/rate, original settlement date of purchase, final maturity date, average weighted yield, and average days to maturity, and market value (including source of market valuation). The report will include a statement on compliance or noncompliance with the City's *Statement of Investment Policy* and a statement on whether there are or are not sufficient funds to meet the City's anticipated cash requirements for the next six months.

## **19.0 Policy Review and Adoption**

The Investment Officers shall submit a *Statement of Investment Policy*, including any recommended changes, to the City Council and the Successor Agency Board annually for their review and adoption.

## GLOSSARY OF INVESTMENT TERMS

**Agencies.** Shorthand market terminology for any obligation issued by a *government-sponsored entity (GSE)*, or a *federally related institution*. Most obligations of GSEs are not guaranteed by the full faith and credit of the US government. Examples are:

**FFCB.** The Federal Farm Credit Bank System provides credit and liquidity in the agricultural industry. FFCB issues discount notes and bonds.

**FHLB.** The Federal Home Loan Bank provides credit and liquidity in the housing market. FHLB issues discount notes and bonds.

**FHLMC.** Like FHLB, the Federal Home Loan Mortgage Corporation provides credit and liquidity in the housing market. FHLMC, also called "Freddie Mac" issues discount notes, bonds, and mortgage pass-through securities.

**FNMA.** Like FHLB and Freddie Mac, the Federal National Mortgage Association was established to provide credit and liquidity in the housing market. FNMA, also known as "Fannie Mae," issues discount notes, bonds, and mortgage pass-through securities.

**GNMA.** The Government National Mortgage Association, known as "Ginnie Mae" issues mortgage pass-through securities, which are guaranteed by the full faith and credit of the US Government.

**PEFCO.** The Private Export Funding Corporation assists exporters. Obligations of PEFCO are not guaranteed by the full faith and credit of the US government.

**TVA.** The Tennessee Valley Authority provides flood control and power and promotes development in portions of the Tennessee, Ohio, and Mississippi River valleys. TVA currently issues discount notes and bonds.

**Asked.** The price at which a seller offers to sell a security.

**Asset Backed Securities.** Securities supported by pools of installment loans or leases or by pools of revolving lines of credit.

**Average Life.** In mortgage-related investments, including CMOs, the average time to expected receipt of principal payments, weighted by the amount of principal expected.

**Bankers' Acceptance.** A money market instrument created to facilitate international trade transactions. It is highly liquid and safe because the risk of the trade transaction is transferred to the bank which "accepts" the obligation to pay the investor.

**Benchmark.** A comparison security or portfolio. A performance benchmark is a partial market index, which reflects the mix of securities allowed under a specific investment policy.

**Bid.** The price at which a buyer offers to buy a security.

**Broker.** A broker brings buyers and sellers together for a transaction for which the broker receives a commission. A broker does not sell securities from his own position.

**Callable.** A callable security gives the issuer the option to call it from the investor prior to its maturity. The main cause of a call is a decline in interest rates. If interest rates decline since an issuer issued a security, the issuer will likely call its current securities and reissue them at a lower rate of interest. Callable securities have reinvestment risk as the investor may receive its principal back when interest rates are lower than when the investment was initially made.

**Certificate of Deposit (CD).** A time deposit with a specific maturity evidenced by a certificate. Large denomination CDs may be marketable.

**Collateral.** Securities or cash pledged by a borrower to secure repayment of a loan or repurchase agreement. Also, securities pledged by a financial institution to secure deposits of public monies.

**Collateralized Mortgage Obligations (CMO).** Classes of bonds that redistribute the cash flows of mortgage securities (and whole loans) to create securities that have different levels of prepayment risk, as compared to the underlying mortgage securities.

**Commercial Paper.** The short-term unsecured debt of corporations.

**Cost Yield.** The annual income from an investment divided by the purchase cost. Because it does not give effect to premiums and discounts which may have been included in the purchase cost, it is an incomplete measure of return.

**Coupon.** The annual rate of interest which is paid on a bond.

**Credit Risk.** The risk that principal and/or interest on an investment will not be paid in a timely manner due to changes in the condition of the issuer.

**Current Yield.** The annual income from an investment divided by the current market value. Since the mathematical calculation relies on the current market value rather than the investor's cost, current yield is unrelated to the actual return the investor will earn if the security is held to maturity.

**Dealer.** A dealer acts as a principal in security transactions, selling securities from and buying securities for his own position.

**Debenture.** A bond secured only by the general credit of the issuer.

**Delivery vs. Payment (DVP).** A securities industry procedure whereby payment for a security must be made at the time the security is delivered to the purchaser's agent.

**Derivative.** Any security that has principal and/or interest payments which are subject to uncertainty (but not for reasons of default or credit risk) as to timing and/or amount, or any security which represents a component of another security which has been separated from other components ("Stripped" coupons and principal). A derivative is also defined as a financial instrument the value of which is totally or partially derived from the value of another instrument, interest rate, or index.

**Discount.** The difference between the par value of a bond and the cost of the bond, when the cost is below par. Some short-term securities, such as T-bills and banker's acceptances, are known as **discount securities**. They sell at a discount from par and return the par value to the investor at maturity without additional interest. Other securities, which have fixed coupons, trade at a discount when the coupon rate is lower than the current market rate for securities of that maturity and/or quality.

**Diversification.** Dividing investment funds among a variety of investments to avoid excessive exposure to any one source of risk.

**Duration.** The weighted average time to maturity of a bond where the weights are the present values of the future cash flows. Duration measures the price sensitivity of a bond to changes in interest rates. (See modified duration).

**Federal Deposit Insurance Corporation (FDIC).** An independent US agency that insures bank deposits, including deposits in a checking account, negotiable order of withdrawal (NOW) account savings account, money market deposit account (MMDA), time deposit such as a certificate of deposit (CD), or an official item issued by a bank (such as a cashier's check or money order), currently up to \$250,000 per depositor, per issued bank, for each account ownership category.

**Federal Funds Rate.** The rate of interest charged by banks for short-term loans to other banks. The Federal Reserve Bank through open-market operations establishes it.

**Federal Open Market Committee.** A committee of the Federal Reserve Board that establishes monetary policy and executes it through temporary and permanent changes to the supply of bank reserves.

**Investment Advisor.** As defined by the Investment Advisors Act of 1940, any person or group that makes investment recommendations or conducts securities analysis in return for a fee, whether through direct management of client assets or via written publications. An investment advisor who has sufficient assets to be registered with the SEC is known as a Registered Investment Advisor, or RIA. Investment advisors are prohibited from disseminating advice known to be deceitful or fraudulent and from acting as a principal on their own accounts by buying and selling securities between themselves and a client without prior written consent.

**Leverage.** Borrowing funds in order to invest in securities that have the potential to pay earnings at a rate higher than the cost of borrowing.

**Liquidity:** The speed and ease with which an asset can be converted to cash without a substantial loss in value

**Local Agency Investment Fund (LAIF).** The aggregate of all funds from political subdivisions that are placed in custody of the State Treasurer for investment and reinvestment.

**Local Government Investment Pool (LGIP).** A comingled investment pool comprised of funds from political subdivisions that are placed in custody of the program for investment and reinvestment.

**Make Whole Call.** A type of call provision on a bond that allows the issuer to pay off the remaining debt early. Unlike a call option, with a make whole call provision, the issuer makes a lump sum payment that equals the net present value (NPV) of future coupon payments that will not be paid because of the call. With this type of call, an investor is compensated, or "made whole."<sup>11</sup>

**Margin:** The difference between the market value of a security and the loan a broker makes using that security as collateral.

**Market Risk.** The risk that the value of securities will fluctuate with changes in overall market conditions or interest rates.

**Market Value.** The price at which a security can be traded.

**Marking to Market.** The process of posting current market values for securities in a portfolio.

**Maturity.** The final date upon which the principal of a security becomes due and payable.

**Medium Term Notes.** Unsecured, investment-grade senior debt securities of major corporations which are sold in relatively small amounts on either a continuous or an intermittent basis. MTNs are highly flexible debt instruments that can be structured to respond to market opportunities or to investor preferences.

**Modified Duration.** The percent change in price for a 100 basis point change in yields. Modified duration is the best single measure of a portfolio's or security's exposure to market risk.

**Money Market.** The market in which short-term debt instruments (T-bills, discount notes, commercial paper, and banker's acceptances) are issued and traded.

**Mortgage Pass-Through Securities.** A securitized participation in the interest and principal cash flows from a specified pool of mortgages. Principal and interest payments made on the mortgages are passed through to the holder of the security.

**Municipal Securities.** Securities issued by state and local agencies to finance capital and operating expenses.

**Mutual Fund.** An entity which pools the funds of investors and invests those funds in a set of securities which is specifically defined in the fund's prospectus. Mutual funds can be invested

in various types of domestic and/or international stocks and bonds, and money market instruments, as set forth in the individual fund's prospectus. For most large, institutional investors, the costs associated with investing in mutual funds are higher than the investor can obtain through an individually managed portfolio.

**Nationally Recognized Statistical Rating Organization (NRSRO).** A credit rating agency that the Securities and Exchange Commission in the United States uses for regulatory purposes. Credit rating agencies provide assessments of an investment's risk. The issuers of investments, especially debt securities, pay credit rating agencies to provide them with ratings. The three most prominent NRSROs are Fitch, S&P, and Moody's.

**Premium.** The difference between the par value of a bond and the cost of the bond, when the cost is above par.

**Prepayment Speed.** A measure of how quickly principal is repaid to investors in mortgage securities.

**Prepayment Window.** The time period over which principal repayments will be received on mortgage securities at a specified prepayment speed.

**Primary Dealer.** A financial institution (1) that is a trading counterparty with the Federal Reserve in its execution of market operations to carry out U.S. monetary policy, and (2) that participates for statistical reporting purposes in compiling data on activity in the U.S. Government securities market.

**Prudent Person (Prudent Investor) Rule.** A standard of responsibility which applies to fiduciaries. In California, the rule is stated as "Investments shall be managed with the care, skill, prudence and diligence, under the circumstances then prevailing, that a prudent person, acting in a like capacity and familiar with such matters, would use in the conduct of an enterprise of like character and with like aims to accomplish similar purposes."

**Realized Yield.** The change in value of the portfolio due to interest received and interest earned and realized gains and losses. It does not give effect to changes in market value on securities, which have not been sold from the portfolio.

**Regional Dealer.** A financial intermediary that buys and sells securities for the benefit of its customers without maintaining substantial inventories of securities and that is not a primary dealer.

**Repurchase Agreement (RP, Repo).** Short-term purchases of securities with a simultaneous agreement to sell the securities back at a higher price. From the seller's point of view, the same transaction is a reverse repurchase agreement.

**Safekeeping.** A service to bank customers whereby securities are held by the bank in the customer's name.

**Structured Note.** A complex, fixed income instrument, which pays interest, based on a formula tied to other interest rates, commodities, or indices. Examples include inverse floating rate notes which have coupons that increase when other interest rates are falling, and which fall when other interest rates are rising, and "dual index floaters," which pay interest based on the

relationship between two other interest rates - for example, the yield on the ten-year Treasury note minus the Libor rate. Issuers of such notes lock in a reduced cost of borrowing by purchasing interest rate swap agreements.

**Supranational.** A Supranational is a multi-national organization whereby member states transcend national boundaries or interests to share in the decision making to promote economic development in the member countries.

**Time Deposit.** A savings account or certificate of deposit (CD) that pays a fixed rate of interest until a given maturity date.

**Total Rate of Return.** A measure of a portfolio's performance over time. It is the internal rate of return, which equates the beginning value of the portfolio with the ending value; it includes interest earnings, realized and unrealized gains, and losses in the portfolio.

**U.S. Treasury Obligations.** Securities issued by the U.S. Treasury and backed by the full faith and credit of the United States. Treasuries are considered to have no credit risk and are the benchmark for interest rates on all other securities in the US and overseas. The Treasury issues both discounted securities and fixed coupon notes and bonds.

**Treasury Bills.** Treasury securities issued with initial maturities of one year or less are issued as discounted instruments and are called Treasury bills. The Treasury currently issues three- and six-month T-bills at regular weekly auctions. It also issues "cash management" bills as needed to smooth out cash flows.

**Treasury Notes.** Treasury securities issued with initial maturities of two to ten years are called Treasury notes and pay interest semi-annually.

**Treasury Bonds.** Treasury securities issued with initial maturities greater than ten years are called Treasury bonds. Like Treasury notes, they pay interest semi-annually.

**Volatility.** The rate at which security prices change with changes in general economic conditions or the general level of interest rates.

**Yield to Maturity.** The annualized internal rate of return on an investment which equates the expected cash flows from the investment to its cost.

# RESOLUTION NO. 6779

## A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UPLAND, CALIFORNIA ADOPTING THE FISCAL YEAR 2024-2025 AND 2025-2026 BUDGET

**WHEREAS**, the City is required to adopt an annual budget; and

**WHEREAS**, a budget is a spending plan to match anticipated revenues for each fiscal year and is vital to the success of the City of Upland; and

**WHEREAS**, the City Manager has caused a budget document to be prepared covering the Fiscal Year (FY) July 1, 2024 through June 30, 2025 and July 1, 2025 through June 30, 2026; and

**WHEREAS**, the City Council held a public budget workshop on the proposed FY 2024-2025 and FY 2025-2026 budget on May 20, 2024 and approved and adopted the FY 2023-2024 and FY 2024-2025 budget on June 10, 2024; and

**WHEREAS**, the main schedules that comprise the budget document are set forth in Exhibit "A" and made available for public examination.

**NOW, THEREFORE**, the City Council of the City of Upland hereby finds, determines and resolves as follows:

**Section 1.** The above recitals are true and correct and are incorporated herein by this reference.

**Section 2.** The City Council of the City of Upland approves and adopts the Fiscal Year 2024-2025 and 2025-2026 Budget, set forth in Exhibit "A", attached hereto and incorporated herein by this reference.

**Section 3.** The following funds, appropriations, therefore, are hereby authorized for the fiscal years beginning July 1, 2024 and July 1, 2025:

| <u>Fund</u>                         | <u>FY 24/25</u> | <u>FY 25/26</u> |
|-------------------------------------|-----------------|-----------------|
| General Fund                        | \$61,458,170    | \$63,134,260    |
| Housing                             | 4,984,570       | 4,929,930       |
| Public Safety Augmentation          | 1,432,850       | 1,432,850       |
| Gas Tax                             | 9,258,490       | 4,890,100       |
| Measure I                           | 5,804,230       | 7,268,710       |
| RMRA                                | 6,640,370       | 2,753,340       |
| HOME Investment Partnership Program | 1,010,000       | 730,000         |
| Community Development Block Grant   | 783,090         | 80,130          |
| Parking Business Improvement Area   | 137,680         | 72,980          |
| Air Quality Management District     | 73,830          | 154,880         |
| COPS                                | 1,357,200       | 1,153,000       |
| Other Grants                        | 75,000          | 76,500          |

|                                   |                      |                      |
|-----------------------------------|----------------------|----------------------|
| Asset Forfeiture – Federal DOJ    | 648,380              | 654,680              |
| CalHOME                           | 860,000              | 0                    |
| American Rescue Plan Act          | 1,770,350            | 98,080               |
| Police DIF                        | 550,200              | 0                    |
| General DIF                       | 332,000              | 0                    |
| Quimby Fees                       | 1,897,980            | 635,000              |
| Storm Drain DIF                   | 954,270              | 938,580              |
| Street & Traffic Facility DIF     | 325,370              | 0                    |
| General Fund Capital Projects     | 5,536,960            | 625,000              |
| Street & Alley Repairs            | 1,102,090            | 938,580              |
| Water Bond Capital Projects       | 13,842,090           | 0                    |
| Water Utility                     | 43,526,830           | 40,240,160           |
| Solid Waste Utility               | 18,665,460           | 19,404,560           |
| Sewer Utility                     | 16,626,990           | 14,395,060           |
| Self-Funded Liability Insurance   | 4,939,210            | 5,186,040            |
| Fleet Maintenance & Replacement   | 1,258,980            | 1,485,110            |
| Information Systems               | 3,452,750            | 3,599,830            |
| Building Maintenance & Operations | 1,837,060            | 2,034,370            |
| UAL & Employee Benefits           | 10,624,350           | 10,638,250           |
| Successor Agency Housing          | 2,798,430            | 2,810,870            |
| Total                             | <u>\$224,565,230</u> | <u>\$189,848,740</u> |

**Section 4.** The City Manager is hereby authorized to make expenditures, including capital outlay items, provided for in said budget.

**Section 5.** The City Manager is hereby authorized to increase appropriations in those instances where there is an offsetting source of revenue such as when money has been received or put on deposit with the City.

**Section 6.** The City Manager is hereby authorized to approve continuing appropriations for capital improvement projects and other expenditures approved by the City Council but not yet expended prior to July 1, 2024 and July 1, 2025.

**Section 7.** The City Manager is hereby authorized to redistribute allocated budgeted amounts within or between departments.

**Section 8.** Compliance with California Environmental Quality Act. The City Council finds that this Resolution is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the State CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly. Further, if the activity is deemed a project this City Council finds that this Resolution is exempt pursuant to Section 15061(b)(3) of the State CEQA Guidelines.

**Section 9.** Certification. The City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original resolutions.

**Section 10.** Severability. If any section, subsection, subdivision, sentence, or clause or phrase in this Resolution or any part thereof is for any reason held to be unconstitutional, invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this Resolution or any part thereof. The City Council hereby declares that it would have adopted each section irrespective of the fact that any one or more subsections, subdivisions, sentences, clauses, or phrases are declared unconstitutional, invalid, or ineffective.

**Section 11.** Effective Date. This Resolution shall become effective immediately.

**PASSED, APPROVED and ADOPTED** this 10th day of June, 2024.

  
\_\_\_\_\_  
Bill Velto, Mayor

I, Keri Johnson, City Clerk of the City of Upland, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council held on the 10th day of June, 2024, by the following vote:

AYES: Mayor Velto, Councilmembers Breitling, Garcia, Maust, Zuniga  
NOES: None  
ABSENT: None  
ABSTAINED: None

ATTEST:

  
\_\_\_\_\_  
Keri Johnson, City Clerk

## RESOLUTION NO. 6780

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
UPLAND, CALIFORNIA ESTABLISHING THE APPROPRIATIONS  
LIMIT FOR THE 2024-2025 FISCAL YEAR

**WHEREAS**, Section 1.5 of Article XIII B of the Constitution of the State of California imposes upon units of State and Local Government the obligation to limit each fiscal year's appropriations of the proceeds of taxes to the amount of such appropriations in Fiscal Year 1986-87 as adjusted for changes in cost of living and population; and

**WHEREAS**, Section 7910 of the Government Code of the State of California directs the governing body of each local jurisdiction to establish its appropriation limit by resolution each year; and

**WHEREAS**, the Finance Officer of the City of Upland has determined the City's appropriations limit for Fiscal Year 2024-2025 in accordance with said provisions of the Constitution and laws of the State of California and the documentation used in said determination is available in the Finance Division of the City of Upland.

**NOW, THEREFORE**, the City Council of the City of Upland hereby finds, determines and resolves as follows:

**Section 1.** The above recitals are true and correct and are incorporated herein by this reference.

**Section 2.** Calculation of said limit for the City shall be determined (1) by using the California population growth of the City of Upland, and the change in Per Capital Personal Income, both as determined by the California Department of Finance; and (2) based upon the above said factors, the appropriations limit of the City of Upland for the Fiscal Year 2024-2025 is hereby found and determined to be \$142,377,976.

**Section 3.** Compliance with California Environmental Quality Act. The City Council finds that this Resolution is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the State CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly. Further, if the activity is deemed a project this City Council finds that this Resolution is exempt pursuant to Section 15061(b)(3) of the State CEQA Guidelines.

**Section 4.** Certification. The City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original resolutions.

**Section 5.** Severability. If any section, subsection, subdivision, sentence, or clause or phrase in this Resolution or any part thereof is for any reason held to be unconstitutional, invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this

Resolution or any part thereof. The City Council hereby declares that it would have adopted each section irrespective of the fact that any one or more subsections, subdivisions, sentences, clauses, or phrases are declared unconstitutional, invalid, or ineffective.

**Section 6.** Effective Date. This Resolution shall become effective immediately.

**PASSED, APPROVED and ADOPTED** this 10th day of June, 2024.



Bill Velto, Mayor

I, Keri Johnson, City Clerk of the City of Upland, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council held on the 10th day of June, 2024, by the following vote:

AYES: Mayor Velto, Councilmembers Breitling, Garcia, Maust, Zuniga  
 NOES: None  
 ABSENT: None  
 ABSTAINED: None

ATTEST:



Keri Johnson, City Clerk

## Schedule A

**City of Upland**  
**Appropriations Limit Calculation**  
**Fiscal Year 2024-25**

**Part I - Calculation of Appropriations Limit**

|                                                             |                              |                                     |
|-------------------------------------------------------------|------------------------------|-------------------------------------|
| FY 2023-24 Appropriations Limit Adopted by the City Council |                              | \$ 136,639,132                      |
| Change in City Population (0.56%):                          | <u>1.0056</u> <sup>(a)</sup> |                                     |
| Change in Per Capita Personal Income (3.62%)                | <u>1.0362</u> <sup>(a)</sup> |                                     |
| Total Annual Adjustment Factor (1.0056 x 1.0362)            | <u>1.0420</u>                |                                     |
| Annual Adjustment (93,741,307 X 1.0420)                     |                              | 5,738,844                           |
| <b>Appropriations Limit - Fiscal Year 2024-25:</b>          |                              | <b><u><u>\$ 142,377,976</u></u></b> |

**Part II - Appropriations Subject to the Limit**

|                                                  |                                    |
|--------------------------------------------------|------------------------------------|
| Proceeds from Taxes from Schedule B:             | \$ 49,925,498                      |
| Less: Debt Service Payments                      | <u>(855,330)</u>                   |
| <b>Total Appropriations Subject to the Limit</b> | <b><u><u>\$ 49,070,168</u></u></b> |

**Part III - Calculation of Appropriations Over/Under the Limit**

|                                                      |                                    |
|------------------------------------------------------|------------------------------------|
| Appropriations Limit - Fiscal Year 2024-25           | \$ 142,377,976                     |
| Less: FY2024-25 Appropriations Subject to Limitation | <u>(49,070,168)</u>                |
| <b>Total Appropriations Under the Limit</b>          | <b><u><u>\$ 93,307,808</u></u></b> |

<sup>(a)</sup> Source: State of California, Department of Finance, Price and Population Information, May 2024

## RESOLUTION NO. 6781

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
UPLAND, CALIFORNIA APPROVING THE GENERAL FUND  
RESERVE POLICY FOR THE 2024-2025 AND 2025-2026  
FISCAL YEARS

**WHEREAS**, the City Manager has caused a budget document to be prepared covering the Fiscal Year (FY) July 1, 2024 through June 30, 2025 and July 1, 2025 through June 30, 2026; and

**WHEREAS**, the City Council held a public budget workshop on the proposed FY 2024-2025 and FY 2025-2026 budget on May 20, 2024 and approved and adopted the FY 2023-2024 and FY 2024-2025 budget on June 10, 2024; and

**WHEREAS**, it is essential that governments maintain adequate levels of General Fund Balance to mitigate current and future risk, to ensure stability, and in support of long-term financial planning; and

**WHEREAS**, the Government Finance Officers Association ("GFOA") recommends at a minimum, that general-purpose governments, regardless of size, maintain unrestricted budgetary fund balance in their general fund of no less than 16.67% (two months) of regular general fund operating revenues or regular general fund operating expenditures; and

**WHEREAS**, the GFOA further recommends that governments establish a formal policy on the level of Committed Fund Balance which should be maintained in the General Fund; and

**WHEREAS**, pursuant to Governmental Accounting Standards Board Statement No. 54, an action of the City Council is necessary to commit budget amounts in various funds for the specific purposes they intended; and

**WHEREAS**, the City Council established a General Fund Reserve Policy ("Reserve Policy") on June 14, 2021; and

**WHEREAS**, the Reserve Policy has subsequently been approved annually in conjunction with the budget adoption; and

**WHEREAS**, the Reserve Policy calls for the appropriate level of reserves to be reviewed and approved by City Council at least every other year during the biannual budget process; and

**WHEREAS**, City Staff and City Council have reviewed the Reserve Policy and desire to affirm the policy at this time.

**NOW, THEREFORE**, the City Council of the City of Upland hereby finds, determines and resolves as follows:

**Section 1.** The above recitals are true and correct and are incorporated herein by this reference.

**Section 2.** The City Council does hereby approve and adopt the General Fund Reserve Policy attached hereto as Exhibit "A".

**Section 3.** Compliance with California Environmental Quality Act. The City Council finds that this Resolution is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the State CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly. Further, if the activity is deemed a project this City Council finds that this Resolution is exempt pursuant to Section 15061(b)(3) of the State CEQA Guidelines.

**Section 4.** Certification. The City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original resolutions.

**Section 5.** Severability. If any section, subsection, subdivision, sentence, or clause or phrase in this Resolution or any part thereof is for any reason held to be unconstitutional, invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this Resolution or any part thereof. The City Council hereby declares that it would have adopted each section irrespective of the fact that any one or more subsections, subdivisions, sentences, clauses, or phrases are declared unconstitutional, invalid, or ineffective.

**Section 6.** Effective Date. This Resolution shall become effective immediately.

**PASSED, APPROVED and ADOPTED** this 10th day of June, 2024.

  
Bill Velto, Mayor

I, Keri Johnson, City Clerk of the City of Upland, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council held on the 10th day of June, 2024, by the following vote:

AYES: Mayor Velto, Councilmembers Breitling, Garcia, Maust, Zuniga  
NOES: None  
ABSENT: None  
ABSTAINED: None

ATTEST:

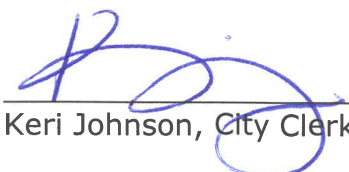
  
Keri Johnson, City Clerk

**EXHIBIT A**  
**CITY OF UPLAND**  
**GENERAL FUND RESERVE POLICY**

**I. GENERAL POLICY/ PURPOSE**

The City of Upland provides a wide range of services that impact the public safety and the quality of life of its residents and community members every day. Maintaining adequate reserves is an essential part of sound financial management. The purpose of this policy is to secure the City's financial stability during a changing environment and establish a procedure for the allocation of unrestricted fund balance in the General Fund into adequate committed reserves.

**II. PERIODIC REVIEW AND REPORTING**

This General Fund Reserve Policy and the appropriate level of reserves are to be reviewed and approved by City Council at least every other year during the biannual budget process. The Administrative Services Department will continue to monitor reserve and investment balances year-round to maintain healthy reserve levels.

The status of the General Fund Reserve shall be analyzed and estimated by the Administrative Services Department using departmental year-end estimates and reported with the adoption of each year's budget. The actual General Fund Reserve balances shall be reported to the City Council as adjustments to the balances occur, but not less than annually in the agenda report accepting the Annual Comprehensive Financial Report (ACFR).

**III. USE OF RESERVE FUNDS**

The following committed reserves are designated by the City in the event of unforeseen expenditures as well as to establish funding for anticipated future expenditures that require ongoing funding for significant future outlays. These committed balances are established by a resolution of the City Council and cannot be changed except by a similar subsequent City Council action. The committed reserves are presented as follows:

**A. *Economic Uncertainty Reserve***

- Purpose: These funds are committed to mitigate annual budget revenue shortfalls as a protection from a fluctuating economy, including financial hardship or downturns in the economy and/or Council-approved expenditures in excess of revenues.
- Target Level: The City's target will be 25.0% (rounded to the next \$100,000) of the General Fund operating expenditures, exceeding the recommendation of the Government Finance Officers Association (GFOA).
- Events or Conditions Prompting Its Use: This reserve may be utilized as needed to pay outstanding operating expenditures due to budgeted revenue shortfalls. Use shall be prompted by:
  - A 5% or greater decrease in property or sales taxes
  - Reductions in revenue due to actions by the state/federal government

**B. *Emergency Disaster Contingency Reserve***

- Purpose: These funds are committed to mitigate costs of unforeseeable emergencies, such as natural disasters, catastrophic events, or any situation requiring the declaration of an emergency as defined by Upland Municipal Code Section 2.20.
- Target Level: \$1,000,000.

**EXHIBIT A**  
**CITY OF UPLAND**  
**GENERAL FUND RESERVE POLICY**

- Events or Conditions Prompting Its Use: This reserve may be utilized to cover unexpected losses experienced by the City as a result of an unplanned, emergency event as described above.

*C. General Plan Update Reserve*

- Purpose: These funds are committed for the General Plan update, which is required by State law to be updated periodically.
- Target Level: \$2,000,000. The budgeted contribution shall be derived from development services related fees. In addition, 5% of any operating year-end surplus (after Reserves A and B are fully funded) will be deposited in this reserve until the target level is reached.
- Events or Conditions Prompting Its Use: This reserve may be utilized for General Plan expenditures approved by City Council.

*D. Building Replacement and Maintenance Reserve*

- Purpose: These funds are committed for non-routine maintenance, remodeling, or replacement of key City-owned buildings and are established to provide capital repair and replacement funding as the City's infrastructure deteriorates over its expected useful life.
- Target Level: The budgeted contribution shall be at a minimum level of 0.25% of operating expenditures. In addition, 15% of any operating year-end surplus (after Reserves A and B are fully funded) will be deposited in this reserve.
- Events or Conditions Prompting Its Use: This reserve may be utilized for capital projects approved by City Council.

*E. Pension Stabilization Reserve*

- Purpose: These funds are committed to mitigate volatile annual increases in CalPERS contribution rates. Funds deposited in this reserve will be remitted to the City's PARS Pension Stabilization Fund Trust and the Other Post-Employment Benefits Trust until City Council determines funds are needed to help offset annual CalPERS' contributions.
- Target Level:
  - Pension Stabilization Fund Trust: 40% (45% once Reserve C is fully funded) of any year-end operating surplus (after Reserves A and B are fully funded) will be deposited in this reserve.
  - OPEB Trust: 5% of any year-end operating surplus (after Reserves A and B are fully funded) will be deposited in this reserve.
- Events or Conditions Prompting Its Use: The City Council may decide as part of its annual or mid-year budget process to expend some or all of the accumulated Pension Stabilization Reserve Fund balance to pay down accrued unfunded pension or OPEB liability.

*F. Infrastructure Improvement Reserve*

- Purpose: These funds are committed for non-routine maintenance, construction, or replacement of key City-owned infrastructure assets (e.g., streets, sidewalks, tree trimming, etc.) and are established to provide capital repair and replacement funding as the City's infrastructure deteriorates over its expected useful life.
- Target Level: 30% of any year-end operating surplus (after Reserves A and B are fully funded) will be deposited in this reserve.
- Events or Conditions Prompting Its Use: This reserve may be utilized for capital projects approved by City Council.

**EXHIBIT A**  
**CITY OF UPLAND**  
**GENERAL FUND RESERVE POLICY**

**IV. Replenishment of Unreserved Fund Balance**

At the end of the year, the Administrative Services Department reports on the audited year-end fiscal results. Should actual General Fund revenues exceed expenditures, a year-end operating surplus shall be reported. Should the General Fund's Unassigned Fund Balance be in a deficit position due to any long-term internal borrowing, despite being excluded from the ACFR due to compliance with GASB 54, such reserves shall still receive an allocation of year-end operating surplus as elaborated below.

Allocation of any year-end operating surplus will be distributed throughout the six established reserves as follows:

- Reserves A and B have target levels and are prioritized for replenishment in the order they are listed should any reserve be employed or if Reserve A increased as a result of growth in the City's annual operating budget. The City's goal will be to replenish these reserves, if used, within five fiscal years.
- Once reserves A and B attain full funding, the remaining year-end operating surplus shall be distributed to the following reserves:
  - 5% to the General Plan Update Reserve, until fully funded (Reserve C)
  - 15% to the Building Replacement and Maintenance Reserve (Reserve D)
  - 45% (50% once Reserve C is fully funded) to the Pension Stabilization Reserve (Reserve E)
  - 30% to the Infrastructure Improvement Reserve (Reserve F)

## Schedule A

**City of Upland**  
**Appropriations Limit Calculation**  
**Fiscal Year 2024-25**

**Part I - Calculation of Appropriations Limit**

|                                                             |                              |                                     |
|-------------------------------------------------------------|------------------------------|-------------------------------------|
| FY 2023-24 Appropriations Limit Adopted by the City Council |                              | \$ 136,639,132                      |
| Change in City Population (0.56%):                          | <u>1.0056</u> <sup>(a)</sup> |                                     |
| Change in Per Capita Personal Income (3.62%)                | <u>1.0362</u> <sup>(a)</sup> |                                     |
| Total Annual Adjustment Factor (1.0056 x 1.0362)            | <u>1.0420</u>                |                                     |
| Annual Adjustment (93,741,307 X 1.0420)                     |                              | 5,738,844                           |
| <b>Appropriations Limit - Fiscal Year 2024-25:</b>          |                              | <b><u><u>\$ 142,377,976</u></u></b> |

**Part II - Appropriations Subject to the Limit**

|                                                  |                                    |
|--------------------------------------------------|------------------------------------|
| Proceeds from Taxes from Schedule B:             | \$ 49,925,498                      |
| Less: Debt Service Payments                      | <u>(855,330)</u>                   |
| <b>Total Appropriations Subject to the Limit</b> | <b><u><u>\$ 49,070,168</u></u></b> |

**Part III - Calculation of Appropriations Over/Under the Limit**

|                                                      |                                    |
|------------------------------------------------------|------------------------------------|
| Appropriations Limit - Fiscal Year 2024-25           | \$ 142,377,976                     |
| Less: FY2024-25 Appropriations Subject to Limitation | <u>(49,070,168)</u>                |
| <b>Total Appropriations Under the Limit</b>          | <b><u><u>\$ 93,307,808</u></u></b> |

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<sup>(a)</sup> Source: State of California, Department of Finance, Price and Population Information, May 2024

## APPROPRIATIONS LIMIT CALCULATION

Article XIII B of the State Constitution, commonly referred to as the "Gann Limit", was adopted when California's voters approved Proposition 4 in November 1979. The limit has been modified by two subsequent initiatives-- Proposition 98 in 1998 and Proposition 11 in 1990--but its basic framework remains in place today.

Article XIII B places an annual limit on the appropriation of tax proceeds that can be made by the state, school districts and local governments in California. These limits are based on the amount of appropriations in the 1978-79 "base" year, as adjusted each year for population growth and cost-of-living factors. State and local governments are precluded from retaining any "excess revenues" above the limit. Article XIII B also requires the state to reimburse local governments for the cost of certain state mandates. The limit is different for every agency and changes each year.

For fiscal year 2024-25, the estimated tax proceeds appropriated by the Upland City Council are under the limit. The Appropriations Limit for fiscal year 2024-25 is \$142,377,976. This amount is the maximum amount of tax proceeds the City is able to appropriate and spend in fiscal year 2024-25. The appropriations subject to the limit are \$49,070,168 leaving the City with a remaining appropriations capacity of 93,307,808.

### **Part I - Calculation of Appropriations Limit**

|                                                             |                              |                                     |
|-------------------------------------------------------------|------------------------------|-------------------------------------|
| FY 2023-24 Appropriations Limit Adopted by the City Council |                              | \$ 136,639,132                      |
| Change in City Population (0.56%):                          | 1.0056 <sup>(a)</sup>        |                                     |
| Change in Per Capita Personal Income (3.62%)                | <u>1.0362 <sup>(b)</sup></u> |                                     |
| Total Annual Adjustment Factor (1.0056 x 1.0362)            | <u>1.0420</u>                |                                     |
| Annual Adjustment (93,741,307 X 1.0420)                     |                              | <u>5,738,844</u>                    |
| <b>Appropriations Limit - Fiscal Year 2024-25</b>           |                              | <b><u><u>\$ 142,377,976</u></u></b> |

### **Part II - Appropriations Subject to the Limit**

|                                                  |                                    |
|--------------------------------------------------|------------------------------------|
| Proceeds from Taxes                              | \$ 49,925,498                      |
| Less: Debt Service Payments                      | <u>(855,330)</u>                   |
| <b>Total Appropriations Subject to the Limit</b> | <b><u><u>\$ 49,070,168</u></u></b> |

### **Part III - Calculation of Appropriations Over/Under the Limit**

|                                                      |                                    |
|------------------------------------------------------|------------------------------------|
| Appropriations Limit - Fiscal Year 2024-25           | \$ 142,377,976                     |
| Less: FY2024-25 Appropriations Subject to Limitation | <u>(49,070,168)</u>                |
| <b>Total Appropriations Under the Limit</b>          | <b><u><u>\$ 93,307,808</u></u></b> |

<sup>(a)</sup> Source: State of California, Department of Finance, Price and Population Information

<sup>(b)</sup> Source: State of California, Department of Finance, Price and Population Information

| Department / Fund Matrix                | General Government | Administrative Services | Development Services | Police | Public Works |
|-----------------------------------------|--------------------|-------------------------|----------------------|--------|--------------|
| General Fund                            | ✓                  | ✓                       | ✓                    | ✓      | ✓            |
| Housing Fund                            |                    |                         | ✓                    |        |              |
| Public Safety Augmentation Fund         |                    |                         |                      | ✓      |              |
| Gas Tax Fund                            |                    |                         |                      |        | ✓            |
| Measure I Fund                          |                    |                         |                      |        | ✓            |
| Road Maintenance Rehabilitation Account |                    |                         |                      |        | ✓            |
| HOME Investment Partnership Fund        |                    |                         | ✓                    |        |              |
| Community Development Block Grant Fund  |                    |                         | ✓                    |        |              |
| Parking Business Improvement Area Fund  |                    |                         | ✓                    |        |              |
| Air Quality Management District Fund    |                    | ✓                       |                      |        | ✓            |
| Homeland Security Grants Fund - PD      |                    |                         |                      | ✓      |              |
| Prop 30 Fund                            |                    |                         |                      | ✓      |              |
| COPS Fund                               |                    |                         |                      | ✓      |              |
| Other Grants Fund                       |                    | ✓                       | ✓                    |        |              |
| Office of Traffic Safety Fund           |                    |                         |                      | ✓      |              |
| Other Public Safety Grants Fund         |                    |                         |                      | ✓      |              |
| Asset Forfeiture - Federal DOJ          |                    |                         |                      | ✓      |              |
| CalHOME Fund                            |                    |                         | ✓                    |        |              |
| Asset Forfeiture - Federal/Treasury     |                    |                         |                      | ✓      |              |
| Asset Forfeiture - State                |                    |                         |                      | ✓      |              |
| Federal Grant-CARES Act                 | ✓                  | ✓                       | ✓                    | ✓      | ✓            |
| Office Of Justice Programs              |                    |                         |                      | ✓      |              |
| ARPA                                    | ✓                  | ✓                       | ✓                    | ✓      | ✓            |
| Public Financing Authority Fund         |                    | ✓                       |                      |        |              |
| Police DIF                              |                    |                         |                      |        | ✓            |
| General DIF                             |                    |                         |                      |        | ✓            |
| Quimby Fees                             |                    |                         |                      |        | ✓            |
| Storm Drain DIF                         |                    |                         |                      |        | ✓            |
| Street & Traffic Facility DIF           |                    |                         |                      |        | ✓            |
| Park DIF                                |                    |                         |                      |        | ✓            |
| General Fund Capital Projects           |                    |                         |                      |        | ✓            |
| Street & Alley Repairs                  |                    |                         |                      |        | ✓            |
| Energy Efficiency Capital Improvements  |                    |                         | ✓                    |        |              |
| Water DIF                               |                    |                         |                      |        | ✓            |
| Water Bond Capital Projects             |                    |                         |                      |        | ✓            |
| Water Utility Fund                      |                    |                         |                      |        | ✓            |
| Solid Waste Utility Fund                |                    |                         |                      |        | ✓            |
| Sewer Utility Fund                      |                    |                         |                      |        | ✓            |
| Sewer DIF                               |                    |                         |                      |        | ✓            |
| Self-Funded Liability Insurance Fund    |                    | ✓                       |                      |        |              |
| Fleet Maintenance and Replacement Fund  |                    |                         |                      |        | ✓            |
| Information Systems Fund                |                    | ✓                       |                      |        |              |
| Building Maintenance & Ops Fund         |                    |                         |                      |        | ✓            |
| UAL and Employee Benefits               |                    | ✓                       |                      |        |              |
| Successor Agency Fund                   |                    |                         | ✓                    |        |              |

# **ADOPTED BUDGET**

**FY 2024-25 & 2025-26**

## **CITY PROFILE**



## City of Upland Strategic Goals

**The following goals have been established to meet the needs of the community:**

◆ **Responsive Leadership**

To enhance the public's confidence in the City's current leadership, both elected and staff, by fostering public and private partnerships.

◆ **Community Oriented Public Safety**

To assure residents and their families will be safe in their homes and in their neighborhoods, as well as provide basic instructions on disaster preparation and protection of their family and property.

◆ **Improvement of City Infrastructure**

To maintain and manage streets, sidewalks, sewers, parks, and public facilities with emphasis on the revitalization of the Foothill Corridor and Historic Downtown Upland.

◆ **Economic and Workforce Development**

To be an even more economically vibrant and diverse City that is a vital commercial and cultural crossroad between the greater Los Angeles Area and the Inland Empire, while attracting creative professionals and the cutting-edge organizations wishing to employ them.

◆ **Sense of Community**

To ensure an excellent quality of life by facilitating continuous, open dialogue with the City's civic, non-profit, and faith-based organizations, the business community, residents, and local government.

◆ **Historic Preservation and Enhancement**

To enhance Historic Downtown Upland as the heart of the community where pedestrians enjoy charming shops, restaurants, and cultural art attractions.

Departmental goals and objectives are updated annually and are included in the Operating Budget, listed by division within each department. The following is a listing of Fiscal Years 2024-25 and 2025-26 goals and objectives, as they relate to the City's long-term strategic goals.

### **Responsive Leadership**

- ◆ Continue managing the City's resources in a conservative, fiscally responsible manner while maintaining a General Fund reserve of 25% of the current operating budget, for economic uncertainty and unforeseen expenditure requirements.

- ◆ Continue to build relationships with regional, state, and federal agencies and officials to secure additional resources for our community.

### **Community Oriented Public Safety**

- ◆ To have well-trained disaster response employees by providing training on the Incident Command System and Emergency Operations Center functions. This will result in a higher and more successful course of action when responding to, containing, controlling, and recovering from an emergency.
- ◆ Promote the safe movement of vehicles and pedestrians throughout the City by educating the motoring public and by enforcing traffic laws to reduce motor vehicle collisions.
- ◆ To protect the community from gang activity and graffiti by participating in regional enforcement of gang and graffiti violations, the Graffiti Reward Program, a graffiti/tagger database, proactive gang enforcement, and by participating in countywide San Bernardino Movement Against Street Hoodlums (SMASH) operations.
- ◆ To keep pace, through ongoing training, with the technological advances in computers, servers, and telecommunication devices.
- ◆ To operate the Animal Services Shelter such that public safety and welfare are upheld and animal adoptions are increased, as well as enhancing animal services provided to the residents of Upland.

### **Improvement of City Infrastructure**

- ◆ Ensure an attractive and well-maintained City by providing parks and recreational facilities that are kept in good condition and are fully functional, and ADA compliant.
- ◆ Continue to seek opportunities to develop all or a portion of the city owned open space located at Baseline and the 210 Freeway.
- ◆ To establish an asset protection and management plan that ensures infrastructure is effectively renewed, replaced, and maintained.
- ◆ To ensure City compliance with federal and state regulations pertaining to storm water and the area-wide National Pollutant Discharge Elimination System (NPDES).
- ◆ To complete the following major Capital Improvement Projects:
  1. Citywide Street Overlays and ADA Improvements
  2. 18<sup>th</sup> Street Rehabilitation (Mountain to Euclid)

3. Campus Ave. Rehabilitation (9<sup>th</sup> Street to Foothill Boulevard)
4. 19<sup>th</sup> Street Reconstruction (Mountain Avenue to Euclid Avenue)
5. Grove Avenue Rehabilitation (Foothill Boulevard to 15<sup>th</sup> Street Street)
6. Mountain Avenue Rehabilitation (20<sup>th</sup> Street to 23<sup>rd</sup> Street)
7. Foothill Boulevard Rehabilitation (Benson Avenue to Mountain Avenue)
8. Dog Park Improvements
9. Park Parking Lot Improvements
10. Campus Avenue Storm Drain (Arrow Highway to Foothill Boulevard)
11. Foothill Blvd. Water Main Replacement (Benson to Mountain)
12. San Antonio Canyon Water Treatment Plant
13. 18<sup>th</sup> Street Water Improvements (Mountain Avenue to Euclid Avenue)
14. Foothill Boulevard Water Main Replacement (Benson Avenue to Mountain Avenue)
15. Citywide Sewer Rehabilitation
16. Sewer Manhole Improvements

### **Economic and Workforce Development**

- ◆ Market the following programs designed to retain and attract retail businesses within Upland: Commercial Rehabilitation Program and Sales tax producing business Attraction/Incentive Program.
- ◆ Acquire property in the downtown area for the purpose of assembling land for development.
- ◆ Strengthen relationships with the County of San Bernardino Economic Development Agency and other regional agencies. Encourage economic growth by raising public awareness of existing business and employment resources promoting job creation and retention.
- ◆ Explore and assist in the facilitation of building and site reuse opportunities to accommodate evolving retail trends and the reuse and/or expansion of existing retail spaces.
- ◆ Implement the City's 5-Year Economic Strategic Plan

- ◆ Explore and assist in the facilitation of attracting new, exciting, and contemporary business ventures that enhance the City as a destination point for visitors.

### **Sense of Community**

- ◆ Improve City communication by producing the Upland Today newsletter, City website upgrades, and social media messages and interactions such that communication is found to be core in our service to Upland residents and business owners.
- ◆ Continue to nurture and promote public communications, transparency, and engagement by maintaining open government ideals and developing programs/projects that support the constant pursuit of excellence in municipal services, as well as model public sector status.

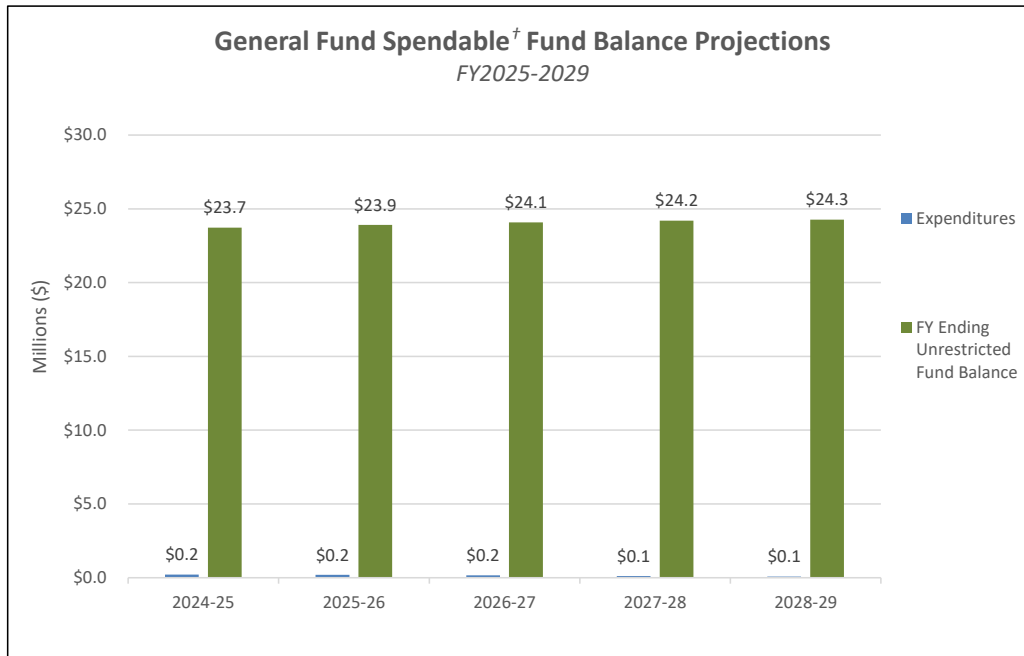
### **Historic Preservation and Enhancement**

- ◆ Continue to market the Downtown Façade Program in order to preserve historical structures.
- ◆ Continue to promote key commercial properties in Downtown and facilitate mixed-use developments and public parking.
- ◆ Continue implementation of the Downtown Specific Plan by facilitating development opportunities within the plan area.

## CITY OF UPLAND FIVE-YEAR FINANCIAL PROJECTION GENERAL FUND

The financial projection on this page is designed to provide a general understanding of how revenues and expenditures are expected to influence the City over the next five years without additional funding. Revenue and expenditure projections are reviewed in relation to their effect on Fund Balances. The City will update its projections during the annual budget process in order to plan for the future. The projection factors used in projecting revenue and cost increases are detailed below:

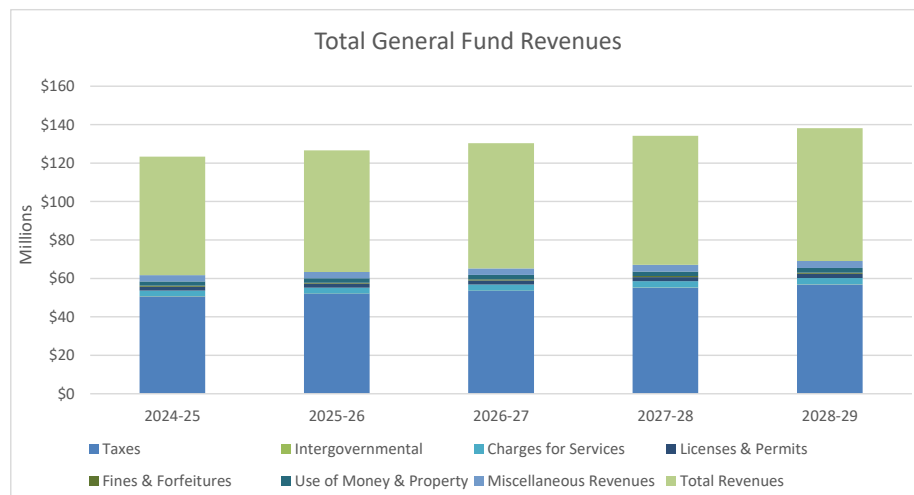
- \* Assumed growth of 3% for most property taxes
- \* Assumed growth of 0-3% for most other taxes
- \* Assumed growth of 3% for all other revenues after fiscal year 2026
- \* Assumed no expenditure reductions to balance the budget
- \* Projections from consultant for the next two fiscal years and then 3% growth for sales taxes
- \* Salary and benefit growth per existing MOU's
- \* Pension expense estimates per 15-year Fresh Start restructured PERS UAL payment plan
- \* Expenditure growth of 3% for most maintenance and operations expenditure line items
- \* A \$175,000 increase in costs every two years in City Clerk for election expenses



|                                               | Projected<br>2024-25   | Projected<br>2025-26   | Projected<br>2026-27   | Projected<br>2027-28   | Projected<br>2028-29   |
|-----------------------------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| Beginning Spendable Fund Balance              | \$ 23,505,879          | \$ 23,718,749          | \$ 23,916,279          | \$ 24,074,279          | \$ 24,191,579          |
| Revenues                                      | 61,671,040             | 63,331,790             | 65,186,310             | 67,096,440             | 69,063,900             |
| Fund Balance Reservation                      | (153,260)              | (157,440)              | (162,170)              | (167,030)              | (172,040)              |
| Expenditures                                  | <u>\$ (61,304,910)</u> | <u>\$ (62,976,820)</u> | <u>\$ (64,866,140)</u> | <u>\$ (66,812,111)</u> | <u>\$ (68,816,463)</u> |
| FY Surplus / (Deficit)                        | \$ 212,870             | \$ 197,530             | \$ 158,000             | \$ 117,300             | \$ 75,397              |
| FY Ending Spendable <sup>†</sup> Fund Balance | \$ 23,718,749          | \$ 23,916,279          | \$ 24,074,279          | \$ 24,191,579          | \$ 24,266,976          |
| Fund Balance as a % of Operating Expense      | 38.7%                  | 38.0%                  | 37.1%                  | 36.2%                  | 35.3%                  |

**CITY OF UPLAND  
FIVE-YEAR FINANCIAL PROJECTION  
GENERAL FUND REVENUES BY TYPE**

| Object Code                        |                                          | 2024-25<br>Adopted   | 2025-26<br>Adopted   | 2026-27<br>Projected | 2027-28<br>Projected | 2028-29<br>Projected |
|------------------------------------|------------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <b>Taxes</b>                       |                                          |                      |                      |                      |                      |                      |
| 400X                               | Property Tax                             | \$ 22,371,510        | \$ 23,065,040        | \$ 23,756,980        | \$ 24,469,670        | \$ 25,203,780        |
| 4101                               | Sales and Use Tax                        | 24,591,400           | 25,346,900           | 26,107,310           | 26,890,530           | 27,697,250           |
| 4102                               | Business License Tax                     | 1,166,080            | 1,189,410            | 1,225,090            | 1,261,840            | 1,299,700            |
| 4104                               | Transient Occupancy Tax                  | 428,000              | 436,570              | 449,670              | 463,160              | 477,050              |
| 4121                               | Franchise Tax                            | 1,464,980            | 1,464,980            | 1,464,980            | 1,464,980            | 1,464,980            |
| 41XX                               | Other Taxes                              | 650,360              | 655,370              | 675,030              | 695,280              | 716,140              |
|                                    | <b>Total Taxes</b>                       | <b>\$ 50,672,330</b> | <b>\$ 52,158,270</b> | <b>\$ 53,679,060</b> | <b>\$ 55,245,460</b> | <b>\$ 56,858,900</b> |
| <b>Intergovernmental</b>           |                                          |                      |                      |                      |                      |                      |
| 4103                               | Intergovernmental                        | \$ 49,000            | \$ 49,900            | \$ 49,900            | \$ 49,900            | \$ 49,900            |
|                                    | <b>Total Intergovernmental</b>           | <b>\$ 49,000</b>     | <b>\$ 49,900</b>     | <b>\$ 49,900</b>     | <b>\$ 49,900</b>     | <b>\$ 49,900</b>     |
| <b>Charges for Services</b>        |                                          |                      |                      |                      |                      |                      |
| 46XX                               | Development Services Fees                | \$ 1,147,270         | \$ 1,163,230         | \$ 1,198,130         | \$ 1,234,080         | \$ 1,271,100         |
| 46XX                               | Police Department Fees                   | 655,900              | 680,720              | 701,140              | 722,170              | 743,840              |
| 46XX                               | Public Works Fees                        | 525,000              | 545,000              | 561,350              | 578,190              | 595,540              |
| 46XX                               | Community Service Fees                   | 492,310              | 501,450              | 516,490              | 531,990              | 547,950              |
| 46XX                               | Other Fees                               | 140,700              | 147,220              | 151,640              | 156,190              | 160,870              |
|                                    | <b>Total Charges for Services</b>        | <b>\$ 2,961,180</b>  | <b>\$ 3,037,620</b>  | <b>\$ 3,128,750</b>  | <b>\$ 3,222,620</b>  | <b>\$ 3,319,300</b>  |
| <b>Licenses &amp; Permits</b>      |                                          |                      |                      |                      |                      |                      |
| 42XX                               | Development Services Permits             | \$ 1,851,060         | \$ 1,885,110         | \$ 1,941,670         | \$ 1,999,930         | \$ 2,059,920         |
| 42XX                               | Public Works Permits                     | 21,100               | 21,530               | 22,180               | 22,850               | 23,540               |
| 42XX                               | Police Department Permits                | 102,870              | 105,030              | 108,180              | 111,420              | 114,760              |
| 4218                               | Other Fees                               | 6,000                | 6,120                | 6,300                | 6,490                | 6,680                |
|                                    | <b>Total Licenses &amp; Permits</b>      | <b>\$ 1,981,030</b>  | <b>\$ 2,017,790</b>  | <b>\$ 2,078,330</b>  | <b>\$ 2,140,690</b>  | <b>\$ 2,204,900</b>  |
| <b>Fines &amp; Forfeitures</b>     |                                          |                      |                      |                      |                      |                      |
| 47XX                               | Fines & Forfeitures                      | \$ 526,910           | \$ 537,260           | \$ 553,380           | \$ 569,980           | \$ 587,080           |
|                                    | <b>Total Fines &amp; Forfeitures</b>     | <b>\$ 526,910</b>    | <b>\$ 537,260</b>    | <b>\$ 553,380</b>    | <b>\$ 569,980</b>    | <b>\$ 587,080</b>    |
| <b>Use of Money &amp; Property</b> |                                          |                      |                      |                      |                      |                      |
| 48XX                               | Investment Earnings                      | \$ 931,570           | \$ 950,200           | \$ 978,710           | \$ 1,008,070         | \$ 1,038,310         |
| 48XX                               | Rental Income                            | 1,292,070            | 1,315,870            | 1,355,350            | 1,396,010            | 1,437,880            |
| 48XX                               | Other                                    | -                    | -                    | -                    | -                    | -                    |
|                                    | <b>Total Use of Money &amp; Property</b> | <b>\$ 2,223,640</b>  | <b>\$ 2,266,070</b>  | <b>\$ 2,334,060</b>  | <b>\$ 2,404,080</b>  | <b>\$ 2,476,190</b>  |
| <b>Miscellaneous Revenues</b>      |                                          |                      |                      |                      |                      |                      |
| 49XX                               | Miscellaneous Revenues                   | \$ 3,256,950         | \$ 3,264,880         | \$ 3,362,830         | \$ 3,463,710         | \$ 3,567,630         |
|                                    | <b>Total Miscellaneous Revenue</b>       | <b>\$ 3,256,950</b>  | <b>\$ 3,264,880</b>  | <b>\$ 3,362,830</b>  | <b>\$ 3,463,710</b>  | <b>\$ 3,567,630</b>  |
|                                    | <b>Total Revenues</b>                    | <b>\$ 61,671,040</b> | <b>\$ 63,331,790</b> | <b>\$ 65,186,310</b> | <b>\$ 67,096,440</b> | <b>\$ 69,063,900</b> |



**CITY OF UPLAND**  
**FIVE-YEAR FINANCIAL PROJECTION**  
**GENERAL FUND EXPENDITURES BY DEPARTMENT PROGRAM**

|                                            | 2024-25<br>Adopted   | 2025-26<br>Adopted   | 2026-27<br>Projected | 2027-28<br>Projected | 2028-29<br>Projected |
|--------------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <b>General Government</b>                  |                      |                      |                      |                      |                      |
| City Council                               | \$ 289,340           | \$ 311,770           | \$ 321,130           | \$ 330,760           | \$ 340,690           |
| City Treasurer                             | 18,030               | 20,170               | 20,770               | 21,390               | 22,030               |
| Administration                             | 1,004,290            | 1,057,550            | 1,089,280            | 1,121,960            | 1,155,620            |
| City Attorney                              | 550,000              | 561,000              | 577,830              | 595,160              | 613,010              |
| City Clerk                                 | 714,380              | 594,310              | 612,140              | 630,500              | 649,420              |
| <b>Total General Government</b>            | <b>\$ 2,576,040</b>  | <b>\$ 2,544,800</b>  | <b>\$ 2,621,150</b>  | <b>\$ 2,699,770</b>  | <b>\$ 2,780,770</b>  |
| <b>Administrative Services</b>             |                      |                      |                      |                      |                      |
| Finance                                    | \$ 1,979,100         | \$ 2,041,360         | \$ 2,102,600         | \$ 2,165,690         | \$ 2,230,660         |
| Non-Departmental                           | 2,216,730            | 1,392,410            | 1,434,180            | 1,477,210            | 1,521,530            |
| Library                                    | 2,070,350            | 2,121,000            | 2,184,630            | 2,250,170            | 2,317,680            |
| Human Resources                            | 797,780              | 838,660              | 863,820              | 889,730              | 916,420              |
| Recreation Administration                  | 1,370,010            | 1,397,470            | 1,439,390            | 1,482,570            | 1,527,050            |
| Recreation Classes                         | 322,830              | 336,340              | 346,430              | 356,820              | 367,520              |
| Recreation Facilities                      | 615,160              | 583,690              | 601,210              | 619,250              | 637,820              |
| Recreation Parks                           | 146,720              | 150,740              | 155,270              | 159,930              | 164,730              |
| Senior Center                              | 437,670              | 432,350              | 445,320              | 458,680              | 472,440              |
| Special Events                             | 687,560              | 718,820              | 740,390              | 762,600              | 785,470              |
| <b>Total Administrative Services</b>       | <b>\$ 10,643,910</b> | <b>\$ 10,012,840</b> | <b>\$ 10,313,240</b> | <b>\$ 10,622,650</b> | <b>\$ 10,941,320</b> |
| <b>Development Services</b>                |                      |                      |                      |                      |                      |
| Building & Safety                          | \$ 2,043,660         | \$ 2,100,240         | \$ 2,163,240         | \$ 2,228,130         | \$ 2,294,980         |
| Weed Abatement                             | 70,090               | 70,550               | 72,670               | 74,850               | 77,100               |
| Economic Development                       | 403,390              | 436,600              | 449,700              | 463,190              | 477,080              |
| Planning Commission                        | 16,650               | 17,000               | 17,510               | 18,040               | 18,580               |
| Planning                                   | 843,740              | 837,470              | 862,600              | 888,480              | 915,140              |
| Santa Fe Depot                             | 10,000               | 10,000               | 10,300               | 10,610               | 10,930               |
| <b>Total Development Services</b>          | <b>\$ 3,387,530</b>  | <b>\$ 3,471,860</b>  | <b>\$ 3,576,020</b>  | <b>\$ 3,683,300</b>  | <b>\$ 3,793,810</b>  |
| <b>Police</b>                              |                      |                      |                      |                      |                      |
| Police Administration                      | \$ 12,731,610        | \$ 13,111,750        | \$ 13,505,100        | \$ 13,910,250        | \$ 14,327,560        |
| Investigations                             | 3,682,850            | 3,982,200            | 4,101,670            | 4,224,720            | 4,351,460            |
| Animal Services                            | 860,570              | 855,790              | 881,460              | 907,910              | 935,140              |
| Metrolink Station                          | -                    | -                    | -                    | -                    | -                    |
| Patrol                                     | 15,379,010           | 16,248,190           | 16,735,630           | 17,237,690           | 17,754,820           |
| Police Special Events & Community Outreach | 51,750               | 53,010               | 54,600               | 56,240               | 57,930               |
| Police Reserves                            | 7,060                | 7,230                | 7,450                | 7,670                | 7,900                |
| Code Enforcement                           | 861,500              | 894,390              | 921,220              | 948,860              | 977,330              |
| <b>Total Police</b>                        | <b>\$ 33,574,350</b> | <b>\$ 35,152,560</b> | <b>\$ 36,207,130</b> | <b>\$ 37,293,340</b> | <b>\$ 38,412,140</b> |
| <b>Public Works</b>                        |                      |                      |                      |                      |                      |
| Public Works Administration                | \$ 1,701,180         | \$ 1,780,010         | \$ 1,833,410         | \$ 1,888,410         | \$ 1,945,060         |
| Engineering Administration                 | 262,410              | 272,400              | 280,570              | 288,990              | 297,660              |
| Development/Traffic Engineering            | 925,150              | 1,056,800            | 1,088,510            | 1,121,170            | 1,154,810            |
| Street Maintenance                         | 1,609,330            | 1,948,000            | 2,006,440            | 2,066,630            | 2,128,630            |
| Street Sweeping                            | 17,560               | 18,210               | 18,760               | 19,320               | 19,900               |
| Sidewalk Maintenance                       | 113,130              | 118,600              | 122,160              | 125,820              | 129,590              |
| Street Lighting                            | 947,140              | 973,810              | 1,003,030            | 1,033,120            | 1,064,110            |
| Traffic Control                            | 132,850              | 140,160              | 144,360              | 148,690              | 153,150              |
| Traffic Facility Maintenance               | 380,000              | 391,000              | 402,730              | 414,810              | 427,250              |
| Weed Abatement                             | -                    | -                    | -                    | -                    | -                    |
| Street Tree Maintenance                    | 1,064,890            | 970,180              | 999,280              | 1,029,260            | 1,060,130            |
| Public ROW Maintenance                     | 1,207,540            | 1,257,950            | 1,295,690            | 1,334,560            | 1,374,600            |
| Maintenance - Main Street                  | 53,640               | 56,690               | 58,390               | 60,140               | 61,940               |

**CITY OF UPLAND  
FIVE-YEAR FINANCIAL PROJECTION  
GENERAL FUND EXPENDITURES BY DEPARTMENT PROGRAM**

|                                 | <b>2024-25<br/>Adopted</b> | <b>2025-26<br/>Adopted</b> | <b>2026-27<br/>Projected</b> | <b>2027-28<br/>Projected</b> | <b>2028-29<br/>Projected</b> |
|---------------------------------|----------------------------|----------------------------|------------------------------|------------------------------|------------------------------|
| <i>(Public Works continued)</i> |                            |                            |                              |                              |                              |
| Maintenance - Metrolink         | 202,970                    | 211,210                    | 217,540                      | 224,070                      | 230,790                      |
| Graffiti Abatement              | 90,000                     | 95,000                     | 97,850                       | 100,790                      | 103,810                      |
| Damage to City Property         | 130,000                    | 145,000                    | 149,350                      | 153,831                      | 158,443                      |
| Park Maintenance                | 1,439,470                  | 1,497,340                  | 1,542,260                    | 1,588,520                    | 1,636,180                    |
| Sports Field Maintenance        | 470,360                    | 491,340                    | 506,080                      | 521,260                      | 536,900                      |
| Civic Center                    | 375,460                    | 371,060                    | 382,190                      | 393,660                      | 405,470                      |
| <b>Total Public Works</b>       | <b>\$ 11,123,080</b>       | <b>\$ 11,794,760</b>       | <b>\$ 12,148,600</b>         | <b>\$12,513,051</b>          | <b>\$12,888,423</b>          |
| <b>Grand Total</b>              | <b>\$ 61,304,910</b>       | <b>\$ 62,976,820</b>       | <b>\$ 64,866,140</b>         | <b>\$66,812,111</b>          | <b>\$68,816,463</b>          |

# Fiscal Year 2024-25 General Fund Budget Snapshot

- Mayor Bill Velto • Mayor Pro Tem James Breitling
- Council Member Carlos A. Garcia • Council Member Shannan Maust • Council Member Rudy Zuniga
- Greg Bradley, City Treasurer

Where does it come from and how is it used?



## Uses of the General Fund by Function

**\$61,304,910**

|       |                              |            |
|-------|------------------------------|------------|
| 54.8% | Police                       | 33,574,350 |
| 17.4% | Administrative Services      | 10,643,910 |
| 18.1% | Engineering and Public Works | 11,123,080 |
| 5.5%  | Development Services         | 3,387,530  |
| 4.2%  | General Government           | 2,576,040  |

Admin Services  
17.4%

- Finance
- Human Resources
- Risk Management
- Information Technology
- Community Services
- Library Contract
- Animal Services Contract

Engineering and Public Works 18.1%

- Maintenance Operations
- Solid Waste Management
- Fleet Management
- Water Utility Services

Development Services 5.5%

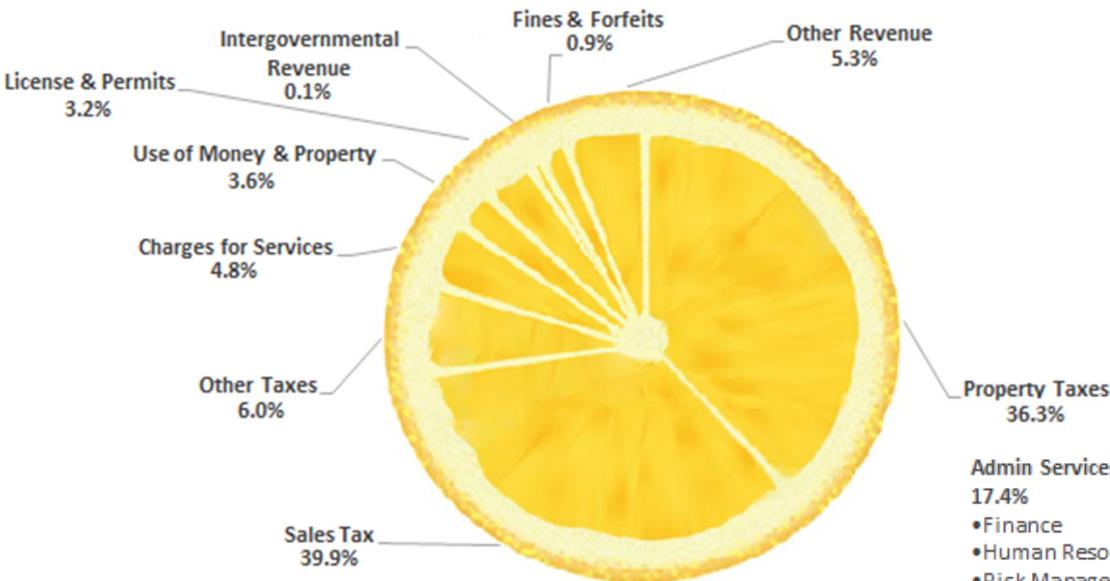
- Planning
- Building
- Economic Development
- Housing
- Successor Agency

General Government 4.2%

- City Council
- Administration
- City Clerk

Police 54.8%

- Investigations
- Patrol
- School Resource Officer
- Traffic Safety
- Cadet Program
- Code Enforcement
- Animal Control



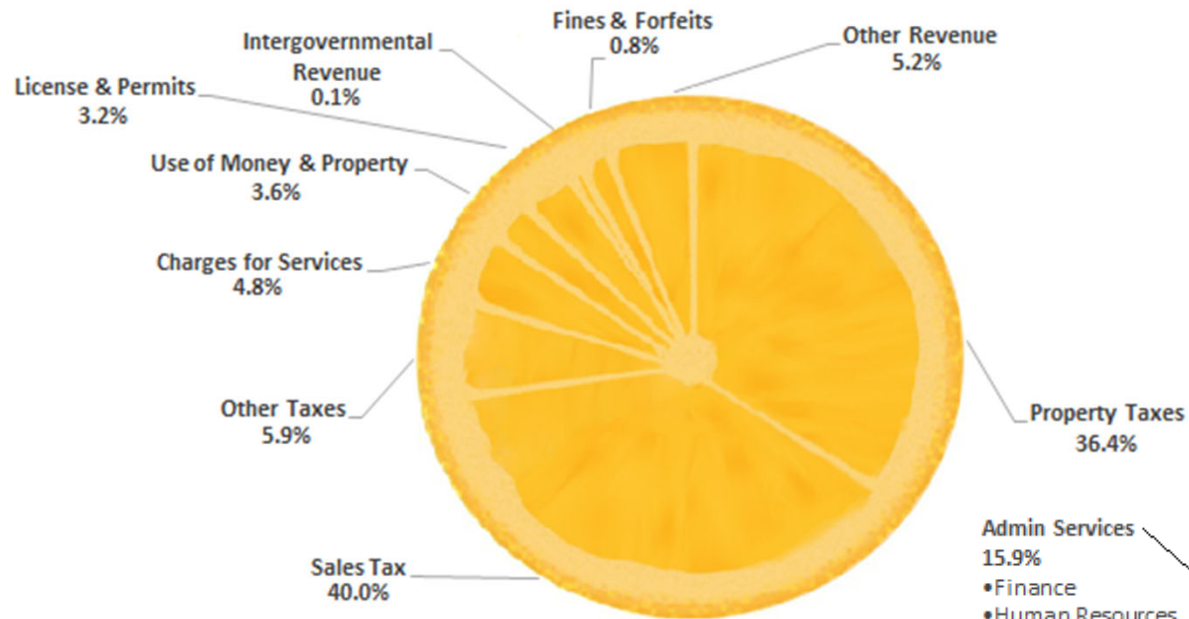
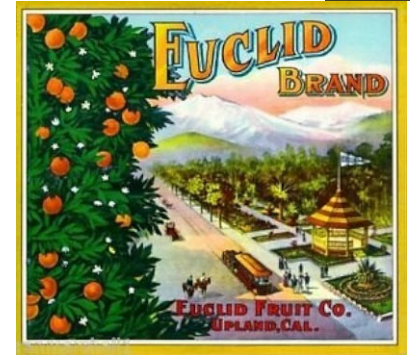
## Sources of General Fund Revenue

**\$ 61,671,040**

|       |                           |            |
|-------|---------------------------|------------|
| 36.3% | Property Taxes            | 22,371,510 |
| 39.9% | Sales Tax                 | 24,591,400 |
| 6.0%  | Other Taxes               | 3,709,420  |
| 4.8%  | Charges for Service       | 2,961,180  |
| 3.2%  | Licenses & Permits        | 1,981,030  |
| 0.1%  | Intergovernmental Revenue | 49,000     |
| 0.9%  | Fines & Forfeitures       | 526,910    |
| 3.6%  | Use of Money and Property | 2,223,640  |
| 5.2%  | Other Revenue             | 3,256,950  |

# Fiscal Year 2025-26 General Fund Budget Snapshot

Where does it come from and how is it used?



## Sources of General Fund Revenue

**\$ 63,331,790**

|       |                           |            |
|-------|---------------------------|------------|
| 36.4% | Property Taxes            | 23,065,040 |
| 40.0% | Sales Tax                 | 25,346,900 |
| 5.9%  | Other Taxes               | 3,746,330  |
| 4.8%  | Charges for Service       | 3,037,620  |
| 3.2%  | Licenses & Permits        | 2,017,790  |
| 0.1%  | Intergovernmental Revenue | 49,900     |
| 0.8%  | Fines & Forfeitures       | 537,260    |
| 3.6%  | Use of Money and Property | 2,266,070  |
| 5.2%  | Other Revenue             | 3,264,880  |

## Uses of the General Fund by Function

**\$62,976,820**

|       |                              |            |
|-------|------------------------------|------------|
| 55.8% | Police                       | 35,152,560 |
| 15.9% | Administrative Services      | 10,012,840 |
| 18.7% | Engineering and Public Works | 11,794,760 |
| 5.6%  | Development Services         | 3,471,860  |
| 4.0%  | General Government           | 2,544,800  |

Admin Services 15.9%

- Finance
- Human Resources
- Risk Management
- Information Technology
- Community Services
- Library Contract
- Animal Services Contract

Engineering and Public Works 18.7%

- Maintenance Operations
- Solid Waste Management
- Fleet Management
- Water Utility Services

Development Services 5.6%

- Planning
- Building
- Economic Development
- Housing
- Successor Agency

General Government 4.0%

- City Council
- Administration
- City Clerk

Police 55.8%

- Investigations
- Patrol
- School Resource Officer
- Traffic Safety
- Cadet Program
- Code Enforcement
- Animal Control

## Officials of the City of Upland

### Elected Officials

Bill Velto, Mayor

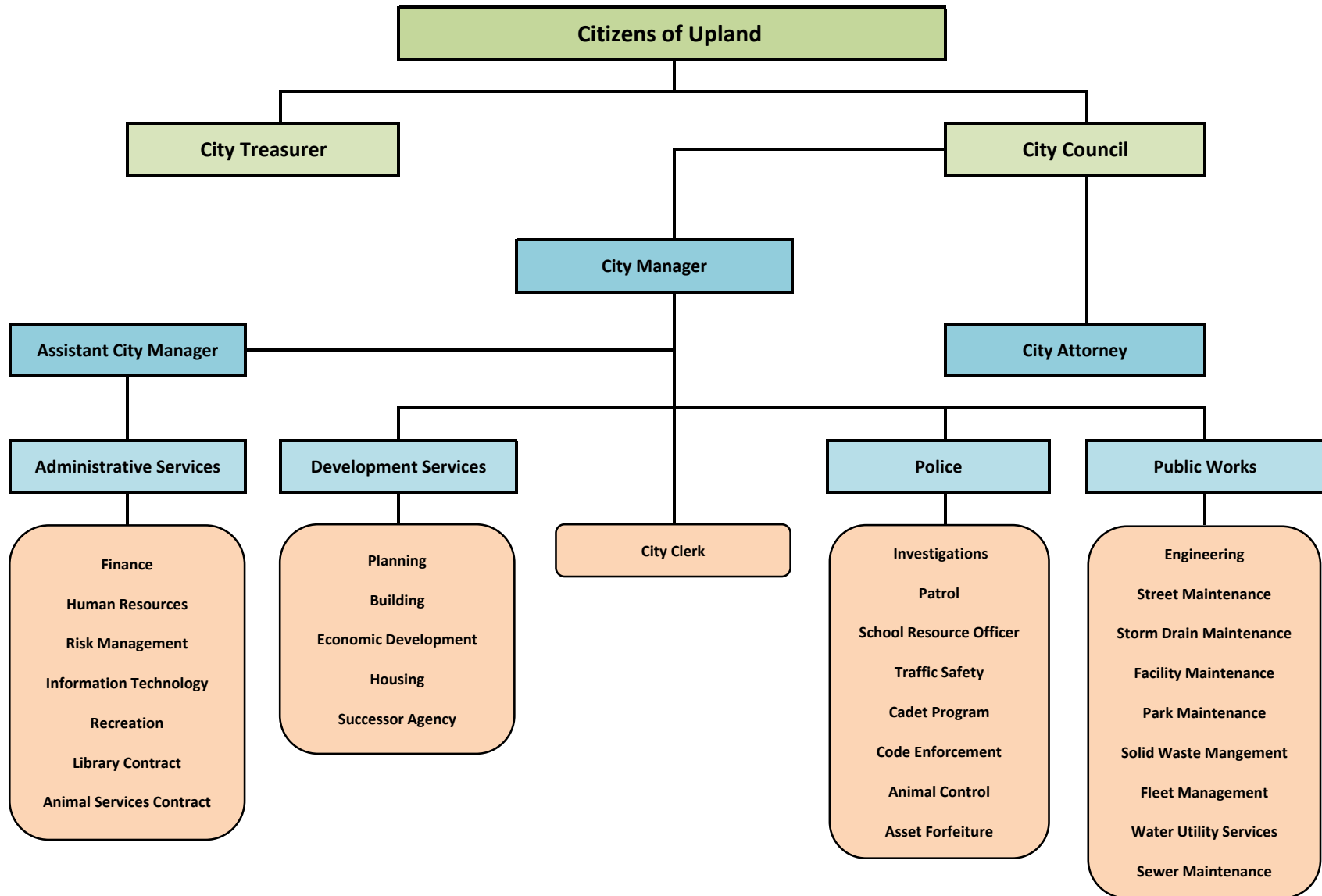
|                  |                          |
|------------------|--------------------------|
| Shannan Maust    | Councilmember District 1 |
| James Breitling  | Councilmember District 2 |
| Carlos A. Garcia | Councilmember District 3 |
| Rudy Zuniga      | Councilmember District 4 |
| Greg Bradley     | City Treasurer           |

### Executive Staff

Michael Blay, City Manager

|                     |                               |
|---------------------|-------------------------------|
| Stephen Parker, CPA | Assistant City Manager        |
| Stephen Deitsch     | City Attorney                 |
| Robert D. Dalquest  | Development Services Director |
| Marcelo Blanco      | Chief of Police               |
| Chris Alanis        | Interim Public Works Director |

**City of Upland**  
Organizational Chart  
Fiscal Year 2024-26





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Upland  
California**

For the Fiscal Year Beginning

**July 01, 2023**

*Christopher P. Morill*

**Executive Director**



**The Government Finance Officers Association  
of the United States and Canada**

*presents this*

**CERTIFICATE OF RECOGNITION FOR BUDGET PREPARATION**

*to*

**Finance Department  
City of Upland, California**



*The Certificate of Recognition for Budget Preparation is presented by the Government Finance Officers Association to those individuals who have been instrumental in their government unit achieving a Distinguished Budget Presentation Award. The Distinguished Budget Presentation Award, which is the highest award in governmental budgeting, is presented to those government units whose budgets are judged to adhere to program standards.*

Executive Director

*Christopher P. Morrill*

Date:

**November 3, 2023**

## History of Upland

In 1882, George Chaffey arrived in Upland, and shortly after engineered the historic Euclid Avenue. Euclid Avenue was designed to be 200 feet wide, with a spacious median, and various tree species lining the thoroughfare. Chaffey also developed a water system for the area that depended on gravity flow from the canyons of the San Gabriel Mountains to the valley below. With access to a reliable source of water, lemon grower associations were started. According to sources of the day, oranges and lemons from the Upland groves were always met with a great amount of satisfaction with buyers in the East.

In 1897, citrus grower Charles D. Adams suggested the name “Upland” for a new citrus association proposed in the rich farm area. Adams offered the name of Upland – indicating its location uphill from its more established neighbor, Ontario. It was at that time that 1,000 or so residents persuaded the San Bernardino County Board of Supervisors to rename the community.

Incorporation had not yet come for Upland by the time she received her new name and in the next few years Ontario made moves to push its boundaries northward. Upland residents could not bear to think of their railroad station and post office being within Ontario’s boundaries. In early 1906, a committee was named to appear before the Board of Supervisors and request an incorporation election. At the conclusion of that session, the Board declared the election for incorporation should take place. On May 5, 1906, Upland voters approved cityhood.

The City of Upland is situated on the western border of San Bernardino County, bordered by the cities of Claremont, Montclair, Ontario and Rancho Cucamonga. Upland, known as the "City of Gracious Living", is nestled at the base of the San Gabriel Mountains and encompasses 15.3 square miles. It has an estimated population of 78,699 as of July 1, 2023.

Upland is a general law city with a Council-Manager form of government. The City provides a wide range of traditional municipal and public enterprise services.

### Services Provided by the City of Upland

#### Municipal Services

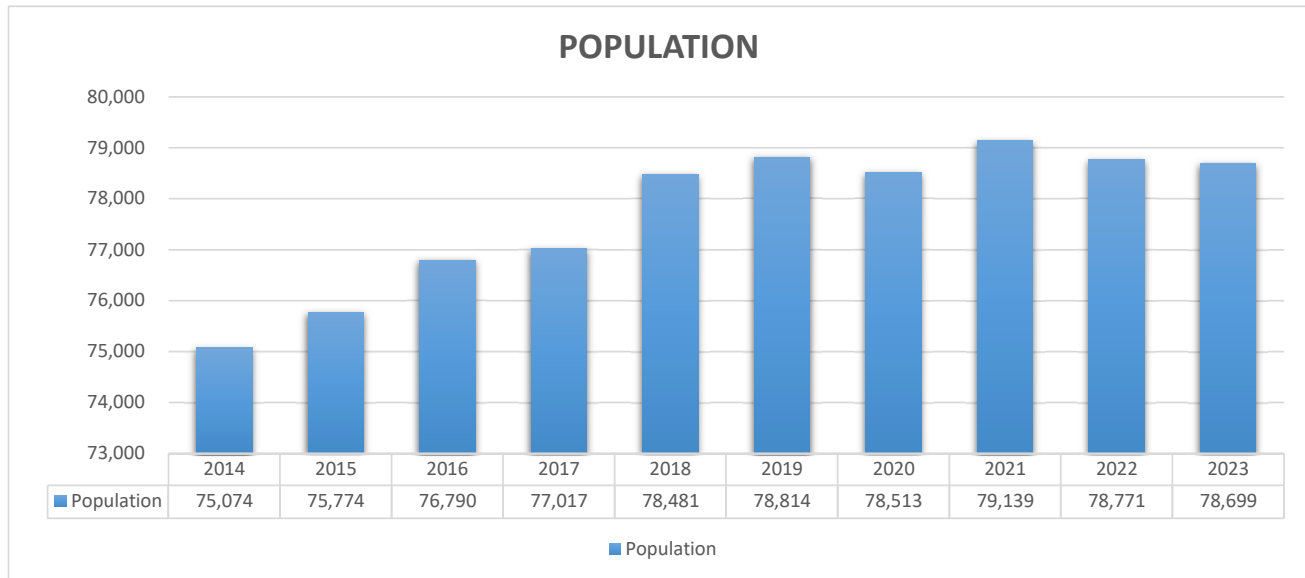
General Administrative Support  
Highways and Streets  
Planning and Zoning  
Police Public Safety  
Library Services  
Animal Services  
Recreation and Parks  
Housing and Community Development  
Public Improvements

#### Public Enterprise Services

Water Utility  
Solid Waste Utility  
Sewer Utility

City of Upland  
City Demographics

| Community Profile         |                     | City Services                                |         |
|---------------------------|---------------------|----------------------------------------------|---------|
| Date of Incorporation     | May 15, 1906        | Fire Protection<br>Stations                  | 1       |
| Form of Government        | General Law         | Police Protection                            |         |
| Population                | 78,699              | Patrol Units                                 | 25      |
| Number of City Employees  | 274.0               | Motorcycles                                  | 4       |
| Employees per capita      | 1 per 287 residents | Sworn Officers                               | 78      |
| Area in Square Miles      | 15.6                | Total Police Department Employees            | 122     |
| Average Elevation         | 1,237 feet          | Library                                      |         |
| Average Temperature       | 65.5 F              | Facilities                                   | 1       |
| Average Rainfall Per Year | 34 inches           | Volumes                                      | 124,225 |
| Number of Public Schools  | 14                  | Current Periodical &<br>Serial Subscriptions | 7,501   |
| Miles of City Streets     | 210.01              | Audio-visual items                           | 4,925   |
| Miles of State Highways   | 6.2                 | Registered patrons                           | 29,470  |
| Miles of Sewer Lines      | 224.06              | Recreation                                   |         |
| Miles of Water Mains      | 247.09              | Buildings                                    | 4       |
|                           |                     | Parks                                        | 13      |
|                           |                     | Soccer fields (lighted)                      | 6       |
|                           |                     | Baseball fields (lighted)                    | 8       |
|                           |                     | Softball fields (lighted)                    | 3       |



### Population Growth

| Calendar<br>Year | Population | Growth<br>Per Year | Cumulative<br>Growth |
|------------------|------------|--------------------|----------------------|
| 2014             | 75,074     | -73                | 1,926                |
| 2015             | 75,774     | 700                | 2,626                |
| 2016             | 76,790     | 1,016              | 3,642                |
| 2017             | 77,017     | 227                | 3,869                |
| 2018             | 78,481     | 1,464              | 5,333                |
| 2019             | 78,814     | 333                | 5,666                |
| 2020             | 78,513     | -301               | 5,365                |
| 2021             | 79,139     | 626                | 5,991                |
| 2022             | 78,771     | -368               | 5,623                |
| 2023             | 78,699     | -72                | 5,551                |

Source: July 1, 2023 Census

City of Upland  
Top 25 Sales Tax Producers

| <u>Business Name</u>      | <u>Business Category</u>   |
|---------------------------|----------------------------|
| Caliber Collision Centers | Auto Repair Shops          |
| Chevron                   | Service Stations           |
| Circle K                  | Service Stations           |
| Crossroads Travel Center  | Service Stations           |
| CVS Pharmacy              | Drug Stores                |
| Dick's Sporting Goods     | Sporting Goods/Bike Stores |
| Euclid Arco               | Service Stations           |
| Ford of Upland            | New Motor Vehicle Dealers  |
| Holliday Rock             | Contractors                |
| Home Depot                | Building Materials         |
| In N Out Burger           | Quick-Service Restaurants  |
| Kohls                     | Department Stores          |
| Lowe's                    | Building Materials         |
| Marshalls                 | Family Apparel             |
| Mountain View Chevrolet   | New Motor Vehicle Dealers  |
| Nordstrom Rack            | Department Stores          |
| Ross                      | Family Apparel             |
| Shell                     | Service Stations           |
| Stater Bros               | Grocery Stores             |
| Target                    | Discount Dept Stores       |
| Tesla Motors              | New Motor Vehicle Dealers  |
| Thrifty                   | Service Station            |
| TJ Maxx                   | Family Apparel             |
| Vons Fuel                 | Service Stations           |
| Walmart                   | Discount Dept Stores       |

City of Upland  
Principal Property Taxpayers

For the Fiscal Year Ending June 30, 2023

| Taxpayer                            | Taxable<br>Assessed<br>Value | Rank | Percentage of<br>Total Taxable<br>Assessed<br>Value |
|-------------------------------------|------------------------------|------|-----------------------------------------------------|
| Colonies-Pacific LLC                | \$ 175,236,100               | 1    | 1.52%                                               |
| College Park Apartment Homes LP     | 55,502,558                   | 2    | 0.48%                                               |
| Benson Owner LLC                    | 51,402,631                   | 3    | 0.45%                                               |
| Lucas Upland LLC                    | 50,719,365                   | 4    | 0.44%                                               |
| Upland Evergreen Spe LLC            | 50,140,169                   | 5    | 0.43%                                               |
| MG Stoneridge Village Grove LLC     | 48,516,668                   | 6    | 0.42%                                               |
| Rancho Monte Vista Apartment Homes  | 47,032,696                   | 7    | 0.41%                                               |
| CT Retail Properties Finance II LLC | 45,225,867                   | 8    | 0.39%                                               |
| WNG Mountain Springs GP             | 41,373,942                   | 9    | 0.36%                                               |
| College Business Park LLC           | 38,708,103                   | 10   | 0.34%                                               |
| Totals                              | \$ 603,858,099               |      | 5.23%                                               |

Source: HdL Coren & Cone

**ADOPTED BUDGET**  
**FY 2024-25 & 2025-26**  
**BUDGET SUMMARIES**



## FY 2024-25 SUMMARY OF CHANGES IN FUND BALANCE

TOC

| Fund No.                      |                                                     | Estimated Fund Balance 7/1/24 | 2024-2025 Estimated Revenue | Transfers In      | Available Sources     | 2024-2025 Operating Expenditures | Capital Improvement Projects | Transfers Out     | Total Uses            | Change in Fund Balance | Fund Balance 6/30/25 |
|-------------------------------|-----------------------------------------------------|-------------------------------|-----------------------------|-------------------|-----------------------|----------------------------------|------------------------------|-------------------|-----------------------|------------------------|----------------------|
| 101                           | General Fund                                        | \$ 9,585,260                  | \$ 61,671,040               | \$ -              | \$ 61,671,040         | \$ 61,304,910                    | \$ -                         | \$ -              | \$ 61,304,910         | \$ 366,130             | \$ 9,951,390         |
|                               | Building Replacement and Maintenance Reserve (.25%) | -                             | -                           | -                 | -                     | 153,260                          | -                            | -                 | 153,260               | (153,260)              | (153,260)            |
|                               | <b>Total General Fund</b>                           | <b>\$ 9,585,260</b>           | <b>\$ 61,671,040</b>        | <b>\$ -</b>       | <b>\$ 61,671,040</b>  | <b>\$ 61,458,170</b>             | <b>\$ -</b>                  | <b>\$ -</b>       | <b>\$ 61,458,170</b>  | <b>212,870</b>         | <b>9,798,130</b>     |
| 201                           | Housing                                             | \$ 4,047,080                  | \$ 5,287,880                | \$ -              | \$ 5,287,880          | \$ 4,984,570                     | \$ -                         | \$ -              | \$ 4,984,570          | \$ 303,310             | \$ 4,350,390         |
| 203                           | Public Safety Augmentation                          | -                             | 1,432,850                   | -                 | 1,432,850             | 1,432,850                        | -                            | -                 | 1,432,850             | -                      | -                    |
| 204                           | Gas Tax                                             | 6,261,980                     | 4,220,230                   | -                 | 4,220,230             | 942,060                          | 8,316,430                    | -                 | 9,258,490             | (5,038,260)            | 1,223,720            |
| 205                           | Measure I                                           | 9,280,830                     | 2,172,990                   | -                 | 2,172,990             | 261,090                          | 5,543,140                    | -                 | 5,804,230             | (3,631,240)            | 5,649,590            |
| 206                           | RMRA                                                | 6,208,570                     | 2,039,900                   | -                 | 2,039,900             | 79,420                           | 6,560,950                    | -                 | 6,640,370             | (4,600,470)            | 1,608,100            |
| 208                           | HOME Investment Partnership Program                 | 4,629,710                     | 38,000                      | -                 | 38,000                | 1,010,000                        | -                            | -                 | 1,010,000             | (972,000)              | 3,657,710            |
| 209                           | Community Development Block Grant                   | 54,090                        | 783,140                     | -                 | 783,140               | 246,320                          | 536,770                      | -                 | 783,090               | 50                     | 54,140               |
| 210                           | Parking Business Improvement Area                   | 133,260                       | 59,500                      | -                 | 59,500                | 43,420                           | 94,260                       | -                 | 137,680               | (78,180)               | 55,080               |
| 211                           | Air Quality Management District                     | 156,020                       | 100,000                     | -                 | 100,000               | 73,830                           | -                            | -                 | 73,830                | 26,170                 | 182,190              |
| 214                           | Homeland Security Grants - Police                   | 12,300                        | -                           | -                 | -                     | -                                | -                            | -                 | -                     | -                      | 12,300               |
| 215                           | Prop 30                                             | 36,480                        | -                           | -                 | -                     | -                                | -                            | -                 | -                     | -                      | 36,480               |
| 216                           | COPS                                                | 1,207,200                     | 150,000                     | -                 | 150,000               | 1,357,200                        | -                            | -                 | 1,357,200             | (1,207,200)            | -                    |
| 217                           | Other Grants                                        | -                             | 75,000                      | -                 | 75,000                | 75,000                           | -                            | -                 | 75,000                | -                      | -                    |
| 220                           | Asset Forfeiture                                    | 1,234,840                     | -                           | -                 | -                     | 648,380                          | -                            | -                 | 648,380               | (648,380)              | 586,460              |
| 222                           | CalHOME                                             | 2,251,860                     | 483,500                     | -                 | 483,500               | 860,000                          | -                            | -                 | 860,000               | (376,500)              | 1,875,360            |
| 223                           | Asset Forfeiture-Federal Treasury                   | 130                           | -                           | -                 | -                     | -                                | -                            | -                 | -                     | -                      | 130                  |
| 224                           | Asset Forfeiture State                              | 2,270                         | -                           | -                 | -                     | -                                | -                            | -                 | -                     | -                      | 2,270                |
| 225                           | BSCC Budget Act                                     | 84,820                        | -                           | -                 | -                     | -                                | -                            | -                 | -                     | -                      | 84,820               |
| 229                           | ARPA                                                | 3,527,330                     | -                           | -                 | -                     | 108,000                          | 1,662,350                    | -                 | 1,770,350             | (1,770,350)            | 1,756,980            |
|                               | <b>Total Special Revenue Funds</b>                  | <b>\$ 39,128,770</b>          | <b>\$ 16,842,990</b>        | <b>\$ -</b>       | <b>\$ 16,842,990</b>  | <b>\$ 12,122,140</b>             | <b>\$ 22,713,900</b>         | <b>\$ -</b>       | <b>\$ 34,836,040</b>  | <b>(17,993,050)</b>    | <b>21,135,720</b>    |
| 419                           | Police DIF                                          | \$ 934,300                    | \$ 120,000                  | \$ -              | \$ 120,000            | \$ -                             | \$ 550,200                   | \$ -              | \$ 550,200            | \$ (430,200)           | \$ 504,100           |
| 420                           | General DIF                                         | 546,030                       | 130,000                     | -                 | 130,000               | -                                | 332,000                      | -                 | 332,000               | (202,000)              | 344,030              |
| 421                           | Quimby Fees                                         | 9,637,760                     | 1,020,000                   | -                 | 1,020,000             | -                                | 1,897,980                    | -                 | 1,897,980             | (877,980)              | 8,759,780            |
| 422                           | Storm Drain DIF                                     | 2,046,280                     | 475,250                     | -                 | 475,250               | -                                | 954,270                      | -                 | 954,270               | (479,020)              | 1,567,260            |
| 423                           | Street & Traffic Facility DIF                       | 610,720                       | 290,000                     | -                 | 290,000               | -                                | 325,370                      | -                 | 325,370               | (35,370)               | 575,350              |
| 424                           | Park DIF                                            | 672,450                       | 180,000                     | -                 | 180,000               | -                                | -                            | -                 | -                     | 180,000                | 852,450              |
| 425                           | General Fund Capital Projects                       | 11,095,620                    | 1,861,560                   | -                 | 1,861,560             | -                                | 5,536,960                    | -                 | 5,536,960             | (3,675,400)            | 7,420,220            |
| 426                           | Street & Alley Repairs                              | 984,940                       | 374,900                     | -                 | 374,900               | 73,920                           | 1,028,170                    | -                 | 1,102,090             | (727,190)              | 257,750              |
|                               | <b>Total Capital Project Funds</b>                  | <b>\$ 26,528,100</b>          | <b>\$ 4,451,710</b>         | <b>\$ -</b>       | <b>\$ 4,451,710</b>   | <b>\$ 73,920</b>                 | <b>\$ 10,624,950</b>         | <b>\$ -</b>       | <b>\$ 10,698,870</b>  | <b>\$ (6,247,160)</b>  | <b>\$ 20,280,940</b> |
| 638                           | Water DIF                                           | \$ 190,830                    | \$ 290,000                  | \$ -              | \$ 290,000            | \$ -                             | \$ -                         | \$ -              | \$ -                  | \$ 290,000             | \$ 480,830           |
| 639                           | Water Bond Capital Projects                         | 13,887,890                    | -                           | -                 | -                     | -                                | 13,842,090                   | -                 | 13,842,090            | (13,842,090)           | 45,800               |
| 640                           | Water Utility                                       | 28,405,920                    | 26,690,130                  | -                 | 26,690,130            | 33,938,490                       | 9,588,340                    | -                 | 43,526,830            | (16,836,700)           | 11,569,220           |
| 641                           | Solid Waste Utility                                 | (110,160)                     | 18,412,270                  | -                 | 18,412,270            | 18,295,080                       | 105,380                      | 265,000           | 18,665,460            | (253,190)              | (363,350)            |
| 645                           | Environmental Enterprise                            | 6,837,030                     | 11,974,250                  | 265,000           | 12,239,250            | 13,347,960                       | 3,279,030                    | -                 | 16,626,990            | (4,387,740)            | 2,449,290            |
| 646                           | Sewer DIF                                           | 517,080                       | 112,200                     | -                 | 112,200               | -                                | -                            | -                 | -                     | 112,200                | 629,280              |
|                               | <b>Total Enterprise Funds</b>                       | <b>\$ 49,728,590</b>          | <b>\$ 57,478,850</b>        | <b>\$ 265,000</b> | <b>\$ 57,743,850</b>  | <b>\$ 65,581,530</b>             | <b>\$ 26,814,840</b>         | <b>\$ 265,000</b> | <b>\$ 92,661,370</b>  | <b>\$ (34,917,520)</b> | <b>\$ 14,811,070</b> |
| 751                           | Self-Funded Liability Insurance                     | \$ (4,642,790)                | \$ 4,939,210                | \$ -              | \$ 4,939,210          | \$ 4,939,210                     | \$ -                         | \$ -              | \$ 4,939,210          | \$ -                   | \$ (4,642,790)       |
| 752                           | Vehicle Replacement Fund                            | 1,156,610                     | 856,980                     | -                 | 856,980               | 1,258,980                        | -                            | -                 | 1,258,980             | (402,000)              | 754,610              |
| 753                           | Information Systems                                 | 3,482,950                     | 3,452,750                   | -                 | 3,452,750             | 3,452,750                        | -                            | -                 | 3,452,750             | -                      | 3,482,950            |
| 754                           | Building Maintenance & Operations                   | 1,499,970                     | 1,457,060                   | -                 | 1,457,060             | 1,837,060                        | -                            | -                 | 1,837,060             | (380,000)              | 1,119,970            |
| 755                           | UAL and Employee Benefits                           | 1,264,800                     | 10,159,350                  | -                 | 10,159,350            | 10,624,350                       | -                            | -                 | 10,624,350            | (465,000)              | 799,800              |
|                               | <b>Total Internal Service Fund</b>                  | <b>2,761,540</b>              | <b>\$ 20,865,350</b>        | <b>\$ -</b>       | <b>\$ 20,865,350</b>  | <b>\$ 22,112,350</b>             | <b>\$ -</b>                  | <b>\$ -</b>       | <b>\$ 22,112,350</b>  | <b>(1,247,000)</b>     | <b>1,514,540</b>     |
| 805                           | Successor Agency Housing                            | \$ (8,480,890)                | \$ 2,800,520                | \$ -              | \$ 2,800,520          | \$ 2,798,430                     | \$ -                         | \$ -              | \$ 2,798,430          | \$ 2,090               | \$ (8,478,800)       |
|                               | <b>Total Private Purpose Trust Fund</b>             | <b>(8,480,890)</b>            | <b>\$ 2,800,520</b>         | <b>\$ -</b>       | <b>\$ 2,800,520</b>   | <b>\$ 2,798,430</b>              | <b>\$ -</b>                  | <b>\$ -</b>       | <b>\$ 2,798,430</b>   | <b>2,090</b>           | <b>(8,478,800)</b>   |
| <b>FY 2024-25 Grand Total</b> |                                                     | <b>\$ 119,251,370</b>         | <b>\$ 164,110,460</b>       | <b>\$ 265,000</b> | <b>\$ 164,375,460</b> | <b>\$ 164,146,540</b>            | <b>\$ 60,153,690</b>         | <b>\$ 265,000</b> | <b>\$ 224,565,230</b> | <b>(60,189,770)</b>    | <b>59,061,600</b>    |

**City of Upland**  
**Summary of Changes in Fund Balances**  
**Fiscal Year 2024-2025 Adopted Budget**

| Fund No.                     | City of Upland                      | Estimated Fund Balance<br>July 1, 2024 | Estimated Fund Balance<br>June 30, 2025 | \$ Change           | % Change       | Reason for Changes (greater than 10%)                                           |
|------------------------------|-------------------------------------|----------------------------------------|-----------------------------------------|---------------------|----------------|---------------------------------------------------------------------------------|
| <b>General Fund</b>          |                                     |                                        |                                         |                     |                |                                                                                 |
| 101                          | General Fund                        | 9,585,260                              | 9,798,130                               | 212,870             | 2.22%          |                                                                                 |
|                              | <b>Total General Fund</b>           | <b>9,585,260</b>                       | <b>9,798,130</b>                        | <b>212,870</b>      | <b>2.22%</b>   |                                                                                 |
| <b>Special Revenue Funds</b> |                                     |                                        |                                         |                     |                |                                                                                 |
| 201                          | Housing                             | 4,047,080                              | 4,350,390                               | 303,310             | 7.49%          |                                                                                 |
| 204                          | Gas Tax                             | 6,261,980                              | 1,223,720                               | (5,038,260)         | -80.46%        | Use of funds accumulated over a period of time for street improvement projects  |
| 205                          | Measure I                           | 9,280,830                              | 5,649,590                               | (3,631,240)         | -39.13%        | Use of funds accumulated over a period of time for street improvement projects  |
| 206                          | RMRA                                | 6,208,570                              | 1,608,100                               | (4,600,470)         | -74.10%        | Use of funds accumulated over a period of time for street improvement projects  |
| 208                          | HOME Investment Partnership Program | 4,629,710                              | 3,657,710                               | (972,000)           | -20.99%        | Use of grant funds to issue housing loans                                       |
| 209                          | Community Development Block Grant   | 54,090                                 | 54,140                                  | 50                  | 0.09%          |                                                                                 |
| 210                          | Parking Business Improvement Area   | 133,260                                | 55,080                                  | (78,180)            | -58.67%        | Use of accumulated funds for community development projects                     |
| 211                          | Air Quality Management District     | 156,020                                | 182,190                                 | 26,170              | 16.77%         | Accumulating funds for clean air projects and equipment                         |
| 214                          | Homeland Security Grants - Police   | 12,300                                 | 12,300                                  | -                   | 0.00%          |                                                                                 |
| 215                          | Prop 30                             | 36,480                                 | 36,480                                  | -                   | 0.00%          |                                                                                 |
| 216                          | COPS                                | 1,207,200                              | -                                       | (1,207,200)         | -100.00%       | Use of funds accumulated over a period of time for public safety expenses       |
| 217                          | Other Grants                        | -                                      | -                                       | -                   | -              |                                                                                 |
| 218                          | Office of Traffic Safety            | -                                      | -                                       | -                   | -              |                                                                                 |
| 219                          | Other Public Safety Grants          | -                                      | -                                       | -                   | -              |                                                                                 |
| 220                          | Asset Forfeiture                    | 1,234,840                              | 586,460                                 | (648,380)           | -52.51%        | Use of funds accumulated over a period of time for public safety expenses       |
| 222                          | CalHOME                             | 2,251,860                              | 1,875,360                               | (376,500)           | -16.72%        | Use of grant funds to issue housing loans                                       |
| 223                          | Asset Forfeiture-Federal Treasury   | 130                                    | 130                                     | -                   | 0.00%          |                                                                                 |
| 224                          | Asset Forfeiture State              | 2,270                                  | 2,270                                   | -                   | 0.00%          |                                                                                 |
| 225                          | BSCC Budget Act                     | 84,820                                 | 84,820                                  | -                   | 0.00%          |                                                                                 |
| 229                          | ARPA                                | 3,527,330                              | 1,756,980                               | (1,770,350)         | -50.19%        | Use of funds received from American Rescue Plan Act                             |
|                              | <b>Total Special Revenue Funds</b>  | <b>39,128,770</b>                      | <b>21,135,720</b>                       | <b>(17,993,050)</b> | <b>-45.98%</b> |                                                                                 |
| 419                          | Police DIF                          | 934,300                                | 504,100                                 | (430,200)           | -46.05%        | Use of funds accumulated over a period of time for capital improvement projects |
| 420                          | General DIF                         | 546,030                                | 344,030                                 | (202,000)           | -36.99%        | Use of funds accumulated over a period of time for capital improvement projects |
| 421                          | Quimby Fees                         | 9,637,760                              | 8,759,780                               | (877,980)           | -9.11%         |                                                                                 |
| 422                          | Storm Drain DIF                     | 2,046,280                              | 1,567,260                               | (479,020)           | -23.41%        | Use of funds accumulated over a period of time for capital improvement projects |
| 423                          | Street & Traffic Facility DIF       | 610,720                                | 575,350                                 | (35,370)            | -5.79%         |                                                                                 |
| 424                          | Park DIF                            | 672,450                                | 852,450                                 | 180,000             | 26.77%         | Accumulated over a period of time for capital improvement projects              |
| 425                          | General Fund Capital Projects       | 11,095,620                             | 7,420,220                               | (3,675,400)         | -33.12%        | Use of funds accumulated over a period of time for capital improvement projects |
| 426                          | Street & Alley Repairs              | 984,940                                | 257,750                                 | (727,190)           | -73.83%        | Use of funds accumulated over a period of time for capital improvement projects |
|                              | <b>Total Capital Project Funds</b>  | <b>26,528,100</b>                      | <b>20,280,940</b>                       | <b>(6,247,160)</b>  | <b>-23.55%</b> |                                                                                 |
| <b>Enterprise Funds</b>      |                                     |                                        |                                         |                     |                |                                                                                 |
| 638                          | Water DIF                           | 190,830                                | 480,830                                 | 290,000             | 151.97%        | Accumulated over a period of time for capital improvement projects              |

**City of Upland**  
**Summary of Changes in Fund Balances**  
**Fiscal Year 2024-2025 Adopted Budget**

| Fund No. | City of Upland                          | Estimated Fund Balance<br>July 1, 2024 | Estimated Fund Balance<br>June 30, 2025 | \$<br>Change        | %<br>Change    | Reason for Changes (greater than 10%)                                           |
|----------|-----------------------------------------|----------------------------------------|-----------------------------------------|---------------------|----------------|---------------------------------------------------------------------------------|
| 639      | Water Bond Capital Projects             | 13,887,890                             | 45,800                                  | (13,842,090)        | -99.67%        | Use of bond proceeds for capital improvement projects                           |
| 640      | Water Utility                           | 28,405,920                             | 11,569,220                              | (16,836,700)        | -59.27%        | Use of funds accumulated over a period of time                                  |
| 641      | Solid Waste Utility                     | (110,160)                              | (363,350)                               | (253,190)           | 229.84%        | City working with the waste management agency to address the increasing deficit |
| 645      | Environmental Enterprise                | 6,837,030                              | 2,449,290                               | (4,387,740)         | -64.18%        | Use of funds accumulated over a period of time                                  |
| 646      | Sewer DIF                               | 517,080                                | 629,280                                 | 112,200             | 21.70%         | Accumulated over a period of time for capital improvement projects              |
|          | <b>Total Enterprise Funds</b>           | <b>49,728,590</b>                      | <b>14,811,070</b>                       | <b>(34,917,520)</b> | <b>-70.22%</b> |                                                                                 |
|          | <b>Total Internal Service Fund</b>      |                                        |                                         |                     |                |                                                                                 |
| 751      | Self-Funded Liability Insurance         | (4,642,790)                            | (4,642,790)                             | -                   | 0.00%          |                                                                                 |
| 752      | Vehicle Replacement Fund                | 1,156,610                              | 754,610                                 | (402,000)           | -34.76%        | Use of funds accumulated over a period of time for vehicle acquisitions         |
| 753      | Information Systems                     | 3,482,950                              | 3,482,950                               | -                   | 0.00%          |                                                                                 |
| 754      | Building Maintenance & Operations       | 1,499,970                              | 1,119,970                               | (380,000)           | -25.33%        | Use of funds accumulated over a period of time for City facilities maintenance  |
| 755      | UAL and Employee Benefits               | 1,264,800                              | 799,800                                 | (465,000)           | -36.76%        | Use of funds accumulated (transfers in) during FY 2023-24                       |
|          | <b>Total Internal Service Fund</b>      | <b>2,761,540</b>                       | <b>1,514,540</b>                        | <b>(1,247,000)</b>  | <b>-45.16%</b> |                                                                                 |
|          | <b>Private Purpose Trust Fund</b>       |                                        |                                         |                     |                |                                                                                 |
| 805      | Successor Agency Housing                | (8,480,890)                            | (8,478,800)                             | 2,090               | -0.02%         |                                                                                 |
|          | <b>Total Private Purpose Trust Fund</b> | <b>(8,480,890)</b>                     | <b>(8,478,800)</b>                      | <b>2,090</b>        | <b>-0.02%</b>  |                                                                                 |
|          | <b>Total All Funds</b>                  | <b>119,251,370</b>                     | <b>59,061,600</b>                       | <b>(60,189,770)</b> | <b>-50.47%</b> |                                                                                 |

## FY 2025-26 SUMMARY OF CHANGES IN FUND BALANCE

TOC

| Fund No.                      |                                                     | *Estimated Fund Balance 7/1/25 | 2025-2026 Estimated Revenue | Transfers In      | Available Sources     | 2025-2026 Operating Expenditures | Capital Improvement Projects | Transfers Out     | Total Uses            | Change in Fund Balance | Fund Balance 6/30/26 |
|-------------------------------|-----------------------------------------------------|--------------------------------|-----------------------------|-------------------|-----------------------|----------------------------------|------------------------------|-------------------|-----------------------|------------------------|----------------------|
| 101                           | General Fund                                        | \$ 9,798,130                   | \$ 63,331,790               | \$ -              | \$ 63,331,790         | \$ 62,976,820                    | \$ -                         | \$ -              | \$ 62,976,820         | \$ 354,970             | \$ 10,153,100        |
|                               | Building Replacement and Maintenance Reserve (.25%) | -                              | -                           | -                 | -                     | 157,440                          | -                            | -                 | 157,440               | (157,440)              | (157,440)            |
|                               | <b>Total General Fund</b>                           | <b>\$ 9,798,130</b>            | <b>\$ 63,331,790</b>        | <b>\$ -</b>       | <b>\$ 63,331,790</b>  | <b>\$ 63,134,260</b>             | <b>\$ -</b>                  | <b>\$ -</b>       | <b>\$ 63,134,260</b>  | <b>\$ 197,530</b>      | <b>\$ 9,995,660</b>  |
| 201                           | Housing                                             | \$ 4,350,390                   | \$ 5,287,270                | \$ -              | \$ 5,287,270          | \$ 4,929,930                     | \$ -                         | \$ -              | \$ 4,929,930          | \$ 357,340             | \$ 4,707,730         |
| 203                           | Public Safety Augmentation                          | -                              | 1,432,850                   | -                 | 1,432,850             | 1,432,850                        | -                            | -                 | 1,432,850             | -                      | -                    |
| 204                           | Gas Tax                                             | 1,223,720                      | 4,304,720                   | -                 | 4,304,720             | 870,100                          | 4,020,000                    | -                 | 4,890,100             | (585,380)              | 638,340              |
| 205                           | Measure I                                           | 5,649,590                      | 2,236,100                   | -                 | 2,236,100             | 268,710                          | 7,000,000                    | -                 | 7,268,710             | (5,032,610)            | 616,980              |
| 206                           | RMRA                                                | 1,608,100                      | 2,081,570                   | -                 | 2,081,570             | 81,670                           | 2,671,670                    | -                 | 2,753,340             | (671,770)              | 936,330              |
| 208                           | HOME Investment Partnership Program                 | 3,657,710                      | 38,000                      | -                 | 38,000                | 730,000                          | -                            | -                 | 730,000               | (692,000)              | 2,965,710            |
| 209                           | Community Development Block Grant                   | 54,140                         | 623,250                     | -                 | 623,250               | 80,130                           | -                            | -                 | 80,130                | 543,120                | 597,260              |
| 210                           | Parking Business Improvement Area                   | 55,080                         | 59,500                      | -                 | 59,500                | 72,980                           | -                            | -                 | 72,980                | (13,480)               | 41,600               |
| 211                           | Air Quality Management District                     | 182,190                        | 100,000                     | -                 | 100,000               | 154,880                          | -                            | -                 | 154,880               | (54,880)               | 127,310              |
| 214                           | Homeland Security Grants - Police                   | 12,300                         | -                           | -                 | -                     | -                                | -                            | -                 | -                     | -                      | 12,300               |
| 215                           | Prop 30                                             | 36,480                         | -                           | -                 | -                     | -                                | -                            | -                 | -                     | -                      | 36,480               |
| 216                           | COPS                                                | 1,000,000                      | 153,000                     | -                 | 153,000               | 1,153,000                        | -                            | -                 | 1,153,000             | (1,000,000)            | -                    |
| 217                           | Other Grants                                        | -                              | 76,500                      | -                 | 76,500                | 76,500                           | -                            | -                 | 76,500                | -                      | -                    |
| 220                           | Asset Forfeiture                                    | 1,086,460                      | -                           | -                 | -                     | 654,680                          | -                            | -                 | 654,680               | (654,680)              | 431,780              |
| 222                           | CalHOME                                             | 1,875,360                      | 21,750                      | -                 | 21,750                | -                                | -                            | -                 | -                     | 21,750                 | 1,897,110            |
| 223                           | Asset Forfeiture-Federal Treasury                   | 130                            | -                           | -                 | -                     | -                                | -                            | -                 | -                     | -                      | 130                  |
| 224                           | Asset Forfeiture State                              | 2,270                          | -                           | -                 | -                     | -                                | -                            | -                 | -                     | -                      | 2,270                |
| 225                           | BSCC Budget Act                                     | 84,820                         | -                           | -                 | -                     | -                                | -                            | -                 | -                     | -                      | 84,820               |
| 229                           | ARPA                                                | 1,756,980                      | -                           | -                 | -                     | 98,080                           | -                            | -                 | 98,080                | (98,080)               | 1,658,900            |
|                               | <b>Total Special Revenue Funds</b>                  | <b>\$ 22,635,720</b>           | <b>\$ 16,414,510</b>        | <b>\$ -</b>       | <b>\$ 16,414,510</b>  | <b>\$ 10,603,510</b>             | <b>\$ 13,691,670</b>         | <b>\$ -</b>       | <b>\$ 24,295,180</b>  | <b>\$ (7,880,670)</b>  | <b>\$ 14,755,050</b> |
| 419                           | Police DIF                                          | \$ 504,100                     | \$ 122,400                  | \$ -              | \$ 122,400            | \$ -                             | \$ -                         | \$ -              | \$ -                  | \$ 122,400             | \$ 626,500           |
| 420                           | General DIF                                         | 344,030                        | 132,600                     | -                 | 132,600               | -                                | -                            | -                 | -                     | 132,600                | 476,630              |
| 421                           | Quimby Fees                                         | 8,759,780                      | 1,190,000                   | -                 | 1,190,000             | -                                | 635,000                      | -                 | 635,000               | 555,000                | 9,314,780            |
| 422                           | Storm Drain DIF                                     | 1,567,260                      | 487,150                     | -                 | 487,150               | -                                | 938,580                      | -                 | 938,580               | (451,430)              | 1,115,830            |
| 423                           | Street & Traffic Facility DIF                       | 575,350                        | 295,000                     | -                 | 295,000               | -                                | -                            | -                 | -                     | 295,000                | 870,350              |
| 424                           | Park DIF                                            | 852,450                        | 210,000                     | -                 | 210,000               | -                                | -                            | -                 | -                     | 210,000                | 1,062,450            |
| 425                           | General Fund Capital Projects                       | 7,420,220                      | -                           | 200,000           | 200,000               | -                                | 625,000                      | -                 | 625,000               | (425,000)              | 6,995,220            |
| 426                           | Street & Alley Repairs                              | 257,750                        | 382,400                     | -                 | 382,400               | 76,470                           | 350,000                      | -                 | 426,470               | (44,070)               | 213,680              |
|                               | <b>Total Capital Project Funds</b>                  | <b>\$ 20,280,940</b>           | <b>\$ 2,819,550</b>         | <b>\$ 200,000</b> | <b>\$ 3,019,550</b>   | <b>\$ 76,470</b>                 | <b>\$ 2,548,580</b>          | <b>\$ -</b>       | <b>\$ 2,625,050</b>   | <b>\$ 394,500</b>      | <b>\$ 20,675,440</b> |
| 638                           | Water DIF                                           | \$ 480,830                     | \$ 295,800                  | \$ -              | \$ 295,800            | \$ -                             | \$ -                         | \$ -              | \$ -                  | \$ 295,800             | \$ 776,630           |
| 639                           | Water Bond Capital Projects                         | 45,800                         | -                           | -                 | -                     | -                                | -                            | -                 | -                     | -                      | 45,800               |
| 640                           | Water Utility                                       | 21,569,220                     | 29,234,940                  | -                 | 29,234,940            | 34,290,160                       | 5,950,000                    | -                 | 40,240,160            | (11,005,220)           | 10,564,000           |
| 641                           | Solid Waste Utility                                 | (363,350)                      | 19,325,470                  | -                 | 19,325,470            | 19,139,560                       | -                            | 265,000           | 19,404,560            | (79,090)               | (442,440)            |
| 645                           | Environmental Enterprise                            | 4,449,290                      | 12,555,880                  | 265,000           | 12,820,880            | 13,795,060                       | 600,000                      | -                 | 14,395,060            | (1,574,180)            | 2,875,110            |
| 646                           | Sewer DIF                                           | 629,280                        | 114,400                     | -                 | 114,400               | -                                | -                            | -                 | -                     | 114,400                | 743,680              |
|                               | <b>Total Enterprise Funds</b>                       | <b>\$ 26,811,070</b>           | <b>\$ 61,526,490</b>        | <b>\$ 265,000</b> | <b>\$ 61,791,490</b>  | <b>\$ 67,224,780</b>             | <b>\$ 6,550,000</b>          | <b>\$ 265,000</b> | <b>\$ 74,039,780</b>  | <b>\$ (12,248,290)</b> | <b>\$ 14,562,780</b> |
| 751                           | Self-Funded Liability Insurance                     | \$ (4,642,790)                 | \$ 5,186,040                | \$ -              | \$ 5,186,040          | \$ 5,186,040                     | \$ -                         | \$ -              | \$ 5,186,040          | \$ -                   | \$ (4,642,790)       |
| 752                           | Vehicle Replacement Fund                            | 754,610                        | 1,293,110                   | -                 | 1,293,110             | 1,485,110                        | -                            | -                 | 1,485,110             | (192,000)              | 562,610              |
| 753                           | Information Systems                                 | 3,482,950                      | 3,599,830                   | -                 | 3,599,830             | 3,599,830                        | -                            | -                 | 3,599,830             | -                      | 3,482,950            |
| 754                           | Building Maintenance & Operations                   | 1,119,970                      | 1,444,370                   | -                 | 1,444,370             | 1,834,370                        | -                            | 200,000           | 2,034,370             | (590,000)              | 529,970              |
| 755                           | UAL and Employee Benefits                           | 799,800                        | 9,278,250                   | -                 | 9,278,250             | 10,638,250                       | -                            | -                 | 10,638,250            | (1,360,000)            | (560,200)            |
|                               | <b>Total Internal Service Fund</b>                  | <b>1,514,540</b>               | <b>\$ 20,801,600</b>        | <b>\$ -</b>       | <b>\$ 20,801,600</b>  | <b>\$ 22,743,600</b>             | <b>\$ -</b>                  | <b>\$ 200,000</b> | <b>\$ 22,943,600</b>  | <b>\$ (2,142,000)</b>  | <b>\$ (627,460)</b>  |
| 805                           | Successor Agency Housing                            | \$ (8,478,800)                 | \$ 2,812,390                | \$ -              | \$ 2,812,390          | \$ 2,810,870                     | \$ -                         | \$ -              | \$ 2,810,870          | \$ 1,520               | \$ (8,477,280)       |
|                               | <b>Total Private Purpose Trust Fund</b>             | <b>(8,478,800)</b>             | <b>\$ 2,812,390</b>         | <b>\$ -</b>       | <b>\$ 2,812,390</b>   | <b>\$ 2,810,870</b>              | <b>\$ -</b>                  | <b>\$ -</b>       | <b>\$ 2,810,870</b>   | <b>1,520</b>           | <b>(8,477,280)</b>   |
| <b>FY 2025-26 GRAND TOTAL</b> |                                                     | <b>\$ 72,561,600</b>           | <b>\$ 167,706,330</b>       | <b>\$ 465,000</b> | <b>\$ 168,171,330</b> | <b>\$ 166,593,490</b>            | <b>\$ 22,790,250</b>         | <b>\$ 465,000</b> | <b>\$ 189,848,740</b> | <b>(21,677,410)</b>    | <b>50,884,190</b>    |

\*Variance in estimated 7/1/25 balance from 6/30/25 estimated ending balance due to projections and estimates.

**City of Upland**  
**Summary of Changes in Fund Balances**  
**Fiscal Year 2025-2026 Adopted Budget**

| Fund No.                           | City of Upland                      | Estimated Fund Balance<br>July 1, 2025 | Estimated Fund Balance<br>June 30, 2026 | \$ Change          | % Change       | Reason for Changes (greater than 10%)                                           |
|------------------------------------|-------------------------------------|----------------------------------------|-----------------------------------------|--------------------|----------------|---------------------------------------------------------------------------------|
| <b>General Fund</b>                |                                     |                                        |                                         |                    |                |                                                                                 |
| 101                                | General Fund                        | 9,798,130                              | 9,995,660                               | 197,530            | 2.02%          |                                                                                 |
|                                    | <b>Total General Fund</b>           | <b>9,798,130</b>                       | <b>9,995,660</b>                        | <b>197,530</b>     | <b>2.02%</b>   |                                                                                 |
| <b>Special Revenue Funds</b>       |                                     |                                        |                                         |                    |                |                                                                                 |
| 201                                | Housing                             | 4,350,390                              | 4,707,730                               | 357,340            | 8.21%          |                                                                                 |
| 204                                | Gas Tax                             | 1,223,720                              | 638,340                                 | (585,380)          | -47.84%        | Use of funds accumulated over a period of time for street improvement projects  |
| 205                                | Measure I                           | 5,649,590                              | 616,980                                 | (5,032,610)        | -89.08%        | Use of funds accumulated over a period of time for street improvement projects  |
| 206                                | RMRA                                | 1,608,100                              | 936,330                                 | (671,770)          | -41.77%        | Use of funds accumulated over a period of time for street improvement projects  |
| 208                                | HOME Investment Partnership Program | 3,657,710                              | 2,965,710                               | (692,000)          | -18.92%        | Use of grant funds to issue housing loans                                       |
| 209                                | Community Development Block Grant   | 54,140                                 | 597,260                                 | 543,120            | 1003.17%       | CDBG allocation will be avialbe in May2025, City to budget expenses accordingly |
| 210                                | Parking Business Improvement Area   | 55,080                                 | 41,600                                  | (13,480)           | -24.47%        | Use of accumulated funds for community development projects                     |
| 211                                | Air Quality Management District     | 182,190                                | 127,310                                 | (54,880)           | -30.12%        | Use of accumulated funds for clean air projects and equipment                   |
| 214                                | Homeland Security Grants - Police   | 12,300                                 | 12,300                                  | -                  | 0.00%          |                                                                                 |
| 215                                | Prop 30                             | 36,480                                 | 36,480                                  | -                  | 0.00%          |                                                                                 |
| 216                                | COPS                                | 1,000,000                              | -                                       | (1,000,000)        | -100.00%       | Use of funds accumulated over a period of time for public safety expenses       |
| 220                                | Asset Forfeiture                    | 1,086,460                              | 431,780                                 | (654,680)          | -60.26%        | Use of funds accumulated over a period of time for public safety expenses       |
| 222                                | CalHOME                             | 1,875,360                              | 1,897,110                               | 21,750             | 1.16%          |                                                                                 |
| 223                                | Asset Forfeiture-Federal Treasury   | 130                                    | 130                                     | -                  | 0.00%          |                                                                                 |
| 224                                | Asset Forfeiture State              | 2,270                                  | 2,270                                   | -                  | 0.00%          |                                                                                 |
| 225                                | BSCC Budget Act                     | 84,820                                 | 84,820                                  | -                  | 0.00%          |                                                                                 |
| 229                                | ARPA                                | 1,756,980                              | 1,658,900                               | (98,080)           | -5.58%         |                                                                                 |
|                                    | <b>Total Special Revenue Funds</b>  | <b>22,635,720</b>                      | <b>14,755,050</b>                       | <b>(7,880,670)</b> | <b>-34.82%</b> |                                                                                 |
| <b>Total Capital Project Funds</b> |                                     |                                        |                                         |                    |                |                                                                                 |
| 419                                | Police DIF                          | 504,100                                | 626,500                                 | 122,400            | 24.28%         | Accumulated over a period of time for capital improvement projects              |
| 420                                | General DIF                         | 344,030                                | 476,630                                 | 132,600            | 38.54%         | Accumulated over a period of time for capital improvement projects              |
| 421                                | Quimby Fees                         | 8,759,780                              | 9,314,780                               | 555,000            | 6.34%          |                                                                                 |
| 422                                | Storm Drain DIF                     | 1,567,260                              | 1,115,830                               | (451,430)          | -28.80%        | Use of funds accumulated over a period of time for capital improvement projects |
| 423                                | Street & Traffic Facility DIF       | 575,350                                | 870,350                                 | 295,000            | 51.27%         | Accumulated over a period of time for capital improvement projects              |
| 424                                | Park DIF                            | 852,450                                | 1,062,450                               | 210,000            | 24.63%         | Accumulated over a period of time for capital improvement projects              |
| 425                                | General Fund Capital Projects       | 7,420,220                              | 6,995,220                               | (425,000)          | -5.73%         |                                                                                 |
| 426                                | Street & Alley Repairs              | 257,750                                | 213,680                                 | (44,070)           | -17.10%        | Use of funds accumulated over a period of time for capital improvement projects |
|                                    | <b>Total Capital Project Funds</b>  | <b>20,280,940</b>                      | <b>20,675,440</b>                       | <b>394,500</b>     | <b>1.95%</b>   |                                                                                 |
| <b>Enterprise Funds</b>            |                                     |                                        |                                         |                    |                |                                                                                 |
| 638                                | Water DIF                           | 480,830                                | 776,630                                 | 295,800            | 61.52%         | Accumulated over a period of time for capital improvement projects              |
| 639                                | Water Bond Capital Projects         | 45,800                                 | 45,800                                  | -                  | 0.00%          | Use of bond proceeds for capital improvement projects                           |
| 640                                | Water Utility                       | 21,569,220                             | 10,564,000                              | (11,005,220)       | -51.02%        | Use of funds accumulated over a period of time                                  |

**City of Upland**  
**Summary of Changes in Fund Balances**  
**Fiscal Year 2025-2026 Adopted Budget**

| Fund No. | City of Upland                          | Estimated Fund Balance<br>July 1, 2025 | Estimated Fund Balance<br>June 30, 2026 | \$ Change           | % Change        | Reason for Changes (greater than 10%)                                           |
|----------|-----------------------------------------|----------------------------------------|-----------------------------------------|---------------------|-----------------|---------------------------------------------------------------------------------|
| 641      | Solid Waste Utility                     | (363,350)                              | (442,440)                               | (79,090)            | 21.77%          | City working with the waste management agency to address the increasing deficit |
| 645      | Environmental Enterprise                | 4,449,290                              | 2,875,110                               | (1,574,180)         | -35.38%         | Use of funds accumulated over a period of time                                  |
| 646      | Sewer DIF                               | 629,280                                | 743,680                                 | 114,400             | 18.18%          | Accumulated over a period of time for capital improvement projects              |
|          | <b>Total Enterprise Funds</b>           | <b>26,811,070</b>                      | <b>14,562,780</b>                       | <b>(12,248,290)</b> | <b>-45.68%</b>  |                                                                                 |
|          | <b>Total Internal Service Fund</b>      |                                        |                                         |                     |                 |                                                                                 |
| 751      | Self-Funded Liability Insurance         | (4,642,790)                            | (4,642,790)                             | -                   | 0.00%           |                                                                                 |
| 752      | Vehicle Replacement Fund                | 754,610                                | 562,610                                 | (192,000)           | -25.44%         | Use of funds accumulated over a period of time for vehicle acquisitions         |
| 753      | Information Systems                     | 3,482,950                              | 3,482,950                               | -                   | 0.00%           |                                                                                 |
| 754      | Building Maintenance & Operations       | 1,119,970                              | 529,970                                 | (590,000)           | -52.68%         | Use of funds accumulated over a period of time for City facilities maintenance  |
| 755      | UAL and Employee Benefits               | 799,800                                | (560,200)                               | (1,360,000)         | -170.04%        | Use of funds accumulated (transfers in) during FY 2023-24                       |
|          | <b>Total Internal Service Fund</b>      | <b>1,514,540</b>                       | <b>(627,460)</b>                        | <b>(2,142,000)</b>  | <b>-141.43%</b> |                                                                                 |
|          | <b>Private Purpose Trust Fund</b>       |                                        |                                         |                     |                 |                                                                                 |
| 805      | Successor Agency Housing                | (8,478,800)                            | (8,477,280)                             | 1,520               | -0.02%          |                                                                                 |
|          | <b>Total Private Purpose Trust Fund</b> | <b>(8,478,800)</b>                     | <b>(8,477,280)</b>                      | <b>1,520</b>        | <b>-0.02%</b>   |                                                                                 |
|          | <b>Total All Funds</b>                  | <b>72,561,600</b>                      | <b>50,884,190</b>                       | <b>(21,677,410)</b> | <b>-29.87%</b>  |                                                                                 |

## 2024-2025 &amp; 2025-26 SCHEDULE OF REVENUES BY FUND &amp; CATEGORY

| Fund No. |                                         | 2021-22<br>Actual     | 2022-23<br>Actual     | 2023-24<br>Adopted    | 2023-24<br>Amended    | 2024-25<br>Adopted    | 2025-26<br>Adopted    |
|----------|-----------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| 101      | General Fund                            | \$ 50,637,800         | \$ 56,619,910         | \$ 55,807,750         | \$ 61,112,270         | \$ 61,671,040         | \$ 63,331,790         |
|          | <b>Total General Fund</b>               | <b>\$ 50,637,800</b>  | <b>\$ 56,619,910</b>  | <b>\$ 55,807,750</b>  | <b>\$ 61,112,270</b>  | <b>\$ 61,671,040</b>  | <b>\$ 63,331,790</b>  |
| 201      | Housing                                 | \$ 4,558,460          | \$ 4,940,280          | \$ 4,880,500          | \$ 4,880,500          | \$ 5,287,880          | \$ 5,287,270          |
| 203      | Public Safety Augmentation Fund         | 1,375,320             | 1,479,920             | 1,500,070             | 1,500,070             | 1,432,850             | 1,432,850             |
| 204      | Gas Tax                                 | 1,572,380             | 2,043,710             | 2,280,750             | 2,280,750             | 4,220,230             | 4,304,720             |
| 205      | Measure I                               | 1,792,730             | 2,060,110             | 2,057,290             | 2,057,290             | 2,172,990             | 2,236,100             |
| 206      | Road Maint Rehabilitation Acct          | 1,505,900             | 1,705,550             | 1,969,840             | 1,969,840             | 2,039,900             | 2,081,570             |
| 208      | HOME Investment Partnership Program     | 413,870               | 102,960               | 36,500                | 36,500                | 38,000                | 38,000                |
| 209      | CDBG                                    | 1,463,110             | 1,062,530             | 623,650               | 1,199,220             | 783,140               | 623,250               |
| 210      | PBIA                                    | 68,010                | 94,850                | 59,300                | 59,300                | 59,500                | 59,500                |
| 211      | Air Quality Management District         | 76,490                | 134,260               | 100,000               | 100,000               | 100,000               | 100,000               |
| 214      | Homeland Security Grants-PD             | -                     | 32,400                | 106,310               | 112,250               | -                     | -                     |
| 215      | Prop 30                                 | 890                   | 2,430                 | 910                   | 910                   | -                     | -                     |
| 216      | COPS                                    | 200,460               | 218,250               | 150,000               | 150,000               | 150,000               | 153,000               |
| 217      | Other Grants                            | 256,250               | 1,142,300             | 165,030               | 3,261,950             | 75,000                | 76,500                |
| 218      | Office Of Traffic Safety                | 134,540               | 103,480               | 160,930               | 384,930               | -                     | -                     |
| 219      | Other Public Safety Grants              | 80,020                | 13,720                | 94,010                | 94,360                | -                     | -                     |
| 220      | Asset Forfeiture                        | 3,300                 | 692,640               | -                     | -                     | -                     | -                     |
| 222      | CalHOME                                 | 175,460               | (640)                 | 28,500                | 508,500               | 483,500               | 21,750                |
| 223      | Asset Forfeiture - Federal Treasury     | 60                    | 160                   | -                     | -                     | -                     | -                     |
| 224      | Asset Forfeiture - State                | 1,100                 | 4,640                 | -                     | -                     | -                     | -                     |
| 225      | BSCC Budget Act                         | 480                   | 1,320                 | -                     | -                     | -                     | -                     |
| 227      | Office Of Justice Programs              | -                     | 7,060                 | -                     | -                     | -                     | -                     |
| 229      | American Rescue Plan Act                | 1,558,450             | 3,001,280             | -                     | -                     | -                     | -                     |
|          | <b>Total Special Revenue Funds</b>      | <b>\$ 15,237,280</b>  | <b>\$ 18,843,210</b>  | <b>\$ 14,213,590</b>  | <b>\$ 18,596,370</b>  | <b>\$ 16,842,990</b>  | <b>\$ 16,414,510</b>  |
| 419      | Police DIF                              | \$ -                  | \$ -                  | \$ -                  | \$ -                  | \$ 120,000            | \$ 122,400            |
| 420      | General DIF                             | 23,140                | 45,060                | 160,000               | 160,000               | 130,000               | 132,600               |
| 421      | Quimby Fees                             | 106,440               | 62,160                | 950,000               | 950,000               | 1,020,000             | 1,190,000             |
| 422      | Storm Drain DIF                         | 78,420                | 361,680               | 315,480               | 315,480               | 475,250               | 487,150               |
| 423      | Street & Traffic Facility DIF           | 105,310               | 174,990               | 201,000               | 201,000               | 290,000               | 295,000               |
| 424      | Park DIF                                | -                     | -                     | -                     | -                     | 180,000               | 210,000               |
| 425      | General Fund Capital Projects           | 22,000                | 215,890               | -                     | 300,000               | 1,861,560             | -                     |
| 426      | Street & Alley Repairs                  | 188,620               | 347,920               | 367,500               | 367,500               | 374,900               | 382,400               |
|          | <b>Total Capital Project Funds</b>      | <b>\$ 523,930</b>     | <b>\$ 1,207,700</b>   | <b>\$ 1,993,980</b>   | <b>\$ 2,293,980</b>   | <b>\$ 4,451,710</b>   | <b>\$ 2,819,550</b>   |
| 638      | Water DIF                               | \$ -                  | \$ -                  | \$ -                  | \$ -                  | \$ 290,000            | \$ 295,800            |
| 639      | Water Bond Capital Project              | 140                   | 780                   | -                     | -                     | -                     | -                     |
| 640      | Water Utility                           | 36,819,560            | 35,304,060            | 34,110,390            | 34,110,390            | 26,690,130            | 29,234,940            |
| 641      | Solid Waste Utility                     | 16,781,880            | 17,451,610            | 16,856,630            | 16,856,630            | 18,412,270            | 19,325,470            |
| 645      | Sewer Utility                           | 11,190,920            | 12,000,030            | 11,985,750            | 11,985,750            | 11,974,250            | 12,555,880            |
| 646      | Sewer DIF                               | -                     | -                     | -                     | -                     | 112,200               | 114,400               |
|          | <b>Total Enterprise Funds</b>           | <b>\$ 64,792,500</b>  | <b>\$ 64,756,480</b>  | <b>\$ 62,952,770</b>  | <b>\$ 62,952,770</b>  | <b>\$ 57,478,850</b>  | <b>\$ 61,526,490</b>  |
| 750      | Fire Annexation Worker's Comp           | \$ 2,730              | \$ -                  | \$ -                  | \$ -                  | \$ -                  | \$ -                  |
| 751      | Self-Funded Insurance                   | 5,083,130             | 5,530,980             | 5,274,230             | 5,274,230             | 4,939,210             | 5,186,040             |
| 752      | Fleet Maintenance & Replacement         | 1,387,310             | 810,750               | 1,677,830             | 1,677,830             | 856,980               | 1,293,110             |
| 753      | Information Systems                     | 2,536,010             | 2,889,180             | 3,296,560             | 3,296,560             | 3,452,750             | 3,599,830             |
| 754      | Building Maintenance & Operations       | 1,134,980             | 1,017,140             | 1,026,760             | 1,026,760             | 1,457,060             | 1,444,370             |
| 755      | UAL and Employee Benefits               | 10,226,640            | 7,583,560             | 6,960,010             | 6,960,010             | 10,159,350            | 9,278,250             |
|          | <b>Total Internal Service Funds</b>     | <b>\$ 20,370,800</b>  | <b>\$ 17,831,610</b>  | <b>\$ 18,235,390</b>  | <b>\$ 18,235,390</b>  | <b>\$ 20,865,350</b>  | <b>\$ 20,801,600</b>  |
| 805      | Successor Agency                        | \$ 3,131,790          | \$ 1,141,650          | \$ 3,318,090          | \$ 3,318,090          | \$ 2,800,520          | \$ 2,812,390          |
|          | <b>Total Private Purpose Trust Fund</b> | <b>\$ 3,131,790</b>   | <b>\$ 1,141,650</b>   | <b>\$ 3,318,090</b>   | <b>\$ 3,318,090</b>   | <b>\$ 2,800,520</b>   | <b>\$ 2,812,390</b>   |
|          | <b>Grand Total</b>                      | <b>\$ 154,694,100</b> | <b>\$ 160,400,560</b> | <b>\$ 156,521,570</b> | <b>\$ 166,508,870</b> | <b>\$ 164,110,460</b> | <b>\$ 167,706,330</b> |

Transfers not included in the Schedule of Revenues by Fund &amp; Category

## 2024-25 &amp; 2025-26 SCHEDULE OF REVENUE DETAIL BY FUND

| Object Code                                    | 2021-22 Actual       | 2022-23 Actual       | 2023-24 Adopted      | 2023-24 Amended      | 2024-25 Adopted      | 2025-26 Adopted      |
|------------------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <b>General Fund</b>                            |                      |                      |                      |                      |                      |                      |
| 4001 Current Secured Tax                       | \$ 7,787,390         | \$ 8,325,990         | \$ 8,616,750         | \$ 8,987,010         | \$ 8,821,090         | \$ 9,113,410         |
| 4001 Property Tax (In-Lieu)                    | 8,944,980            | 9,550,400            | 10,053,710           | 10,164,300           | 10,530,240           | 10,923,000           |
| 4002 Current Unsecured Tax                     | 269,980              | 284,550              | 278,900              | 368,600              | 300,000              | 300,000              |
| 4003 Aircraft Taxes                            | 35,160               | 51,610               | 49,930               | 53,400               | 55,780               | 55,780               |
| 4004 Prior Year Collections                    | 246,960              | (20,250)             | 230,000              | 270,000              | 275,400              | 275,400              |
| 4005 Current Supplemental                      | 233,980              | 280,200              | 120,000              | 230,000              | 234,600              | 234,600              |
| 4006 Homeowner Property Tax Relief             | 61,630               | 57,450               | 57,300               | 57,300               | 58,450               | 58,450               |
| 4009 Weed Abatement Assessment                 | 560                  | 57,850               | 37,500               | 15,000               | 15,000               | 15,000               |
| 4011 RPTTF-Residual                            | 1,425,440            | 1,724,270            | 1,450,000            | 1,666,390            | 1,905,300            | 1,913,750            |
| 4012 Trailer Coach in Lieu Tax                 | 83,620               | 88,470               | 75,000               | 85,000               | 85,850               | 85,850               |
| 4403 Motor Vehicle in Lieu Tax                 | 90,700               | 81,120               | 80,000               | 97,530               | 89,800               | 89,800               |
| <b>Revenue from Property Tax</b>               | <b>\$ 19,180,400</b> | <b>\$ 20,481,660</b> | <b>\$ 21,049,090</b> | <b>\$ 21,994,530</b> | <b>\$ 22,371,510</b> | <b>\$ 23,065,040</b> |
| 4101 Sales and Use Tax                         | \$ 18,469,790        | \$ 21,274,690        | \$ 20,451,030        | \$ 24,188,600        | \$ 24,591,400        | \$ 25,346,900        |
| 4102 Business License Tax                      | 1,158,800            | 1,220,000            | 1,100,000            | 1,200,000            | 1,166,080            | 1,189,410            |
| 4103 Rock Extraction Tax                       | 260,760              | 252,790              | 300,000              | 229,360              | 229,360              | 233,950              |
| 4104 Transient Occupancy Tax                   | 171,240              | 314,440              | 319,460              | 428,000              | 428,000              | 436,570              |
| 4105 Real Property Transfer Tax                | 646,120              | 370,380              | 400,000              | 400,000              | 400,000              | 400,000              |
| 4110 Disability Access Fee                     | 22,870               | 22,720               | 21,000               | 21,000               | 21,000               | 21,420               |
| 4121 Franchise Tax                             | 1,377,350            | 1,489,330            | 1,301,920            | 1,301,920            | 1,464,980            | 1,464,980            |
| <b>Revenue from Other Taxes</b>                | <b>\$ 22,106,930</b> | <b>\$ 24,944,350</b> | <b>\$ 23,893,410</b> | <b>\$ 27,768,880</b> | <b>\$ 28,300,820</b> | <b>\$ 29,093,230</b> |
| 4201 Building Permits                          | \$ 826,860           | \$ 1,245,190         | \$ 815,710           | \$ 815,710           | \$ 815,710           | \$ 832,030           |
| 4202 Plumbing Permits                          | 101,710              | 197,070              | 107,590              | 107,590              | 107,590              | 109,750              |
| 4203 Electrical Permits                        | 519,610              | 788,210              | 533,620              | 533,620              | 533,620              | 544,300              |
| 4204 Heating & Cooling Permits                 | 65,940               | 75,540               | 54,470               | 54,470               | 54,470               | 55,560               |
| 4205 Public Works Construction Permits         | 195,920              | 94,300               | 325,000              | 135,000              | 150,000              | 150,000              |
| 4207 Wall Permits                              | 33,180               | 13,920               | 10,680               | 10,680               | 10,680               | 10,900               |
| 4208 Roofing Permits                           | 201,570              | 249,660              | 178,990              | 178,990              | 178,990              | 182,570              |
| 4215 Other Permits                             | 1,630                | 650                  | 1,670                | 1,670                | 1,670                | 1,710                |
| 4216 Bicycle Licenses                          | 70                   | 100                  | 80                   | 80                   | 80                   | 90                   |
| 4217 Animal Licenses                           | 102,440              | 107,910              | 100,020              | 100,020              | 100,020              | 102,030              |
| 4222 Yard Sale Permits                         | 4,450                | 6,110                | -                    | 6,000                | 6,000                | 6,120                |
| 4223 Alarm Permits                             | -                    | 60                   | -                    | -                    | -                    | -                    |
| 4224 Gun Licenses                              | 230                  | 1,280                | 1,390                | 1,000                | 1,100                | 1,200                |
| 4226 Metrolink Parking                         | 10,490               | 27,920               | 21,100               | 9,100                | 21,100               | 21,530               |
| 4227 Vehicle Charging                          | 7,870                | 12,430               | -                    | 32,000               | -                    | -                    |
| <b>Revenue from Licenses &amp; Permits</b>     | <b>\$ 2,071,970</b>  | <b>\$ 2,820,350</b>  | <b>\$ 2,150,320</b>  | <b>\$ 1,985,930</b>  | <b>\$ 1,981,030</b>  | <b>\$ 2,017,790</b>  |
| 4421 Police Officer Standard Training          | \$ 89,310            | \$ 38,340            | \$ 20,000            | \$ 20,000            | \$ 20,000            | \$ 20,400            |
| 4482 State Literacy Program                    | 27,710               | 28,120               | 29,000               | 29,000               | 29,000               | 29,500               |
| <b>Revenue from Other Governments</b>          | <b>\$ 117,020</b>    | <b>\$ 66,460</b>     | <b>\$ 49,000</b>     | <b>\$ 49,000</b>     | <b>\$ 49,000</b>     | <b>\$ 49,900</b>     |
| 4601 Finance Department Fees                   | \$ 46,560            | \$ 24,040            | \$ 26,530            | \$ 24,100            | \$ 24,100            | \$ 24,620            |
| 4602 City Clerk Fees                           | 2,280                | 1,720                | 2,000                | 2,000                | 1,800                | 1,700                |
| 4603 Damage to City Property                   | 62,770               | 55,840               | -                    | 6,050                | -                    | -                    |
| 4604 CFD Admin Fees                            | 61,420               | 68,750               | 48,780               | 54,200               | 54,200               | 55,280               |
| 4611 Planning - Department Fees                | 280,410              | 330,800              | 300,000              | 315,000              | 325,000              | 330,000              |
| 4613 Planning - Deposit Fees                   | 86,810               | 82,140               | 50,000               | 35,000               | 25,000               | 25,000               |
| 4614 Building - Plan Check Fees                | 502,880              | 469,590              | 481,300              | 481,300              | 481,300              | 490,930              |
| 4615 Building - Department Fees                | 68,410               | 36,910               | 45,040               | 45,040               | 45,040               | 45,950               |
| 4616 Building - Special Inspection Fees        | 35,400               | 30,180               | 20,930               | 20,930               | 20,930               | 21,350               |
| 4617 Economic Development Fees                 | 135,040              | 353,820              | 345,000              | 250,000              | 250,000              | 250,000              |
| 4622 Police - Department Fees                  | 178,590              | 162,800              | 157,520              | 180,000              | 180,000              | 182,000              |
| 4623 Police - Special Service Fees             | 41,760               | 41,680               | 8,780                | 8,780                | 53,780               | 54,870               |
| 4624 Animal Services - Animal Impounds         | 9,740                | 11,260               | 9,620                | 9,620                | 9,620                | 9,820                |
| 4626 Police - 30 Day Vehicle Impound Fee       | 244,950              | 218,860              | 216,710              | 216,710              | 216,710              | 221,050              |
| 4627 Police - School Resources Officer         | 125,710              | -                    | 129,240              | 129,240              | 194,780              | 211,940              |
| 4629 Animal Services - Spay/Neuter Fees        | 720                  | 90                   | -                    | -                    | -                    | -                    |
| 4630 Animal Services - Animal Control Fees     | 1,560                | 570                  | 1,010                | 1,010                | 1,010                | 1,040                |
| 4642 Fire Merger Reimbursement                 | 16,790               | 17,770               | -                    | -                    | -                    | -                    |
| 4645 Public Works - Department Fees            | 310,890              | 290,030              | 275,000              | 275,000              | 300,000              | 315,000              |
| 4646 Public Works - Engr Map & Plan Check Fees | 161,500              | 189,000              | 325,000              | 220,000              | 225,000              | 230,000              |
| 4654 Sport Field Usage                         | 43,710               | 61,700               | 40,000               | 65,000               | 65,000               | 65,000               |
| 4655 Recreation - Recreation Program Fees      | 9,080                | 45,230               | 40,000               | 40,000               | 40,000               | 44,000               |
| 4656 Recreation - Youth Sports                 | 150                  | -                    | -                    | -                    | -                    | -                    |

**2024-25 & 2025-26 SCHEDULE OF REVENUE DETAIL BY FUND**

| Object Code                                     | 2021-22 Actual       | 2022-23 Actual       | 2023-24 Adopted      | 2023-24 Amended      | 2024-25 Proposed     | 2025-26 Proposed     |
|-------------------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <i>General Fund (Continued)</i>                 |                      |                      |                      |                      |                      |                      |
| 4657 Recreation - User Fees                     | 224,040              | 180,340              | 250,000              | 130,000              | 149,760              | 153,260              |
| 4658 Recreation - Special Events                | 104,900              | 119,590              | 175,000              | 222,110              | 221,550              | 222,800              |
| 4659 Senior Center Program Fees                 | 6,480                | 10,720               | 15,000               | 15,000               | 16,000               | 16,390               |
| 4665 Library - Photocopy Revenue                | 1,370                | 1,910                | 600                  | 600                  | 600                  | 620                  |
| 4679 Library - Passport Services                | 72,120               | 81,820               | 90,000               | 45,000               | 60,000               | 65,000               |
| <b>Revenue from Charges for Service</b>         | <b>\$ 2,836,040</b>  | <b>\$ 2,887,160</b>  | <b>\$ 3,053,060</b>  | <b>\$ 2,791,690</b>  | <b>\$ 2,961,180</b>  | <b>\$ 3,037,620</b>  |
| 4701 Non-Vehicle Code Fines                     | \$ 260               | \$ 420               | \$ 220               | \$ 220               | \$ 220               | \$ 230               |
| 4702 Vehicle Code Fines                         | 132,580              | 103,580              | 95,820               | 95,820               | 95,820               | 97,740               |
| 4703 Red Light Code Fines                       | 13,370               | 9,180                | 9,870                | 9,870                | 9,870                | 10,070               |
| 4704 Muni-Code- Code Enforcement Fines          | 32,570               | 65,480               | 18,120               | 135,480              | 28,120               | 28,490               |
| 4705 Muni Code- Animal Fines                    | 3,850                | 4,600                | 4,450                | 4,450                | 4,450                | 4,540                |
| 4706 Muni Code- Parking Citation Fines          | 171,830              | 183,190              | 132,950              | 132,950              | 132,950              | 135,610              |
| 4707 Muni Code- Business License Fines          | 98,830               | 116,940              | 100,160              | 110,800              | 110,800              | 113,020              |
| 4708 Muni Code- False Alarm Fines               | 139,330              | 155,750              | 143,680              | 143,680              | 143,680              | 146,560              |
| 4709 Muni Code- Library Fines                   | 7,570                | 1,720                | 1,000                | 1,000                | 1,000                | 1,000                |
| <b>Revenue from Fines &amp; Forfeitures</b>     | <b>\$ 600,190</b>    | <b>\$ 640,860</b>    | <b>\$ 506,270</b>    | <b>\$ 634,270</b>    | <b>\$ 526,910</b>    | <b>\$ 537,260</b>    |
| 4801 Interest Earnings                          | \$ (604,950)         | \$ 287,120           | \$ 235,000           | \$ 931,570           | \$ 931,570           | \$ 950,200           |
| 4802 Lease of City Property                     | 516,780              | 604,420              | 1,251,420            | 1,235,650            | 1,212,070            | 1,230,870            |
| 4803 Rents - Recreation                         | 6,260                | 30,160               | 24,000               | 30,000               | 35,000               | 35,000               |
| 4804 Rents - Park Sites                         | 42,250               | 50,200               | 40,500               | 40,500               | 45,000               | 50,000               |
| 4807 Rents - Library                            | 970                  | 6,900                | 6,000                | -                    | -                    | -                    |
| 4814 City Stop Sales                            | 170                  | 390                  | -                    | -                    | -                    | -                    |
| 4901 Sale of Assets                             | -                    | 15,000               | -                    | -                    | -                    | -                    |
| <b>Revenue from Use of Money &amp; Property</b> | <b>\$ (38,520)</b>   | <b>\$ 994,190</b>    | <b>\$ 1,556,920</b>  | <b>\$ 2,237,720</b>  | <b>\$ 2,223,640</b>  | <b>\$ 2,266,070</b>  |
| 4904 Donations - General                        | \$ 8,820             | \$ 6,610             | \$ -                 | \$ 7,000             | \$ 7,000             | \$ 7,100             |
| 4905 Donation - Police                          | 900                  | 270                  | -                    | 40,800               | 300                  | 320                  |
| 4908 Miscellaneous Reimbursements               | 57,460               | 109,440              | 13,260               | 43,360               | 14,800               | 14,910               |
| 4909 Other Revenue                              | 175,520              | 203,830              | 77,250               | 99,890               | 77,950               | 85,630               |
| 4910 Water - Administrative Service Fee         | 1,727,000            | 1,727,000            | 1,727,000            | 1,727,000            | 1,771,510            | 1,771,510            |
| 4911 Solid Waste - Administrative Service Fee   | 546,540              | 546,540              | 546,540              | 546,540              | 402,370              | 402,370              |
| 4912 Sewer - Administrative Service Fee         | 559,710              | 559,710              | 559,710              | 559,710              | 643,140              | 643,140              |
| 4913 Cash- Over/ Short                          | (210)                | 1,000                | -                    | 30                   | -                    | -                    |
| 4914 15% PBIA Admin Fee (Fire Merge)            | 4,940                | 14,640               | 10,000               | 10,000               | 10,000               | 10,000               |
| 4915 Donations - Animal                         | 100                  | 10                   | 100                  | 100                  | 100                  | 110                  |
| 4916 Misc. Reimbursements - Animal Services     | 200                  | 50                   | 230                  | 230                  | 230                  | 240                  |
| 4917 Litigation Reimbursement                   | 55,340               | 190                  | -                    | -                    | -                    | -                    |
| 4918 Prior Year Revenue                         | 11,860               | -                    | -                    | -                    | -                    | -                    |
| 4919 Administrative Service Fee                 | 615,590              | 615,590              | 615,590              | 615,590              | 329,550              | 329,550              |
| <b>Other Revenue</b>                            | <b>\$ 3,763,770</b>  | <b>\$ 3,784,880</b>  | <b>\$ 3,549,680</b>  | <b>\$ 3,650,250</b>  | <b>\$ 3,256,950</b>  | <b>\$ 3,264,880</b>  |
| <b>Total General Fund</b>                       | <b>\$ 50,637,800</b> | <b>\$ 56,619,910</b> | <b>\$ 55,807,750</b> | <b>\$ 61,112,270</b> | <b>\$ 61,671,040</b> | <b>\$ 63,331,790</b> |
| <b>Housing Fund</b>                             |                      |                      |                      |                      |                      |                      |
| 4602 City Clerk Fees                            | \$ 380               | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| 4603 Damage to City Property                    | -                    | 58,370               | -                    | -                    | -                    | -                    |
| 4605 Housing Fees                               | 1,090                | 860                  | 500                  | 500                  | 500                  | 500                  |
| 4801 Interest Earnings                          | (140,190)            | (11,050)             | 15,000               | 15,000               | 25,000               | 25,000               |
| 4805 Rents - Apartments Market                  | 3,893,820            | 4,181,610            | 4,800,000            | 4,800,000            | 5,200,000            | 5,200,000            |
| 4809 Rents - Apartments Low Income              | 518,070              | 459,730              | -                    | -                    | -                    | -                    |
| 4908 Miscellaneous Reimbursements               | 5,460                | -                    | -                    | -                    | -                    | -                    |
| 4909 Other Revenue                              | 265,430              | 238,010              | 65,000               | 65,000               | 25,000               | 25,000               |
| 4920 Late Charges                               | 14,400               | 12,750               | -                    | -                    | -                    | -                    |
| <b>Total Housing Fund</b>                       | <b>\$ 4,558,460</b>  | <b>\$ 4,940,280</b>  | <b>\$ 4,880,500</b>  | <b>\$ 4,880,500</b>  | <b>\$ 5,287,880</b>  | <b>\$ 5,287,270</b>  |
| <b>Public Safety Augmentation Fund</b>          |                      |                      |                      |                      |                      |                      |
| 4106 Sales Tax- Prop 172                        | \$ 1,374,500         | \$ 1,478,550         | \$ 1,500,000         | \$ 1,500,000         | \$ 1,432,850         | \$ 1,432,850         |
| 4801 Interest Earnings                          | 820                  | 1,370                | 70                   | 70                   | -                    | -                    |
| <b>Total Public Safety Augmentation Fund</b>    | <b>\$ 1,375,320</b>  | <b>\$ 1,479,920</b>  | <b>\$ 1,500,070</b>  | <b>\$ 1,500,070</b>  | <b>\$ 1,432,850</b>  | <b>\$ 1,432,850</b>  |
| <b>Gas Tax Fund</b>                             |                      |                      |                      |                      |                      |                      |
| 4450 Gas Tax Apportionment 2107.5               | \$ 7,500             | \$ 7,500             | \$ 7,500             | \$ 7,500             | \$ 7,500             | \$ 7,500             |
| 4451 Gas Tax Apportionment 2106                 | 279,100              | 286,520              | 319,260              | 319,260              | 301,440              | 307,500              |
| 4452 Gas Tax Apportionment 2107                 | 521,070              | 613,950              | 623,760              | 623,760              | 669,910              | 683,400              |
| 4453 Gas Tax Apportionment 2105                 | 435,790              | 450,490              | 519,310              | 519,310              | 490,190              | 500,000              |

## 2024-25 &amp; 2025-26 SCHEDULE OF REVENUE DETAIL BY FUND

| Object Code                                          | 2021-22 Actual      | 2022-23 Actual      | 2023-24 Adopted     | 2023-24 Amended     | 2024-25 Proposed    | 2025-26 Proposed    |
|------------------------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>Gas Tax Fund (Continued)</b>                      |                     |                     |                     |                     |                     |                     |
| 4456 Gas Tax Apportionment 2103                      | 620,820             | 644,990             | 784,220             | 784,220             | 701,140             | 715,200             |
| 4457 Gas Tax Apportionment 2032                      | -                   | -                   | -                   | -                   | 2,020,720           | 2,061,200           |
| 4801 Interest Earnings                               | (291,900)           | 40,260              | 26,700              | 26,700              | 29,330              | 29,920              |
| <b>Total Gas Tax Fund</b>                            | <b>\$ 1,572,380</b> | <b>\$ 2,043,710</b> | <b>\$ 2,280,750</b> | <b>\$ 2,280,750</b> | <b>\$ 4,220,230</b> | <b>\$ 4,304,720</b> |
| <b>Mesure I Fund</b>                                 |                     |                     |                     |                     |                     |                     |
| 4501 Measure I Apportionment                         | \$ 2,053,680        | \$ 2,094,460        | \$ 2,027,390        | \$ 2,027,390        | \$ 2,136,670        | \$ 2,199,050        |
| 4801 Interest Earnings                               | (260,950)           | (34,350)            | 29,900              | 29,900              | 36,320              | 37,050              |
| <b>Total Measure I Fund</b>                          | <b>\$ 1,792,730</b> | <b>\$ 2,060,110</b> | <b>\$ 2,057,290</b> | <b>\$ 2,057,290</b> | <b>\$ 2,172,990</b> | <b>\$ 2,236,100</b> |
| <b>Road Maintenance Rehabilitation Account</b>       |                     |                     |                     |                     |                     |                     |
| 4457 Gas Tax Apportionment 2032                      | \$ 1,583,770        | \$ 1,766,190        | \$ 1,956,340        | \$ 1,956,340        | \$ 2,020,720        | \$ 2,062,000        |
| 4801 Interest Earnings                               | (77,870)            | (60,640)            | 13,500              | 13,500              | 19,180              | 19,570              |
| <b>Total Road Maintenance Rehabilitation Account</b> | <b>\$ 1,505,900</b> | <b>\$ 1,705,550</b> | <b>\$ 1,969,840</b> | <b>\$ 1,969,840</b> | <b>\$ 2,039,900</b> | <b>\$ 2,081,570</b> |
| <b>HOME Investment Partnership Program</b>           |                     |                     |                     |                     |                     |                     |
| 4801 Interest Earnings                               | \$ 10,080           | \$ 31,790           | \$ 5,000            | \$ 5,000            | \$ 5,000            | \$ 5,000            |
| 4921 Program Income- Admin 10%                       | 24,110              | 6,500               | 1,000               | 1,000               | 2,500               | 2,500               |
| 4922 Recaptured Income                               | -                   | -                   | 500                 | 500                 | 500                 | 500                 |
| 4923 Program Income Revenue- HIP                     | 195,340             | 64,670              | 10,000              | 10,000              | 10,000              | 10,000              |
| 4924 Program Income Revenue- FTHB                    | 184,340             | -                   | 20,000              | 20,000              | 20,000              | 20,000              |
| <b>Total HOME Investment Partnership Program</b>     | <b>\$ 413,870</b>   | <b>\$ 102,960</b>   | <b>\$ 36,500</b>    | <b>\$ 36,500</b>    | <b>\$ 38,000</b>    | <b>\$ 38,000</b>    |
| <b>Community Development Block Grant</b>             |                     |                     |                     |                     |                     |                     |
| 4310 CDBG Apportionment                              | \$ 1,463,110        | \$ 1,062,530        | \$ 623,650          | \$ 1,199,220        | \$ 783,140          | \$ 623,250          |
| <b>Total Community Development Block Grant</b>       | <b>\$ 1,463,110</b> | <b>\$ 1,062,530</b> | <b>\$ 623,650</b>   | <b>\$ 1,199,220</b> | <b>\$ 783,140</b>   | <b>\$ 623,250</b>   |
| <b>Parking Business Improvement Area Fund</b>        |                     |                     |                     |                     |                     |                     |
| 4108 Park & Bus Imp Tax- Zone A                      | \$ 57,390           | \$ 53,430           | \$ 49,000           | \$ 49,000           | \$ 49,000           | \$ 49,000           |
| 4109 Park & Bus Imp Tax- Zone B                      | 9,480               | 48,410              | 9,500               | 9,500               | 9,500               | 9,500               |
| 4801 Interest Earnings                               | 1,140               | 3,010               | 800                 | 800                 | 1,000               | 1,000               |
| 4909 Other Revenue                                   | -                   | (10,000)            | -                   | -                   | -                   | -                   |
| <b>Total Parking Business Improvement Area Fund</b>  | <b>\$ 68,010</b>    | <b>\$ 94,850</b>    | <b>\$ 59,300</b>    | <b>\$ 59,300</b>    | <b>\$ 59,500</b>    | <b>\$ 59,500</b>    |
| <b>Air Quality Management District</b>               |                     |                     |                     |                     |                     |                     |
| 4502 Motor Vehicle AB2766 Fees                       | \$ 75,340           | \$ 130,290          | \$ 100,000          | \$ 100,000          | \$ 100,000          | \$ 100,000          |
| 4801 Interest Earnings                               | 1,150               | 3,970               | -                   | -                   | -                   | -                   |
| <b>Total Air Quality Management District</b>         | <b>\$ 76,490</b>    | <b>\$ 134,260</b>   | <b>\$ 100,000</b>   | <b>\$ 100,000</b>   | <b>\$ 100,000</b>   | <b>\$ 100,000</b>   |
| <b>Homeland Security Grants-PD</b>                   |                     |                     |                     |                     |                     |                     |
| 4342 Homeland Security Grant                         | \$ -                | \$ 32,400           | \$ 25,870           | \$ 31,810           | \$ -                | \$ -                |
| 4427 Homeland Security Grant- PD                     | -                   | -                   | 80,440              | 80,440              | -                   | -                   |
| <b>Total Homeland Security Grants-PD</b>             | <b>\$ -</b>         | <b>\$ 32,400</b>    | <b>\$ 106,310</b>   | <b>\$ 112,250</b>   | <b>\$ -</b>         | <b>\$ -</b>         |
| <b>Prop 30</b>                                       |                     |                     |                     |                     |                     |                     |
| 4801 Interest Earnings                               | \$ 890              | \$ 2,430            | \$ 910              | \$ 910              | \$ -                | \$ -                |
| <b>Total Prop 30</b>                                 | <b>\$ 890</b>       | <b>\$ 2,430</b>     | <b>\$ 910</b>       | <b>\$ 910</b>       | <b>\$ -</b>         | <b>\$ -</b>         |
| <b>COPS</b>                                          |                     |                     |                     |                     |                     |                     |
| 4423 COPS                                            | \$ 193,700          | \$ 200,820          | \$ 150,000          | \$ 150,000          | \$ 150,000          | \$ 153,000          |
| 4801 Interest Earnings                               | 6,760               | 17,430              | -                   | -                   | -                   | -                   |
| 4918 Prior Year Revenue                              | -                   | -                   | -                   | -                   | -                   | -                   |
| <b>Total COPS</b>                                    | <b>\$ 200,460</b>   | <b>\$ 218,250</b>   | <b>\$ 150,000</b>   | <b>\$ 150,000</b>   | <b>\$ 150,000</b>   | <b>\$ 153,000</b>   |
| <b>Other Grants</b>                                  |                     |                     |                     |                     |                     |                     |
| 4355 State Reimbursements                            | \$ 128,170          | \$ 173,840          | \$ -                | \$ -                | \$ -                | \$ -                |
| 4415 Other State Revenue                             | 4,300.00            | 200,790             | -                   | 1,036,780           | -                   | -                   |
| 4429 Fair Share Allocation                           | -                   | -                   | -                   | -                   | 75,000              | 76,500              |
| 4507 County Grant Revenue                            | 121,860             | 760,290             | -                   | 2,060,140           | -                   | -                   |
| 4801 Interest Earnings                               | 920                 | 7,380               | -                   | -                   | -                   | -                   |
| 4908 Miscellaneous Reimbursements                    | 1,000               | -                   | 165,030             | 165,030             | -                   | -                   |
| <b>Total Other Grants</b>                            | <b>\$ 256,250</b>   | <b>\$ 1,142,300</b> | <b>\$ 165,030</b>   | <b>\$ 3,261,950</b> | <b>\$ 75,000</b>    | <b>\$ 76,500</b>    |
| <b>Office Of Traffic Safety</b>                      |                     |                     |                     |                     |                     |                     |
| 4432 OTS- Sobriety Checkpoint Grants                 | \$ 134,540          | \$ 103,480          | \$ 160,930          | \$ 384,930          | \$ -                | \$ -                |
| <b>Total Office Of Traffic Safety</b>                | <b>\$ 134,540</b>   | <b>\$ 103,480</b>   | <b>\$ 160,930</b>   | <b>\$ 384,930</b>   | <b>\$ -</b>         | <b>\$ -</b>         |

## 2024-25 &amp; 2025-26 SCHEDULE OF REVENUE DETAIL BY FUND

| Object Code                                      | 2021-22 Actual      | 2022-23 Actual      | 2023-24 Adopted   | 2023-24 Amended   | 2024-25 Proposed    | 2025-26 Proposed    |
|--------------------------------------------------|---------------------|---------------------|-------------------|-------------------|---------------------|---------------------|
| <b>Other Public Safety Grants</b>                |                     |                     |                   |                   |                     |                     |
| 4355 State Reimbursements                        | \$ 80,020           | \$ -                | \$ 5,160          | \$ 5,160          | \$ -                | \$ -                |
| 4434 JAG Grants                                  | -                   | 13,720              | 88,850            | 89,200            | -                   | -                   |
| <b>Total Other Public Safety Grants</b>          | <b>\$ 80,020</b>    | <b>\$ 13,720</b>    | <b>\$ 94,010</b>  | <b>\$ 94,360</b>  | <b>\$ -</b>         | <b>\$ -</b>         |
| <b>Asset Forfeiture</b>                          |                     |                     |                   |                   |                     |                     |
| 4435 Asset Forfeiture- Federal                   | \$ -                | \$ 678,870          | \$ -              | \$ -              | \$ -                | \$ -                |
| 4801 Interest Earnings                           | 3,300               | 13,770              | -                 | -                 | -                   | -                   |
| <b>Total Asset Forfeiture</b>                    | <b>\$ 3,300</b>     | <b>\$ 692,640</b>   | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>         | <b>\$ -</b>         |
| <b>CalHOME</b>                                   |                     |                     |                   |                   |                     |                     |
| 4313 Cal HOME                                    | \$ -                | \$ -                | \$ -              | \$ 480,000        | \$ 460,000          | \$ -                |
| 4801 Interest Earnings                           | 3,670               | 11,530              | 3,500             | 3,500             | 3,500               | 1,750               |
| 4909 Other Revenue                               | -                   | (6,590)             | -                 | -                 | -                   | -                   |
| 4923 Program Income Revenue- HIP                 | 57,350              | (3,780)             | 10,000            | 10,000            | 10,000              | 10,000              |
| 4924 Program Income Revenue- FTHB                | 114,440             | (1,800)             | 15,000            | 15,000            | 10,000              | 10,000              |
| <b>Total CalHOME</b>                             | <b>\$ 175,460</b>   | <b>\$ (640)</b>     | <b>\$ 28,500</b>  | <b>\$ 508,500</b> | <b>\$ 483,500</b>   | <b>\$ 21,750</b>    |
| <b>Asset Forfeiture - Federal Treasury</b>       |                     |                     |                   |                   |                     |                     |
| 4801 Interest Earnings                           | \$ 60               | \$ 160              | \$ -              | \$ -              | \$ -                | \$ -                |
| <b>Total Asset Forfeiture - Federal Treasury</b> | <b>\$ 60</b>        | <b>\$ 160</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>         | <b>\$ -</b>         |
| <b>Asset Forfeiture - State</b>                  |                     |                     |                   |                   |                     |                     |
| 4422 Asset Forfeiture- State                     | \$ -                | \$ 1,620            | \$ -              | \$ -              | \$ -                | \$ -                |
| 4801 Interest Earnings                           | 1,100               | 3,020               | -                 | -                 | -                   | -                   |
| <b>Total Asset Forfeiture - State</b>            | <b>\$ 1,100</b>     | <b>\$ 4,640</b>     | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>         | <b>\$ -</b>         |
| <b>BSCC Budget Act</b>                           |                     |                     |                   |                   |                     |                     |
| 4801 Interest Earnings                           | \$ 480              | \$ 1,320            | \$ -              | \$ -              | \$ -                | \$ -                |
| <b>Total BSCC Budget Act</b>                     | <b>\$ 480</b>       | <b>\$ 1,320</b>     | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>         | <b>\$ -</b>         |
| <b>Office Of Justice Programs</b>                |                     |                     |                   |                   |                     |                     |
| 4439 Federal CARES Act Funding                   | \$ -                | \$ 7,060            | \$ -              | \$ -              | \$ -                | \$ -                |
| <b>Total Office Of Justice Programs</b>          | <b>\$ -</b>         | <b>\$ 7,060</b>     | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>         | <b>\$ -</b>         |
| <b>American Rescue Plan Act</b>                  |                     |                     |                   |                   |                     |                     |
| 4439 Federal CARES Act Funding                   | \$ 1,870,320        | \$ 3,121,590        | \$ -              | \$ -              | \$ -                | \$ -                |
| 4801 Interest Earnings                           | (311,870)           | (120,310)           | -                 | -                 | -                   | -                   |
| <b>Total American Rescue Plan Act</b>            | <b>\$ 1,558,450</b> | <b>\$ 3,001,280</b> | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>         | <b>\$ -</b>         |
| <b>Police DIF</b>                                |                     |                     |                   |                   |                     |                     |
| 4221 Police Capital Impact Fee                   | \$ -                | \$ -                | \$ -              | \$ -              | \$ 120,000          | \$ 122,400          |
| <b>Total Police DIF</b>                          | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ 120,000</b>   | <b>\$ 122,400</b>   |
| <b>General DIF</b>                               |                     |                     |                   |                   |                     |                     |
| 4219 General Capital Impact Fee                  | \$ 54,760           | \$ 46,860           | \$ 85,000         | \$ 85,000         | \$ 130,000          | \$ 132,600          |
| 4220 Fire Capital Impact Fee                     | 3,530               | -                   | -                 | -                 | -                   | -                   |
| 4221 Police Capital Impact Fee                   | 54,080              | 42,600              | 75,000            | 75,000            | -                   | -                   |
| 4801 Interest Earnings                           | (89,230)            | (3,220)             | -                 | -                 | -                   | -                   |
| 4918 Prior Year Revenue                          | -                   | (41,180)            | -                 | -                 | -                   | -                   |
| <b>Total General DIF</b>                         | <b>\$ 23,140</b>    | <b>\$ 45,060</b>    | <b>\$ 160,000</b> | <b>\$ 160,000</b> | <b>\$ 130,000</b>   | <b>\$ 132,600</b>   |
| <b>Quimby Fees</b>                               |                     |                     |                   |                   |                     |                     |
| 4107 Parks Development Impact Fee                | \$ 515,030          | \$ 310,260          | \$ 950,000        | \$ 950,000        | \$ -                | \$ -                |
| 4228 Quimby Fees                                 | -                   | -                   | -                 | -                 | 1,020,000           | 1,190,000           |
| 4801 Interest Earnings                           | (408,590)           | (18,550)            | -                 | -                 | -                   | -                   |
| 4918 Prior Year Revenue                          | -                   | (229,550)           | -                 | -                 | -                   | -                   |
| <b>Total Quimby Fees</b>                         | <b>\$ 106,440</b>   | <b>\$ 62,160</b>    | <b>\$ 950,000</b> | <b>\$ 950,000</b> | <b>\$ 1,020,000</b> | <b>\$ 1,190,000</b> |
| <b>Storm Drain DIF</b>                           |                     |                     |                   |                   |                     |                     |
| 4211 Storm Drain Permits                         | \$ 201,430          | \$ 381,500          | \$ 235,000        | \$ 235,000        | \$ 400,000          | \$ 410,000          |
| 4801 Interest Earnings                           | (200,620)           | (7,320)             | -                 | -                 | -                   | -                   |
| 4902 Lease Proceeds                              | 77,610              | 45,380              | 80,480            | 80,480            | 75,250              | 77,150              |
| 4918 Prior Year Revenue                          | -                   | (57,880)            | -                 | -                 | -                   | -                   |
| <b>Total Storm Drain DIF</b>                     | <b>\$ 78,420</b>    | <b>\$ 361,680</b>   | <b>\$ 315,480</b> | <b>\$ 315,480</b> | <b>\$ 475,250</b>   | <b>\$ 487,150</b>   |

**2024-25 & 2025-26 SCHEDULE OF REVENUE DETAIL BY FUND**

| Object Code                                    | 2021-22 Actual       | 2022-23 Actual       | 2023-24 Adopted      | 2023-24 Amended      | 2024-25 Proposed     | 2025-26 Proposed     |
|------------------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <b>Street &amp; Traffic Facility DIF</b>       |                      |                      |                      |                      |                      |                      |
| 4212 Street & Traffic Facility Permits         | \$ 172,730           | \$ 191,580           | \$ 185,000           | \$ 185,000           | \$ 290,000           | \$ 295,000           |
| 4801 Interest Earnings                         | (67,420)             | 12,640               | 16,000               | 16,000               | -                    | -                    |
| 4918 Prior Year Revenue                        | -                    | (29,230)             | -                    | -                    | -                    | -                    |
| <b>Total Street &amp; Traffic Facility DIF</b> | <b>\$ 105,310</b>    | <b>\$ 174,990</b>    | <b>\$ 201,000</b>    | <b>\$ 201,000</b>    | <b>\$ 290,000</b>    | <b>\$ 295,000</b>    |
| <b>Park DIF</b>                                |                      |                      |                      |                      |                      |                      |
| 4107 Parks Development Impact Fee              | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ 180,000           | \$ 210,000           |
| <b>Total Park DIF</b>                          | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ 180,000</b>    | <b>\$ 210,000</b>    |
| <b>General Fund Capital Projects</b>           |                      |                      |                      |                      |                      |                      |
| 4235 Underground Utility Waiver Permit         | \$ 22,000            | \$ 74,880            | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| 4603 Damage to City Property                   | -                    | 141,010              | -                    | -                    | -                    | -                    |
| 4904 Donations - General                       | -                    | -                    | -                    | 300,000              | -                    | -                    |
| 4908 Miscellaneous Reimbursements              | -                    | -                    | -                    | -                    | 1,861,560            | -                    |
| <b>Total General Fund Capital Projects</b>     | <b>\$ 22,000</b>     | <b>\$ 215,890</b>    | <b>\$ -</b>          | <b>\$ 300,000</b>    | <b>\$ 1,861,560</b>  | <b>\$ -</b>          |
| <b>Street &amp; Alley Repairs</b>              |                      |                      |                      |                      |                      |                      |
| 4225 Street & Alley- Burrtec                   | \$ 219,270           | \$ 350,000           | \$ 367,500           | \$ 367,500           | \$ 374,900           | \$ 382,400           |
| 4801 Interest Earnings                         | (30,650)             | (2,080)              | -                    | -                    | -                    | -                    |
| <b>Total Street &amp; Alley Repairs</b>        | <b>\$ 188,620</b>    | <b>\$ 347,920</b>    | <b>\$ 367,500</b>    | <b>\$ 367,500</b>    | <b>\$ 374,900</b>    | <b>\$ 382,400</b>    |
| <b>Water DIF</b>                               |                      |                      |                      |                      |                      |                      |
| 4214 Water Capital Impact Fee                  | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ 290,000           | \$ 295,800           |
| <b>Total Water DIF</b>                         | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ 290,000</b>    | <b>\$ 295,800</b>    |
| <b>Water Bond Capital Project</b>              |                      |                      |                      |                      |                      |                      |
| 4801 Interest Earnings                         | \$ 140               | \$ 780               | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| <b>Total Water Bond Capital Project</b>        | <b>\$ 140</b>        | <b>\$ 780</b>        | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          |
| <b>Water Utility</b>                           |                      |                      |                      |                      |                      |                      |
| 4214 Water Capital Impact Fee                  | \$ 235,330           | \$ 190,870           | \$ 290,000           | \$ 290,000           | \$ -                 | \$ -                 |
| 4603 Damage to City Property                   | -                    | 17,400               | -                    | -                    | -                    | -                    |
| 4681 Water Sales- Metered                      | 27,436,200           | 24,708,270           | 32,520,000           | 32,520,000           | 24,700,000           | 27,170,000           |
| 4682 Water Sales- Flat Rate                    | 96,250               | 81,310               | 55,000               | 55,000               | 55,000               | 56,100               |
| 4688 Water Sales- Recycled                     | 618,360              | 654,030              | 552,390              | 552,390              | 808,000              | 887,000              |
| 4691 Water Meter Installation                  | 119,950              | 79,550               | 105,000              | 105,000              | 105,000              | 107,100              |
| 4692 Lease of Stored Water                     | -                    | 6,717,180            | -                    | -                    | -                    | -                    |
| 4697 Hydrant Flow Test                         | 9,180                | 4,240                | -                    | -                    | 6,000                | 6,100                |
| 4698 Water Jumper Install Fee                  | 12,710               | 15,860               | -                    | -                    | -                    | -                    |
| 4699 Joint Venture Net Income                  | 444,170              | 1,480,110            | -                    | -                    | -                    | -                    |
| 4801 Interest Earnings                         | 128,680              | 438,370              | -                    | -                    | 536,130              | 519,040              |
| 4801 Interest Earnings                         | (1,033,840)          | 529,050              | 108,000              | 108,000              | -                    | -                    |
| 4901 Sale of Assets                            | 16,500               | 5,250                | -                    | -                    | -                    | -                    |
| 4904 Donations - General                       | 1,502,330            | -                    | -                    | -                    | -                    | -                    |
| 4908 Miscellaneous Reimbursements              | 7,055,390            | 309,950              | 280,000              | 280,000              | 280,000              | 285,600              |
| 4909 Other Revenue                             | 178,350              | 145,120              | 200,000              | 200,000              | 200,000              | 204,000              |
| 4918 Prior Year Revenue                        | -                    | (72,500)             | -                    | -                    | -                    | -                    |
| <b>Total Water Utility</b>                     | <b>\$ 36,819,560</b> | <b>\$ 35,304,060</b> | <b>\$ 34,110,390</b> | <b>\$ 34,110,390</b> | <b>\$ 26,690,130</b> | <b>\$ 29,234,940</b> |
| <b>Solid Waste Utility</b>                     |                      |                      |                      |                      |                      |                      |
| 4351 Beverage Recycling Grant                  | \$ 17,000            | \$ 19,620            | \$ 20,000            | \$ 20,000            | \$ 12,270            | \$ 12,270            |
| 4352 Used Oil Block Grant                      | 9,200                | 16,160               | 24,470               | 24,470               | 10,000               | 10,200               |
| 4415 Other State Revenue                       | 111,680              | (73,210)             | -                    | -                    | -                    | -                    |
| 4685 Solid Waste- Residential                  | 5,969,050            | 6,493,250            | 6,910,000            | 6,910,000            | 18,190,000           | 19,099,000           |
| 4686 Solid Waste- Non-Residential              | 10,553,330           | 10,786,170           | 9,722,400            | 9,722,400            | -                    | -                    |
| 4689 HHW Transfer In                           | 164,450              | 171,200              | 179,760              | 179,760              | 200,000              | 204,000              |
| 4801 Interest Earnings                         | (42,830)             | 38,420               | -                    | -                    | -                    | -                    |
| <b>Total Solid Waste Utility</b>               | <b>\$ 16,781,880</b> | <b>\$ 17,451,610</b> | <b>\$ 16,856,630</b> | <b>\$ 16,856,630</b> | <b>\$ 18,412,270</b> | <b>\$ 19,325,470</b> |
| <b>Sewer Utility</b>                           |                      |                      |                      |                      |                      |                      |
| 4210 Sewer Capital Impact Fee                  | \$ 114,280           | \$ 174,560           | \$ 95,000            | \$ 95,000            | \$ -                 | \$ -                 |
| 4213 Wastewater Permits                        | 64,950               | 65,740               | 60,000               | 60,000               | 60,000               | 61,200               |
| 4683 Sewer Collection Charges                  | 3,011,490            | 3,792,170            | 3,671,640            | 3,671,640            | 3,528,000            | 3,704,000            |
| 4684 Sewer Treatment- IEUA                     | 7,341,710            | 7,481,600            | 7,918,560            | 7,918,560            | 8,062,000            | 8,465,000            |
| 4687 Sewer Connection Fees                     | 5,310                | 29,800               | 16,600               | 16,600               | 16,600               | 16,900               |
| 4694 Sewer- Pass-Thru- Montclair               | 320                  | 310                  | 450                  | 450                  | 450                  | 500                  |

## 2024-25 &amp; 2025-26 SCHEDULE OF REVENUE DETAIL BY FUND

| Object Code                                        | 2021-22 Actual        | 2022-23 Actual        | 2023-24 Adopted       | 2023-24 Amended       | 2024-25 Proposed      | 2025-26 Proposed      |
|----------------------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| <b>Sewer Utility (Continued)</b>                   |                       |                       |                       |                       |                       |                       |
| 4695 Sewer- Pass-Thru- Ontario                     | 41,530                | 41,640                | 50,000                | 50,000                | 52,500                | 55,100                |
| 4696 Sewer- Pass-Thru- LA County                   | 15,400                | 15,400                | 18,000                | 18,000                | 16,300                | 17,100                |
| 4801 Interest Earnings                             | (524,200)             | 387,560               | 155,500               | 155,500               | 238,400               | 236,080               |
| 4901 Sale of Assets                                | -                     | 11,250                | -                     | -                     | -                     | -                     |
| 4904 Donations - General                           | 1,120,130             | -                     | -                     | -                     | -                     | -                     |
| <b>Total Sewer Utility</b>                         | <b>\$ 11,190,920</b>  | <b>\$ 12,000,030</b>  | <b>\$ 11,985,750</b>  | <b>\$ 11,985,750</b>  | <b>\$ 11,974,250</b>  | <b>\$ 12,555,880</b>  |
| <b>Sewer DIF</b>                                   |                       |                       |                       |                       |                       |                       |
| 4210 Sewer Capital Impact Fee                      | \$ -                  | \$ -                  | \$ -                  | \$ -                  | \$ 112,200            | \$ 114,400            |
| <b>Total Sewer DIF</b>                             | <b>\$ -</b>           | <b>\$ -</b>           | <b>\$ -</b>           | <b>\$ -</b>           | <b>\$ 112,200</b>     | <b>\$ 114,400</b>     |
| <b>Fire Annexation Worker's Comp</b>               |                       |                       |                       |                       |                       |                       |
| 4801 Interest Earnings                             | \$ 2,730              | \$ -                  | \$ -                  | \$ -                  | \$ -                  | \$ -                  |
| <b>Total Fire Annexation Worker's Comp</b>         | <b>\$ 2,730</b>       | <b>\$ -</b>           | <b>\$ -</b>           | <b>\$ -</b>           | <b>\$ -</b>           | <b>\$ -</b>           |
| <b>Self-Funded Insurance</b>                       |                       |                       |                       |                       |                       |                       |
| 4610 Subrogation- Insurance Reimbursement          | \$ 253,710            | \$ 219,790            | \$ -                  | \$ -                  | \$ -                  | \$ -                  |
| 4671 User Departments- Workers Compensation        | 1,997,290             | 2,069,350             | 1,637,330             | 1,637,330             | 1,878,950             | 1,963,560             |
| 4672 User Departments- Unemployment                | 64,970                | 63,670                | 54,680                | 54,680                | 56,090                | 57,630                |
| 4673 User Departments- Long-Term Disability        | 125,000               | 91,040                | 80,000                | 80,000                | 66,000                | 66,680                |
| 4674 User Departments- Liability                   | 2,503,830             | 2,978,470             | 3,477,400             | 3,477,400             | 2,850,030             | 3,019,670             |
| 4675 User Departments- Loss Prevention             | 127,260               | 72,490                | 24,820                | 24,820                | 88,140                | 78,500                |
| 4801 Interest Earnings                             | 7,640                 | 35,380                | -                     | -                     | -                     | -                     |
| 4908 Miscellaneous Reimbursements                  | 3,430                 | 140                   | -                     | -                     | -                     | -                     |
| 4918 Prior Year Revenue                            | -                     | 650                   | -                     | -                     | -                     | -                     |
| <b>Total Self-Funded Insurance</b>                 | <b>\$ 5,083,130</b>   | <b>\$ 5,530,980</b>   | <b>\$ 5,274,230</b>   | <b>\$ 5,274,230</b>   | <b>\$ 4,939,210</b>   | <b>\$ 5,186,040</b>   |
| <b>Fleet Maintenance &amp; Replacement</b>         |                       |                       |                       |                       |                       |                       |
| 4676 User Departments- Vehicle Replacement         | \$ 1,376,390          | \$ 746,160            | \$ 1,582,300          | \$ 1,582,300          | \$ 842,980            | \$ 1,263,110          |
| 4801 Interest Earnings                             | 5,020                 | 23,340                | -                     | -                     | -                     | -                     |
| 4901 Sale of Assets                                | 5,900                 | 41,250                | 95,530                | 95,530                | 14,000                | 30,000                |
| <b>Total Fleet Maintenance &amp; Replacement</b>   | <b>\$ 1,387,310</b>   | <b>\$ 810,750</b>     | <b>\$ 1,677,830</b>   | <b>\$ 1,677,830</b>   | <b>\$ 856,980</b>     | <b>\$ 1,293,110</b>   |
| <b>Information Systems</b>                         |                       |                       |                       |                       |                       |                       |
| 4125 PEG Fees                                      | \$ 145,630            | \$ 138,500            | \$ 157,990            | \$ 157,990            | \$ 140,000            | \$ 140,000            |
| 4669 User Departments- Information Systems         | 2,372,860             | 2,698,510             | 3,138,570             | 3,138,570             | 3,312,750             | 3,459,830             |
| 4801 Interest Earnings                             | 14,710                | 50,420                | -                     | -                     | -                     | -                     |
| 4908 Miscellaneous Reimbursements                  | -                     | 1,000                 | -                     | -                     | -                     | -                     |
| 4909 Other Revenue                                 | 2,810                 | 750                   | -                     | -                     | -                     | -                     |
| <b>Total Information Systems</b>                   | <b>\$ 2,536,010</b>   | <b>\$ 2,889,180</b>   | <b>\$ 3,296,560</b>   | <b>\$ 3,296,560</b>   | <b>\$ 3,452,750</b>   | <b>\$ 3,599,830</b>   |
| <b>Building Maintenance &amp; Operations</b>       |                       |                       |                       |                       |                       |                       |
| 4670 User Departments- Building Maint & Operations | \$ 1,127,220          | \$ 995,360            | \$ 1,026,760          | \$ 1,026,760          | \$ 1,457,060          | \$ 1,444,370          |
| 4801 Interest Earnings                             | 7,760                 | 21,780                | -                     | -                     | -                     | -                     |
| <b>Total Building Maintenance &amp; Operations</b> | <b>\$ 1,134,980</b>   | <b>\$ 1,017,140</b>   | <b>\$ 1,026,760</b>   | <b>\$ 1,026,760</b>   | <b>\$ 1,457,060</b>   | <b>\$ 1,444,370</b>   |
| <b>UAL and Employee Benefits</b>                   |                       |                       |                       |                       |                       |                       |
| 4680 User Dept- OPEB                               | \$ 10,226,640         | \$ 7,583,560          | \$ 6,960,010          | \$ 6,960,010          | \$ 10,159,350         | \$ 9,278,250          |
| <b>Total UAL and Employee Benefits</b>             | <b>\$ 10,226,640</b>  | <b>\$ 7,583,560</b>   | <b>\$ 6,960,010</b>   | <b>\$ 6,960,010</b>   | <b>\$ 10,159,350</b>  | <b>\$ 9,278,250</b>   |
| <b>Successor Agency</b>                            |                       |                       |                       |                       |                       |                       |
| 4430 SA Administrative Allowance                   | \$ 192,680            | \$ 212,060            | \$ 195,000            | \$ 195,000            | \$ 14,100             | \$ 14,100             |
| 4431 SA RPTTF                                      | 2,918,900             | 929,470               | 3,123,090             | 3,123,090             | 2,786,420             | 2,798,290             |
| 4801 Interest Earnings                             | 20,210                | 120                   | -                     | -                     | -                     | -                     |
| <b>Total Successor Agency</b>                      | <b>\$ 3,131,790</b>   | <b>\$ 1,141,650</b>   | <b>\$ 3,318,090</b>   | <b>\$ 3,318,090</b>   | <b>\$ 2,800,520</b>   | <b>\$ 2,812,390</b>   |
| <b>Grand Total</b>                                 | <b>\$ 154,694,100</b> | <b>\$ 160,400,560</b> | <b>\$ 156,521,570</b> | <b>\$ 166,508,870</b> | <b>\$ 164,110,460</b> | <b>\$ 167,706,330</b> |

Transfers not included in the Schedule of Revenue Detail by Fund

Negative interest earnings in FY22 &amp; FY23 due to fair market valuation at year end

# 2024-2026 SCHEDULE OF EXPENDITURES BY FUND

| Fund No. |                                         | 2021-22 Actual        | 2022-23 Actual        | 2023-24 Adopted       | 2023-24 Amended       | 2024-25 Adopted       | 2025-26 Adopted       |
|----------|-----------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| 101      | General Fund                            | \$ 75,703,940         | \$ 47,596,940         | \$ 55,074,960         | \$ 55,773,560         | \$ 61,304,910         | \$ 62,976,820         |
|          | <b>Total General Fund</b>               | <b>\$ 75,703,940</b>  | <b>\$ 47,596,940</b>  | <b>\$ 55,074,960</b>  | <b>\$ 55,773,560</b>  | <b>\$ 61,304,910</b>  | <b>\$ 62,976,820</b>  |
| 201      | Housing                                 | \$ 2,070,390          | \$ 2,252,530          | \$ 4,260,440          | \$ 4,260,440          | \$ 4,984,570          | \$ 4,929,930          |
| 203      | Public Safety Augmentation              | 1,374,950             | 1,479,920             | 1,500,070             | 1,500,070             | 1,432,850             | 1,432,850             |
| 204      | Gas Tax                                 | 2,432,630             | 1,653,620             | 10,614,390            | 10,612,670            | 9,258,490             | 4,890,100             |
| 205      | Measure I                               | 1,389,150             | 554,260               | 5,923,630             | 5,783,790             | 5,804,230             | 7,268,710             |
| 206      | Road Maintenance Rehabilitation Account | 95,460                | 134,830               | 5,784,850             | 5,771,460             | 6,640,370             | 2,753,340             |
| 208      | HOME Investment Partnership Program     | 256,980               | 35,740                | 510,000               | 510,000               | 1,010,000             | 730,000               |
| 209      | Community Development Block Grant       | 956,180               | 1,069,610             | 924,690               | 1,196,510             | 783,090               | 80,130                |
| 210      | Parking Business Improvement Area       | 94,950                | 49,440                | 236,180               | 219,470               | 137,680               | 72,980                |
| 211      | Air Quality Management District         | 28,530                | 77,250                | 25,890                | 271,350               | 73,830                | 154,880               |
| 214      | Homeland Security Grants - PD           | 56,020                | 84,340                | 104,300               | 110,240               | -                     | -                     |
| 215      | Prop 30                                 | -                     | -                     | 150,000               | 150,000               | -                     | -                     |
| 216      | COPS                                    | -                     | 371,920               | 1,321,140             | 1,671,910             | 1,357,200             | 1,153,000             |
| 217      | Other Grants                            | 272,340               | 1,214,080             | 316,180               | 3,272,240             | 75,000                | 76,500                |
| 218      | Office of Traffic Safety                | 138,870               | 133,060               | 143,710               | 367,710               | -                     | -                     |
| 219      | Other Public Safety Grants              | -                     | 15,360                | 88,850                | 89,200                | -                     | -                     |
| 220      | Asset Forfeiture - Federal DOJ          | -                     | 1,900                 | 1,189,580             | 1,189,580             | 648,380               | 654,680               |
| 222      | CalHOME                                 | 126,760               | 20,390                | -                     | 480,000               | 860,000               | -                     |
| 223      | Asset Forfeiture - Federal/Treasury     | -                     | -                     | 10,350                | 10,350                | -                     | -                     |
| 224      | Asset Forfeiture - State                | 6,500                 | -                     | 193,360               | 193,360               | -                     | -                     |
| 226      | Federal Grant - CARES Act               | 46,400                | -                     | -                     | -                     | -                     | -                     |
| 227      | Office Of Justice Programs              | 7,060                 | -                     | -                     | -                     | -                     | -                     |
| 229      | American Rescue Plan Act                | 1,870,350             | 3,121,610             | 5,156,850             | 7,377,950             | 1,770,350             | 98,080                |
|          | <b>Total Special Revenue Funds</b>      | <b>\$ 11,223,520</b>  | <b>\$ 12,269,860</b>  | <b>\$ 38,454,460</b>  | <b>\$ 45,038,300</b>  | <b>\$ 34,836,040</b>  | <b>\$ 24,295,180</b>  |
| 419      | Police DIF                              | \$ -                  | \$ -                  | \$ -                  | \$ -                  | \$ 550,200            | \$ -                  |
| 420      | General DIF                             | 4,380                 | 340                   | 554,750               | 582,770               | 332,000               | -                     |
| 421      | Quimby Fees                             | 17,910                | 112,690               | 2,694,590             | 3,316,770             | 1,897,980             | 635,000               |
| 422      | Storm Drain DIF                         | 7,270                 | 2,230                 | 2,791,380             | 2,803,870             | 954,270               | 938,580               |
| 423      | Street & Traffic Facility DIF           | 383,700               | 169,580               | 917,870               | 917,870               | 325,370               | -                     |
| 425      | General Fund Capital Projects           | 151,120               | 221,600               | 868,310               | 4,272,430             | 5,536,960             | 625,000               |
| 426      | Street & Alley Repairs                  | 202,220               | 29,570                | 1,114,090             | 1,109,590             | 1,102,090             | 426,470               |
| 427      | Energy Efficiency Capital Imp Project   | 1,900                 | -                     | -                     | -                     | -                     | -                     |
|          | <b>Total Capital Project Funds</b>      | <b>\$ 768,500</b>     | <b>\$ 536,010</b>     | <b>\$ 8,940,990</b>   | <b>\$ 13,003,300</b>  | <b>\$ 10,698,870</b>  | <b>\$ 2,625,050</b>   |
| 639      | Water Bond Capital Projects             | \$ 229,640            | \$ 366,500            | \$ 8,964,820          | \$ 8,959,270          | \$ 13,842,090         | \$ -                  |
| 640      | Water Utility                           | 32,766,930            | 24,621,850            | 44,633,850            | 45,762,890            | 43,526,830            | 40,240,160            |
| 641      | Solid Waste Utility                     | 15,921,530            | 17,308,710            | 17,726,780            | 17,725,770            | 18,400,460            | 19,139,560            |
| 645      | Sewer Utility                           | 10,531,780            | 11,147,890            | 16,227,680            | 16,284,500            | 16,626,990            | 14,395,060            |
|          | <b>Total Enterprise Funds</b>           | <b>\$ 59,449,880</b>  | <b>\$ 53,444,950</b>  | <b>\$ 87,553,130</b>  | <b>\$ 88,732,430</b>  | <b>\$ 92,396,370</b>  | <b>\$ 73,774,780</b>  |
| 751      | Self-Funded Insurance                   | \$ 4,789,910          | \$ 3,829,720          | \$ 5,274,230          | \$ 6,350,550          | \$ 4,939,210          | \$ 5,186,040          |
| 752      | Fleet Management                        | 939,720               | 1,073,650             | 1,582,300             | 3,481,310             | 1,258,980             | 1,485,110             |
| 753      | Information Systems                     | 2,380,860             | 3,347,470             | 3,308,180             | 3,342,190             | 3,452,750             | 3,599,830             |
| 754      | Building Maintenance & Operations       | 1,043,720             | 1,328,490             | 1,376,760             | 1,871,270             | 1,837,060             | 1,834,370             |
| 755      | UAL & Employee Benefits                 | 10,394,520            | 7,609,030             | 6,960,010             | 6,960,010             | 10,624,350            | 10,638,250            |
|          | <b>Total Internal Service Funds</b>     | <b>\$ 19,548,730</b>  | <b>\$ 17,188,360</b>  | <b>\$ 18,501,480</b>  | <b>\$ 22,005,330</b>  | <b>\$ 22,112,350</b>  | <b>\$ 22,743,600</b>  |
| 805      | Successor Agency                        | \$ 838,980            | \$ 575,410            | \$ 3,318,090          | \$ 3,318,090          | \$ 2,798,430          | \$ 2,810,870          |
|          | <b>Total Private Purpose Trust Fund</b> | <b>\$ 838,980</b>     | <b>\$ 575,410</b>     | <b>\$ 3,318,090</b>   | <b>\$ 3,318,090</b>   | <b>\$ 2,798,430</b>   | <b>\$ 2,810,870</b>   |
|          | <b>Grand Total</b>                      | <b>\$ 167,533,550</b> | <b>\$ 131,611,530</b> | <b>\$ 211,843,110</b> | <b>\$ 227,871,010</b> | <b>\$ 224,146,970</b> | <b>\$ 189,226,300</b> |

Transfers not included in the Schedule of Expenditures by Fund.

# 2024-2025 SCHEDULE OF EXPENDITURES BY FUND & CATEGORY

| Fund No. |                                         | Salaries & Benefits  | Maintenance & Operations | Capital Projects & Equipment | Total                 |
|----------|-----------------------------------------|----------------------|--------------------------|------------------------------|-----------------------|
| 101      | General Fund                            | \$ 26,641,100        | \$ 34,623,810            | \$ 40,000                    | \$ 61,304,910         |
|          | <b>Total General Fund</b>               | <b>\$ 26,641,100</b> | <b>\$ 34,623,810</b>     | <b>\$ 40,000</b>             | <b>\$ 61,304,910</b>  |
| 201      | Housing                                 | \$ 924,590           | \$ 4,059,980             | \$ -                         | \$ 4,984,570          |
| 203      | Public Safety Augmentation              | 1,432,850            | -                        | -                            | 1,432,850             |
| 204      | Gas Tax                                 | 237,690              | 704,370                  | 8,316,430                    | 9,258,490             |
| 205      | Measure I                               | 174,580              | 86,510                   | 5,543,140                    | 5,804,230             |
| 206      | Road Maintenance Rehabilitation Account | 52,980               | 26,440                   | 6,560,950                    | 6,640,370             |
| 208      | HOME Investment Partnership Program     | -                    | 1,010,000                | -                            | 1,010,000             |
| 209      | Community Development Block Grant       | 75,790               | 170,530                  | 536,770                      | 783,090               |
| 210      | Parking Business Improvement Area       | -                    | 43,420                   | 94,260                       | 137,680               |
| 211      | Air Quality Management District         | 5,030                | 28,800                   | 40,000                       | 73,830                |
| 214      | Homeland Security Grants - PD           | -                    | -                        | -                            | -                     |
| 215      | Prop 30                                 | -                    | -                        | -                            | -                     |
| 216      | COPS                                    | -                    | -                        | 1,357,200                    | 1,357,200             |
| 217      | Other Grants                            | -                    | 75,000                   | -                            | 75,000                |
| 218      | Office of Traffic Safety                | -                    | -                        | -                            | -                     |
| 219      | Local Law Enforcement Block Grants      | -                    | -                        | -                            | -                     |
| 220      | Asset Forfeiture - Federal DOJ          | 148,380              | -                        | 500,000                      | 648,380               |
| 223      | Asset Forfeiture - Federal/Treasury     | -                    | -                        | -                            | -                     |
| 224      | Asset Forfeiture - State                | -                    | -                        | -                            | -                     |
| 229      | American Rescue Plan Act                | 108,000              | -                        | 1,662,350                    | 1,770,350             |
|          | <b>Total Special Revenue Funds</b>      | <b>\$ 3,159,890</b>  | <b>\$ 7,065,050</b>      | <b>\$ 24,611,100</b>         | <b>\$ 34,836,040</b>  |
| 419      | Police DIF                              | \$ -                 | \$ -                     | \$ 550,200                   | \$ 550,200            |
| 420      | General DIF                             | -                    | -                        | 332,000                      | 332,000               |
| 421      | Quimby Fees                             | -                    | -                        | 1,897,980                    | 1,897,980             |
| 422      | Storm Drain DIF                         | -                    | -                        | 954,270                      | 954,270               |
| 423      | Street & Traffic Facility DIF           | -                    | -                        | 325,370                      | 325,370               |
| 425      | General Fund Capital Projects           | -                    | -                        | 5,536,960                    | 5,536,960             |
| 426      | Street & Alley Repairs                  | 59,600               | 14,320                   | 1,028,170                    | 1,102,090             |
|          | <b>Total Capital Project Funds</b>      | <b>\$ 59,600</b>     | <b>\$ 14,320</b>         | <b>\$ 10,624,950</b>         | <b>\$ 10,698,870</b>  |
| 639      | Water Bond Capital Projects             | \$ -                 | \$ -                     | \$ 13,842,090                | \$ 13,842,090         |
| 640      | Water Utility                           | 5,331,030            | 27,638,460               | 10,557,340                   | 43,526,830            |
| 641      | Solid Waste Utility                     | 691,680              | 17,603,400               | 105,380                      | 18,400,460            |
| 645      | Sewer Utility                           | 2,098,510            | 11,191,900               | 3,336,580                    | 16,626,990            |
|          | <b>Total Enterprise Funds</b>           | <b>\$ 8,121,220</b>  | <b>\$ 56,433,760</b>     | <b>\$ 27,841,390</b>         | <b>\$ 92,396,370</b>  |
| 751      | Self-Funded Insurance                   | \$ 409,630           | \$ 4,529,580             | \$ -                         | \$ 4,939,210          |
| 752      | Fleet Maintenance & Replacement         | 369,670              | 492,310                  | 397,000                      | 1,258,980             |
| 753      | Information Systems                     | 590,350              | 2,715,280                | 147,120                      | 3,452,750             |
| 754      | Building Maintenance & Operations       | 685,300              | 993,760                  | 158,000                      | 1,837,060             |
| 755      | UAL & Employee Benefits                 | -                    | 10,624,350               | -                            | 10,624,350            |
|          | <b>Total Internal Service Funds</b>     | <b>\$ 2,054,950</b>  | <b>\$ 19,355,280</b>     | <b>\$ 702,120</b>            | <b>\$ 22,112,350</b>  |
| 805      | Successor Agency                        | \$ 9,910             | \$ 2,788,520             | \$ -                         | \$ 2,798,430          |
|          | <b>Total Private Purpose Trust Fund</b> | <b>\$ 9,910</b>      | <b>\$ 2,788,520</b>      | <b>\$ -</b>                  | <b>\$ 2,798,430</b>   |
|          | <b>Grand Total</b>                      | <b>\$ 40,046,670</b> | <b>\$ 120,280,740</b>    | <b>\$ 63,819,560</b>         | <b>\$ 224,146,970</b> |

Transfers not included in the Schedule of Expenditures by Fund and Category.

# 2025-2026 SCHEDULE OF EXPENDITURES BY FUND & CATEGORY

| Fund No. |                                         | Salaries & Benefits  | Maintenance & Operations | Capital Projects & Equipment | Total                 |
|----------|-----------------------------------------|----------------------|--------------------------|------------------------------|-----------------------|
| 101      | General Fund                            | \$ 28,281,890        | \$ 34,649,930            | \$ 45,000                    | \$ 62,976,820         |
|          | <b>Total General Fund</b>               | <b>\$ 28,281,890</b> | <b>\$ 34,649,930</b>     | <b>\$ 45,000</b>             | <b>\$ 62,976,820</b>  |
| 201      | Housing                                 | \$ 972,200           | \$ 3,957,730             | \$ -                         | \$ 4,929,930          |
| 203      | Public Safety Augmentation              | 1,432,850            | -                        | -                            | 1,432,850             |
| 204      | Gas Tax                                 | 249,080              | 621,020                  | 4,020,000                    | 4,890,100             |
| 205      | Measure I                               | 182,850              | 85,860                   | 7,000,000                    | 7,268,710             |
| 206      | Road Maintenance Rehabilitation Account | 55,430               | 26,240                   | 2,671,670                    | 2,753,340             |
| 208      | HOME Investment Partnership Program     | -                    | 730,000                  | -                            | 730,000               |
| 209      | Community Development Block Grant       | 80,130               | -                        | -                            | 80,130                |
| 210      | Parking Business Improvement Area       | -                    | 72,980                   | -                            | 72,980                |
| 211      | Air Quality Management District         | 5,500                | 29,380                   | 120,000                      | 154,880               |
| 214      | Homeland Security Grants - PD           | -                    | -                        | -                            | -                     |
| 215      | Prop 30                                 | -                    | -                        | -                            | -                     |
| 216      | COPS                                    | -                    | -                        | 1,153,000                    | 1,153,000             |
| 217      | Other Grants                            | -                    | 76,500                   | -                            | 76,500                |
| 218      | Office of Traffic Safety                | -                    | -                        | -                            | -                     |
| 219      | Local Law Enforcement Block Grants      | -                    | -                        | -                            | -                     |
| 220      | Asset Forfeiture - Federal DOJ          | 154,680              | -                        | 500,000                      | 654,680               |
| 223      | Asset Forfeiture - Federal/Treasury     | -                    | -                        | -                            | -                     |
| 224      | Asset Forfeiture - State                | -                    | -                        | -                            | -                     |
| 229      | American Rescue Plan Act                | 98,080               | -                        | -                            | 98,080                |
|          | <b>Total Special Revenue Funds</b>      | <b>\$ 3,230,800</b>  | <b>\$ 5,599,710</b>      | <b>\$ 15,464,670</b>         | <b>\$ 24,295,180</b>  |
| 420      | General DIF                             | \$ -                 | \$ -                     | \$ -                         | \$ -                  |
| 421      | Quimby Fees                             | -                    | -                        | 635,000                      | 635,000               |
| 422      | Storm Drain DIF                         | -                    | -                        | 938,580                      | 938,580               |
| 423      | Street & Traffic Facility DIF           | -                    | -                        | -                            | -                     |
| 425      | General Fund Capital Projects           | -                    | -                        | 625,000                      | 625,000               |
| 426      | Street & Alley Repairs                  | 62,370               | 14,100                   | 350,000                      | 426,470               |
|          | <b>Total Capital Project Funds</b>      | <b>\$ 62,370</b>     | <b>\$ 14,100</b>         | <b>\$ 2,548,580</b>          | <b>\$ 2,625,050</b>   |
| 639      | Water Bond Capital Projects             | \$ -                 | \$ -                     | \$ -                         | \$ -                  |
| 640      | Water Utility                           | 5,674,790            | 28,279,270               | 6,286,100                    | 40,240,160            |
| 641      | Solid Waste Utility                     | 732,530              | 18,407,030               | -                            | 19,139,560            |
| 645      | Sewer Utility                           | 2,246,000            | 11,534,060               | 615,000                      | 14,395,060            |
|          | <b>Total Enterprise Funds</b>           | <b>\$ 8,653,320</b>  | <b>\$ 58,220,360</b>     | <b>\$ 6,901,100</b>          | <b>\$ 73,774,780</b>  |
| 751      | Self-Funded Insurance                   | \$ 437,230           | \$ 4,748,810             | \$ -                         | \$ 5,186,040          |
| 752      | Fleet Maintenance & Replacement         | 401,810              | 501,300                  | 582,000                      | 1,485,110             |
| 753      | Information Systems                     | 619,240              | 2,835,530                | 145,060                      | 3,599,830             |
| 754      | Building Maintenance & Operations       | 733,410              | 1,020,960                | 80,000                       | 1,834,370             |
| 755      | UAL & Employee Benefits                 | -                    | 10,638,250               | -                            | 10,638,250            |
|          | <b>Total Internal Service Funds</b>     | <b>\$ 2,191,690</b>  | <b>\$ 19,744,850</b>     | <b>\$ 807,060</b>            | <b>\$ 22,743,600</b>  |
| 805      | Successor Agency                        | \$ 10,480            | \$ 2,800,390             | \$ -                         | \$ 2,810,870          |
|          | <b>Total Private Purpose Trust Fund</b> | <b>\$ 10,480</b>     | <b>\$ 2,800,390</b>      | <b>\$ -</b>                  | <b>\$ 2,810,870</b>   |
|          | <b>Grand Total</b>                      | <b>\$ 42,430,550</b> | <b>\$ 121,029,340</b>    | <b>\$ 25,766,410</b>         | <b>\$ 189,226,300</b> |

Transfers not included in the Schedule of Expenditures by Fund and Category.

## 2024-2026 EXPENDITURES BY DEPARTMENT PROGRAM

|                                            | 2021-22<br>Actual    | 2022-23<br>Actual    | 2023-24<br>Adopted   | 2023-24<br>Amended   | 2024-25<br>Adopted   | 2025-26<br>Adopted   |
|--------------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <b>General Government</b>                  |                      |                      |                      |                      |                      |                      |
| City Council                               | \$ 120,380           | \$ 162,000           | \$ 250,150           | \$ 250,150           | \$ 289,340           | \$ 311,770           |
| City Treasurer                             | 2,540                | 3,000                | 16,010               | 16,010               | 18,030               | 20,170               |
| Administration                             | 621,630              | 430,440              | 860,480              | 860,480              | 1,004,290            | 1,057,550            |
| City Attorney                              | 542,180              | 412,470              | 550,000              | 550,000              | 550,000              | 561,000              |
| City Clerk                                 | 533,870              | 534,890              | 477,150              | 477,160              | 714,380              | 594,310              |
| <b>Total General Government</b>            | <b>\$ 1,820,600</b>  | <b>\$ 1,542,800</b>  | <b>\$ 2,153,790</b>  | <b>\$ 2,153,800</b>  | <b>\$ 2,576,040</b>  | <b>\$ 2,544,800</b>  |
| <b>Administrative Services</b>             |                      |                      |                      |                      |                      |                      |
| Finance                                    | \$ 1,296,070         | \$ 1,560,580         | \$ 2,140,010         | \$ 2,230,000         | \$ 2,073,280         | \$ 2,139,440         |
| Non-Departmental                           | 3,761,390            | 5,496,910            | 3,467,030            | 3,146,230            | 2,216,730            | 1,392,410            |
| Library                                    | 1,811,800            | 1,930,470            | 2,012,530            | 2,012,530            | 2,070,350            | 2,121,000            |
| Human Resources                            | 420,970              | 542,200              | 768,620              | 1,034,080            | 871,610              | 993,540              |
| Recreation Administration                  | 908,210              | 1,136,160            | 1,646,800            | 1,714,900            | 1,370,010            | 1,397,470            |
| Recreation Classes                         | 129,410              | 219,170              | 267,280              | 267,280              | 322,830              | 336,340              |
| Recreation Facilities                      | 265,770              | 354,210              | 430,310              | 922,810              | 615,160              | 583,690              |
| Recreation Parks                           | 40,570               | 64,470               | 64,860               | 87,860               | 146,720              | 150,740              |
| Senior Center                              | 372,230              | 457,130              | 313,250              | 313,250              | 437,670              | 432,350              |
| Special Events                             | 167,440              | 186,190              | 370,230              | 453,540              | 687,560              | 718,820              |
| Administrative Services Grants             | 121,860              | 810,100              | -                    | 1,705,640            | -                    | -                    |
| Risk Management                            | 4,789,910            | 3,829,720            | 5,274,230            | 6,350,550            | 4,939,210            | 5,186,040            |
| Information Technology                     | 2,531,670            | 3,347,470            | 3,308,180            | 3,342,190            | 3,452,750            | 3,599,830            |
| UAL & Employee Benefits                    | 10,394,520           | 7,609,030            | 6,960,010            | 6,960,010            | 10,624,350           | 10,638,250           |
| <b>Total Administrative Services</b>       | <b>\$ 27,011,820</b> | <b>\$ 27,543,810</b> | <b>\$ 27,023,340</b> | <b>\$ 30,540,870</b> | <b>\$ 29,828,230</b> | <b>\$ 29,689,920</b> |
| <b>Development Services</b>                |                      |                      |                      |                      |                      |                      |
| Building & Safety                          | \$ 1,233,910         | \$ 1,559,540         | \$ 1,704,170         | \$ 1,716,670         | \$ 2,043,660         | \$ 2,100,240         |
| Weed Abatement                             | 31,810               | 63,270               | 109,500              | 87,000               | 70,090               | 70,550               |
| Economic Development                       | 311,750              | 615,930              | 407,870              | 1,344,540            | 417,210              | 436,600              |
| Planning Commission                        | 6,860                | 7,240                | 16,650               | 16,650               | 16,650               | 17,000               |
| Planning                                   | 588,550              | 612,920              | 745,330              | 750,550              | 843,740              | 837,470              |
| Santa Fe Depot                             | 8,000                | 6,000                | 5,000                | 5,000                | 10,000               | 10,000               |
| Housing                                    | 2,071,190            | 2,252,530            | 4,260,440            | 4,260,440            | 4,984,570            | 4,929,930            |
| HOME Program                               | 256,980              | 35,740               | 510,000              | 510,000              | 1,010,000            | 730,000              |
| CBDG                                       | 956,180              | 1,069,610            | 924,690              | 1,196,510            | 783,090              | 80,130               |
| PBIA                                       | 94,950               | 262,830              | 355,520              | 335,970              | 246,430              | 72,980               |
| Development Grants                         | 150,480              | 305,880              | 151,150              | 553,810              | -                    | -                    |
| CalHOME Program                            | 126,760              | 20,390               | -                    | 480,000              | 860,000              | -                    |
| Energy Efficiency Capital Imp Project      | 1,900                | -                    | -                    | -                    | -                    | -                    |
| Successor Agency                           | 838,980              | 575,410              | 3,318,090            | 3,318,090            | 2,798,430            | 2,810,870            |
| <b>Total Development Services</b>          | <b>\$ 6,678,300</b>  | <b>\$ 7,387,290</b>  | <b>\$ 12,508,410</b> | <b>\$ 14,575,230</b> | <b>\$ 14,083,870</b> | <b>\$ 12,095,770</b> |
| <b>Police</b>                              |                      |                      |                      |                      |                      |                      |
| Police Administration                      | \$ 10,670,720        | \$ 10,364,870        | \$ 10,538,440        | \$ 10,815,760        | \$ 12,731,610        | \$ 13,111,750        |
| Investigations                             | 6,278,230            | 2,840,850            | 3,316,520            | 3,323,860            | 3,682,850            | 3,982,200            |
| Animal Services                            | 650,970              | 596,800              | 812,980              | 851,200              | 860,570              | 855,790              |
| Metrolink Station                          | 790                  | 11,080               | 9,480                | 800                  | -                    | -                    |
| Patrol                                     | 38,857,520           | 12,206,650           | 16,127,730           | 16,406,460           | 16,811,860           | 17,681,040           |
| Police Special Events & Community Outreach | 10,360               | 86,010               | 47,250               | 48,250               | 51,750               | 53,010               |
| Police Reserves                            | 3,810                | 1,970                | 7,060                | 7,060                | 7,060                | 7,230                |
| Code Enforcement                           | 658,810              | 640,050              | 895,020              | 738,130              | 861,500              | 894,390              |
| Police Grants                              | 201,950              | 689,180              | 1,808,000            | 2,436,820            | 1,432,200            | 1,229,500            |
| Asset Forfeiture                           | 6,500                | 1,900                | 1,393,290            | 1,393,290            | 648,380              | 654,680              |
| <b>Total Police</b>                        | <b>\$ 57,339,660</b> | <b>\$ 27,439,360</b> | <b>\$ 34,955,770</b> | <b>\$ 36,021,630</b> | <b>\$ 37,087,780</b> | <b>\$ 38,469,590</b> |
| <b>Public Works</b>                        |                      |                      |                      |                      |                      |                      |
| Public Works Administration                | \$ 1,413,440         | \$ 1,442,740         | \$ 1,376,710         | \$ 1,397,470         | \$ 1,701,180         | \$ 1,780,010         |
| Engineering Administration                 | 237,360              | 357,190              | 248,380              | 777,940              | 262,410              | 272,400              |
| Development/Traffic Engineering            | 550,020              | 789,200              | 930,230              | 950,230              | 925,150              | 1,056,800            |
| Street Maintenance                         | 905,120              | 763,310              | 1,292,310            | 1,751,810            | 1,609,330            | 1,948,000            |
| Street Sweeping                            | 15,720               | 16,850               | 17,410               | 17,410               | 17,560               | 18,210               |
| Sidewalk Maintenance                       | 676,470              | 92,720               | 126,840              | 135,340              | 113,130              | 118,600              |
| Street Lighting                            | 822,310              | 906,400              | 888,540              | 893,540              | 947,140              | 973,810              |
| Traffic Control                            | 73,570               | 125,050              | 107,340              | 107,340              | 132,850              | 140,160              |
| Traffic Facility Maintenance               | 301,220              | 288,850              | 363,000              | 363,000              | 380,000              | 391,000              |

## 2024-2026 EXPENDITURES BY DEPARTMENT PROGRAM

|                                    | 2021-22<br>Actual     | 2022-23<br>Actual     | 2023-24<br>Adopted    | 2023-24<br>Amended    | 2024-25<br>Adopted    | 2025-26<br>Adopted    |
|------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| <i>(Public Works Continued)</i>    |                       |                       |                       |                       |                       |                       |
| Weed Abatement                     | 11,490                | 14,690                | 4,410                 | 7,510                 | -                     | -                     |
| Flood Control                      | -                     | 940                   | -                     | -                     | -                     | -                     |
| Street Tree Maintenance            | 1,090,140             | 792,520               | 954,810               | 954,810               | 1,064,890             | 970,180               |
| Public ROW Maintenance             | 541,050               | 810,280               | 1,083,330             | 1,129,330             | 1,207,540             | 1,257,950             |
| Maintenance - Main Street          | 12,580                | 40,160                | 45,400                | 45,400                | 53,640                | 56,690                |
| Maintenance - Metrolink            | 165,670               | 188,840               | 181,040               | 201,380               | 202,970               | 211,210               |
| Graffiti Abatement                 | 80,020                | 81,350                | 86,000                | 88,000                | 90,000                | 95,000                |
| Damage to City Property            | 46,930                | 122,030               | 120,000               | 120,000               | 130,000               | 145,000               |
| Park Maintenance                   | 565,590               | 869,410               | 1,239,460             | 1,553,360             | 1,439,470             | 1,497,340             |
| Sports Field Maintenance           | 233,220               | 381,610               | 443,220               | 443,220               | 470,360               | 491,340               |
| Civic Center                       | 195,700               | 193,270               | 210,260               | 210,260               | 237,490               | 226,750               |
| Fire Fuel                          | 18,100                | 18,860                | 20,790                | 20,790                | 20,790                | 21,210                |
| Fire Station II Building           | 48,850                | 66,520                | 68,670                | 68,670                | 76,310                | 79,290                |
| Historic Fire Station Building     | 37,650                | 40,100                | 34,010                | 34,010                | 40,870                | 43,810                |
| Street Projects                    | 3,917,240             | 2,342,710             | 22,322,870            | 22,167,920            | 21,703,090            | 14,912,150            |
| General Capital Improvement - ARPA | 528,170               | 569,570               | 3,583,590             | 3,580,540             | 1,553,600             | -                     |
| Public Works Grants                | -                     | -                     | -                     | 500,000               | -                     | -                     |
| Police DIF                         | -                     | -                     | -                     | -                     | 550,200               | -                     |
| General DIF                        | -                     | 340                   | 554,750               | 554,660               | 332,000               | -                     |
| Quimby Fees                        | 17,910                | 112,690               | 2,694,590             | 3,316,770             | 1,897,980             | 635,000               |
| Storm Drain DIF                    | 7,270                 | 2,230                 | 2,791,380             | 2,803,870             | 954,270               | 938,580               |
| Street & Traffic Facility DIF      | 383,700               | 169,580               | 917,870               | 917,870               | 325,370               | -                     |
| General Fund Capital Projects      | 151,120               | 221,600               | 868,310               | 4,272,430             | 5,536,960             | 625,000               |
| Street & Alley Repairs             | 202,220               | 29,570                | 1,114,090             | 1,109,590             | 1,102,090             | 426,470               |
| Water Utility                      | 32,996,570            | 24,988,350            | 53,598,670            | 54,722,160            | 57,368,920            | 40,240,160            |
| Solid Waste Utility                | 15,921,530            | 17,308,710            | 17,726,780            | 17,725,770            | 18,400,460            | 19,139,560            |
| Sewer Utility                      | 10,531,780            | 11,147,890            | 16,227,680            | 16,284,500            | 16,626,990            | 14,395,060            |
| Fleet Maintenance & Replacement    | 939,720               | 1,073,650             | 1,582,300             | 3,481,310             | 1,258,980             | 1,485,110             |
| Building Maintenance & Operations  | 1,043,720             | 1,328,490             | 1,376,760             | 1,871,270             | 1,837,060             | 1,834,370             |
| <b>Total Public Works</b>          | <b>\$ 74,683,170</b>  | <b>\$ 67,698,270</b>  | <b>\$ 135,201,800</b> | <b>\$ 144,579,480</b> | <b>\$ 140,571,050</b> | <b>\$ 106,426,220</b> |
| <b>Grand Total</b>                 | <b>\$ 167,533,550</b> | <b>\$ 131,611,530</b> | <b>\$ 211,843,110</b> | <b>\$ 227,871,010</b> | <b>\$ 224,146,970</b> | <b>\$ 189,226,300</b> |

Transfers not included in the Schedule of Expenditures by Department Program.

## SUMMARY OF TRANSFERS

| Fund No. | Fund Name                             | Transfers In      | Transfers Out     |
|----------|---------------------------------------|-------------------|-------------------|
| 645      | Sewer Utility                         | 265,000           |                   |
| 641      | Solid Waste Utility                   |                   | 265,000           |
|          | To Transfer for FY25 Landfill Costs.  |                   |                   |
|          | <b>FY 2024-25 Total</b>               | <b>\$ 265,000</b> | <b>\$ 265,000</b> |
| 645      | Sewer Utility                         | 265,000           |                   |
| 641      | Solid Waste Utility                   |                   | 265,000           |
|          | To Transfer for FY26 Landfill Costs.  |                   |                   |
| 425      | General Fund Capital Projects         | 200,000           |                   |
| 754      | Building Maintenance & Operations     |                   | 200,000           |
|          | To Fund Capital Improvement Projects. |                   |                   |
|          | <b>FY 2025-26 Total</b>               | <b>\$ 465,000</b> | <b>\$ 465,000</b> |

# **ADOPTED BUDGET**

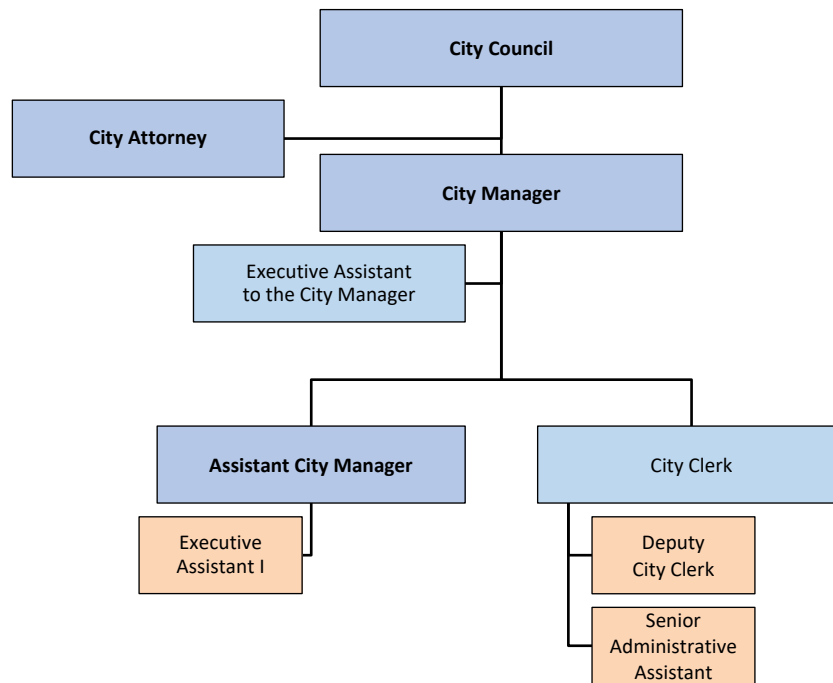
**FY 2024-25 & 2025-26**

## **GENERAL GOVERNMENT**



# GENERAL GOVERNMENT

## City of Upland Organizational Chart Fiscal Year 2024-25 & 2025-26

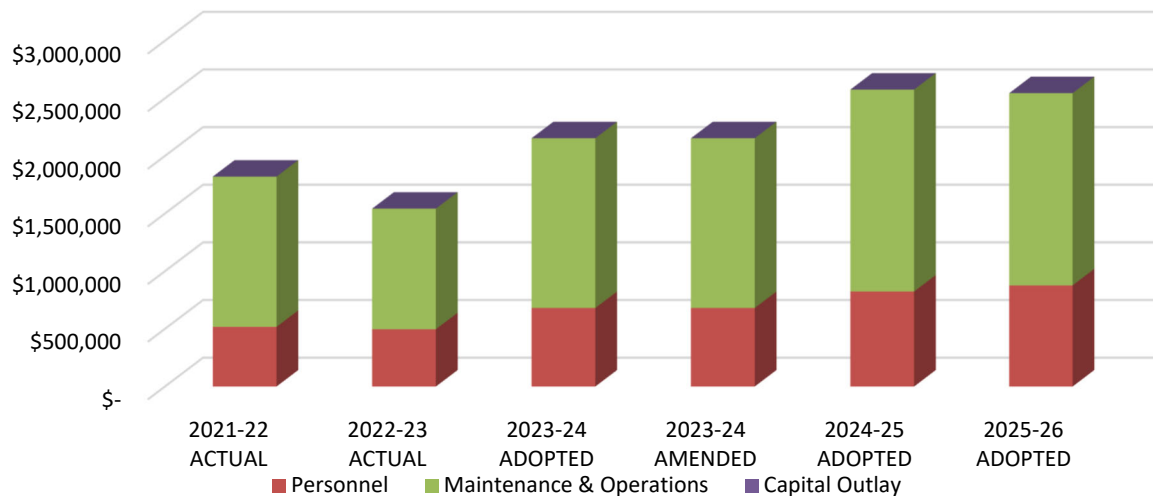


## MISSION STATEMENT

The mission of the general government of the City of Upland is to provide accessible, transparent, proactive leadership and governance for the community through the establishment of policies that pursue City Council goals and objectives. General government also seeks to provide quality, customer-focused municipal services in a timely and competent manner. Additionally, the local government promotes the best interests of city residents and collaborates with other governmental agencies to create a vibrant and healthy economic, physical, and social environment.

|                               | 2021-22<br>ACTUAL  | 2022-23<br>ACTUAL  | 2023-24<br>ADOPTED | 2023-24<br>AMENDED | 2024-25<br>ADOPTED | 2025-26<br>ADOPTED |
|-------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| <b>EXPENSE CLASSIFICATION</b> |                    |                    |                    |                    |                    |                    |
| PERSONNEL                     | \$517,370          | \$497,010          | \$680,690          | \$680,690          | \$823,730          | \$877,350          |
| MAINTENANCE & OPERATIONS      | 1,303,230          | 1,045,790          | 1,473,100          | 1,473,110          | 1,752,310          | 1,667,450          |
| <b>TOTAL BUDGET</b>           | <b>\$1,820,600</b> | <b>\$1,542,800</b> | <b>\$2,153,790</b> | <b>\$2,153,800</b> | <b>\$2,576,040</b> | <b>\$2,544,800</b> |

### General Government Expense Classification



|                          | 2021-22<br>ACTUAL  | 2022-23<br>ACTUAL  | 2023-24<br>ADOPTED | 2023-24<br>AMENDED | 2024-25<br>ADOPTED | 2025-26<br>ADOPTED |
|--------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| <b>FUNDING SOURCES</b>   |                    |                    |                    |                    |                    |                    |
| GENERAL FUND             | \$1,704,940        | \$1,500,110        | \$2,153,790        | \$2,153,800        | \$2,576,040        | \$2,544,800        |
| AMERICAN RESCUE PLAN ACT | 115,660            | 42,690             | -                  | -                  | -                  | -                  |
| <b>TOTAL BUDGET</b>      | <b>\$1,820,600</b> | <b>\$1,542,800</b> | <b>\$2,153,790</b> | <b>\$2,153,800</b> | <b>\$2,576,040</b> | <b>\$2,544,800</b> |

## CITY COUNCIL

The City Council is the governing body of the City of Upland. It has the power to make all laws and regulations with respect to municipal affairs subject only to the limitations of the state and federal constitutions.

The City Council is an elected, five-person governing body. The mayor is elected by the entire city (commonly referred to as an at-large representative). The mayor has additional duties but carries the same voting power as other members of the Council. Each of the four city districts is

represented by a councilmember. Councilmembers serve four-year terms with elections every two years; therefore, three councilmembers are elected at one election and the mayor and one councilmember at the other.

The City Council appoints the City Manager and City Attorney, both of whom serve at the City Council's discretion. The City Council establishes the policies of the city, which are implemented by staff under the direction of the City Manager. The City Council approves all ordinances, resolutions, and contracts which are in excess of limits set by policy.

## **FY 2024-25 & FY 2025-26 GOALS AND OBJECTIVES**

- ◆ Continue to expand citizen participation in local government through advisory commissions, boards, committees, semi-monthly council meetings, and educational workshops.
- ◆ Enhance the quality of life for Upland residents by developing long-term and short-term fiscal and operational plans and policies.
- ◆ Initiate and participate in programs of regional and local importance including the improvement of air quality, water quality, and reduction of traffic congestion.
- ◆ Revitalize commercial activity and expand economic development opportunities to promote a healthy local government economy.
- ◆ Pursue additional revenue sources to support services and resources provided to the community.
- ◆ Pursue the enhancement of public engagement.
- ◆ Provide transparency through technology and open government and improve public trust.

## **CITY TREASURER**

The residents of Upland elect the City Treasurer. It is the Treasurer's responsibility to oversee the investment of city funds in a safe and secure manner while ensuring maximum return on all investments within limitations set by state law. The City Treasurer operates under the restrictions of Section 53646 and Sections 41001- 41007 of the Government Code of the State of California and Resolution 6546 of the Upland City Council – a resolution that affirms the Investment Policy for Public Funds.

The City follows the practice of pooling cash and investments for all funds except for funds required to be held by outside fiscal agents. Investment income is allocated quarterly to various funds based on the average monthly cash balances.

## **FY 2024-25 & FY 2025-26 GOALS AND OBJECTIVES**

- ◆ Maximize the City's return on its investments consistent with the requirements of State law while being mindful of the need for safety and liquidity. No investment may be made unless it is in conformity with the City's Investment Policy.
- ◆ Participate in the Finance Committee.

## CITY MANAGER

The City Manager is appointed by the City Council to direct the operation of all city departments through department heads. The City Manager enforces the ordinances and resolutions of the City Council and is responsible for the administration of city programs and to ensure the delivery of high-quality services.

The City Manager is responsible for the executive management of all city departments and serves as Executive Director of the Successor Agency of the Upland Community Redevelopment Agency (UCRA), coordinating the dissolution of the UCRA. He is the Executive Director of the City of Upland Financing Authority, the Upland Public Financing Authority, and the Upland Parking Authority. The City Manager also serves as the Director of Emergency Services.

This office provides services such as responding to inquiries and requests of citizens, disseminating information regarding city activities, and providing input on regional, state, and federal issues that affect the City of Upland.

| <b>PERSONNEL</b>                           |                   |                   |                    |                          |                            |
|--------------------------------------------|-------------------|-------------------|--------------------|--------------------------|----------------------------|
| <b>PERMANENT POSITIONS</b>                 | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>ADOPTED | 24/25 & 25/26<br>ADOPTED | GENERAL FUND<br>ALLOCATION |
| <b>ADMINISTRATION</b>                      |                   |                   |                    |                          |                            |
| CITY MANAGER                               | 1.00              | 1.00              | 1.00               | 1.00                     | 0.35                       |
| ASSISTANT CITY MANAGER                     | 1.00              | 1.00              | 1.00               | 1.00                     | 0.40                       |
| EXECUTIVE ASSISTANT TO THE CITY<br>MANAGER | 1.00              | 1.00              | 1.00               | 1.00                     | 0.60                       |
| EXECUTIVE ASSISTANT I                      | 0.00              | 1.00              | 1.00               | 1.00                     | 0.60                       |
| SENIOR ADMINISTRATIVE ASSISTANT            | 1.00              | 0.00              | 0.00               | 0.00                     | 0.00                       |
| <b>TOTAL DIVISION</b>                      | <b>4.00</b>       | <b>4.00</b>       | <b>4.00</b>        | <b>4.00</b>              | <b>1.95</b>                |

## FY 2024-25 & FY 2025-26 GOALS AND OBJECTIVES

- ◆ Be responsive to Upland's citizens, organizations, City Council, and staff in a timely manner.
- ◆ Be accessible to citizens, the City Council, business owners, and employees.
- ◆ Implement the goals set forth by the City Council, which include fiscal stabilization, economic development, infrastructure repair and replacement, and outstanding customer service.
- ◆ Provide outstanding Council relations by informing councilmembers of relevant city affairs/business such that staff trust and integrity is maintained and promoted.
- ◆ Provide funding for various city projects by pursuing State and Federal grants.
- ◆ Provide outstanding city services by meeting regularly with the development community such that quality, financially viable projects are developed within the City.
- ◆ Promote effective and efficient service delivery by analyzing city operations on a continual basis and adjusting as needed.
- ◆ Continue to pursue measures to reduce operating costs and increase revenue opportunities.
- ◆ Continue to pursue strategies to address future pension obligations.

- ◆ Continue to nurture and promote public communication and engagement by maintaining open government ideals and developing programs/projects that support the constant pursuit of excellence in municipal services, as well as model public sector status.
- ◆ Continue to address Police Department staffing challenges.
- ◆ Continue to implement succession planning strategies for Executive and Mid-Management retirements and transitions.
- ◆ Hire and retain key personnel.
- ◆ Continue to seek reimbursement and grant opportunities from County, State, and Federal Government agencies in response to the COVID-19 Pandemic.
- ◆ Continue to seek resources and disseminate information to assist residents and businesses recover economically and socially from the COVID-19 Pandemic.
- ◆ Continue to increase transparency and promote the City in a positive manner.
- ◆ Seek out Community and Regional partnerships to improve the quality of life for Upland residents.

| PERFORMANCE MEASUREMENTS                                                                                                                                                     | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>PROJECTED | 2024-25<br>TARGET | 2025-26<br>TARGET |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------|----------------------|-------------------|-------------------|
| Percentage of Agenda items reviewed and approved within two days                                                                                                             | 99%               | 99%               | 99%                  | 99%               | 99%               |
| Percentage of calls referred to responsible employees and/or departments within the organization within 24 hours, and bring closure to citizens' concerns in a timely manner | 98%               | 98%               | 98%                  | 99%               | 99%               |
| Percentage of inquiries from various Department personnel responded within two days or when scheduled                                                                        | 96%               | 98%               | 98%                  | 99%               | 99%               |
| Review incoming departmental correspondence and respond or disseminate as directed on same day                                                                               | 100%              | 100%              | 100%                 | 99%               | 99%               |
| Percentage of Electronic Message Board Requests posted prior to requested posting date                                                                                       | 100%              | 100%              | 100%                 | 99%               | 99%               |

## FY 2023-24 MAJOR ACCOMPLISHMENTS

- ◆ Successfully oversaw the return of the Upland Irish Festival after a four-year hiatus, fulfilling the City Council's desire to host a major event during each season in the downtown area to promote economic growth and provide the community with family friendly local events.
- ◆ Successfully oversaw the annual Upland Lemon Festival with a net return of \$23,613 to be spent on improvements within the downtown area.

- ◆ Increased social media followers across five platforms during the 2023 calendar year by an average of 29%, including a 67% increase in LinkedIn followers, and expanded resident awareness of city activities.
- ◆ Partnered with the Upland Chamber of Commerce to cohost the State of the City event in an updated format.
- ◆ Approved several new food businesses to the downtown area.
- ◆ Responded to hundreds of requests for service from citizens and City Councilmembers.
- ◆ Secured additional grant funding to assist with temporary housing and homeless services.
- ◆ Partnered with San Bernardino County, municipal agencies, and the Upland Chamber of Commerce to share and inform businesses about available COVID assistance programs.
- ◆ Continued to develop strategies to increase employee morale and retention including the City Manager meeting one-on-one with new staff during their first few days of employment, employee work anniversary breakfasts each month, and an improved, interactive onboarding process.
- ◆ Continued to implement the multipronged BLAST Strategy to make significant reductions to the net pension liability.
- ◆ Provided professional training opportunities and modern communications equipment and software to staff to increase performance of public outreach and education.
- ◆ Increased City Management participation in regional and local partner agency and organization meetings and networking events.
- ◆ Partnered with the Empire Strykers in order to highlight City of Upland programs and events, provide sports opportunities for Upland children, elevate the status of the City of Upland within the broader community, and provide approximately 4,500 game tickets to our Upland community members.
- ◆ Implemented the first ever Community Banner Program fully sponsored by the Upland business community. Attractive Community Banners demonstrating community pride were installed in the downtown area and on every available pole on Foothill Blvd. within City limits.

## **CITY CLERK**

The City Clerk fulfills the statutory requirements of a city clerk. The office administers democratic processes such as access to city records and all legislative actions, while ensuring transparency to the public.

The City Clerk's office ensures that all City Council actions are properly executed, recorded, and archived, and serves as the elections official and a compliance and filing officer. The office prepares council meeting agendas and assists other departments with submission of staff reports and support documentation, advertises legal notices relating to council agendas and other city issues, maintains legislative and advisory committees' records and the City Seal, and attests all official city documents.

As filing officer, the City Clerk oversees the filing requirements of the Fair Political Practices Commission, manages the City Conflict of Interest Code, and maintains the Upland Municipal Code (UMC) and Zoning Code. The City Clerk's Office is responsible for all official city records such as ordinances, resolutions, deeds, agreements, and formal bid contracts and bonds. The office also processes all Public Records Act requests and coordinates the records management program for all city departments.

The City Clerk, as the elections official, is responsible for all citywide municipal elections which are conducted in November of even-numbered years. Elections require compliance with California Government Code, Elections Code, state mandated deadlines, legal notices, and contracting with the San Bernadino County Registrar of Voters; which are all coordinated by the City Clerk.

| <b>PERSONNEL</b>               |                   |                   |                    |                          |                            |
|--------------------------------|-------------------|-------------------|--------------------|--------------------------|----------------------------|
| <b>PERMANENT POSITIONS</b>     | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>ADOPTED | 24/25 & 25/26<br>ADOPTED | GENERAL FUND<br>ALLOCATION |
| <b>ADMINISTRATION</b>          |                   |                   |                    |                          |                            |
| CITY CLERK                     | 1.00              | 1.00              | 1.00               | 1.00                     | 0.70                       |
| DEPUTY CITY CLERK              | 1.00              | 1.00              | 1.00               | 1.00                     | 0.90                       |
| SENIOR ADMINSTRATIVE ASSISTANT | 1.00              | 1.00              | 1.00               | 1.00                     | 0.50                       |
| <b>TOTAL DIVISION</b>          | <b>3.00</b>       | <b>3.00</b>       | <b>3.00</b>        | <b>3.00</b>              | <b>2.10</b>                |

## **FY 2024-25 & FY 2025-26 GOALS AND OBJECTIVES**

- ◆ Continue to foster transparency by providing additional access to public records via the city website through our new document management system.
- ◆ Update the City's Conflict of Interest Code and coordinate ethics training for all designated officials and employees.
- ◆ Coordinate the 2024 General Municipal Election.
- ◆ Coordinate Citywide Candidate Tour and Candidates Forum for 2024 Council District Election.
- ◆ Review and update records retention schedule based on California Secretary of State guidelines for local government records management.

| <b>PERFORMANCE MEASUREMENTS</b>                                 | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>PROJECTED | 2024-25<br>TARGET | 2025-26<br>TARGET |
|-----------------------------------------------------------------|-------------------|-------------------|----------------------|-------------------|-------------------|
| Council and Council Committee agendas/packets                   |                   |                   |                      |                   |                   |
| Number prepared                                                 | 58                | 42                | 51                   | 51                | 52                |
| Percentage posted prior to deadline                             | 100%              | 100%              | 100%                 | 100%              | 100%              |
| Campaign Disclosure and Statements of Economic Interest filings |                   |                   |                      |                   |                   |
| Number prepared                                                 | 143               | 139               | 144                  | 145               | 146               |
| Percentage filed prior to deadline                              | 100%              | 100%              | 89%                  | 100%              | 100%              |
| Agreements, resolutions, and ordinances                         |                   |                   |                      |                   |                   |
| Number processed and scanned/posted                             | 115               | 146               | 134                  | 135               | 136               |
| Percentage processed within 7 days of adoption                  | 100%              | 100%              | 100%                 | 100%              | 100%              |
| Public Records requests                                         |                   |                   |                      |                   |                   |
| Number of requests received                                     | 390               | 359               | 382                  | 385               | 387               |
| Percentage responded to within 10 days                          | 100%              | 100%              | 100%                 | 100%              | 100%              |
| Subpoenas processed                                             |                   |                   |                      |                   |                   |
| Number of requests received                                     | 9                 | 11                | 10                   | 10                | 10                |
| Percentage responded to within 10 days                          | 100%              | 100%              | 100%                 | 100%              | 100%              |

## **FY 2023-24 MAJOR ACCOMPLISHMENTS**

- ◆ Transitioned Legislative Committees to the new agenda management software.
- ◆ Created a digital signature policy and implemented DocuSign.
- ◆ Procured off-site storage of City records.
- ◆ Created a ticket and pass distribution policy bringing the City in compliance with FPPC regulation 18944.1.
- ◆ Coordinated the destruction of obsolete records with all city departments in compliance with the City's Records Retention Schedule.

## **CITY ATTORNEY**

The City Attorney is appointed by the City Council and is charged with advising and giving legal opinions to the Council, boards, commissions, and city staff. The City Attorney apprises all city officials of changes in statutes or case law as they affect the City. The City Attorney also ensures that violations of city laws are prosecuted where necessary. The City Attorney furnishes services at all meetings of the Council, and prepares ordinances, resolutions, contracts, and other legal documents.

Certain other attorneys may represent the City in matters of special expertise such as worker's compensation and public liability defense.

## **FY 2024-25 & FY 2025-26 GOALS AND OBJECTIVES**

- ◆ To provide reliable and timely legal services to the City Council, advisory committees, and city staff to ensure the City is lawfully governed and the community effectively served.
- ◆ Upon approval of the City Council, to represent the City in litigation.

**CITY OF UPLAND**  
**EXPENDITURE SUMMARY BY DIVISION**  
**FY 2024-26 PROPOSED BUDGET**

| <b>GENERAL GOVERNMENT</b> |                                                   | 2021-22<br>ACTUAL   | 2022-23<br>ACTUAL   | 2023-24<br>ADOPTED  | 2023-24<br>AMENDED  | 2024-25<br>ADOPTED  | 2025-26<br>ADOPTED  |
|---------------------------|---------------------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>1101</b>               | <b>CITY COUNCIL</b>                               |                     |                     |                     |                     |                     |                     |
|                           | Personnel                                         | \$ 43,100           | \$ 49,240           | \$ 145,310          | \$ 145,310          | \$ 167,250          | \$ 187,190          |
|                           | Maintenance & Operations                          | 77,280              | 112,760             | 104,840             | 104,840             | 122,090             | 124,580             |
|                           | Capital Outlay                                    | -                   | -                   | -                   | -                   | -                   | -                   |
|                           | <b>TOTAL CITY COUNCIL</b>                         | <b>\$ 120,380</b>   | <b>\$ 162,000</b>   | <b>\$ 250,150</b>   | <b>\$ 250,150</b>   | <b>\$ 289,340</b>   | <b>\$ 311,770</b>   |
| <b>1104</b>               | <b>CITY TREASURER</b>                             |                     |                     |                     |                     |                     |                     |
|                           | Personnel                                         | \$ 2,440            | \$ 2,440            | \$ 14,740           | \$ 14,740           | \$ 16,760           | \$ 18,830           |
|                           | Maintenance & Operations                          | 100                 | 560                 | 1,270               | 1,270               | 1,270               | 1,340               |
|                           | Capital Outlay                                    | -                   | -                   | -                   | -                   | -                   | -                   |
|                           | <b>TOTAL CITY TREASURER</b>                       | <b>\$ 2,540</b>     | <b>\$ 3,000</b>     | <b>\$ 16,010</b>    | <b>\$ 16,010</b>    | <b>\$ 18,030</b>    | <b>\$ 20,170</b>    |
| <b>1201</b>               | <b>ADMINISTRATION</b>                             |                     |                     |                     |                     |                     |                     |
|                           | Personnel                                         | \$ 273,690          | \$ 220,010          | \$ 256,830          | \$ 256,830          | \$ 323,750          | \$ 334,280          |
|                           | Maintenance & Operations                          | 325,660             | 210,430             | 603,650             | 603,650             | 680,540             | 723,270             |
|                           | Capital Outlay                                    | -                   | -                   | -                   | -                   | -                   | -                   |
|                           | <b>TOTAL ADMINISTRATION</b>                       | <b>\$ 599,350</b>   | <b>\$ 430,440</b>   | <b>\$ 860,480</b>   | <b>\$ 860,480</b>   | <b>\$ 1,004,290</b> | <b>\$ 1,057,550</b> |
| <b>1603</b>               | <b>CITY ATTORNEY</b>                              |                     |                     |                     |                     |                     |                     |
|                           | Personnel                                         | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                |
|                           | Maintenance & Operations                          | 542,180             | 412,470             | 550,000             | 550,000             | 550,000             | 561,000             |
|                           | Capital Outlay                                    | -                   | -                   | -                   | -                   | -                   | -                   |
|                           | <b>TOTAL CITY ATTORNEY</b>                        | <b>\$ 542,180</b>   | <b>\$ 412,470</b>   | <b>\$ 550,000</b>   | <b>\$ 550,000</b>   | <b>\$ 550,000</b>   | <b>\$ 561,000</b>   |
|                           | *Moved from Administrative Services FY21-22       |                     |                     |                     |                     |                     |                     |
| <b>1701</b>               | <b>CITY CLERK</b>                                 |                     |                     |                     |                     |                     |                     |
|                           | Personnel                                         | \$ 198,140          | \$ 225,320          | \$ 263,810          | \$ 263,810          | \$ 315,970          | \$ 337,050          |
|                           | Maintenance & Operations                          | 242,350             | 266,880             | 213,340             | 213,350             | 398,410             | 257,260             |
|                           | Capital Outlay                                    | -                   | -                   | -                   | -                   | -                   | -                   |
|                           | <b>TOTAL CITY CLERK</b>                           | <b>\$ 440,490</b>   | <b>\$ 492,200</b>   | <b>\$ 477,150</b>   | <b>\$ 477,160</b>   | <b>\$ 714,380</b>   | <b>\$ 594,310</b>   |
|                           | *Moved from Administrative Services FY21-22       |                     |                     |                     |                     |                     |                     |
| <b>101</b>                | <b>TOTAL GENERAL FUND</b>                         |                     |                     |                     |                     |                     |                     |
|                           | Personnel                                         | \$ 517,370          | \$ 497,010          | \$ 680,690          | \$ 680,690          | \$ 823,730          | \$ 877,350          |
|                           | Maintenance & Operations                          | 1,187,570           | 1,003,100           | 1,473,100           | 1,473,110           | 1,752,310           | 1,667,450           |
|                           | Capital Outlay                                    | -                   | -                   | -                   | -                   | -                   | -                   |
|                           | <b>TOTAL GENERAL FUND</b>                         | <b>\$ 1,704,940</b> | <b>\$ 1,500,110</b> | <b>\$ 2,153,790</b> | <b>\$ 2,153,800</b> | <b>\$ 2,576,040</b> | <b>\$ 2,544,800</b> |
| <b>229</b>                | <b>TOTAL AMERICAN RESCUE PLAN ACT (ARPA) FUND</b> |                     |                     |                     |                     |                     |                     |
|                           | Personnel                                         | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                |
|                           | Maintenance & Operations                          | 115,660             | 42,690              | -                   | -                   | -                   | -                   |
|                           | Capital Outlay                                    | -                   | -                   | -                   | -                   | -                   | -                   |
|                           | <b>TOTAL ARPA FUND</b>                            | <b>\$ 115,660</b>   | <b>\$ 42,690</b>    | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         |
|                           | <b>TOTAL GENERAL GOVERNMENT</b>                   |                     |                     |                     |                     |                     |                     |
|                           | Personnel                                         | \$ 517,370          | \$ 497,010          | \$ 680,690          | \$ 680,690          | \$ 823,730          | \$ 877,350          |
|                           | Maintenance & Operations                          | 1,303,230           | 1,045,790           | 1,473,100           | 1,473,110           | 1,752,310           | 1,667,450           |
|                           | Capital Outlay                                    | -                   | -                   | -                   | -                   | -                   | -                   |
|                           | <b>TOTAL GENERAL GOVERNMENT</b>                   | <b>\$ 1,820,600</b> | <b>\$ 1,542,800</b> | <b>\$ 2,153,790</b> | <b>\$ 2,153,800</b> | <b>\$ 2,576,040</b> | <b>\$ 2,544,800</b> |

**CITY OF UPLAND**  
**GENERAL GOVERNMENT**  
FY 2024-26 ANNUAL BUDGET  
SUMMARY BY OBJECT CODE

| OBJECT CODE | EXPENSE CLASSIFICATION                      | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>ADOPTED | 2023-24<br>AMENDED | 2024-25<br>ADOPTED | 2025-26<br>ADOPTED |
|-------------|---------------------------------------------|-------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
|             | <b>PERSONNEL EXPENSE</b>                    |                   |                   |                    |                    |                    |                    |
| 5110        | Buy Backs                                   | \$ 21,180         | \$ 20,650         | \$ 44,700          | \$ 44,700          | \$ 44,700          | \$ 36,000          |
| 5111        | Salaries - Full Time                        | 413,570           | 367,810           | 429,900            | 429,900            | 505,550            | 548,580            |
| 5112        | Salaries - Temporary/Part Time              | 780               | 8,720             | 9,760              | 9,760              | 50,250             | 50,250             |
| 5113        | Overtime                                    | 1,350             | 970               | 2,670              | 2,670              | 2,670              | 2,700              |
| 5116        | Fringe Benefits                             | 54,470            | 68,000            | 151,590            | 151,590            | 171,310            | 188,530            |
| 5117        | Retirement Contributions                    | 26,020            | 30,860            | 42,070             | 42,070             | 49,250             | 51,290             |
|             | <b>TOTAL PERSONNEL EXPENSES</b>             | \$ 517,370        | \$ 497,010        | \$ 680,690         | \$ 680,690         | \$ 823,730         | \$ 877,350         |
|             | <b>MAINTENANCE &amp; OPERATIONS</b>         |                   |                   |                    |                    |                    |                    |
| 5210        | City Manager Contingency                    | \$ -              | \$ 160            | \$ 75,000          | \$ 75,000          | \$ 76,500          | \$ 101,030         |
| 5211        | Postage                                     | 8,940             | 5,660             | 6,730              | 6,730              | 6,870              | 7,010              |
| 5212        | Advertising                                 | 34,600            | 34,730            | 53,350             | 52,840             | 57,270             | 53,540             |
| 5213        | Dues & Subscriptions                        | 59,610            | 64,970            | 72,570             | 72,640             | 74,760             | 76,280             |
| 5215        | Training/Conferences/Meetings               | 18,640            | 30,230            | 42,820             | 42,820             | 56,100             | 57,090             |
| 5216        | Office Supplies                             | 1,760             | 2,230             | 3,500              | 3,500              | 3,830              | 3,600              |
| 5217        | Other Supplies/Materials                    | 5,450             | 4,080             | 25,500             | 25,750             | 26,640             | 26,510             |
| 5218        | Uniform Expense                             | -                 | 370               | -                  | -                  | -                  | -                  |
| 5219        | Permits/Licenses/Fee/Assessmnt              | 93,490            | 42,690            | -                  | -                  | -                  | -                  |
| 5221        | Mileage Reimbursement                       | 270               | 150               | 200                | 200                | 310                | 320                |
| 5222        | Central Duplicating Charges                 | 380               | 860               | 2,400              | 2,400              | 2,460              | 2,520              |
| 5226        | Team Building Expenses                      | -                 | -                 | 300                | 300                | 300                | 300                |
| 5231        | Office Equipment (Under 5,000)              | 790               | 3,890             | 1,200              | 1,200              | 1,220              | 1,250              |
| 5232        | Computer Equip. (Under \$5000)              | -                 | -                 | -                  | 100                | -                  | -                  |
| 5233        | Other Equipment (Under 5,000)               | 140               | 130               | -                  | -                  | -                  | -                  |
| 5251        | Legal Services                              | 542,180           | 412,470           | 550,000            | 550,000            | 550,000            | 561,000            |
| 5252        | Professional Services                       | 91,250            | 34,000            | 75,000             | 75,000             | 76,500             | 78,030             |
| 5253        | Contract Services                           | 121,430           | 19,440            | 225,000            | 225,000            | 229,500            | 234,090            |
| 5258        | Other Services                              | 70,440            | 80,270            | 44,970             | 44,970             | 212,020            | 71,360             |
| 5271        | Insurance Premium                           | 400               | 400               | 370                | 470                | 380                | 390                |
| 5294        | Sponsor/Contribution/Donation               | 500               | 4,380             | 5,280              | 5,280              | 10,630             | 10,860             |
| 5297        | Other Expenses                              | 110               | -                 | -                  | -                  | -                  | -                  |
| 5701        | Information Systems Allocation Charges      | 76,710            | 77,100            | 70,720             | 70,720             | 93,710             | 97,130             |
| 5705        | Building Maintenance & Operation Allocation | 71,990            | 91,590            | 90,960             | 90,960             | 96,060             | 103,130            |
| 5706        | OPEB & Employee Benefits Allocations        | 16,090            | 13,990            | 13,860             | 13,860             | 13,680             | 14,150             |
| 5707        | PERS-UAL Allocation                         | 88,060            | 122,000           | 113,370            | 113,370            | 163,570            | 167,860            |
|             | <b>TOTAL MAINTENANCE &amp; OPERATIONS</b>   | \$ 1,303,230      | \$ 1,045,790      | \$ 1,473,100       | \$ 1,473,110       | \$ 1,752,310       | \$ 1,667,450       |
|             | <b>TOTAL DEPARTMENT</b>                     | \$ 1,820,600      | \$ 1,542,800      | \$ 2,153,790       | \$ 2,153,800       | \$ 2,576,040       | \$ 2,544,800       |

# **ADOPTED BUDGET**

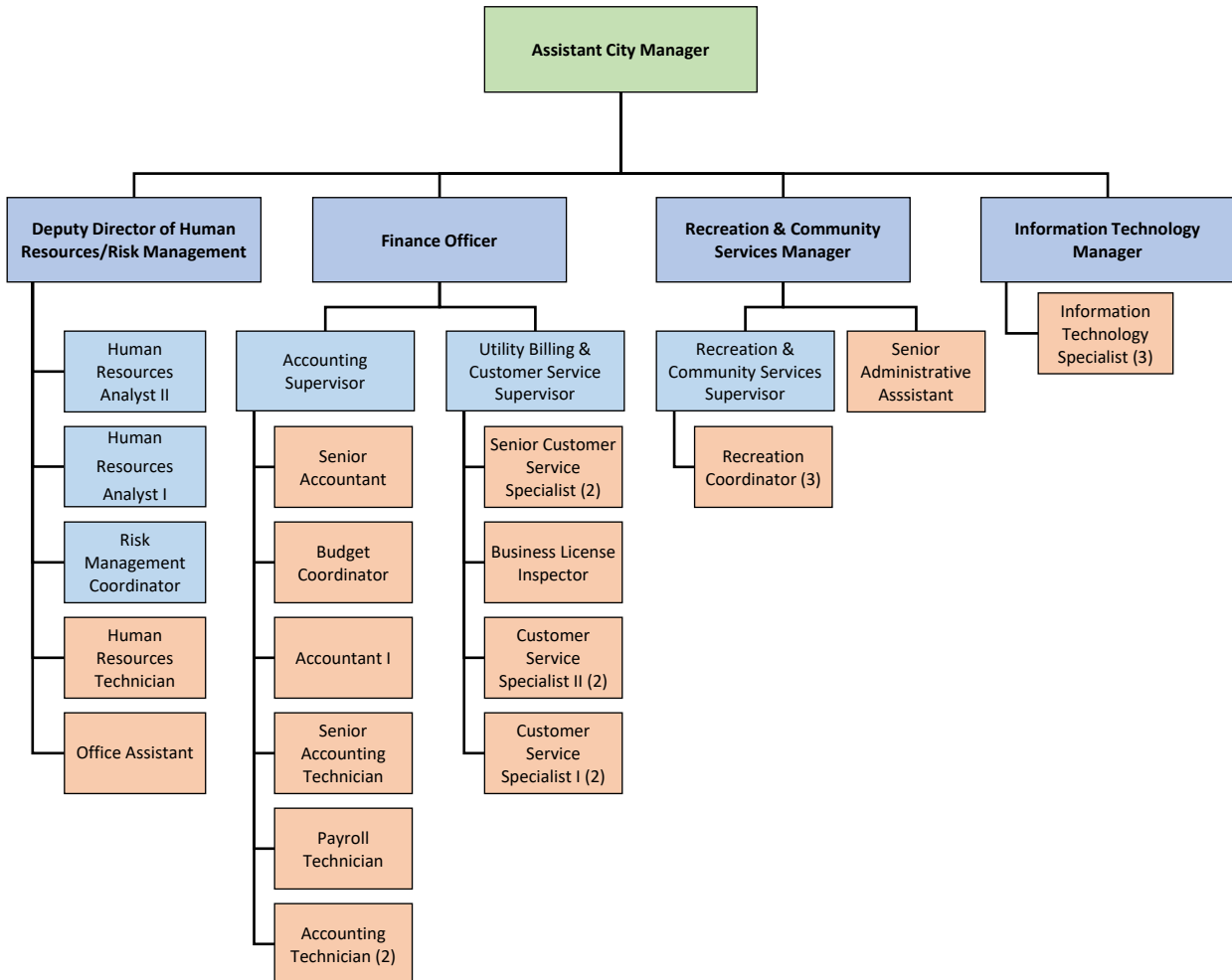
**FY 2024-25 & 2025-26**

## **ADMINISTRATIVE SERVICES**



# ADMINISTRATIVE SERVICES

City of Upland  
Organizational Chart  
Fiscal Year 2024-25 & 2025-26

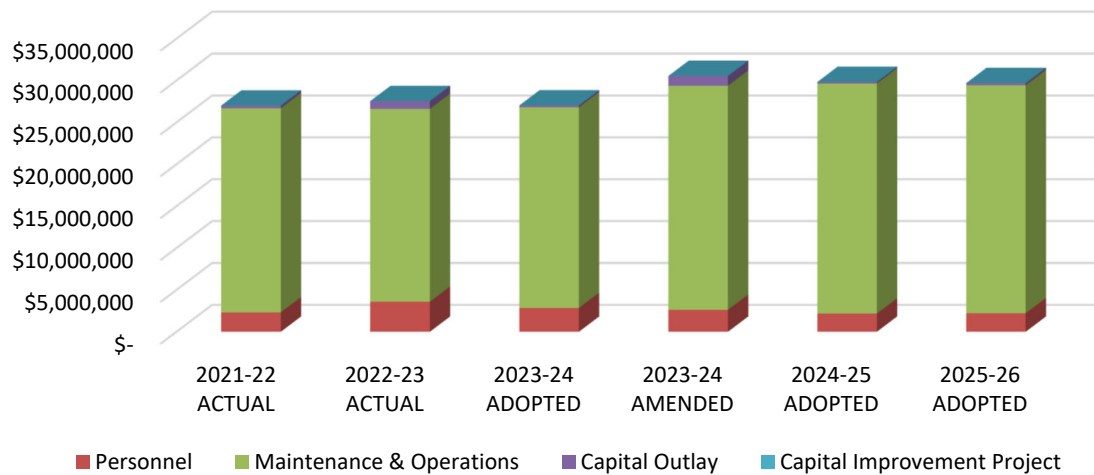


## MISSION STATEMENT

To manage the fiscal and financial affairs of the City, and to support city officials and all departmental operations through a variety of financial services and risk management; to administer top quality personnel services with the highest level of professionalism and integrity in order to attract, retain, train and develop a competent workforce; to provide accessible, proactive leadership for the community through the establishment of policies encouraging a high standard of governance; to provide recreational programs, services, and special events; and to develop opportunities for the use of technology to improve and enhance services to the community.

|                               | 2021-22<br>ACTUAL   | 2022-23<br>ACTUAL   | 2023-24<br>ADOPTED  | 2023-24<br>AMENDED  | 2024-25<br>ADOPTED  | 2025-26<br>ADOPTED  |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>EXPENSE CLASSIFICATION</b> |                     |                     |                     |                     |                     |                     |
| PERSONNEL                     | \$2,314,770         | \$3,591,770         | \$2,848,620         | \$2,618,820         | \$2,173,110         | \$2,214,210         |
| MAINTENANCE & OPERATIONS      | 24,372,240          | 23,010,760          | 23,946,720          | 26,762,590          | 27,468,000          | 27,210,650          |
| CAPITAL OUTLAY                | 324,810             | 228,000             | 228,000             | 1,159,460           | 187,120             | 265,060             |
| CAPITAL IMPROVEMENT PROJECT   | -                   | -                   | -                   | -                   | -                   | -                   |
| <b>TOTAL BUDGET</b>           | <b>\$27,011,820</b> | <b>\$27,543,810</b> | <b>\$27,023,340</b> | <b>\$30,540,870</b> | <b>\$29,828,230</b> | <b>\$29,689,920</b> |

### Administrative Services Expense Classification



|                             | 2021-22<br>ACTUAL   | 2022-23<br>ACTUAL   | 2023-24<br>ADOPTED  | 2023-24<br>AMENDED | 2024-25<br>ADOPTED  | 2025-26<br>ADOPTED  |
|-----------------------------|---------------------|---------------------|---------------------|--------------------|---------------------|---------------------|
| <b>FUNDING SOURCES</b>      |                     |                     |                     |                    |                     |                     |
| GENERAL FUND                | \$9,139,010         | \$10,833,200        | \$10,139,610        | \$10,119,710       | \$10,643,910        | \$10,012,840        |
| AIR QUALITY MANAGEMENT FUND | 11,380              | 77,250              | 25,890              | 271,350            | 73,830              | 154,880             |
| OTHER GRANTS                | 121,860             | 810,100             | -                   | 1,705,640          | -                   | -                   |
| FEDERAL GRANT-CARES ACT     | 46,400              | -                   | -                   | -                  | -                   | -                   |
| AMERICAN RESCUE PLAN ACT    | 127,880             | 1,037,040           | 1,315,420           | 1,791,420          | 94,180              | 98,080              |
| SELF-FUNDED INSURANCE       | 4,789,910           | 3,829,720           | 5,274,230           | 6,350,550          | 4,939,210           | 5,186,040           |
| INFORMATION SYSTEMS         | 2,380,860           | 3,347,470           | 3,308,180           | 3,342,190          | 3,452,750           | 3,599,830           |
| UAL & EMPLOYEE BENEFITS     | 10,394,520          | 7,609,030           | 6,960,010           | 6,960,010          | 10,624,350          | 10,638,250          |
| <b>TOTAL BUDGET</b>         | <b>\$27,011,820</b> | <b>\$27,543,810</b> | <b>\$27,023,340</b> | <b>30,540,870</b>  | <b>\$29,828,230</b> | <b>\$29,689,920</b> |

## FINANCE

The Finance Division provides a comprehensive financial accounting and reporting system that meets the information requirements of its users, and complies with all applicable laws and regulations, including Generally Accepted Accounting Principles (GAAP). In advising city officials on the City's financial position and condition, the Finance Division provides timely financial information necessary for decision-making and assists city staff in implementing and developing appropriate internal controls and financial systems.

The Finance Division safeguards all city assets and promotes their efficient use while adhering to prescribed city council and management policies. It provides the framework for the processing of all financial management services that include general ledger accounting, budget preparation and analysis, purchasing, payroll, accounts payable and receivable, cash receipting, utility billing, and animal licensing. Under the direction of the Assistant City Manager, the Finance Division organizes, reviews, and prepares the annual budget document for the City. It also produces Federal, State, and other reports as required by law in conformance with municipal accounting regulations and standards.

| <b>PERSONNEL</b>                              |                   |                   |                    |                          |                            |
|-----------------------------------------------|-------------------|-------------------|--------------------|--------------------------|----------------------------|
| <b>PERMANENT POSITIONS</b>                    | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>ADOPTED | 24/25 & 25/26<br>ADOPTED | GENERAL FUND<br>ALLOCATION |
| <b>FINANCE</b>                                |                   |                   |                    |                          |                            |
| FINANCE OFFICER/MANAGER                       | 1.00              | 1.00              | 1.00               | 1.00                     | 0.45                       |
| ACCOUNTING SUPERVISOR                         | 1.00              | 1.00              | 1.00               | 1.00                     | 0.60                       |
| SENIOR ACCOUNTANT                             | 2.00              | 1.00              | 1.00               | 1.00                     | 0.55                       |
| ACCOUNTANT I/II                               | 0.00              | 1.00              | 1.00               | 1.00                     | 0.65                       |
| BUDGET COORDINATOR                            | 0.00              | 1.00              | 1.00               | 1.00                     | 0.50                       |
| SENIOR ACCOUNTING TECHNICIAN                  | 1.00              | 1.00              | 1.00               | 1.00                     | 0.70                       |
| PAYROLL TECHNICIAN                            | 1.00              | 1.00              | 1.00               | 1.00                     | 0.65                       |
| ACCOUNTING TECHNICIAN                         | 3.00              | 2.00              | 2.00               | 2.00                     | 1.25                       |
| UTILITY BILLING & CUSTOMER SERVICE SUPERVISOR | 1.00              | 1.00              | 1.00               | 1.00                     | 0.15                       |
| SENIOR CUSTOMER SERVICE SPECIALIST            | 2.00              | 2.00              | 2.00               | 2.00                     | 1.30                       |
| BUSINESS LICENSE INSPECTOR                    | 1.00              | 1.00              | 1.00               | 1.00                     | 0.85                       |
| CUSTOMER SERVICE SPECIALIST I/II              | 5.00              | 5.00              | 4.00               | 4.00                     | 0.80                       |
| <b>TOTAL DIVISION</b>                         | <b>18.00</b>      | <b>18.00</b>      | <b>17.00</b>       | <b>17.00</b>             | <b>8.45</b>                |

## FY 2024-25 & FY 2025-26 GOALS AND OBJECTIVES

- ◆ Continue to provide the City Manager and City Council with monthly budget/actual reports to allow the City's financial position to be continuously reviewed and evaluated.
- ◆ Diligently monitor city procurements for compliance with the adopted purchasing policy to ensure fiscal control.
- ◆ Prepare a Government Finance Officers Association award winning Annual Comprehensive Financial Report for the Fiscal Year ended June 30, 2024.

- ◆ Perform the annual mid-year budget review and present budget recommendations to the City Council in February 2025 and February 2026.
- ◆ Provide good fiscal stewardship by ensuring the two-year budget for Fiscal Year 2024-25 and 2025-26 is adopted by the City Council prior to the close of Fiscal Year 2023-24.
- ◆ Reduce the number of days from the fiscal year end until the Comprehensive Annual Financial Report is issued to 184.
- ◆ Implement fixed asset module of Munis Software.
- ◆ Complete implementation of electronic timecard entry for payroll.
- ◆ Continue working towards converting cash receipting records to electronic format.
- ◆ Monitor investment activity closely and strategize to increase investment income.
- ◆ Receive the Government Finance Officers Association Award for Distinguished Budget Presentation and Excellence in Financial Reporting.
- ◆ Continue working towards implementing and converting utility billing to the new ERP system.
- ◆ Continue to encourage utility customers to enroll in the online Auto-Pay program.
- ◆ Finalize the implementation of the new EBPP (Electronic Billing, Payment and Presentment) system which will allow residents to pay their utility bills by web, telephone, and short message service (SMS).
- ◆ Continue to raise current levels of business license compliance (i.e., working with businesses that have multi-year expired licenses to get current and close out licenses for businesses that are no longer in operation) through the efforts of the Business License Inspector.
- ◆ Finalize the implementation of the online Animal License portal which will allow residents to pay their animal license renewals electronically.
- ◆ Implement an option within the online Energov portal which will allow residents to pay for Yard Sale Permits.

| PERFORMANCE MEASUREMENTS                                                                                                              | 2021-22<br>ACTUAL                                                  | 2022-23<br>ACTUAL                                                  | 2023-24<br>PROJECTED                                               | 2024-25<br>TARGET                                                  | 2025-26<br>TARGET |
|---------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|--------------------------------------------------------------------|--------------------------------------------------------------------|--------------------------------------------------------------------|-------------------|
| Receive the Government Finance Officers Association Award for Excellence in Financial Reporting and Distinguished Budget Presentation | Yes                                                                | Yes                                                                | Yes                                                                | Yes                                                                | Yes               |
| Financial reports made available to City Council on a monthly basis                                                                   | 100%                                                               | 100%                                                               | 100%                                                               | 100%                                                               | 100%              |
| Number of days from fiscal year-end until ACFR is issued                                                                              | 272                                                                | 215                                                                | 184                                                                | 184                                                                | 184               |
| Implementation of Fixed Assets in Munis Software                                                                                      | Deferred to FY 2024-25                                             | Deferred to FY2024-25                                              | Deferred to FY2024-25                                              | 50%                                                                | 100%              |
| Centralize Accounts Payable using electronic workflow                                                                                 | Deferred to FY 2024-25                                             | Deferred to FY2024-25                                              | Deferred to FY2024-25                                              | 50%                                                                | 100%              |
| Implement Electronic Timecard entry for payroll                                                                                       | Work in Process                                                    | 20%                                                                | 50%                                                                | 100%                                                               | N/A               |
| Convert cash receipting records to electronic                                                                                         | Deferred to FY 2022-23                                             | Deferred to FY 2023-24                                             | 25%                                                                | 100%                                                               | N/A               |
| Percentage of utility accounts enrolled in the online biller program                                                                  | 66%                                                                | 69%                                                                | 71%                                                                | 72%                                                                | 73%               |
| Percentage of utility accounts enrolled in the Auto-Pay program                                                                       | 29%                                                                | 32%                                                                | 33%                                                                | 34%                                                                | 35%               |
| Percentage of utility accounts signed up for paperless statements                                                                     | 30%                                                                | 31%                                                                | 32%                                                                | 33%                                                                | 34%               |
| Implement and convert Utility Billing to the new ERP system                                                                           | Deferred to FY 2022-23                                             | Deferred to FY 2023-24                                             | Deferred to FY 2024-25                                             | Deferred to FY 2025-26                                             | 100%              |
| Implement new EBPP (Electronic Billing Payment and Presentaion) system                                                                | Deferred to FY 2022-23                                             | Deferred to FY 2023-24                                             | 100%                                                               | N/A                                                                | N/A               |
| Implement an online Animal License portal to accept animal license renewals electronically                                            | Deferred to FY 2022-23                                             | Deferred to FY 2023-24                                             | Deferred to FY 2024-25                                             | 100%                                                               | N/A               |
| Implement an option within the online Energov portal to pay for Yard Sale Permits electronically                                      | N/A                                                                | N/A                                                                | Deferred to FY 2024-25                                             | 100%                                                               | N/A               |
| Develop and distribute welcome pamphlets for new City residents                                                                       | Deferred to FY 2022-23                                             | Deferred to FY 2023-24                                             | Deferred to FY 2024-25                                             | 100%                                                               | N/A               |
| Accept General Billing payments online                                                                                                | Deferred to FY 2022-23 (as tied to new Utility Billing ERP system) | Deferred to FY 2023-24 (as tied to new Utility Billing ERP system) | Deferred to FY 2024-25 (as tied to new Utility Billing ERP system) | Deferred to FY 2025-26 (as tied to new Utility Billing ERP system) | 100%              |

## **FY 2023-24 MAJOR ACCOMPLISHMENTS**

- ◆ Prepared the City’s annual program-based budget and received the Government Finance Officers Association award for Distinguished Budget Presentation 2022-2023.
- ◆ Submitted financial reports for the Government Finance Officers Association award for Excellence in Financial Reporting for fiscal year ending June 30, 2023.
- ◆ Provided fiscal stewardship by preparing a mid-year review of the City’s financial position in March 2024.
- ◆ Monitored ARPA funds received in response to COVID-19 pandemic. Tracked expenditures in accordance with eligibility requirements and complied with financial reporting requirements.
- ◆ Conducted a Cost Allocation Plan and Fully Burdened Hourly Rate Study.
- ◆ Implemented online financial transparency module that will enable access to reliable, comprehensive, timely, and understandable information on City’s fiscal activities.
- ◆ Prepared City’s first two-year budget for fiscal years 2024-25 and 2025-26.
- ◆ Reconciled City’s development impact fees for the annual DIF report.
- ◆ Implemented 15-year Fresh Start restructured PERS UAL payment plan resulting in overall interest savings of \$8.9 million over 20 years.
- ◆ Issued 391 purchase orders and 5,528 accounts payable disbursements.
- ◆ Processed 389 help desk tickets to assist departments with various Finance related needs.
- ◆ Implemented new policies and procedures regarding water service applications, utility billing and consequences for account delinquency. These new changes will ensure that water service remains uninterrupted, and billing, payments and collections are handled in the most effective and efficient manner possible.
- ◆ Worked with Burrtec Waste to complete the transition of residential trash billing which now allows residents to take care of all waste-related business (i.e. service requests and billing questions) more efficiently with one phone call.

## **INFORMATION SYSTEMS**

The Information Systems Division is responsible for ensuring the City’s information technology resources are effectively managed and used as key organizational tools in improving productivity, customer service, and public access to city information. This Division is also responsible for developing and implementing long-range goals, policies, and standards for acquiring, maintaining, and achieving full use of information technology resources and providing ongoing support, training and maintenance of computers and related peripherals.

| <b>PERSONNEL</b>                  |                   |                   |                    |                          |                            |
|-----------------------------------|-------------------|-------------------|--------------------|--------------------------|----------------------------|
| <b>PERMANENT POSITIONS</b>        | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>ADOPTED | 24/25 & 25/26<br>ADOPTED | GENERAL FUND<br>ALLOCATION |
| <b>INFORMATION SYSTEMS</b>        |                   |                   |                    |                          |                            |
| INFORMATION TECHNOLOGY MANAGER    | 1.00              | 1.00              | 1.00               | 1.00                     | 0.00                       |
| INFORMATION TECHNOLOGY SPECIALIST | 2.00              | 3.00              | 3.00               | 3.00                     | 0.00                       |
| <b>TOTAL DIVISION</b>             | <b>3.00</b>       | <b>4.00</b>       | <b>4.00</b>        | <b>4.00</b>              | <b>0.00</b>                |

## **FY 2024-25 & FY 2025-26 GOALS AND OBJECTIVES**

- ◆ Implement a new redesigned City Website.
- ◆ Complete Memorial Park and Downtown surveillance camera projects.
- ◆ Complete migration of Utility Module to Munis.
- ◆ Upgrade Police CAD and RMS Applications.
- ◆ Implement Multi-factor authentication for Police laptop logins.
- ◆ Conduct a tabletop cybersecurity exercise.

| <b>PERFORMANCE MEASUREMENTS</b>                                                                     | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>PROJECTED | 2024-25<br>TARGET | 2025-26<br>TARGET |
|-----------------------------------------------------------------------------------------------------|-------------------|-------------------|----------------------|-------------------|-------------------|
| Percentage of Critical or High information systems service requests resolved within 24 hours        | 93%               | 96%               | 98%                  | 100%              | 100%              |
| Number of unplanned network outages                                                                 | 1                 | 1                 | 1                    | 0                 | 0                 |
| Number of unplanned server/service outages                                                          | 0                 | 0                 | 0                    | 0                 | 0                 |
| Number of electronic devices maintained for employee use                                            | 1,560             | 1,870             | 1,784                | 1,784             | 1,784             |
| Number of Help Desk tickets received for IT service requests (excluding weekend and phone requests) | 1,580             | 1,681             | 1,700                | 1,700             | 1,750             |

## **FY 2023-24 MAJOR ACCOMPLISHMENTS**

- ◆ Successfully completed DOJ approval for E-Citation and Cloud backups.
- ◆ Upgraded network switches in Police Department (PD), Magnolia Recreation Center, Senior Center, and City Hall.
- ◆ Upgraded Water Network firewalls.
- ◆ Evaluated and purchased new Helpdesk software.

- ◆ Replaced broken or ageing laptops in mobile police units.
- ◆ Upgraded City Hall internet connection to 1GB speed.

## HUMAN RESOURCES

The Human Resources Department serves as a comprehensive resource for consultation, guidance, and support in the realm of human resources management. We operate collaboratively with various departments and divisions, contributing to the implementation of innovative solutions aimed at fostering optimal organizational performance.

Our responsibilities encompass a broad spectrum of activities, including but not limited to organizational development consultation, facilitation of workforce planning, provision of staffing solutions, training and development initiatives, classification and compensation management, and leadership in addressing employee and labor relation issues. Human Resources provides expert advice on employee and candidate coaching, ensuring adherence to legal provisions, interpreting policies and labor contracts, and promoting compliance with legal policies and best practices.

The division actively manages benefits administration, both internally and externally communicates human resources activities, and strategically plans initiatives. Additionally, we oversee the Wellness Committee, Employee Recognition Committee, safety program, and rideshare programs, further contributing to the overall well-being and performance optimization of the City.

Furthermore, the Human Resources Division plays a crucial role in administering self-funded insurance programs, covering Workers' Compensation, unemployment, and general liability, thus ensuring comprehensive risk management and compliance within established frameworks.

| <b>PERSONNEL</b>                                   |                   |                   |                    |                          |                            |
|----------------------------------------------------|-------------------|-------------------|--------------------|--------------------------|----------------------------|
| <b>PERMANENT POSITIONS</b>                         | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>ADOPTED | 24/25 & 25/26<br>ADOPTED | GENERAL FUND<br>ALLOCATION |
| <b>HUMAN RESOURCES</b>                             |                   |                   |                    |                          |                            |
| DEPUTY DIRECTOR OF HUMAN RESOURCES/RISK MANAGEMENT | 1.00              | 1.00              | 1.00               | 1.00                     | 0.40                       |
| HUMAN RESOURCES ANALYST I/II                       | 2.00              | 2.00              | 2.00               | 2.00                     | 1.00                       |
| HUMAN RESOURCES TECHNICIAN                         | 1.00              | 1.00              | 1.00               | 1.00                     | 0.65                       |
| RISK MANAGEMENT COORDINATOR                        | 0.00              | 0.00              | 0.00               | 1.00                     | 0.00                       |
| OFFICE ASSISTANT                                   | 0.00              | 0.00              | 1.00               | 1.00                     | 0.45                       |
| <b>TOTAL DIVISION</b>                              | <b>4.00</b>       | <b>4.00</b>       | <b>5.00</b>        | <b>6.00</b>              | <b>2.50</b>                |

## FY 2024-25 & FY 2025-26 GOALS AND OBJECTIVES

- ◆ Hire Well – Effectively recruiting and hiring personnel is a strategic imperative for organizational advancement. Each open position is approached with precision, viewing it as an opportunity to propel the organization forward. The focus is on identifying and securing high-caliber individuals with the requisite Knowledge, Skills, and Abilities (KSAs) to address gaps and contribute to the maturation of the organization.

- ◆ Continuously enhance Administrative Policies and Procedures within the Human Resources domain by ensuring ongoing updates to align with State and Federal regulations. Strive to create a forward-thinking organizational framework that incorporates industry best practices, thereby fostering compliance and adaptability.
- ◆ Continue to foster collaborative partnerships with all the City's unions to facilitate the ongoing refinement of Merit Rules and Regulations. The objective is to accurately reflect the current organizational structure while ensuring alignment with pertinent laws and industry best practices, thereby promoting consistency and fairness across the board.
- ◆ Partner with the IT Division to facilitate the transition from traditional paper-based personnel files to electronic formats for personnel records, medical documentation, and Workers' Compensation files.
- ◆ Strategically aspire to further elevate the existing Wellness Program for employees, aiming to enhance morale and promote optimal health within the organization. By implementing targeted initiatives and fostering a culture of well-being, the objective is to cultivate an environment that not only supports the overall health of employees but also contributes to sustained high morale throughout the workforce.

| PERFORMANCE MEASUREMENTS                                   | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>PROJECTED | 2024-25<br>TARGET | 2025-26<br>TARGET |
|------------------------------------------------------------|-------------------|-------------------|----------------------|-------------------|-------------------|
| Number of recruitments concluded                           | 64                | 69                | 54                   | 50                | 40                |
| Number of employees participating in the Rideshare program | 19                | 30                | 32                   | 32                | 35                |
| Number of employee safety meetings                         | 9                 | 9                 | 15                   | 12                | 12                |
| Number of applications processed                           | 2,833             | 5,008             | 4,000                | 3,600             | 3,000             |
| Number of Subrogations processed                           | 15                | 23                | 10                   | 20                | 20                |
| Subrogation recovery amounts                               | \$63,035          | \$72,820          | \$10,000             | \$70,000          | \$70,000          |
| Number of liability claims closed                          | 119               | 119               | 84                   | 100               | 100               |

#### **FY 2023-24 MAJOR ACCOMPLISHMENTS**

- ◆ Filled a total of 41 full and part-time positions, to date.
- ◆ Filled 12 positions as promotional, promoting the retention of current employees.
- ◆ Successfully transitioned employee training programs to an enhanced online platform, ensuring the City's compliance with mandated human resources training requirements and adherence to Federal and State laws. This proactive initiative has streamlined training processes, providing a robust and accessible framework for continuous learning and regulatory compliance.

- ◆ Successfully implemented a comprehensive New Hire Orientation Program leveraging the NeoGov Onboarding Module. This initiative ensures a personalized and informative welcome for new employees to the City, offering in-depth insights into department functions, municipal government operations, and fostering an immediate connection with the organization. The program's development involved collaborative efforts with union partners, thereby enhancing the onboarding experience and contributing to a seamless integration of new talent into the City's workforce.
- ◆ Effectively executed the City-wide classification and compensation study, orchestrating the comprehensive update of employee classifications and salary ranges. This accomplishment substantiates Human Resources' commitment to maintaining the City's competitive edge in the labor market by ensuring competitive wages across diverse public sector industries.
- ◆ Successfully bolstered recruitment efforts by actively participating in various prominent events, including the West Valley America's Job Center of California Hiring Event and the Cal State University, San Bernardino Job Fair. This engagement reflects a proactive approach to talent acquisition, expanding the organization's reach to potential candidates and establishing a presence in key recruitment platforms.
- ◆ Collaborated with the City Manager's Office to initiate the Work Culture Wednesday series, aimed at showcasing the talents, skills, and contributions of City of Upland employees. The primary objective is to elevate employee morale and cultivate a positive work environment by highlighting the diverse and valuable attributes of our workforce.
- ◆ Continued strategic partnerships with California State University, Fullerton, and Grand Canyon University, facilitating valuable tuition opportunities for City employees. This collaboration has not only enriched professional development opportunities but also underscored our commitment to fostering continuous learning and educational advancement within the workforce.
- ◆ Facilitated continuous professional development by delivering targeted training sessions during monthly Division Managers Meetings, specifically focused on enhancing organizational leadership strategies for management employees. This initiative aimed to strengthen leadership capabilities within the managerial team, fostering a culture of effective and informed decision-making across the organization.
- ◆ Successfully enhanced the professional development of Human Resources staff by attending NeoGov Training, a distinguished conference designed for public sector and public safety professionals. This initiative facilitated the acquisition of industry skills, knowledge, and best practices through expert thought leadership, informative training sessions, and valuable networking opportunities provided by Ignite. Attendees had the privilege of receiving personalized product support and engaging in peer-to-peer knowledge exchange, thus further enriching the organization's HR capabilities, and fostering continuous improvement.
- ◆ Effectively organized and executed an Employee Benefits Fair featuring participation from over 20 health and wellness vendors. This event facilitated the dissemination of crucial

information to more than 100 employees who actively engaged to gain insights into their health benefits and wellness offerings.

- ◆ Strategically plan and execute the annual Employee Service Awards and Rideshare Program, drawing the active participation of over 120 employees. This initiative aims to foster employee appreciation and enhance engagement in organizational culture, recognizing and celebrating the dedicated service of our workforce.

## **SELF-FUNDED INSURANCE**

The primary mission of the Self-Funded Insurance Program is to safeguard the City’s assets and service capabilities from the financial repercussions of loss. Our focus is on providing counsel and support to City departments and divisions, aiding them in hazard identification and mitigation activities specifically related to liability, cybersecurity, occupational health and safety, and property loss risks.

The City of Upland operates on a self-insurance model for Workers’ Compensation, unemployment, and general liability claims. The Human Resources Division, in collaboration with third-party administrators, efficiently manages these insurance programs. To ensure accountability, the costs associated with administering the Self-Insurance Program are allocated to the specific departments involved in the claims. Internal user fees are generated as revenue to sustain the programs.

In addition, the City has insurance coverage for incidents incurring expenses exceeding five hundred thousand dollars (\$500,000) for Workers’ Compensation and two million dollars (\$2,000,000) for general liability claims. This strategic approach to risk management underscores our commitment to financial prudence and responsible governance.

## **FY 2024-25 & FY 2025-26 GOALS AND OBJECTIVES**

- ◆ Strategically enhance engagement in the workers' compensation process by implementing a multifaceted approach. This includes ongoing education initiatives aimed at employees, focusing on minimizing injuries and promoting proper safety precautions during job functions. Additionally, provide continuous education to supervisors and managers on the interactive process for efficiently reintegrating employees with restrictions into the workforce. Furthermore, initiate a comprehensive safe workplace campaign designed to encourage employee participation in reporting unsafe conditions and activities, thereby proactively addressing potential injury risks. This goal aims to foster a culture of safety and collaboration across all levels of the organization.
- ◆ Strive to enhance and diversify the health and wellness program portfolio by incorporating resources such as continuous health-related webinars, informative newsletters, and internally circulated Wellness Wednesday emails. These initiatives aim to foster an environment conducive to employees cultivating and sustaining a harmonious equilibrium between personal and professional life, ultimately elevating employee morale and productivity.

- ◆ Continuously explore and implement efficient cost containment strategies through quarterly claim reviews, ensuring the application of optimal practices in workers' compensation claims management and realizing tangible monetary savings.
- ◆ Consistently uphold the timely processing of claims while effectively pursuing subrogation for eligible claims.

## **FY 2023-24 MAJOR ACCOMPLISHMENTS**

- ◆ Successfully mitigated the impact of employee injuries on the organization by achieving a substantial 56.25% reduction in the severity of incidents, resulting in cost reduction in claims to the City during FY 2023-24.
- ◆ Achieved a noteworthy accomplishment by successfully reducing the disbursed amount of Temporary Disability/4850 money for Workers' Compensation injuries by 6.19%. This reduction reflects a strategic and effective management approach, resulting in cost savings for the organization while maintaining a commitment to employee well-being and workplace safety.
- ◆ Successfully implemented initiatives resulting in a notable reduction in employee Temporary Disability Days from 301 to 108, marking a substantial 64% decrease. Additionally, the implementation of modified duty days has demonstrated a remarkable reduction of 77% since FY 2022-23. These achievements signify a positive trend, indicating a decline in the severity of employee injuries. Furthermore, they underscore the City's commitment to enhancing accommodation offerings, facilitating the return of employees to work, and ultimately contributing to a safer and more productive work environment.
- ◆ Achieved a significant enhancement in operational efficiency by successfully reducing the average reporting time for Workers' Compensation claims from 5 days to 2 days. This accomplishment not only streamlined the claims process but also demonstrated a commitment to expeditious and responsive management of workplace incidents, contributing to improved overall organizational effectiveness.
- ◆ Implemented a proactive safety communication strategy by disseminating valuable safety tips to employees, covering a range of topics including heat-related illnesses, wind advisories, Spring safety tips, cool weather safety tips, and more. This initiative has empowered employees with crucial information, fostering a heightened awareness of personal safety at work and contributing to a safer and healthier work environment.
- ◆ Successfully orchestrated collaborative initiatives with Public Works staff and loss prevention consultants, leading to comprehensive staff training on various safety topics. This included specialized sessions on ladder safety, proper lifting techniques, and the safe use of power and hand tools. This proactive approach has significantly enhanced the overall safety culture within the organization, ensuring staff competence and compliance with best practices in occupational safety.

- ◆ Successfully maintained oversight of procedures related to general liability claims and lawsuits, ensuring their proper and timely handling by the third-party administrator. This accomplishment reflects a commitment to efficient risk management, legal compliance, and safeguarding the organization's interests in a proactive and meticulous manner.

## **LIBRARY**

The Upland Public Library provides services to assist the community in obtaining information that meets their personal, educational, and recreational needs. The Library serves as a learning and cultural resource center for all residents and businesses.

The Library provides reference services that include periodicals, audiovisual, and youth services. Staff answer reference questions, select materials, maintain collections, and assist the public in the use of the library. Other activities include acquiring and cataloging library materials in all formats, maintaining online resources for public access, and maintaining a comprehensive, balanced library collection.

As authorized in State Education Code Sections 18900-18965, the Library Board of Trustees manages the Library under the direction and legislative authority of the City Council.

The City elected to enter a public-private partnership with Library Systems & Services, Inc. (LS&S) which began managing the Library on August 1, 2014. LS&S maintains the Library's staffing in accordance with the community's needs in cooperation with the City and Library Board of Trustees. All Library materials, furnishings, and buildings remain the property of the citizens and the City of Upland.

## **FY 2024-25 & FY 2025-26 GOALS AND OBJECTIVES**

- ◆ Seek additional online resources to support English language learning.
- ◆ Create new opportunities for community members to connect through reading.
- ◆ Pursue external funding opportunities to update furniture, fixtures, and equipment throughout the library.
- ◆ Offer an increased number of library programs for adult-age library patrons.
- ◆ Partner with the local school districts to develop and implement a Student Success card for all students by grade 3.
- ◆ Seek opportunities to partner with and promote local businesses and organizations.
- ◆ Continue to provide, improve, and expand successful, enriching, and popular adult, teen, and children's programs.
- ◆ Continue to increase downloadable book and audiobook collections to facilitate 24-hour availability of entertainment and educational materials.

| <b>PERFORMANCE MEASUREMENTS</b>                            | <b>2021-22<br/>ACTUAL</b> | <b>2022-23<br/>ACTUAL</b> | <b>2023-24<br/>PROJECTED</b> | <b>2024-25<br/>TARGET</b> | <b>2025-26<br/>TARGET</b> |
|------------------------------------------------------------|---------------------------|---------------------------|------------------------------|---------------------------|---------------------------|
| Library programs provided to the community                 | 320                       | 404                       | 487                          | 500                       | 520                       |
| Library requests filled during the year                    | 9,353                     | 13,968                    | 16,623                       | 14,000                    | 14,000                    |
| Adult literacy students                                    | 42                        | 50                        | 52                           | 55                        | 55                        |
| Presentations about Upland and the Inland Empire's history | 6                         | 6                         | 6                            | 6                         | 6                         |
| Circulation                                                | 165,183                   | 162,117                   | 187,742                      | 180,000                   | 190,000                   |
| Downloaded e-materials                                     | 23,962                    | 25,117                    | 30,523                       | 32,000                    | 34,000                    |
| New Card Registrations                                     | 3,206                     | 3,561                     | 3,600                        | 3,700                     | 3,800                     |
| Internet use by patrons                                    | 4,826                     | 5,842                     | 6,800                        | 7,000                     | 7,250                     |

## **FY 2023-24 MAJOR ACCOMPLISHMENTS**

- ◆ In partnership with San Bernardino County and the Upland Unified School District (UUSD), the Lunch at the Library program served over 3,000 nutritious hot lunches to low-income students over the summer.
- ◆ UPL added an outreach coordinator to represent the library at large scale community events such Free Comic Day, Easter Egg Hunt and remote story-times at the Little Village Play place and Camp Read at Peppertree Elementary School.
- ◆ Provided a weekly Bilingual story time in January which averaged 50+ attendees per session.
- ◆ Expanded the ZipBooks, a program allowing patrons to request books be sent to them directly from Amazon. These books are then returned to the library and added to the collection where appropriate.
- ◆ UPL added The Palace Project for patrons. The Palace Project allowed patrons to access Libby, Enki Books, and more in one simple app.
- ◆ UPL continued to encourage patrons to enjoy their natural heritage by providing States Parks Passes to check out.
- ◆ Sourced alternative funding to be received by the library including:
  - \$5,000 from the Hjorth Family Foundation to purchase new furniture for the Children's reading room and to add more children's books.
  - \$7,000 grant from the California State Library for ZipBooks to provide patron-driven collection development.
  - \$28,800 grant from California State Literacy Services to support our Literacy Program.

- \$47,100 from the Friends of the Library to support services and programs.
- \$17,600 Lunch at the Library grant to partner with Upland USD to provide hot lunches and enrichment activities for children over the summer break.

## RECREATION & COMMUNITY SERVICES

The Recreation and Community Services Division is committed to creating a community through people, parks, programs, and events. The Division's purpose is to provide unique opportunities which will enrich the quality of life for Upland residents by promoting, health and wellness, inclusion, and human development; offer leisure activities which continually reflect the desires and evolving trends of our richly diverse community; and maintain clean, safe, and accessible recreation facilities thus enhancing the desirability of the City as a place to live, enjoy recreational activities, and strengthen community image.

| PERSONNEL                                  |                   |                   |                    |                          |                            |
|--------------------------------------------|-------------------|-------------------|--------------------|--------------------------|----------------------------|
| PERMANENT POSITIONS                        | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>ADOPTED | 24/25 & 25/26<br>ADOPTED | GENERAL FUND<br>ALLOCATION |
| <b>RECREATION &amp; COMMUNITY SERVICES</b> |                   |                   |                    |                          |                            |
| RECREATION & COMMUNITY SERVICES MANAGER    | 1.00              | 1.00              | 1.00               | 1.00                     | 1.00                       |
| RECREATION & COMMUNITY SERVICES SUPERVISOR | 2.00              | 2.00              | 1.00               | 1.00                     | 1.00                       |
| RECREATION COORDINATOR                     | 1.00              | 2.00              | 3.00               | 3.00                     | 3.00                       |
| SENIOR ADMINISTRATIVE ASSISTANT            | 1.00              | 1.00              | 1.00               | 1.00                     | 1.00                       |
| <b>TOTAL DIVISION</b>                      | <b>5.00</b>       | <b>6.00</b>       | <b>6.00</b>        | <b>6.00</b>              | <b>6.00</b>                |

## FY 2024-25 & FY 2025-26 GOALS AND OBJECTIVES

*To reduce costs and increase revenue by operating in a more efficient manner:*

- ◆ Utilize volunteers more efficiently by developing a proactive approach of identifying specific needs in the community and matching them to projects; creating a landing page on the website for a smoother volunteer registration process; and continually increasing our volunteer pool through active recruiting in the community.
- ◆ Continue expense account tracking to better forecast the monetary needs for various events, programs, and activities.
- ◆ Locate and secure alternate sources of funding, such as grant opportunities and sponsorships, to help off-set costs associated with special events, programs, and activities.
- ◆ Continue to partner with local organizations in the community to share costs for programs and facility maintenance.
- ◆ Maximize space at the Magnolia Recreation Center, Gibson Senior Center, Landecena Community Building, and Carnegie Library facilities by continually evaluating programs, service delivery, and events to increase revenue and provide desirable programming and usage.

- ◆ Practice preventative maintenance techniques to ensure furniture, equipment, and facilities remain operational, safe, clean, and accessible.
- ◆ Continue to enhance program marketing through social media and improve marketing efforts by leveraging relationships and expanding our reach in the community.
- ◆ Attend community meetings and meet with concerned citizens and continue to be responsive to the diverse needs of citizens and develop simple partnerships to improve service delivery.
- ◆ Develop a smooth online park reservation process to increase efficiency and provide an alternative and convenient way for the community to reserve parks.

*To enrich the lives of residents by expanding and enhancing the recreational and community services programs offered:*

- ◆ Continue to work with the Parks, Arts, Recreation, and Community Services (PARCS) Committee to help establish Division goals and priorities.
- ◆ Conduct a community needs assessment to identify, improve and prioritize goals and objectives for the division.
- ◆ Continue to expand general and senior class offerings.
- ◆ Continue safe and exceptional day trip experiences that appeal to a diverse community.
- ◆ Continue to expand the VolunTEEN program by providing experiences for on-the-job training in our programs and events, develop leadership skills, and make a positive impact in the community.
- ◆ Continue outstanding customer service by providing ongoing staff training and development opportunities.
- ◆ Continue to partner with other departments and outside agencies to offer a variety of programs.
- ◆ Continue to build programs which provide tech help to seniors, such as training and classes to increase working knowledge of personal computers, smartphones, tablets, and other forms of technology.
- ◆ Increase monthly programs, special events, and activities at the Gibson Senior Center, Landecena Community Building, and Magnolia Recreation Center.
- ◆ Enhance the Healthy Upland program to include community partners, develop a strategic plan for programs and events, and re-brand the program for enhanced marketing.
- ◆ Introduce the Tot Olympic Event to coincide with the 2024 Summer Olympic Games and future winter and summer games.

*To foster a positive image of Upland by creating opportunities to promote the City during community events:*

- ◆ Actively participate and host community events to increase usage and awareness of Upland’s clean, safe, and family-friendly parks and public spaces.
- ◆ Continue to enhance the “Movies and Concerts in the Park” series for families.
- ◆ Provide children’s special events and activities that alternate between park locations, increasing access to residents throughout the city.
- ◆ Continue to provide professional-quality marketing to ensure sponsors and partners have opportunities to share their messaging, showcase their stewardship in the community, and demonstrate their collaboration with the City.
- ◆ Work with outside organizations wishing to utilize City parks for events. Parks are available for private and fee-based use, as well as collaborative opportunities for groups offering services to the community.

| PERFORMANCE MEASUREMENTS                                 | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>PROJECTED | 2024-25<br>TARGET | 2025-26<br>TARGET |
|----------------------------------------------------------|-------------------|-------------------|----------------------|-------------------|-------------------|
| Volunteer hours provided                                 | 5,576             | 9,204             | 9,350                | 9,500             | 9,500             |
| Revenue received from sponsorships and in-kind donations | \$65,493          | \$89,250          | \$100,000            | \$100,000         | \$100,000         |
| Classes held                                             | 743               | 977               | 936                  | 950               | 975               |
| Special events held                                      | 150               | 125               | 139                  | 140               | 140               |
| Special Events Attendance/Outreach                       | 22,638            | 24,783            | 28,061               | 29,067            | 29,845            |

## **FY 2023-24 MAJOR ACCOMPLISHMENTS**

*Recreation and Community Service special events included:*

- ◆ Spring Egg Hunt Adventure was estimated to have had over 725 participants. Two new features for this year’s event included a Youth Adaptive Egg Hunt and pre-registration for each age category. The event included games, a photo opportunity with the bunny, and a variety of on-site vendors along with the egg hunt for youth.
- ◆ The 2<sup>nd</sup> Annual Egg-Streme Egg Hunt For Adults had approximately 425 participants, including games, a beer garden, food vendors, and a nighttime egg hunt with over \$11,500 available in prizes.
- ◆ The Moonlight Movies and Concert Series provided food vendors, a snack bar, and games and activities for the whole family to enjoy.
- ◆ The 16<sup>th</sup> Annual Turkey Trot reached a total of 714 participants.

- ◆ The Scary-a-Faire event was extended by two hours, which increased participation.

*Community Service and Recreation Programs included the following:*

- ◆ “Home For The Holidays” Home Decorating Contest– Residents submitted photos of their entries for a chance to win prizes. 24 houses were entered into this year’s event.
- ◆ Letters to Santa – Approximately 39 children sent letters to Santa and received responses.
- ◆ Fall Puzzle Palooza had 44 participants work in teams to complete puzzles in a two-hour time frame. Due to popularity, a Spring Puzzle Palooza has been added, allowing residents to compete as a Family or Adult team.
- ◆ “Monster Mash Up” Movie Night At Magnolia Park was provided to residents as a family friendly evening complete with games, crafts, food vendors, photo opportunities, and family fun! Approximately 500 individuals were in attendance.
- ◆ “Kids Night! Kids In The Kitchen” was offered on five individual evenings, offering 150 children an evening cooking adventure with the opportunity to learn easy, fun, and tasty treats that can be made at home. Each evening offered a new theme.
- ◆ Celebrated “Parks Make Lives Better” with a free Ice Cream Social. Approximately 250 individuals were in attendance for the summertime fun.
- ◆ Hosted five events created especially for families and their canines: Dog Days of Summer, Halloween Yappy Hour & Costume Contest, Walk A Hound & Lose A Pound, Bone Appetit – Date With Your Doggie at Wicked Cow Upland with a percentage of proceeds donated to Friends of Upland Animal Shelter, and Doga (dog and owner yoga)
- ◆ Kids Swap Meet had 79 children in attendance for a chance to make some extra summer money by selling games, toys, and hand-crafted items during the three-hour summer event.
- ◆ Little Chef’s Cooking Classes – Staff facilitated 4 sessions per quarter and gave instruction on a variety of recipes such as Quiche Toast Cups, Zucchini Garlic Bites with Homemade Ranch Dressing, Homemade Pop Tarts, Mini Apple Galette, Pumpkin Coffee Cake, Broccoli Cheese Bombs, Nutella Croissant Rings, Peperoni Pizza Roses, and Magic Marshmallow Rolls.
- ◆ Virtual Bingo – developed during COVID, this event has continued to take off with over 200 participants throughout the year.
- ◆ Take & Make Crafts – children had 4 seasonal opportunities to receive crafting supplies to enjoy at home.
- ◆ VolunTeen – teens had approximately 90 opportunities to volunteer for various programs and events, including City Council meetings.

- ◆ Trips and Tours – brought back by popular demand, this program offers safe transportation to a variety of places where participants may spend the day enjoying food and sights with themes such as Danish Days in Solvang, Apple Days in Julian, Crazy over Carlsbad, Holiday Harbor Cruise In Long Beach, Giddy at the Getty, Santa Barbara Orchid Adventure, Spring Has Sprung At Carlsbad Ranch, Leavening Lights At 123 Farm, Pageant of the Masters, Indio International Tamale Festival, and Enchanted Forest Of Lights At Descanso Gardens.
- ◆ Classes via Contract Instructor – a variety of classes were offered for residents including youth cooking, adult fitness, youth and adult languages, and youth dance.
- ◆ Butterflies in May – this program provides a hands-on science learning opportunity for children with an anticipated 175 participants this year.
- ◆ Lettuce Grow a Garden – this program gives children the opportunity to learn about growing their own nutritious food conducted in partnership with the Public Works division. Approximately 35 participants are anticipated to participate.
- ◆ May Fitness Month – staff continues to provide opportunities focused on fitness and health including helpful tips on social media and various mini-events. “Walking Wednesdays” are scheduled to take place with approximately 30 weekly participants.
- ◆ “May The 4<sup>th</sup> Be With You” Movie Night will be offered inside Magnolia Park to encourage family fun in a City park.

*The Gibson Senior Center offered a multitude of services and activities for seniors including:*

- ◆ The Gibson Gazette – this newly revamped newsletter is distributed to seniors monthly and provides helpful resources and information about upcoming activities and events. Circulation of 400.
- ◆ Health & Wellness Fair – this fair included flu shots, COVID vaccinations, health-related resources and vendors, and a BBQ lunch for seniors. There were approximately 260 attendees.
- ◆ Senior Dinner Events – these themed-events featured a delicious dinner for seniors with entertainment and a beautiful table setting for a lively night out with friends. Past events included, Senior Prom, St. Patrick’s Day, Noche de Fiesta, Halloween, Thanksgiving, and Winter Wonderland. Over 800 in attendance.
- ◆ Black History Month – this newly revamped event featured an intergenerational art exhibit, poetry readings, movies, discussions, and musical performances the entire month of February. Over 400 participants were in attendance.
- ◆ Happy Hour – this newly added monthly opportunity allows seniors to socialize and have meaningful, engaging conversations with peers. Newly added in 2023, with 3 events totaling 40 in attendance.

- ◆ FSA Meal Program – the daily lunch program has doubled in participation. There were 10,839 in attendance.
- ◆ Gibson Monthly Birthday Program – this program recognizes and celebrates birthdays for seniors with cake, treats and social activities. Over 500 in attendance.
- ◆ West End Family Counseling offers free Grief & Loss Support Groups, one-on-one Senior Counseling, and free programing for seniors with disabilities. Approximately 182 participants.
- ◆ Advance Bodyworks of California provides free 15-minute chair massages once a month. Added in 2023 with approximately 50 participants.
- ◆ Yael Steinfeld offers monthly lectures on Ayurvedic approach to holistic wellness with approximately 50 participants.
- ◆ Dr. Anthony Ratkovic offers monthly Chiropractic Wellness Lectures. Monthly lectures with approximately 90 participants.
- ◆ Dr. Gonzales M.D. offers monthly lectures on health and medicine with over 60 participants.
- ◆ Mt. San Antonio Community College offers free technology, physical fitness, and special interest classes weekly. Newly added in 2023, with approximately 120 participants.
- ◆ Chaffey Community College offers free English language and caregiver service classes. Offered in 2023 with over 300 participants.
- ◆ Bingo & Fun After Fifty (FAF) – this event provides weekly engagement for seniors to meet others while enjoying Bingo and winning prizes. Over 1500 participants.
- ◆ Game Socials and Clubs – seasonal games for seniors to build on their socialization and to reinforce cognitive skills in a safe and friendly setting. Games included Puzzles, Bunko, Mexican Train, and Loteria with over 600 in attendance.
- ◆ Billiard Tournaments – monthly tournaments with prizes, added in 2023 with over 1000 participants.
- ◆ Senior Book Club – monthly opportunity for seniors to meet with peers to discuss their thoughts on each book. Added in 2023 with approximately 31 in attendance.
- ◆ Movie Madness – newly improved program offering movie and fresh popcorn showings twice a month year-round. Approximately 135 participants.

*The Recreation and Community Services Division prides itself in the many continued partnerships with internal departments and in the community including:*

- ◆ The Upland Veteran’s Monument Committee for the annual Veteran’s Day event.

- ◆ Staff assisted the Upland Community Foundation by facilitating the installation, care, and removal of Military Banners throughout the City.
- ◆ The Upland-Foothill Kiwanis assisted staff in facilitating the Spring Egg Hunt Adventure series, Breakfast with Santa, and other activities/events hosted at the Gibson Senior Center.
- ◆ Continued Partnership with Upland High School's Boys and Girls Cross Country Team for the Annual Turkey Trot 5K.
- ◆ The City of Upland transitioned from using Racewire to Runsignup for 5k Registrations and partnered with a new timing company for all races.
- ◆ Continued partnership with the Human Resources department hosting the service awards ceremony and health fair.
- ◆ Continued partnership with the Public Works department/Water Conservation division hosting events and activities for youth & adults.

**CITY OF UPLAND**  
**EXPENDITURE SUMMARY BY DIVISION**  
**FY 2024-26 PROPOSED BUDGET**

|                                       |                                        | 2021-22<br>ACTUAL   | 2022-23<br>ACTUAL   | 2023-24<br>ADOPTED  | 2023-24<br>AMENDED  | 2024-25<br>ADOPTED  | 2025-26<br>ADOPTED  |
|---------------------------------------|----------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b><u>ADMINISTRATIVE SERVICES</u></b> |                                        |                     |                     |                     |                     |                     |                     |
| <b>1301</b>                           | <b>FINANCE</b>                         |                     |                     |                     |                     |                     |                     |
|                                       | Personnel                              | \$ 601,350          | \$ 597,250          | \$ 819,340          | \$ 798,280          | \$ 890,050          | \$ 940,670          |
|                                       | Maintenance & Operations               | 639,780             | 840,780             | 1,106,280           | 1,217,330           | 1,024,270           | 1,034,470           |
|                                       | Capital Outlay                         | -                   | -                   | -                   | -                   | -                   | -                   |
|                                       | <b>TOTAL FINANCE</b>                   | <b>\$ 1,241,130</b> | <b>\$ 1,438,030</b> | <b>\$ 1,925,620</b> | <b>\$ 2,015,610</b> | <b>\$ 1,914,320</b> | <b>\$ 1,975,140</b> |
| <b>1302</b>                           | <b>MAIL/PRINTING SERVICES</b>          |                     |                     |                     |                     |                     |                     |
|                                       | Personnel                              | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                |
|                                       | Maintenance & Operations               | 43,850              | 57,090              | 65,890              | 65,890              | 64,780              | 66,220              |
|                                       | Capital Outlay                         | -                   | -                   | -                   | -                   | -                   | -                   |
|                                       | <b>TOTAL MAIL/PRINTING SERVICES</b>    | <b>\$ 43,850</b>    | <b>\$ 57,090</b>    | <b>\$ 65,890</b>    | <b>\$ 65,890</b>    | <b>\$ 64,780</b>    | <b>\$ 66,220</b>    |
| <b>1504</b>                           | <b>NON-DEPARTMENTAL</b>                |                     |                     |                     |                     |                     |                     |
|                                       | Personnel                              | \$ 37,640           | \$ 23,250           | \$ (1,577,230)      | \$ (1,809,160)      | \$ (1,514,870)      | \$ (1,657,700)      |
|                                       | Maintenance & Operations               | 3,723,750           | 4,545,280           | 3,995,340           | 3,906,470           | 3,731,600           | 3,050,110           |
|                                       | Capital Outlay                         | -                   | -                   | -                   | -                   | -                   | -                   |
|                                       | <b>TOTAL NON-DEPARTMENTAL</b>          | <b>\$ 3,761,390</b> | <b>\$ 4,568,530</b> | <b>\$ 2,418,110</b> | <b>\$ 2,097,310</b> | <b>\$ 2,216,730</b> | <b>\$ 1,392,410</b> |
| <b>1510/4401</b>                      | <b>LIBRARY</b>                         |                     |                     |                     |                     |                     |                     |
|                                       | Personnel                              | \$ 57,090           | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                |
|                                       | Maintenance & Operations               | 1,750,550           | 1,930,470           | 2,012,530           | 2,012,530           | 2,070,350           | 2,121,000           |
|                                       | Capital Outlay                         | 2,080               | -                   | -                   | -                   | -                   | -                   |
|                                       | <b>TOTAL LIBRARY</b>                   | <b>\$ 1,809,720</b> | <b>\$ 1,930,470</b> | <b>\$ 2,012,530</b> | <b>\$ 2,012,530</b> | <b>\$ 2,070,350</b> | <b>\$ 2,121,000</b> |
| <b>1601</b>                           | <b>HUMAN RESOURCES</b>                 |                     |                     |                     |                     |                     |                     |
|                                       | Personnel                              | \$ 189,620          | \$ 184,090          | \$ 333,650          | \$ 333,650          | \$ 369,980          | \$ 396,490          |
|                                       | Maintenance & Operations               | 219,970             | 280,860             | 369,080             | 389,080             | 427,800             | 442,170             |
|                                       | Capital Outlay                         | -                   | -                   | -                   | -                   | -                   | -                   |
|                                       | <b>TOTAL HUMAN RESOURCES</b>           | <b>\$ 409,590</b>   | <b>\$ 464,950</b>   | <b>\$ 702,730</b>   | <b>\$ 722,730</b>   | <b>\$ 797,780</b>   | <b>\$ 838,660</b>   |
| <b>4201</b>                           | <b>RECREATION ADMINISTRATION</b>       |                     |                     |                     |                     |                     |                     |
|                                       | Personnel                              | \$ 497,340          | \$ 606,110          | \$ 963,640          | \$ 1,023,640        | \$ 702,150          | \$ 712,640          |
|                                       | Maintenance & Operations               | 410,870             | 530,050             | 665,160             | 673,260             | 667,860             | 684,830             |
|                                       | Capital Outlay                         | -                   | -                   | -                   | -                   | -                   | -                   |
|                                       | <b>TOTAL RECREATION ADMINISTRATION</b> | <b>\$ 908,210</b>   | <b>\$ 1,136,160</b> | <b>\$ 1,628,800</b> | <b>\$ 1,696,900</b> | <b>\$ 1,370,010</b> | <b>\$ 1,397,470</b> |
| <b>4202</b>                           | <b>RECREATION CLASSES</b>              |                     |                     |                     |                     |                     |                     |
|                                       | Personnel                              | \$ 6,570            | \$ 65,330           | \$ 65,480           | \$ 65,480           | \$ 109,730          | \$ 116,870          |
|                                       | Maintenance & Operations               | 122,840             | 153,840             | 201,800             | 201,800             | 213,100             | 219,470             |
|                                       | Capital Outlay                         | -                   | -                   | -                   | -                   | -                   | -                   |
|                                       | <b>TOTAL RECREATION CLASSES</b>        | <b>\$ 129,410</b>   | <b>\$ 219,170</b>   | <b>\$ 267,280</b>   | <b>\$ 267,280</b>   | <b>\$ 322,830</b>   | <b>\$ 336,340</b>   |
| <b>4203</b>                           | <b>RECREATION FACILITIES</b>           |                     |                     |                     |                     |                     |                     |
|                                       | Personnel                              | \$ 2,740            | \$ 29,640           | \$ 58,580           | \$ 58,580           | \$ 97,780           | \$ 103,520          |
|                                       | Maintenance & Operations               | 252,730             | 281,370             | 311,730             | 328,230             | 517,380             | 480,170             |
|                                       | Capital Outlay                         | -                   | -                   | -                   | -                   | -                   | -                   |
|                                       | <b>TOTAL RECREATION FACILITIES</b>     | <b>\$ 255,470</b>   | <b>\$ 311,010</b>   | <b>\$ 370,310</b>   | <b>\$ 386,810</b>   | <b>\$ 615,160</b>   | <b>\$ 583,690</b>   |
| <b>4204</b>                           | <b>RECREATION PARKS</b>                |                     |                     |                     |                     |                     |                     |
|                                       | Personnel                              | \$ 35,190           | \$ 57,920           | \$ 52,160           | \$ 52,160           | \$ 126,870          | \$ 133,850          |
|                                       | Maintenance & Operations               | 5,380               | 6,550               | 12,700              | 35,700              | 19,850              | 16,890              |
|                                       | Capital Outlay                         | -                   | -                   | -                   | -                   | -                   | -                   |
|                                       | <b>TOTAL RECREATION PARKS</b>          | <b>\$ 40,570</b>    | <b>\$ 64,470</b>    | <b>\$ 64,860</b>    | <b>\$ 87,860</b>    | <b>\$ 146,720</b>   | <b>\$ 150,740</b>   |
| <b>4205</b>                           | <b>SENIOR CENTER</b>                   |                     |                     |                     |                     |                     |                     |
|                                       | Personnel                              | \$ 204,390          | \$ 266,520          | \$ 83,190           | \$ 83,190           | \$ 117,020          | \$ 123,860          |
|                                       | Maintenance & Operations               | 167,840             | 190,610             | 230,060             | 230,060             | 320,650             | 308,490             |
|                                       | Capital Outlay                         | -                   | -                   | -                   | -                   | -                   | -                   |
|                                       | <b>TOTAL SENIOR CENTER</b>             | <b>\$ 372,230</b>   | <b>\$ 457,130</b>   | <b>\$ 313,250</b>   | <b>\$ 313,250</b>   | <b>\$ 437,670</b>   | <b>\$ 432,350</b>   |
| <b>4206</b>                           | <b>SPECIAL EVENTS</b>                  |                     |                     |                     |                     |                     |                     |
|                                       | Personnel                              | \$ 43,040           | \$ 40,750           | \$ 52,230           | \$ 52,230           | \$ 175,210          | \$ 183,960          |
|                                       | Maintenance & Operations               | 124,400             | 145,440             | 318,000             | 401,310             | 512,350             | 534,860             |
|                                       | Capital Outlay                         | -                   | -                   | -                   | -                   | -                   | -                   |
|                                       | <b>TOTAL SPECIAL EVENTS</b>            | <b>\$ 167,440</b>   | <b>\$ 186,190</b>   | <b>\$ 370,230</b>   | <b>\$ 453,540</b>   | <b>\$ 687,560</b>   | <b>\$ 718,820</b>   |

**CITY OF UPLAND**  
**EXPENDITURE SUMMARY BY DIVISION**  
**FY 2024-26 PROPOSED BUDGET**

|                                |                                                   | 2021-22<br>ACTUAL    | 2022-23<br>ACTUAL    | 2023-24<br>ADOPTED   | 2023-24<br>AMENDED   | 2024-25<br>ADOPTED   | 2025-26<br>ADOPTED   |
|--------------------------------|---------------------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <b>ADMINISTRATIVE SERVICES</b> |                                                   |                      |                      |                      |                      |                      |                      |
| <b>101</b>                     | <b>TOTAL GENERAL FUND</b>                         |                      |                      |                      |                      |                      |                      |
|                                | Personnel                                         | \$ 1,674,970         | \$ 1,870,860         | \$ 851,040           | \$ 658,050           | \$ 1,073,920         | \$ 1,054,160         |
|                                | Maintenance & Operations                          | 7,461,960            | 8,962,340            | 9,288,570            | 9,461,660            | 9,569,990            | 8,958,680            |
|                                | Capital Outlay                                    | 2,080                | -                    | -                    | -                    | -                    | -                    |
|                                | <b>TOTAL GENERAL FUND</b>                         | <b>\$ 9,139,010</b>  | <b>\$ 10,833,200</b> | <b>\$ 10,139,610</b> | <b>\$ 10,119,710</b> | <b>\$ 10,643,910</b> | <b>\$ 10,012,840</b> |
| <b>211</b>                     | <b>TOTAL AIR QUALITY MANAGEMENT DISTRICT FUND</b> |                      |                      |                      |                      |                      |                      |
|                                | Personnel                                         | \$ 6,320             | \$ 6,540             | \$ 4,890             | \$ 4,890             | \$ 5,030             | \$ 5,500             |
|                                | Maintenance & Operations                          | 5,060                | 9,160                | 21,000               | 21,000               | 28,800               | 29,380               |
|                                | Capital Outlay                                    | -                    | 61,550               | -                    | 245,460              | 40,000               | 120,000              |
|                                | Capital Improvement Project                       | -                    | -                    | -                    | -                    | -                    | -                    |
|                                | <b>TOTAL AIR QLTy MGMT DISTRICT FUND</b>          | <b>\$ 11,380</b>     | <b>\$ 77,250</b>     | <b>\$ 25,890</b>     | <b>\$ 271,350</b>    | <b>\$ 73,830</b>     | <b>\$ 154,880</b>    |
| <b>217</b>                     | <b>TOTAL OTHER GRANTS FUND</b>                    |                      |                      |                      |                      |                      |                      |
|                                | Personnel                                         | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
|                                | Maintenance & Operations                          | -                    | 694,840              | -                    | 1,155,640            | -                    | -                    |
|                                | Capital Outlay                                    | 121,860              | 115,260              | -                    | 550,000              | -                    | -                    |
|                                | <b>TOTAL OTHER GRANTS FUND</b>                    | <b>\$ 121,860</b>    | <b>\$ 810,100</b>    | <b>\$ -</b>          | <b>\$ 1,705,640</b>  | <b>\$ -</b>          | <b>\$ -</b>          |
| <b>226</b>                     | <b>TOTAL FEDERAL GRANT-CARES ACT FUND</b>         |                      |                      |                      |                      |                      |                      |
|                                | Personnel                                         | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
|                                | Maintenance & Operations                          | 31,450               | -                    | -                    | -                    | -                    | -                    |
|                                | Capital Outlay                                    | 14,950               | -                    | -                    | -                    | -                    | -                    |
|                                | <b>TOTAL FEDERAL GRANT-CARES ACT FUND</b>         | <b>\$ 46,400</b>     | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          |
| <b>229</b>                     | <b>TOTAL AMERICAN RESCUE PLAN ACT (ARPA) FUND</b> |                      |                      |                      |                      |                      |                      |
|                                | Personnel                                         | \$ -                 | \$ 993,840           | \$ 1,137,420         | \$ 1,137,420         | \$ 94,180            | \$ 98,080            |
|                                | Maintenance & Operations                          | 127,880              | -                    | -                    | 360,000              | -                    | -                    |
|                                | Capital Outlay                                    | -                    | 43,200               | 178,000              | 294,000              | -                    | -                    |
|                                | <b>TOTAL ARPA FUND</b>                            | <b>\$ 127,880</b>    | <b>\$ 1,037,040</b>  | <b>\$ 1,315,420</b>  | <b>\$ 1,791,420</b>  | <b>\$ 94,180</b>     | <b>\$ 98,080</b>     |
| <b>751</b>                     | <b>TOTAL SELF-FUNDED INSURANCE FUND</b>           |                      |                      |                      |                      |                      |                      |
|                                | Personnel                                         | \$ 236,530           | \$ 302,060           | \$ 277,560           | \$ 263,560           | \$ 409,630           | \$ 437,230           |
|                                | Maintenance & Operations                          | 4,553,380            | 3,527,660            | 4,996,670            | 6,086,990            | 4,529,580            | 4,748,810            |
|                                | Capital Outlay                                    | -                    | -                    | -                    | -                    | -                    | -                    |
|                                | <b>TOTAL SELF-FUNDED INSURANCE FUND</b>           | <b>\$ 4,789,910</b>  | <b>\$ 3,829,720</b>  | <b>\$ 5,274,230</b>  | <b>\$ 6,350,550</b>  | <b>\$ 4,939,210</b>  | <b>\$ 5,186,040</b>  |
| <b>753</b>                     | <b>TOTAL INFORMATION SYSTEMS FUND</b>             |                      |                      |                      |                      |                      |                      |
|                                | Personnel                                         | \$ 396,950           | \$ 418,470           | \$ 577,710           | \$ 554,900           | \$ 590,350           | \$ 619,240           |
|                                | Maintenance & Operations                          | 1,797,990            | 2,207,730            | 2,680,470            | 2,717,290            | 2,715,280            | 2,835,530            |
|                                | Capital Outlay                                    | 185,920              | 721,270              | 50,000               | 70,000               | 147,120              | 145,060              |
|                                | <b>TOTAL INFORMATION SYSTEMS FUND</b>             | <b>\$ 2,380,860</b>  | <b>\$ 3,347,470</b>  | <b>\$ 3,308,180</b>  | <b>\$ 3,342,190</b>  | <b>\$ 3,452,750</b>  | <b>\$ 3,599,830</b>  |
| <b>755</b>                     | <b>TOTAL UAL &amp; EMPLOYEE BENEFITS FUND</b>     |                      |                      |                      |                      |                      |                      |
|                                | Personnel                                         | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
|                                | Maintenance & Operations                          | 10,394,520           | 7,609,030            | 6,960,010            | 6,960,010            | 10,624,350           | 10,638,250           |
|                                | Capital Outlay                                    | -                    | -                    | -                    | -                    | -                    | -                    |
|                                | <b>TOTAL UAL &amp; EMPLOYEE BENEFITS FUND</b>     | <b>\$ 10,394,520</b> | <b>\$ 7,609,030</b>  | <b>\$ 6,960,010</b>  | <b>\$ 6,960,010</b>  | <b>\$ 10,624,350</b> | <b>\$ 10,638,250</b> |
|                                | <b>TOTAL ADMINISTRATIVE SERVICES</b>              |                      |                      |                      |                      |                      |                      |
|                                | Personnel                                         | \$ 2,314,770         | \$ 3,591,770         | \$ 2,848,620         | \$ 2,618,820         | \$ 2,173,110         | \$ 2,214,210         |
|                                | Maintenance & Operations                          | 24,372,240           | 23,010,760           | 23,946,720           | 26,762,590           | 27,468,000           | 27,210,650           |
|                                | Capital Outlay                                    | 324,810              | 941,280              | 228,000              | 1,159,460            | 187,120              | 265,060              |
|                                | <b>TOTAL ADMINISTRATIVE SERVICES</b>              | <b>\$ 27,011,820</b> | <b>\$ 27,543,810</b> | <b>\$ 27,023,340</b> | <b>\$ 30,540,870</b> | <b>\$ 29,828,230</b> | <b>\$ 29,689,920</b> |

**CITY OF UPLAND**  
**ADMINISTRATIVE SERVICES DEPARTMENT**  
 FY 2024-26 ANNUAL BUDGET  
 SUMMARY BY OBJECT CODE

| OBJECT CODE | EXPENSE CLASSIFICATION                   | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>ADOPTED | 2023-24<br>AMENDED | 2024-25<br>ADOPTED | 2025-26<br>ADOPTED |
|-------------|------------------------------------------|-------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
|             | <b>PERSONNEL EXPENSE</b>                 |                   |                   |                    |                    |                    |                    |
| 5110        | Buy Backs                                | \$ 16,810         | \$ 13,240         | \$ 31,300          | \$ 31,300          | \$ 31,300          | \$ 28,000          |
| 5111        | Salaries - Full Time                     | 1,414,960         | 1,637,600         | 1,990,090          | 1,973,720          | 2,203,770          | 2,319,980          |
| 5111        | Salaries - Full Time (Vacancy Allowance) |                   |                   | (2,013,220)        | (2,245,150)        | (2,193,880)        | (2,340,190)        |
| 5112        | Salaries - Temporary/Part Time           | 278,610           | 381,740           | 522,990            | 561,930            | 522,990            | 522,990            |
| 5113        | Overtime                                 | 13,710            | 20,920            | 33,000             | 33,000             | 40,800             | 43,400             |
| 5114        | Catastrophic Leave Pay                   | 220               | 12,770            | -                  | -                  | -                  | -                  |
| 5115        | Essential Worker Premium Pay             | -                 | 915,250           | 1,033,920          | 1,033,920          | -                  | -                  |
| 5116        | Fringe Benefits                          | 294,000           | 365,450           | 280,230            | 278,300            | 596,700            | 656,360            |
| 5117        | Retirement Contributions                 | 245,100           | 206,920           | 275,960            | 271,450            | 285,420            | 294,180            |
| 5118        | Employee LTD Costs                       | 30,290            | 32,190            | 46,000             | 32,000             | 32,000             | 32,000             |
| 5119        | Unfunded Annual PERS Liability           | -                 | -                 | 648,350            | 648,350            | 654,010            | 657,490            |
| 5133        | Overtime - Sworn Police                  | 19,310            | -                 | -                  | -                  | -                  | -                  |
| 5136        | Fringe Benefits - Sworn Police           | 1,560             | 5,690             | -                  | -                  | -                  | -                  |
| 5137        | Retirement Contributions - Sworn Police  | 200               | -                 | -                  | -                  | -                  | -                  |
|             | <b>TOTAL PERSONNEL EXPENSES</b>          | \$ 2,314,770      | \$ 3,591,770      | \$ 2,848,620       | \$ 2,618,820       | \$ 2,173,110       | \$ 2,214,210       |
|             | <b>MAINTENANCE &amp; OPERATIONS</b>      |                   |                   |                    |                    |                    |                    |
| 5150        | OPEB Expense                             | \$ 277,000        | \$ -              | \$ -               | \$ -               | \$ -               | \$ -               |
| 5205        | Recruitment Costs - Other                | 2,810             | 3,600             | 8,700              | 5,000              | 5,000              | 5,100              |
| 5211        | Postage                                  | 30,340            | 41,490            | 45,700             | 45,700             | 46,700             | 47,610             |
| 5212        | Advertising                              | 1,070             | 250               | 4,300              | 4,100              | 4,930              | 5,120              |
| 5213        | Dues & Subscriptions                     | 94,740            | 118,420           | 29,810             | 26,300             | 21,520             | 22,030             |
| 5215        | Training/Conferences/Meetings            | 10,980            | 25,280            | 55,450             | 45,800             | 52,240             | 57,040             |
| 5216        | Office Supplies                          | 15,560            | 22,320            | 39,430             | 39,430             | 42,100             | 44,690             |
| 5217        | Other Supplies/Materials                 | 83,190            | 174,160           | 174,500            | 184,500            | 194,950            | 197,510            |
| 5218        | Uniform Expense                          | 1,300             | 5,440             | 9,080              | 12,210             | 15,640             | 16,150             |
| 5219        | Registration/License/Permits             | 277,200           | 914,350           | 1,247,810          | 1,247,510          | 237,350            | 261,550            |
| 5220        | Fuel Usage                               | 6,360             | 7,260             | 10,300             | 10,020             | 10,320             | 10,560             |
| 5221        | Mileage Reimbursement                    | 50                | 70                | 1,900              | 1,400              | 1,900              | 1,950              |
| 5222        | Print/Mail Charges                       | 1,890             | 3,560             | 11,370             | 14,770             | 20,420             | 20,760             |
| 5226        | Team Building Expenses                   | -                 | 140               | 1,900              | 3,850              | 4,350              | 4,370              |
| 5231        | Office Equipment (Under 5,000)           | 11,520            | 34,300            | 10,300             | 411,850            | 12,150             | 12,650             |
| 5232        | Computer Equip (Under 5,000)             | 279,860           | 254,210           | 110,000            | 124,000            | 105,000            | 110,100            |
| 5233        | Other Equipment (Under 5,000)            | 72,080            | 12,920            | 37,500             | 57,500             | 40,550             | 41,800             |
| 5234        | Other Equipment Rental                   | 79,700            | 85,820            | 105,020            | 119,520            | 201,320            | 209,400            |
| 5235        | Copier Usage Expense                     | 62,970            | 67,820            | 65,000             | 65,000             | 65,000             | 68,250             |
| 5236        | Rent                                     | 1,870             | 2,490             | 18,000             | 3,500              | 4,000              | 4,200              |
| 5237        | Utilities - Sewer                        | -                 | 5,540             | 1,000              | 1,000              | 1,100              | 1,200              |
| 5239        | Software Subscriptions                   | -                 | 19,100            | -                  | 18,000             | 1,442,160          | 1,509,360          |
| 5241        | Utilities - Electric                     | 112,610           | 160,560           | 192,000            | 187,000            | 193,500            | 199,800            |
| 5242        | Utilities - Gas                          | 13,910            | 24,680            | 27,500             | 27,500             | 27,750             | 28,310             |
| 5243        | Utilities - Telephone                    | 379,260           | 429,750           | 432,800            | 432,800            | 423,130            | 444,500            |
| 5244        | Utilities - Water                        | -                 | 284,090           | 343,770            | 26,320             | 24,920             | 25,880             |
| 5245        | Maintenance - Building/Structure/Grounds | -                 | 40,620            | -                  | -                  | -                  | -                  |
| 5246        | Maintenance - Equipment                  | 280               | 104,460           | -                  | 147,620            | -                  | -                  |
| 5248        | Maintenance - Other                      | 13,730            | 8,200             | -                  | -                  | -                  | -                  |
| 5251        | Legal Services                           | 177,790           | 125,220           | 120,000            | 222,580            | 242,580            | 247,440            |
| 5252        | Professional Services                    | 53,140            | 97,430            | 85,400             | 82,400             | 113,050            | 115,230            |
| 5253        | Contract Services                        | 1,743,220         | 2,029,730         | 1,977,140          | 2,219,190          | 2,171,270          | 2,203,250          |
| 5254        | Data Processing Services                 | 678,140           | 425,610           | 626,710            | 626,710            | 250,320            | 262,890            |
| 5255        | Banking Services                         | 110,030           | 91,030            | 105,410            | 110,410            | 102,160            | 104,050            |
| 5258        | Other Services                           | 548,000           | 839,330           | 749,230            | 1,829,480          | 863,160            | 881,510            |
| 5261        | Books & Digital Materials                | 151,600           | 152,020           | 165,580            | 165,580            | 165,580            | 165,580            |
| 5270        | IBNR Claims Expense                      | 84,280            | (1,113,880)       | -                  | -                  | -                  | -                  |
| 5271        | Insurance Premium                        | 1,658,020         | 2,136,100         | 2,421,390          | 2,745,620          | 1,756,000          | 1,928,880          |
| 5272        | Claims Expense                           | 2,209,980         | 1,971,940         | 2,045,000          | 2,695,000          | 2,045,000          | 2,085,900          |
| 5290        | Late Charges                             | 1,290             | 2,040             | 840                | 840                | 840                | 860                |
| 5291        | Bad Debts Expense                        | 640               | -                 | -                  | -                  | -                  | -                  |
| 5294        | Sponsor/Contribution/Donation            | -                 | 4,000             | 10,000             | 35,000             | 35,000             | 35,000             |
| 5297        | Other Expenses                           | (100)             | -                 | -                  | -                  | -                  | -                  |
| 5299        | Prior Year Expenses                      | (4,940)           | (2,320)           | -                  | -                  | -                  | -                  |
| 5303        | DDA/OPA                                  | 874,700           | 1,073,170         | 990,000            | 1,100,000          | 1,100,000          | 1,122,000          |

**CITY OF UPLAND**  
**ADMINISTRATIVE SERVICES DEPARTMENT**  
 FY 2024-26 ANNUAL BUDGET  
 SUMMARY BY OBJECT CODE

| OBJECT CODE | EXPENSE CLASSIFICATION                      | 2021-22<br>ACTUAL    | 2022-23<br>ACTUAL    | 2023-24<br>ADOPTED   | 2023-24<br>AMENDED   | 2024-25<br>ADOPTED   | 2025-26<br>ADOPTED   |
|-------------|---------------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| 5320        | Tuition Reimbursement                       | -                    | -                    | -                    | 700                  | 3,500                | 3,570                |
| 5321        | Employee Incentive                          | 20,930               | 27,750               | 45,000               | 45,000               | 94,090               | 95,970               |
| 5322        | Health Premiums - Retirees                  | 360,170              | 340,780              | 343,130              | 343,130              | 327,620              | 334,170              |
| 5323        | PERS Supplement                             | 4,730                | 4,830                | -                    | -                    | -                    | -                    |
| 5325        | Pension Expense - GASB 68                   | 9,294,800            | 6,819,850            | 6,209,670            | 6,209,670            | 9,948,460            | 9,948,460            |
| 5326        | Medical - Retirees                          | 176,350              | 151,440              | 147,150              | 147,150              | 87,110               | 88,850               |
| 5327        | Dental - Retirees                           | 85,380               | 82,760               | 73,160               | 73,160               | 70,850               | 72,270               |
| 5328        | Vision - Retirees                           | 4,980                | 5,970                | 5,870                | 5,870                | 6,000                | 6,120                |
| 5329        | COBRA                                       | 80                   | 5,470                | 10,000               | 10,000               | 10,000               | 10,200               |
| 5410        | ICRMA Liability Program Annual Assessment   | 87,690               | 87,690               | 87,700               | 87,700               | 87,700               | 87,700               |
| 5424        | Bond Principal Payment                      | 225,860              | 254,790              | 271,100              | 271,100              | 290,930              | 313,940              |
| 5425        | Bond Interest Expense                       | 245,440              | 629,030              | 597,450              | 597,450              | 564,400              | 530,150              |
| 5429        | Residual Equity                             | -                    | (8,420)              | -                    | -                    | -                    | -                    |
| 5430        | Closing Costs                               | -                    | 1,360                | -                    | -                    | -                    | -                    |
| 5701        | Information Systems Allocation Charges      | 402,520              | 440,040              | 770,640              | 770,640              | 568,940              | 594,880              |
| 5702        | Fleet - Maintenance & Repair Allocation     | 11,620               | 10,400               | 20,660               | 20,660               | 13,750               | 14,390               |
| 5703        | Vehicle Acquisition Allocation              | 250                  | (204,500)            | -                    | -                    | (416,000)            | (222,000)            |
| 5704        | Building Maintenance & Operation Allocation | 149,890              | 113,640              | 158,750              | 158,750              | 426,550              | 373,420              |
| 5705        | Self Funded Liability Allocation            | 281,300              | 339,030              | 422,530              | 422,530              | 378,860              | 390,430              |
| 5706        | OPEB & Employee Benefits Allocation         | 64,340               | 60,040               | 59,660               | 59,660               | (410,530)            | (1,304,720)          |
| 5707        | PERS-UAL Allocation                         | 2,839,840            | 3,166,490            | 2,844,410            | 2,844,410            | 3,872,810            | 3,870,370            |
| 5999        | Maintenance & Operations Allowance          | -                    | -                    | (400,000)            | (400,000)            | (500,000)            | (500,000)            |
|             | <b>TOTAL MAINTENANCE &amp; OPERATIONS</b>   | <b>\$ 24,372,240</b> | <b>\$ 23,010,760</b> | <b>\$ 23,946,720</b> | <b>\$ 26,762,590</b> | <b>\$ 27,468,000</b> | <b>\$ 27,210,650</b> |
|             | <b>CAPITAL OUTLAY</b>                       |                      |                      |                      |                      |                      |                      |
| 5527        | Buildings                                   | \$ 10,300            | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| 5528        | Improvements Other Than Buildings           | 126,020              | 158,460              | -                    | -                    | -                    | -                    |
| 5529        | Building Improvements                       | -                    | -                    | 160,000              | 160,000              | -                    | -                    |
| 5530        | Machinery & Equipment                       | 188,490              | 721,270              | 50,000               | 736,000              | 147,120              | 145,060              |
| 5531        | Vehicles                                    | -                    | 61,550               | 18,000               | 263,460              | 40,000               | 120,000              |
|             | <b>TOTAL CAPITAL OUTLAY</b>                 | <b>\$ 324,810</b>    | <b>\$ 941,280</b>    | <b>\$ 228,000</b>    | <b>\$ 1,159,460</b>  | <b>\$ 187,120</b>    | <b>\$ 265,060</b>    |
|             | <b>TOTAL DEPARTMENT</b>                     | <b>\$ 27,011,820</b> | <b>\$ 27,543,810</b> | <b>\$ 27,023,340</b> | <b>\$ 30,540,870</b> | <b>\$ 29,828,230</b> | <b>\$ 29,689,920</b> |

**CITY OF UPLAND**  
**ADMINISTRATIVE SERVICES DEPARTMENT**  
 FY 2024-25 ANNUAL BUDGET  
 SUMMARY BY OBJECT CODE AND FUND

|             | FUND NO.                                 | 101                 | 211             | 229              | 751                   | 753                 | 755                     |                     |
|-------------|------------------------------------------|---------------------|-----------------|------------------|-----------------------|---------------------|-------------------------|---------------------|
| OBJECT CODE | EXPENSE CLASSIFICATION                   | GENERAL             | AQMD            | ARPA             | SELF-FUNDED INSURANCE | INFORMATION SYSTEMS | UAL & EMPLOYEE BENEFITS | 2024-25 ADOPTED     |
|             | <b>PERSONNEL EXPENSE</b>                 |                     |                 |                  |                       |                     |                         |                     |
| 5110        | Buy Backs                                | \$ 26,600           | \$ -            | \$ -             | \$ -                  | \$ 4,700            | \$ -                    | \$ 31,300           |
| 5111        | Salaries - Full Time                     | 1,430,440           | 3,500           | 70,130           | 271,180               | 428,520             | -                       | 2,203,770           |
| 5111        | Salaries - Full Time (Vacancy Allowance) | (2,193,880)         | -               | -                | -                     | -                   | -                       | (2,193,880)         |
| 5112        | Salaries - Temporary/Part Time           | 522,990             | -               | -                | -                     | -                   | -                       | 522,990             |
| 5113        | Overtime                                 | 40,800              | -               | -                | -                     | -                   | -                       | 40,800              |
| 5116        | Fringe Benefits                          | 399,010             | 1,110           | 15,880           | 74,510                | 106,190             | -                       | 596,700             |
| 5117        | Retirement Contributions                 | 193,950             | 420             | 8,170            | 31,940                | 50,940              | -                       | 285,420             |
| 5118        | Employee LTD Costs                       | -                   | -               | -                | 32,000                | -                   | -                       | 32,000              |
| 5119        | Unfunded Annual PERS Liability           | 654,010             | -               | -                | -                     | -                   | -                       | 654,010             |
|             | <b>TOTAL PERSONNEL EXPENSES</b>          | <b>\$ 1,073,920</b> | <b>\$ 5,030</b> | <b>\$ 94,180</b> | <b>\$ 409,630</b>     | <b>\$ 590,350</b>   | <b>\$ -</b>             | <b>\$ 2,173,110</b> |
|             | <b>MAINTENANCE &amp; OPERATIONS</b>      |                     |                 |                  |                       |                     |                         |                     |
| 5205        | Recruitment Costs - Other                | \$ 5,000            | \$ -            | \$ -             | \$ -                  | \$ -                | \$ -                    | \$ 5,000            |
| 5211        | Postage                                  | 46,700              | -               | -                | -                     | -                   | -                       | 46,700              |
| 5212        | Advertising                              | 4,930               | -               | -                | -                     | -                   | -                       | 4,930               |
| 5213        | Dues & Subscriptions                     | 13,570              | -               | -                | 150                   | 5,000               | 2,800                   | 21,520              |
| 5215        | Training/Conferences/Meetings            | 46,840              | -               | -                | 5,400                 | -                   | -                       | 52,240              |
| 5216        | Office Supplies                          | 41,500              | -               | -                | -                     | 600                 | -                       | 42,100              |
| 5217        | Other Supplies/Materials                 | 174,850             | 1,000           | -                | -                     | 15,100              | 4,000                   | 194,950             |
| 5218        | Uniform Expense                          | 15,640              | -               | -                | -                     | -                   | -                       | 15,640              |
| 5219        | Registration/License/Permits             | 16,000              | -               | -                | 65,000                | 146,350             | 10,000                  | 237,350             |
| 5220        | Fuel Usage                               | 9,720               | -               | -                | -                     | 600                 | -                       | 10,320              |
| 5221        | Mileage Reimbursement                    | 1,800               | -               | -                | -                     | 100                 | -                       | 1,900               |
| 5222        | Print/Mail Charges                       | 20,420              | -               | -                | -                     | -                   | -                       | 20,420              |
| 5226        | Team Building Expenses                   | 3,850               | -               | -                | -                     | 500                 | -                       | 4,350               |
| 5231        | Office Equipment (Under 5,000)           | 11,150              | -               | -                | -                     | 1,000               | -                       | 12,150              |
| 5232        | Computer Equip (Under 5,000)             | 5,000               | -               | -                | -                     | 100,000             | -                       | 105,000             |
| 5233        | Other Equipment (Under 5,000)            | 10,550              | -               | -                | -                     | 30,000              | -                       | 40,550              |
| 5234        | Other Equipment Rental                   | 148,800             | -               | -                | -                     | 52,520              | -                       | 201,320             |
| 5235        | Copier Usage Expense                     | -                   | -               | -                | -                     | 65,000              | -                       | 65,000              |
| 5236        | Rent                                     | 4,000               | -               | -                | -                     | -                   | -                       | 4,000               |
| 5237        | Utilities - Sewer                        | 1,100               | -               | -                | -                     | -                   | -                       | 1,100               |
| 5239        | Software Subscriptions                   | 17,700              | -               | -                | -                     | 1,424,460           | -                       | 1,442,160           |

**CITY OF UPLAND**  
**ADMINISTRATIVE SERVICES DEPARTMENT**  
 FY 2024-25 ANNUAL BUDGET  
 SUMMARY BY OBJECT CODE AND FUND

|             | FUND NO.                                    | 101       | 211    | 229  | 751                   | 753                 | 755                     |                 |
|-------------|---------------------------------------------|-----------|--------|------|-----------------------|---------------------|-------------------------|-----------------|
| OBJECT CODE | EXPENSE CLASSIFICATION                      | GENERAL   | AQMD   | ARPA | SELF-FUNDED INSURANCE | INFORMATION SYSTEMS | UAL & EMPLOYEE BENEFITS | 2024-25 ADOPTED |
| 5241        | Utilities - Electric                        | 193,500   | -      | -    | -                     | -                   | -                       | 193,500         |
| 5242        | Utilities - Gas                             | 27,750    | -      | -    | -                     | -                   | -                       | 27,750          |
| 5243        | Utilities - Telephone                       | -         | -      | -    | -                     | 423,130             | -                       | 423,130         |
| 5244        | Utilities - Water                           | 24,920    | -      | -    | -                     | -                   | -                       | 24,920          |
| 5251        | Legal Services                              | 22,580    | -      | -    | 220,000               | -                   | -                       | 242,580         |
| 5252        | Professional Services                       | 68,050    | -      | -    | -                     | -                   | 45,000                  | 113,050         |
| 5253        | Contract Services                           | 2,133,650 | -      | -    | -                     | -                   | 37,620                  | 2,171,270       |
| 5254        | Data Processing Services                    | -         | -      | -    | -                     | 250,320             | -                       | 250,320         |
| 5255        | Banking Services                            | 92,160    | -      | -    | -                     | -                   | 10,000                  | 102,160         |
| 5258        | Other Services                              | 565,160   | -      | -    | 284,400               | 5,000               | 8,600                   | 863,160         |
| 5261        | Books & Digital Materials                   | 165,580   | -      | -    | -                     | -                   | -                       | 165,580         |
| 5271        | Insurance Premium                           | -         | -      | -    | 1,756,000             | -                   | -                       | 1,756,000       |
| 5272        | Claims Expense                              | -         | -      | -    | 2,045,000             | -                   | -                       | 2,045,000       |
| 5290        | Late Charges                                | -         | -      | -    | -                     | 840                 | -                       | 840             |
| 5294        | Sponsor/Contribution/Donation               | 35,000    | -      | -    | -                     | -                   | -                       | 35,000          |
| 5303        | DDA/OPA                                     | 1,100,000 | -      | -    | -                     | -                   | -                       | 1,100,000       |
| 5320        | Tuition Reimbursement                       | 3,500     | -      | -    | -                     | -                   | -                       | 3,500           |
| 5321        | Employee Incentive                          | -         | 27,800 | -    | -                     | -                   | 66,290                  | 94,090          |
| 5322        | Health Premiums - Retirees                  | -         | -      | -    | -                     | -                   | 327,620                 | 327,620         |
| 5325        | Pension Expense - GASB 68                   | -         | -      | -    | -                     | -                   | 9,948,460               | 9,948,460       |
| 5326        | Medical - Retirees                          | -         | -      | -    | -                     | -                   | 87,110                  | 87,110          |
| 5327        | Dental - Retirees                           | -         | -      | -    | -                     | -                   | 70,850                  | 70,850          |
| 5328        | Vision - Retirees                           | -         | -      | -    | -                     | -                   | 6,000                   | 6,000           |
| 5329        | COBRA                                       | 10,000    | -      | -    | -                     | -                   | -                       | 10,000          |
| 5410        | ICRMA Liability Program Annual Assessment   | -         | -      | -    | 87,700                | -                   | -                       | 87,700          |
| 5424        | Bond Principal Payment                      | 290,930   | -      | -    | -                     | -                   | -                       | 290,930         |
| 5425        | Bond Interest Expense                       | 564,400   | -      | -    | -                     | -                   | -                       | 564,400         |
| 5429        | Residual Equity                             | -         | -      | -    | -                     | -                   | -                       | -               |
| 5701        | Information Systems Allocation Charges      | 526,060   | -      | -    | -                     | 42,880              | -                       | 568,940         |
| 5702        | Fleet - Maintenance & Repair Allocation     | 11,260    | -      | -    | -                     | 2,490               | -                       | 13,750          |
| 5703        | Vehicle Acquisition Allocation              | (416,000) | -      | -    | -                     | -                   | -                       | (416,000)       |
| 5704        | Building Maintenance & Operation Allocation | 426,550   | -      | -    | -                     | -                   | -                       | 426,550         |
| 5705        | Self Funded Liability Allocation            | 378,860   | -      | -    | -                     | -                   | -                       | 378,860         |
| 5706        | OPEB & Employee Benefits Allocation         | (425,900) | -      | -    | 4,590                 | 10,780              | -                       | (410,530)       |

**CITY OF UPLAND**  
**ADMINISTRATIVE SERVICES DEPARTMENT**  
 FY 2024-25 ANNUAL BUDGET  
 SUMMARY BY OBJECT CODE AND FUND

|             | FUND NO.                           | 101           | 211       | 229       | 751                   | 753                 | 755                     |                 |
|-------------|------------------------------------|---------------|-----------|-----------|-----------------------|---------------------|-------------------------|-----------------|
| OBJECT CODE | EXPENSE CLASSIFICATION             | GENERAL       | AQMD      | ARPA      | SELF-FUNDED INSURANCE | INFORMATION SYSTEMS | UAL & EMPLOYEE BENEFITS | 2024-25 ADOPTED |
| 5707        | PERS-UAL Allocation                | 3,672,860     | -         | -         | 61,340                | 138,610             | -                       | 3,872,810       |
| 5999        | Maintenance & Operations Allowance | (500,000)     | -         | -         | -                     | -                   | -                       | (500,000)       |
|             | TOTAL MAINTENANCE & OPERATIONS     | \$ 9,569,990  | \$ 28,800 | \$ -      | \$ 4,529,580          | \$ 2,715,280        | \$ 10,624,350           | \$ 27,468,000   |
|             | <b>CAPITAL OUTLAY</b>              |               |           |           |                       |                     |                         |                 |
| 5529        | Building Improvements              | \$ -          | \$ -      | \$ -      | \$ -                  | \$ -                | \$ -                    | \$ -            |
| 5530        | Machinery & Equipment              | -             | -         | -         | -                     | 147,120             | -                       | 147,120         |
| 5531        | Vehicles                           | -             | 40,000    | -         | -                     | -                   | -                       | 40,000          |
|             | TOTAL CAPITAL OUTLAY               | \$ -          | \$ 40,000 | \$ -      | \$ -                  | \$ 147,120          | \$ -                    | \$ 187,120      |
|             | TOTAL DEPARTMENT                   | \$ 10,643,910 | \$ 73,830 | \$ 94,180 | \$ 4,939,210          | \$ 3,452,750        | \$ 10,624,350           | \$ 29,828,230   |

**CITY OF UPLAND**  
**ADMINISTRATIVE SERVICES DEPARTMENT**  
 FY 2025-26 ANNUAL BUDGET  
 SUMMARY BY OBJECT CODE AND FUND

|             | FUND NO.                                 | 101                 | 211             | 229              | 751                   | 753                 | 755                     |                     |
|-------------|------------------------------------------|---------------------|-----------------|------------------|-----------------------|---------------------|-------------------------|---------------------|
| OBJECT CODE | EXPENSE CLASSIFICATION                   | GENERAL             | AQMD            | ARPA             | SELF-FUNDED INSURANCE | INFORMATION SYSTEMS | UAL & EMPLOYEE BENEFITS | 2025-26 ADOPTED     |
|             | <b>PERSONNEL EXPENSE</b>                 |                     |                 |                  |                       |                     |                         |                     |
| 5110        | Buy Backs                                | \$ 23,300           | \$ -            | \$ -             | \$ -                  | \$ 4,700            | \$ -                    | \$ 28,000           |
| 5111        | Salaries - Full Time                     | 1,507,590           | 3,820           | 72,610           | 290,090               | 445,870             | -                       | 2,319,980           |
| 5111        | Salaries - Full Time (Vacancy Allowance) | (2,340,190)         | -               | -                | -                     | -                   | -                       | (2,340,190)         |
| 5112        | Salaries - Temporary/Part Time           | 522,990             | -               | -                | -                     | -                   | -                       | 522,990             |
| 5113        | Overtime                                 | 43,400              | -               | -                | -                     | -                   | -                       | 43,400              |
| 5116        | Fringe Benefits                          | 439,600             | 1,230           | 17,180           | 81,630                | 116,720             | -                       | 656,360             |
| 5117        | Retirement Contributions                 | 199,980             | 450             | 8,290            | 33,510                | 51,950              | -                       | 294,180             |
| 5118        | Employee LTD Costs                       | -                   | -               | -                | 32,000                | -                   | -                       | 32,000              |
| 5119        | Unfunded Annual PERS Liability           | 657,490             | -               | -                | -                     | -                   | -                       | 657,490             |
|             | <b>TOTAL PERSONNEL EXPENSES</b>          | <b>\$ 1,054,160</b> | <b>\$ 5,500</b> | <b>\$ 98,080</b> | <b>\$ 437,230</b>     | <b>\$ 619,240</b>   | <b>\$ -</b>             | <b>\$ 2,214,210</b> |
|             | <b>MAINTENANCE &amp; OPERATIONS</b>      |                     |                 |                  |                       |                     |                         |                     |
| 5205        | Recruitment Costs - Other                | \$ 5,100            | \$ -            | \$ -             | \$ -                  | \$ -                | \$ -                    | \$ 5,100            |
| 5211        | Postage                                  | 47,610              | -               | -                | -                     | -                   | -                       | 47,610              |
| 5212        | Advertising                              | 5,120               | -               | -                | -                     | -                   | -                       | 5,120               |
| 5213        | Dues & Subscriptions                     | 13,920              | -               | -                | 150                   | 5,100               | 2,860                   | 22,030              |
| 5215        | Training/Conferences/Meetings            | 51,530              | -               | -                | 5,510                 | -                   | -                       | 57,040              |
| 5216        | Office Supplies                          | 44,070              | -               | -                | -                     | 620                 | -                       | 44,690              |
| 5217        | Other Supplies/Materials                 | 177,010             | 1,020           | -                | -                     | 15,400              | 4,080                   | 197,510             |
| 5218        | Uniform Expense                          | 16,150              | -               | -                | -                     | -                   | -                       | 16,150              |
| 5219        | Registration/License/Permits             | 16,580              | -               | -                | 66,300                | 153,670             | 25,000                  | 261,550             |
| 5220        | Fuel Usage                               | 9,940               | -               | -                | -                     | 620                 | -                       | 10,560              |
| 5221        | Mileage Reimbursement                    | 1,840               | -               | -                | -                     | 110                 | -                       | 1,950               |
| 5222        | Print/Mail Charges                       | 20,760              | -               | -                | -                     | -                   | -                       | 20,760              |
| 5226        | Team Building Expenses                   | 3,860               | -               | -                | -                     | 510                 | -                       | 4,370               |
| 5231        | Office Equipment (Under 5,000)           | 11,630              | -               | -                | -                     | 1,020               | -                       | 12,650              |
| 5232        | Computer Equip (Under 5,000)             | 5,100               | -               | -                | -                     | 105,000             | -                       | 110,100             |
| 5233        | Other Equipment (Under 5,000)            | 11,200              | -               | -                | -                     | 30,600              | -                       | 41,800              |
| 5234        | Other Equipment Rental                   | 154,250             | -               | -                | -                     | 55,150              | -                       | 209,400             |
| 5235        | Copier Usage Expense                     | -                   | -               | -                | -                     | 68,250              | -                       | 68,250              |
| 5236        | Rent                                     | 4,200               | -               | -                | -                     | -                   | -                       | 4,200               |
| 5237        | Utilities - Sewer                        | 1,200               | -               | -                | -                     | -                   | -                       | 1,200               |
| 5239        | Software Subscriptions                   | 18,060              | -               | -                | -                     | 1,491,300           | -                       | 1,509,360           |

**CITY OF UPLAND**  
**ADMINISTRATIVE SERVICES DEPARTMENT**  
 FY 2025-26 ANNUAL BUDGET  
 SUMMARY BY OBJECT CODE AND FUND

|             | FUND NO.                                    | 101         | 211    | 229  | 751                   | 753                 | 755                     |                 |
|-------------|---------------------------------------------|-------------|--------|------|-----------------------|---------------------|-------------------------|-----------------|
| OBJECT CODE | EXPENSE CLASSIFICATION                      | GENERAL     | AQMD   | ARPA | SELF-FUNDED INSURANCE | INFORMATION SYSTEMS | UAL & EMPLOYEE BENEFITS | 2025-26 ADOPTED |
| 5241        | Utilities - Electric                        | 199,800     | -      | -    | -                     | -                   | -                       | 199,800         |
| 5242        | Utilities - Gas                             | 28,310      | -      | -    | -                     | -                   | -                       | 28,310          |
| 5243        | Utilities - Telephone                       | -           | -      | -    | -                     | 444,500             | -                       | 444,500         |
| 5244        | Utilities - Water                           | 25,880      | -      | -    | -                     | -                   | -                       | 25,880          |
| 5251        | Legal Services                              | 23,040      | -      | -    | 224,400               | -                   | -                       | 247,440         |
| 5252        | Professional Services                       | 69,530      | -      | -    | -                     | -                   | 45,700                  | 115,230         |
| 5253        | Contract Services                           | 2,178,890   | -      | -    | -                     | -                   | 24,360                  | 2,203,250       |
| 5254        | Data Processing Services                    | -           | -      | -    | -                     | 262,890             | -                       | 262,890         |
| 5255        | Banking Services                            | 94,050      | -      | -    | -                     | -                   | 10,000                  | 104,050         |
| 5258        | Other Services                              | 585,270     | -      | -    | 282,370               | 5,100               | 8,770                   | 881,510         |
| 5261        | Books & Digital Materials                   | 165,580     | -      | -    | -                     | -                   | -                       | 165,580         |
| 5271        | Insurance Premium                           | -           | -      | -    | 1,928,880             | -                   | -                       | 1,928,880       |
| 5272        | Claims Expense                              | -           | -      | -    | 2,085,900             | -                   | -                       | 2,085,900       |
| 5290        | Late Charges                                | -           | -      | -    | -                     | 860                 | -                       | 860             |
| 5294        | Sponsor/Contribution/Donation               | 35,000      | -      | -    | -                     | -                   | -                       | 35,000          |
| 5303        | DDA/OPA                                     | 1,122,000   | -      | -    | -                     | -                   | -                       | 1,122,000       |
| 5320        | Tuition Reimbursement                       | 3,570       | -      | -    | -                     | -                   | -                       | 3,570           |
| 5321        | Employee Incentive                          | -           | 28,360 | -    | -                     | -                   | 67,610                  | 95,970          |
| 5322        | Health Premiums - Retirees                  | -           | -      | -    | -                     | -                   | 334,170                 | 334,170         |
| 5325        | Pension Expense - GASB 68                   | -           | -      | -    | -                     | -                   | 9,948,460               | 9,948,460       |
| 5326        | Medical - Retirees                          | -           | -      | -    | -                     | -                   | 88,850                  | 88,850          |
| 5327        | Dental - Retirees                           | -           | -      | -    | -                     | -                   | 72,270                  | 72,270          |
| 5328        | Vision - Retirees                           | -           | -      | -    | -                     | -                   | 6,120                   | 6,120           |
| 5329        | COBRA                                       | 10,200      | -      | -    | -                     | -                   | -                       | 10,200          |
| 5410        | ICRMA Liability Program Annual Assessment   | -           | -      | -    | 87,700                | -                   | -                       | 87,700          |
| 5424        | Bond Principal Payment                      | 313,940     | -      | -    | -                     | -                   | -                       | 313,940         |
| 5425        | Bond Interest Expense                       | 530,150     | -      | -    | -                     | -                   | -                       | 530,150         |
| 5429        | Residual Equity                             | -           | -      | -    | -                     | -                   | -                       | -               |
| 5701        | Information Systems Allocation Charges      | 549,940     | -      | -    | -                     | 44,940              | -                       | 594,880         |
| 5702        | Fleet - Maintenance & Repair Allocation     | 11,780      | -      | -    | -                     | 2,610               | -                       | 14,390          |
| 5703        | Vehicle Acquisition Allocation              | (222,000)   | -      | -    | -                     | -                   | -                       | (222,000)       |
| 5704        | Building Maintenance & Operation Allocation | 373,420     | -      | -    | -                     | -                   | -                       | 373,420         |
| 5705        | Self Funded Liability Allocation            | 390,430     | -      | -    | -                     | -                   | -                       | 390,430         |
| 5706        | OPEB & Employee Benefits Allocation         | (1,320,320) | -      | -    | 4,760                 | 10,840              | -                       | (1,304,720)     |

**CITY OF UPLAND**  
**ADMINISTRATIVE SERVICES DEPARTMENT**  
 FY 2025-26 ANNUAL BUDGET  
 SUMMARY BY OBJECT CODE AND FUND

|             | FUND NO.                           | 101           | 211        | 229       | 751                   | 753                 | 755                     |                 |
|-------------|------------------------------------|---------------|------------|-----------|-----------------------|---------------------|-------------------------|-----------------|
| OBJECT CODE | EXPENSE CLASSIFICATION             | GENERAL       | AQMD       | ARPA      | SELF-FUNDED INSURANCE | INFORMATION SYSTEMS | UAL & EMPLOYEE BENEFITS | 2025-26 ADOPTED |
| 5707        | PERS-UAL Allocation                | 3,671,090     | -          | -         | 62,840                | 136,440             | -                       | 3,870,370       |
| 5999        | Maintenance & Operations Allowance | (500,000)     | -          | -         | -                     | -                   | -                       | (500,000)       |
|             | TOTAL MAINTENANCE & OPERATIONS     | \$ 8,958,680  | \$ 29,380  | \$ -      | \$ 4,748,810          | \$ 2,835,530        | \$ 10,638,250           | \$ 27,210,650   |
|             | <b>CAPITAL OUTLAY</b>              |               |            |           |                       |                     |                         |                 |
| 5529        | Building Improvements              | \$ -          | \$ -       | \$ -      | \$ -                  | \$ -                | \$ -                    | \$ -            |
| 5530        | Machinery & Equipment              | -             | -          | -         | -                     | 145,060             | -                       | 145,060         |
| 5531        | Vehicles                           | -             | 120,000    | -         | -                     | -                   | -                       | 120,000         |
|             | TOTAL CAPITAL OUTLAY               | \$ -          | \$ 120,000 | \$ -      | \$ -                  | \$ 145,060          | \$ -                    | \$ 265,060      |
|             | TOTAL DEPARTMENT                   | \$ 10,012,840 | \$ 154,880 | \$ 98,080 | \$ 5,186,040          | \$ 3,599,830        | \$ 10,638,250           | \$ 29,689,920   |

**ADOPTED BUDGET**

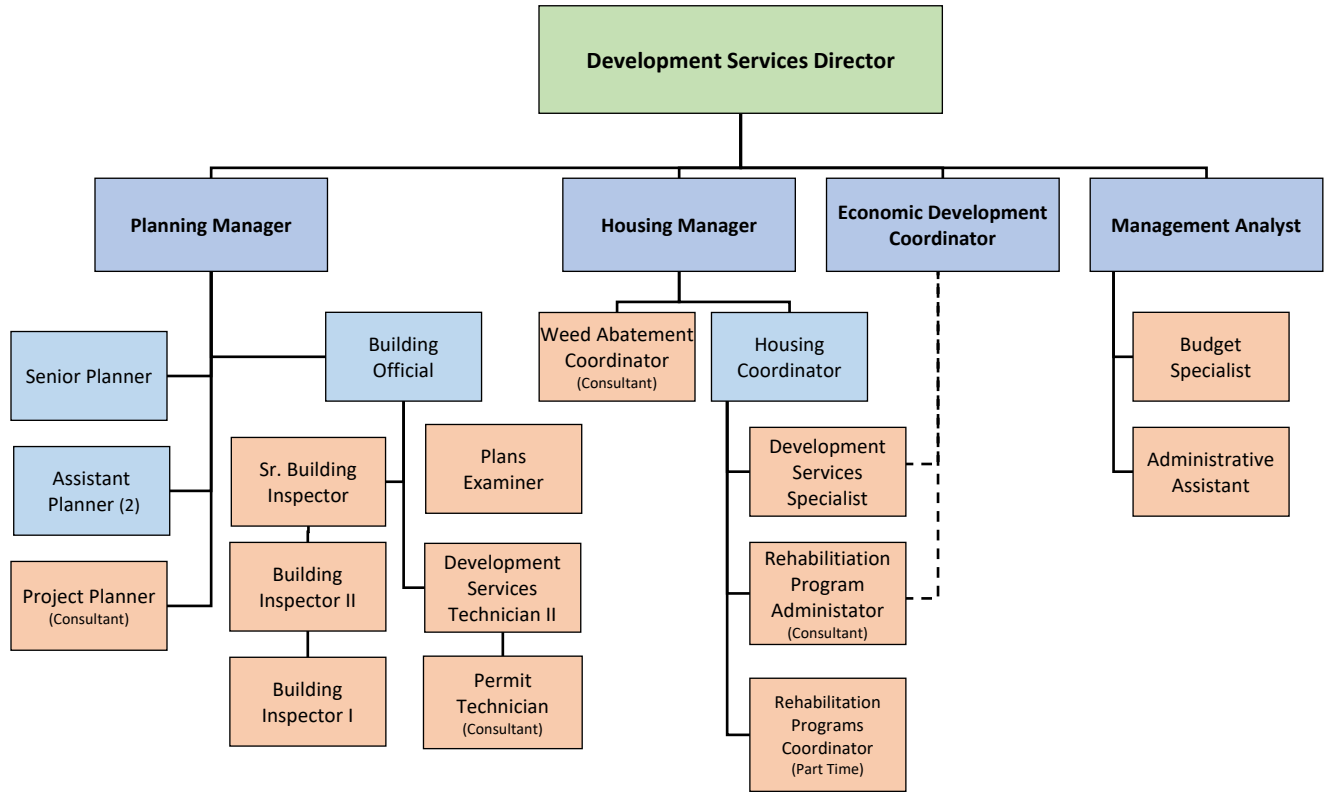
**FY 2024-25 & 2025-26**

**DEVELOPMENT SERVICES**



# DEVELOPMENT SERVICES

City of Upland  
Organizational Chart  
Fiscal Year 2024-25 & 2025-26

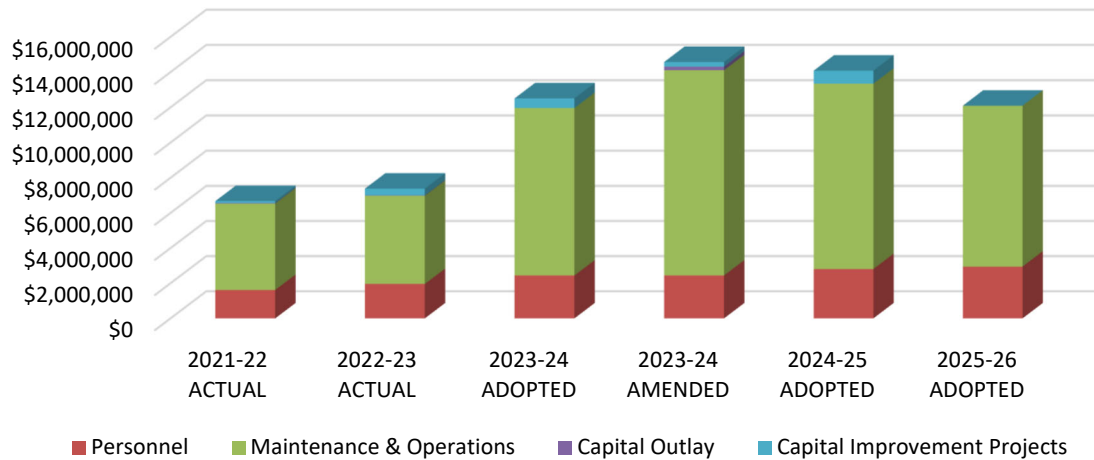


## MISSION STATEMENT

To guide the physical development of the community, including both quality living environments and expanded economic opportunities, while protecting the public health, safety, and welfare of the residents and general community.

|                               | 2021-22<br>ACTUAL  | 2022-23<br>ACTUAL  | 2023-24<br>ADOPTED  | 2023-24<br>AMENDED  | 2024-25<br>ADOPTED  | 2025-26<br>ADOPTED  |
|-------------------------------|--------------------|--------------------|---------------------|---------------------|---------------------|---------------------|
| <b>EXPENSE CLASSIFICATION</b> |                    |                    |                     |                     |                     |                     |
| PERSONNEL                     | \$1,619,550        | \$1,959,360        | \$2,441,920         | \$2,441,920         | \$2,809,330         | \$2,948,540         |
| MAINTENANCE & OPERATIONS      | 4,919,110          | 5,020,010          | 9,522,320           | 11,666,970          | 10,534,760          | 9,147,230           |
| CAPITAL OUTLAY                | 22,250             | 18,460             | -                   | 203,590             | -                   | -                   |
| CAPITAL IMPROVEMENT PROJECTS  | 117,390            | 389,460            | 544,170             | 262,750             | 739,780             | -                   |
| <b>TOTAL BUDGET</b>           | <b>\$6,678,300</b> | <b>\$7,387,290</b> | <b>\$12,508,410</b> | <b>\$14,575,230</b> | <b>\$14,083,870</b> | <b>\$12,095,770</b> |

### Development Services Expense Classification



|                                       | 2021-22<br>ACTUAL  | 2022-23<br>ACTUAL  | 2023-24<br>ADOPTED  | 2023-24<br>AMENDED  | 2024-25<br>ADOPTED  | 2025-26<br>ADOPTED  |
|---------------------------------------|--------------------|--------------------|---------------------|---------------------|---------------------|---------------------|
| <b>FUNDING SOURCES</b>                |                    |                    |                     |                     |                     |                     |
| GENERAL FUND                          | \$2,180,630        | \$2,489,930        | \$2,962,520         | \$2,924,610         | \$3,387,530         | \$3,471,860         |
| HOUSING                               | 2,070,390          | 2,252,530          | 4,260,440           | 4,260,440           | 4,984,570           | 4,929,930           |
| HOME                                  | 256,980            | 35,740             | 510,000             | 510,000             | 1,010,000           | 730,000             |
| CDBG                                  | 956,180            | 1,069,610          | 924,690             | 1,196,510           | 783,090             | 80,130              |
| PBIA                                  | 94,950             | 49,440             | 236,180             | 219,470             | 137,680             | 72,980              |
| OTHER GRANTS                          | 150,480            | 305,880            | 151,150             | 553,810             | -                   | -                   |
| CALHOME                               | 126,760            | 20,390             | -                   | 480,000             | 860,000             | -                   |
| AMERICAN RESCUE PLAN ACT              | 1,050              | 588,360            | 145,340             | 1,112,300           | 122,570             | -                   |
| ENERGY EFFICIENCY CAPITAL IMPROV PROJ | 1,900              | -                  | -                   | -                   | -                   | -                   |
| SUCCESSOR AGENCY                      | 838,980            | 575,410            | 3,318,090           | 3,318,090           | 2,798,430           | 2,810,870           |
| <b>TOTAL BUDGET</b>                   | <b>\$6,678,300</b> | <b>\$7,387,290</b> | <b>\$12,508,410</b> | <b>\$14,575,230</b> | <b>\$14,083,870</b> | <b>\$12,095,770</b> |

| <b>PERSONNEL</b>                                        |                   |                   |                    |                          |                            |
|---------------------------------------------------------|-------------------|-------------------|--------------------|--------------------------|----------------------------|
| <b>PERMANENT POSITIONS</b>                              | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>ADOPTED | 24/25 & 25/26<br>ADOPTED | GENERAL FUND<br>ALLOCATION |
| <b>BUILDING, PLANNING, AND ECONOMIC<br/>DEVELOPMENT</b> |                   |                   |                    |                          |                            |
| DEVELOPMENT SERVICES DIRECTOR                           | 1.00              | 1.00              | 1.00               | 1.00                     | 0.70                       |
| ECONOMIC DEVELOPMENT<br>COORDINATOR                     | 1.00              | 1.00              | 1.00               | 1.00                     | 0.90                       |
| MANAGEMENT ANALYST II                                   | 1.00              | 1.00              | 1.00               | 1.00                     | 0.55                       |
| ACCOUNTING TECHNICIAN                                   | 1.00              | 1.00              | 1.00               | 0.00                     | 0.00                       |
| BUDGET SPECIALIST                                       | 0.00              | 0.00              | 0.00               | 1.00                     | 0.30                       |
| PLANNING MANAGER                                        | 1.00              | 1.00              | 1.00               | 1.00                     | 0.85                       |
| SENIOR PLANNER                                          | 1.00              | 1.00              | 1.00               | 1.00                     | 0.80                       |
| ASSISTANT/ASSOCIATE PLANNER                             | 1.00              | 1.00              | 1.00               | 2.00                     | 2.00                       |
| BUILDING OFFICIAL                                       | 1.00              | 1.00              | 1.00               | 1.00                     | 0.85                       |
| PLANS EXAMINER                                          | 1.00              | 1.00              | 1.00               | 1.00                     | 0.85                       |
| SENIOR BUILDING INSPECTOR                               | 1.00              | 1.00              | 1.00               | 1.00                     | 0.75                       |
| BUILDING INSPECTOR I/II                                 | 2.00              | 2.00              | 2.00               | 2.00                     | 1.80                       |
| DEVELOPMENT SERVICES TECHNICIAN II                      | 2.00              | 2.00              | 2.00               | 1.00                     | 0.85                       |
| ADMINISTRATIVE ASSISTANT                                | 0.00              | 0.00              | 0.00               | 1.00                     | 0.50                       |
| <b>TOTAL POSITIONS</b>                                  | <b>14.00</b>      | <b>14.00</b>      | <b>14.00</b>       | <b>15.00</b>             | <b>11.70</b>               |

## PLANNING

The Planning Division of the City's Development Services Department is primarily responsible for developing and maintaining the City's General Plan (a comprehensive plan for growth and development) as required by state law; developing specific plans, neighborhood plans, master plans, and special studies as needed; and participating in regional transportation and land use plans. In addition, the division is responsible for maintaining the zoning ordinance and map; processing development applications as part of a "one-stop permit" center; providing customer assistance; conducting development review; reviewing improvement plans, building permits, and business licenses for compliance with City regulations; enforcing the zoning and subdivision codes; and completing special projects as needed. The division also carries out environmental reviews as required by the California Environmental Quality Act (CEQA) and provides environmental data and information on current State requirements to City departments and the public.

As the community grows, the Planning Division assists the city in maintaining its quality of life by meeting the needs for long-range land use, circulation, and public facilities. In doing this, the division provides a professional level of development services support to the public, applicants, City departments, Airport Land Use Committee, Planning Commission, and the City Council.

The Upland General Plan is the official document used by the City's decision-makers and citizens to guide the long-range development of land and the conservation of resources in Upland. It is the key document with which all other City ordinances and policies must be consistent. It is the City's "blueprint" for the future and provides the bridge between the community's values and development decisions to be made by the city.

The Planning Division is also responsible for processing new development applications which includes the review of preliminary plans, holding hearings for the public review and comment on

proposals, and overseeing the implementation of development to ensure that it is constructed in accordance with all City requirements.

## **FY 2024-25 & FY 2025-26 GOALS AND OBJECTIVES**

- ◆ Continue to aid the public, business and development community regarding land use and zoning matters.
- ◆ Continue to review and analyze entitlement applications in accordance with the timelines established in the Government Code and present recommendations to the Airport Land Use Committee, Planning Commission, and City Council.
- ◆ Continue processing zoning entitlements in a timely manner and in accordance with Permit Streamlining Act laws.
- ◆ Continue to train Planning Commissioners through an orientation, annual workshop, and conferences.
- ◆ Continue to evaluate opportunities to maximize staff resources and assess areas for creating efficiencies in staffing through cross training and use of contract and temporary employees as needed. Prioritize staff job satisfaction and growth through special project assignments, training opportunities, mentoring, timely performance evaluations and team building.
- ◆ Amend the zoning code to address internal conflicts and/or sections that are outdated due to changes in land use law and address Landscaping within commercial and industrial development.
- ◆ Prepare amendments to the Zoning Code revising the City's regulations pertaining to boarding houses. The City seeks to ensure a balance between the needs of its residents, who wish to enjoy the peace and quiet of their homes in a traditional residential neighborhood, and the needs of those living in residential boarding houses. All parties involved should be able to enjoy the quality of life that Upland has to offer.
- ◆ Prepare a Greenhouse Gas (GHG) Reduction Plan for the future of Upland's electric and water resources to be sustainable and environmentally friendly, while continuing to be affordable and reliable for the benefit of residential and business customers.
- ◆ Following certification of the 2021-2029 Housing Element Update, process zoning and General Plan land use changes to implement the policies and rezone sites on the housing site inventory identified in the 2021-2029 Housing Element Update. The City of Upland's allocation for the 2021-2029 planning period is 5,673 units.
- ◆ Plan for housing production by working with state and regional agencies in accommodating the City's Regional Housing Needs Allocation (RHNA) and recommend land use designations and policies that would result in the production of housing for all segments of the population.
- ◆ Maintain a contract with a short-term rental consultant to properly regulate this land use and increase the City's Transient Occupancy Tax revenue.

- ◆ Process the Villa Serena Specific Plan and Focused Environmental Impact Report for the development of a residential community that consists of 65 single-family detached residential units at a density of 7.1 dwelling units per acre including on-site active and passive recreational amenities.
- ◆ Process a Transit Overlay District for approximately 38.61 acres of land, located east of Central Avenue, west of Benson Avenue, south of Huntington Drive, and north of the A.T.&S.F. railroad that will promote high-quality residential and mixed-use development, allow residential densities of up to 40 units per acre, encourage lot consolidation, and promote transit-oriented development near the Montclair Metrolink station.
- ◆ Prepare a Development Processing Guide to illustrate how a development project is typically processed through the City’s Planning and Building Divisions. Narratives will provide detailed descriptions of the development review process within each Division.
- ◆ Develop an Ordinance adding and amending certain provisions within the Upland Municipal Code to provide a process for making reasonable accommodation to land use and zoning decisions and procedures regulating the siting, funding, development, and use of housing matters for persons with disabilities.
- ◆ Prepare a Zoning Code update for the purpose of establishing sign standards and guidelines to encourage an uncluttered atmosphere with signs that enhance economic revitalization and enhance the aesthetic quality of Upland. The standards and design criteria will establish sign placement, letter type, sign styles, and other design-related restrictions with the intent to establish consistency and compatibility of signs in the area.
- ◆ Continue to update the “Notable Projects Map” and “Development Highlights” available on the city website to aide in transparency.
- ◆ Continue to update, improve, and clarify the Zoning Ordinance so that new uses and land use concerns are properly addressed and to ensure compliance with the various state land use mandates.

## **FY 2023-24 MAJOR ACCOMPLISHMENTS**

- ◆ Planning Division staff continues to explore technology opportunities to make information, plans, and applications more readily available to the community, property owners, business owners, and developers.
- ◆ Participated in and coordinated the review of 180 planning projects through the Administrative Approval, Technical Review Committee, Planning Commission, and City Council through March 2024.
- ◆ As of February 2024, staff processed 32 recorded Accessory Dwelling Unit covenants.
- ◆ Coordinated with other city departments to process and issue approximately 26 Special Event and Film Permits, including that for the Lemon Festival, Upland Farmer’s Market, and the Irish Festival.

- ◆ Processed 114 requests for address assignments.
- ◆ Provided customer service to an estimated 7,200 (30/day avg.) telephone inquiries.
- ◆ Provided customer service to an estimated 3,600 (15/day avg.) customers at the public counter.
- ◆ As of February 2024, processed 255 zoning clearance requests for new businesses in the City.
- ◆ Processed 2 Mills Act Contracts.
- ◆ The Division also worked on several ongoing and recurring projects such as the Department's web site, continuing budget challenges, and department monthly development highlights newsletter.
- ◆ Reviewed/responded to environmental documents prepared by other jurisdictions.
- ◆ Processed the City Ventures Housing Development, which includes the development of 32 3-story townhomes on approximately 1 acre, located at the northwest corner of A Street and First Avenue. The development will include 5 units provided at the low-income affordability level. The Planning Commission approved the project on October 25, 2023.
- ◆ Processed the West Foothill Development Project, which includes the development of an approximately 3,570-square-foot restaurant with drive-through and four industrial condominiums within two warehouse buildings, approximately 42,476-square feet and 51,959 square feet in size, located at 1780 W. Foothill Boulevard. The Planning Commission approved the project on January 24, 2024.
- ◆ Construction began on the Downtown Upland Parklets Program located within Second Avenue between C Street and A Street and within 9th Street between First Avenue and Third Avenue.
- ◆ Provided environmental review documents (Notice of Exemption) and assistance to Public Works on Citywide CIP projects.
- ◆ Administered a contract with a short-term rental consultant to implement the City's short term rental program and properly regulate this land use and increase the City's Transient Occupancy Tax revenue.
- ◆ Assisted Code Enforcement Officers in maintaining and improving the quality of Upland's neighborhoods by operating programs that ensure public compliance with the City's Municipal Code. Additionally, we responded to customer complaints of potential Municipal, Zoning, and Health and Safety Code violations and initiated fair and unbiased enforcement action to correct those violations and educate property owners to maintain code compliance.
- ◆ The Planning Division is working with regional agencies such as SBCTA, SCAG, Gold line Authority, and Caltrans to implement regional planning projects. Such projects include the San Bernardino County Transportation Agency's (SBCTA) Metro Link Station Accessibility Project, the San Bernardino I-10 Freeway Corridor Improvement Project, and the Los Angeles and San Bernardino Inter-County Transit and Rail Connectivity Study.
- ◆ As of February 2024, the Planning Division received and responded to 46 public records requests.

| PERFORMANCE MEASUREMENTS                              | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>PROJECTED | 2024-25<br>TARGET | 2025-26<br>TARGET |
|-------------------------------------------------------|-------------------|-------------------|----------------------|-------------------|-------------------|
| General Plan Amendments                               | 4                 | 2                 | 2                    | 2                 | 2                 |
| Zone Change/Code Amendments                           | 6                 | 6                 | 2                    | 4                 | 4                 |
| Specific Plan Reviews                                 | 2                 | 3                 | 0                    | 1                 | 1                 |
| Development Plan Review                               | 6                 | 11                | 10                   | 10                | 12                |
| Conditional Use Permits                               | 4                 | 11                | 12                   | 12                | 12                |
| Sign Design Reviews                                   | 81                | 63                | 90                   | 90                | 90                |
| Parcel Map/Tract Maps                                 | 5                 | 4                 | 3                    | 3                 | 4                 |
| Administrative Use Permits                            | 28                | 23                | 23                   | 23                | 25                |
| Administrative Determinations                         | 8                 | 16                | 8                    | 8                 | 10                |
| Environmental Impact Reports/Negative<br>Declarations | 3                 | 2                 | 2                    | 2                 | 3                 |
| Mills Act                                             | 2                 | 2                 | 2                    | 2                 | 2                 |
| Temporary Use Permits                                 | 7                 | 6                 | 6                    | 6                 | 6                 |
| Special Event Permits                                 | 22                | 29                | 32                   | 30                | 30                |
| Appeals                                               | 0                 | 0                 | 0                    | 0                 | 0                 |
| Zoning Clearances                                     | 571               | 490               | 425                  | 450               | 475               |
| Covenants                                             | 62                | 71                | 65                   | 65                | 70                |

## BUILDING AND SAFETY

The Building & Safety Division, through adopted Building and related codes, ensures safe building design, construction, and inspection of structures. The Division also reviews soil conditions, construction methods, and materials to ensure the health and safety of building occupants. In addition, the Division conducts occupancy inspections for new businesses seeking establishment within the City in existing buildings.

The mission of the Division is to safeguard the community we serve and help preserve public health, safety, and welfare of the people who work, visit, or reside in Upland by enforcing building laws and regulations which protect their property, structures, and quality of life. In cooperation with the Planning & Engineering Divisions and other agencies, our obligation is to enforce the intent of legally established codes and regulations without unnecessary impact on owners, builders, and designers. We strive to be proactive, creative, helpful, and responsive with an emphatic understanding of customer needs. It is our goal to attain the highest levels of workmanship, integrity, and professionalism.

## **FY 2024-25 & FY 2025-26 GOALS AND OBJECTIVES**

- ◆ Continue to accept, review, and approve all plans and permit submittals online through City's portal.
- ◆ Continue to improve record keeping and archiving of plans and documents by scanning and converting them into a searchable database.
- ◆ Continue to work closely with code enforcement to promote and improve the City's appearance; work collaboratively with outside agencies, such as the San Bernardino County Fire Department and the San Bernardino County Health Department to utilize all tools and laws available to obtain compliance with the objectives of the City related to fire and life-safety issues.
- ◆ Promote training for inspectors to maintain effective construction inspections and to learn the latest minimum code provisions.
- ◆ Provide opportunities to inspectors and permit technicians for cross training across the Division and Department.
- ◆ Strive to improve communication with, and satisfaction of, the customers we serve while building a safe community for all our citizens.
- ◆ Continue to implement new software used for tracking building permit activity and the calculation of building permit fees.
- ◆ Continue to accept all plan check submittals online through the City's website.
- ◆ Continue Business License Inspection Program by providing necessary building inspections of an existing commercial building within the City to ensure key elements of fire and life-safety requirements such as exiting, egress, emergency lighting, mechanical, electrical & plumbing appliances, and fixtures for code compliance and occupant safety and is reviewed with the applicant.
- ◆ Continue issuing permits online for both major and minor construction projects.
- ◆ Continue issuing same day or next business day permits for rooftop residential PV systems, water heaters, HVAC systems, re-roofing, plumbing sewer line, house re-piping, and other minor projects not requiring construction plans.
- ◆ Continue to utilize consultant services to augment Building & Safety services.

## **FY 2023-24 MAJOR ACCOMPLISHMENTS**

- ◆ Using the new online permit application program (CSS Portal), the city is currently experiencing an increased submittal rate for all permit applications. With this high user rate and the implementation of construction plans submittal through the CSS Portal, many basic permits (PV Systems, HVAC Change-out, Electric Panel Upgrade, Swimming Pools, etc.) are processed within 24 to 48 business hours. Additionally, the Building Division now offers the acceptance and review of building plans for major projects electronically, which significantly reduces the use of paper.

- ◆ The transition to online permit processing and issuance, including major and minor project plan reviews submitted through the CSS Portal, has been both educational and challenging. Staff is now capable of providing customer service at a higher technical level for outside clients and other City agencies also using the ENERGOV system. With the implementation of ENERGOV and the adjustment of business practices to best meet customer needs, it is safe to say the Building Division is now on the cutting edge of how building departments, on a nationwide level, will be conducting business in the future.
- ◆ Conducted more than 13,000 inspections within 24 hours of request.
- ◆ With more than 3 months remaining in the current fiscal year, the total number of permits processed may exceed 2,000.
- ◆ Implemented the Business License Inspection Program. This program required all first-time and reinstatement of expired business license applicants operating in a commercial building or space within the city to have the Building and Safety Division inspect these premises prior to issuance of a business license. Key elements of fire and life safety requirements reviewed with the applicant during this inspection include exiting, egress, emergency lighting and mechanical, electrical, and plumbing appliances, and fixtures for code compliance and occupant safety.
- ◆ As of May 2024, the Building Division received and responded to 100 public records requests.

| PERFORMANCE MEASUREMENTS                      | 2021-22<br>ACTUAL   | 2022-23<br>ACTUAL   | 2023-24<br>PROJECTED | 2024-25<br>TARGET | 2025-26<br>TARGET |
|-----------------------------------------------|---------------------|---------------------|----------------------|-------------------|-------------------|
| Inspections within 24 hours                   | 99%                 | 99%                 | 99%                  | 99%               | 99%               |
| Total number of inspections                   | 8,950               | 13,594              | 13,200               | 13,400            | 13,500            |
| Plan check turn-around time (business days)   | < 3 weeks           | <3 weeks            | <3 weeks             | 16 Business Days  | 16 Business Days  |
| Total number of plan checks                   | 2,275               | 1,987               | 1,700                | 1,750             | 1,800             |
| Total number of building permits issues       | 3,420               | 2,927               | 2,300                | 2,350             | 2,400             |
| Commercial buildings - New                    | 15                  | 9                   | 7                    | 7                 | 7                 |
| Commercial buildings - TI & Alteration        | 103                 | 74                  | 65                   | 60                | 60                |
| Residential buildings - New                   | 34                  | 99                  | 40                   | 45                | 50                |
| Residential buildings - Alteration & Addition | 195                 | 218                 | 210                  | 200               | 190               |
| New multi-family units                        | 35                  | 85                  | 10                   | 20                | 20                |
| <b>Total Building Valuation</b>               | <b>\$69,500,000</b> | <b>\$91,200,000</b> | <b>60,000,000</b>    | <b>65,000,000</b> | <b>68,000,000</b> |

## WEED ABATEMENT

The City's Weed Abatement Program is intended to protect the health, safety, and welfare of the community, and to minimize fire hazards by inspecting all parcels within the city's limits and notifying the property owners of their responsibility of maintaining their property free of weeds and rubbish.

## FY 2024-25 & FY 2025-26 GOALS AND OBJECTIVES

- ◆ Receive City Council approval to declare unmaintained weeds, grasses, and vegetation and dead or dying and combustible debris a public nuisance in violation of the City Municipal Code 8.12.180 and California Code 39561 and adopt a resolution authorizing staff to initiate the Annual Weed Abatement Program.
- ◆ Improve year-round voluntary compliance with City Municipal Code 8.12.180 and California Code 39561 through improved program marketing and outreach efforts.
- ◆ Inspect 22,602 properties for compliance with City Municipal Code 8.12.180 and California Code 39561.
- ◆ Assess and lien non-compliant properties (40 parcels).
- ◆ Abate non-compliant properties (10 parcels).
- ◆ Resolve all violations as efficiently and effectively as possible.

## FY 2023-24 MAJOR ACCOMPLISHMENTS

- ◆ Inspected 22,602 properties.
- ◆ As of February 2024, Weed Abatement received and responded to 14 public records requests.

| PERFORMANCE MEASUREMENTS           | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>PROJECTED | 2024-25<br>TARGET | 2025-26<br>TARGET |
|------------------------------------|-------------------|-------------------|----------------------|-------------------|-------------------|
| Properties Inspected               | 22,601            | 22,602            | 22,602               | 22,602            | 22,602            |
| Properties Assessed/Liened         | 268               | 85                | 100                  | 100               | 100               |
| Notices Sent Out                   | 401               | 202               | 300                  | 250               | 250               |
| Properties Abated (via contractor) | 78                | 4                 | 10                   | 10                | 10                |

## ECONOMIC DEVELOPMENT

The Economic Development Division is responsible for developing and administering fiscally sound programs to stimulate economic activity and enhance city revenues. The Economic Development Division will continue to implement the goals and objectives as stated within the adopted 5-year Economic Development Action Plan. A main activity is business attraction, retention, and expansion by promoting and assisting primary commercial districts in a manner that benefits the residents and general community. Economic Development is also responsible for management and administration of leases on City-owned properties, as part of Asset Management.

## **FY 2024-25 & FY 2025-26 GOALS AND OBJECTIVES**

- ◆ Continue to strengthen relationships with the County of San Bernardino Economic Development Agency and other regional agencies.
- ◆ Encourage economic growth by increasing public awareness of existing business and employment resources and/or services promoting job creation and retention.
- ◆ Continue to seek outside financial resources (i.e., Federal, State, or private grants/loans) to carry out economic development programs and/or activities.
- ◆ Continue to partner with the Upland Chamber of Commerce in providing essential business resources to the community.
- ◆ Continue to develop a citywide economic development marketing strategy and rebranding that will focus on business attraction and retention, using an economic development partner.
- ◆ Continue with the branding, promotion, and marketing of the City with materials.
- ◆ Continue to provide training and business assistance services through Upland’s Small Business Development Center.
- ◆ Continue to utilize Parking and Business Improvement Area funds for the promotion, betterment, and enhanced economic vitality of downtown Upland.
- ◆ Continue to coordinate with the Historic Downtown Upland (HDU) board for promoting and marketing downtown Upland.
- ◆ Continue to efficiently manage 27 leases and one license agreement for City-owned properties.
- ◆ Monitor a License Agreement with San Antonio Regional Hospital to provide additional parking near the south ballfield within Memorial Park.
- ◆ Continue to assist in the facilitation of building, site reuse, and expansion opportunities while accommodating evolving retail trends.
- ◆ Continue to encourage the development of sustainable revenue-generating commercial, office, residential, and light industrial spaces while diversifying the community’s industrial base.
- ◆ Continue to support the Downtown Specific Plan, General Plan policies, and zoning code regulations that work to promote and encourage a mixture of pedestrian friendly retail, service, and mixed-use lifestyle land uses.
- ◆ Evaluate opportunities to assist new and existing businesses with permitting, land entitlement, and long-term business retention and development.
- ◆ Continue to support the City’s efforts to develop a green and sustainable program intended to increase the conservation of resources and reduce environmental impacts with an emphasis on energy, water, air quality, solid waste, land use, and transportation.

- ◆ Continue to fund and promote the Commercial Rehabilitation Program (CRP) and Business Assistance & Attraction Program (BAAP) for the Historic Downtown Façade Revitalization project area.
- ◆ Continue to implement the Commercial Rehabilitation Program (CRP) – Historic Downtown Revitalization façade improvements to preserve and beautify historical commercial corridors. Planning to fund 2 CRP projects.
- ◆ Continue to create and promote small business support programs.
- ◆ Continue to implement the Downtown Beautification Program.
- ◆ Continue to implement the Downtown Upland Main Street Economic Recovery and Revitalization Project.
- ◆ Continue to implement business financial assistance programs.
- ◆ Continue to implement the goals and objectives in the 5-Year Economic Development Action Plan.
- ◆ Continue to create and prepare the Possessory Interest Report for submittal to the San Bernardino County Assessor’s Office on an annual basis in February.
- ◆ Continue to provide Economic Development Division updates to the Economic Development Committee on a quarterly basis.
- ◆ Continue to attend and participate in training events and conferences.

## **FY 2023-24 MAJOR ACCOMPLISHMENTS**

- ◆ Staff attended the Innovative Commerce Serving Communities (ICSC) conference in Las Vegas to attract retailers and promote Upland opportunities.
- ◆ The City entered into a purchase and sale agreement of a 650 square foot portion of a City-owned parking lot, deemed exempt surplus. The sale was completed to the owner of contiguous land at 101 N. 2<sup>nd</sup> Avenue.
- ◆ In November 2022, the City entered into a Disposition and Development Agreement with City Ventures for the purchase and development of City-owned property located at the northeast corner of First Avenue and A Street. The Planning Commission approved the entitlement application on October 25, 2023, for the development of 32 townhome units on this site.
- ◆ In December 2022, the City entered into a lease agreement with AT&T Mobility Corporation for a faux water tank cellular tower located within Memorial Park. Planning Division staff is preparing to take the entitlement application to the Planning Commission for its consideration at its meeting of March 27, 2024.
- ◆ Managed the Upland Catch-UP Business Rental Assistance Program and assisted 17 businesses.

- ◆ In February 2023, the City Council approved program guidelines for the new Raise-UP: Restaurant Assistance for Increase Sales and Efficiency-Upland Grant Program. A total of 28 restaurant businesses have been assisted through the Raise-UP program.
- ◆ In October 2023, the City Council approved program guidelines to fund the new Micro-Retail Resiliency Loan Program. A total of 9 businesses have been approved for assistance through the Mico-Retail Resiliency Program.
- ◆ In April 2021, the City submitted a project proposal entitled Downtown Upland Main Street Economic Recovery and Revitalization Project in response to Congressman Pete Aguilar’s FY 22 Community Project Funding request. The City was awarded \$1,000,000 of Community Project Funding for the project.
- ◆ In March 2023, Congresswoman Norma Torres presented the City with a Certificate of Special Congressional Recognition as a recipient of the Community Project Funding amount of \$750,000 for FY 2023 for the Phase II of the Downtown Main Street Economic Recovery and Revitalization Project.
- ◆ Prepared and submitted the Possessory Interest Report to the San Bernardino County Assessor’s Office on February 12, 2023, for the period of January 2, 2023, to January 1, 2024.
- ◆ On December 11, 2023, the City Council approved a Purchase and Sale Agreement (PSA) with Crestwood Corporation for the sale and future development of a City-owned vacant property, located at Washington Boulevard and Sixth Avenue, to develop a 7-unit residential development. The Planning Division is reviewing the entitlement application and anticipates the item to be considered by the Planning Commission at its meeting of April 24, 2024.
- ◆ In January 2021, the City Council adopted a resolution approving the 5-Year Economic Development Action Plan as prepared by Tierra West Advisors. To date, staff has completed several accomplishments and made progress for each of the five recommendations presented as the highest priorities in the Action Plan.
- ◆ The City Council proclaimed November 25, 2023, as “Small Business Saturday” urging residents of our community and communities across the country to support small business on Small Business Saturday and throughout the year.
- ◆ Updated the Economic Development Division website to share helpful information and links on business resources, funding sources, and relief programs to assist businesses. Business resources include, the Small Business Administration (SBA), California Governor’s Office of Business and Economic Development (GO-Biz), California Association for Local Economic Development (CALED), San Bernardino County Economic Development Agency, and the Small Business Development Center (SBDC).
- ◆ Coordinated with the HDU board in promoting and marketing downtown Upland.
- ◆ The downtown Gazebo was rehabilitated and repainted in November 2023 as part of a collaborative effort with City staff, Public Works staff, HDU Board, and Ralph Cavallo.

- ◆ The music in the downtown area from the Gazebo speaker was restored through efforts by the HDU Board and the Public Works Department.
- ◆ New tree lighting and decorative Christmas lighting was installed along 2<sup>nd</sup> Avenue and 9<sup>th</sup> Street, enhancing the inviting atmosphere of downtown.
- ◆ The downtown gazebo was decorated by the HDU Board throughout the year with Fall, Halloween, Valentine’s Day, and St. Patrick’s Day décor. The City engaged a consultant to decorate the gazebo with Christmas décor.
- ◆ Partnered with the Small Business Development Center (SBDC) with sharing online webinar Business Training Events and business assistance services on the City’s website.
- ◆ Met with the Economic Development Committee on a quarterly basis to discuss economic development projects, development highlights, and business attraction efforts.
- ◆ Met with the Upland Chamber of Commerce on a quarterly basis to discuss Chamber programs and to provide updates on City-wide projects, including new businesses.
- ◆ Identified available spaces for lease and properties for sale with in-house CoStar resource and assisted businesses with site selection assistance.
- ◆ Negotiated lease terms and prepared a draft lease for a collocation on an existing cell tower facility proposed within the San Antonio Park.
- ◆ Efficiently managed 27 leases and one license agreement for City-owned properties.
- ◆ Monitored a License Agreement with San Antonio Regional Hospital to provide additional parking near the south ballfield within Memorial Park.
- ◆ Promoted mixed-use development in Downtown.
- ◆ Implemented the Downtown Upland Main Street Economic Recovery and Revitalization Project.
- ◆ Implemented the Comprehensive Downtown Beautification Program and coordinated for the upgrades and improvements to benches, trash receptacles, spire, kiosks, archway, and signage in the downtown.

## **DEVELOPMENT SERVICES - ADMINISTRATIVE**

This section captures the non-division specific goals and accomplishments of the Development Services Administrative Team.

## **FY 2024-25 & FY 2025-26 GOALS AND OBJECTIVES**

- ◆ To implement the file closure and audit process for all Development Services files.
- ◆ To develop department policy and procedures.

- ◆ To schedule Planning Commission interviews.
- ◆ Continue settling the daily Development Services transaction batch.
- ◆ Continue to evaluate, train, and provide feedback to employees.
- ◆ Continue to evaluate and improve internal processes and optimize departmental operations.
- ◆ To digitalize all paper records and relocate permanent records to an off-site facility to optimize real estate within city hall for future office space.
- ◆ To continue seeking new grants and monitoring the grants we have secured.
- ◆ To organize and process all records in the Development Services file storage area in accordance with the record retention schedule to reconfigure the existing footprint within City Hall.
- ◆ Continue preparing and disseminating the Planning Commission Agenda, Agenda Packet, and meeting minutes.
- ◆ Continue to notarize documents for the Department and City-wide, as needed.

#### **FY 2023-24 MAJOR ACCOMPLISHMENTS**

- ◆ Submitted a revised budget and timeline for the FY 2021-22 \$1M grant from Congressman Pete Aguilar for the Tom Thomas Magnolia Plaza (TTMP) in Downtown Upland.
- ◆ Submitted all required grant agreement documentation for the FY 2022-23 \$750,000 grant from Congressman Norma Torres for Phase II of the TTMP in downtown.
- ◆ Extended the submission deadline and submitted a revised budget for the \$300,000 LEAP Grant (Local Early Action Planning), which will fund the implementation of the legislative items identified in the Housing Element.
- ◆ Received final reimbursement from the SB2 (Senate Bill) Planning Grant, which funded the Housing Element consultant and the ADU (Accessory Dwelling Unit) workbook and materials.
- ◆ Prepared and transferred 58 boxes of building permit records to the City Clerk's office for scanning and permanent off-site retention.
- ◆ Coordinated with IT services for the Energov (permitting software) changes including a software upgrade, training, and revised workflows.
- ◆ Developed a file closure process for Development Services files.
- ◆ Coordinated the replacement of the conference table and chairs in the Caborca Conference Room.

## HOUSING

The mission of the Housing Division is to use our local, State and Federal resources to their highest and best use to develop vibrant, diverse, affordable, and sustainable communities for all.

| <b>PERSONNEL</b>                |                   |                   |                    |                          |                            |
|---------------------------------|-------------------|-------------------|--------------------|--------------------------|----------------------------|
| <b>PERMANENT POSITIONS</b>      | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>ADOPTED | 24/25 & 25/26<br>ADOPTED | GENERAL FUND<br>ALLOCATION |
| <b>HOUSING</b>                  |                   |                   |                    |                          |                            |
| HOUSING MANAGER                 | 1.00              | 1.00              | 1.00               | 1.00                     | 0.05                       |
| HOUSING COORDINATOR             | 1.00              | 1.00              | 1.00               | 1.00                     | 0.00                       |
| DEVELOPMENT SERVICES SPECIALIST | 0.00              | 0.00              | 0.00               | 1.00                     | 0.30                       |
| DEVELOPMENT SERVICES TECHNICIAN | 1.00              | 1.00              | 1.00               | 0.00                     | 0.00                       |
| <b>TOTAL DIVISION</b>           | <b>3.00</b>       | <b>3.00</b>       | <b>3.00</b>        | <b>3.00</b>              | <b>0.35</b>                |

## LOW-AND-MODERATE INCOME HOUSING PROGRAM

The Housing Division is responsible for the administration and implementation of the Low-and-Moderate Income Housing (LMIH) program consistent with available resources. It provides for the development and implementation of housing programs to increase, improve, or preserve affordable housing within the City's limits for persons or families of low to moderate income.

### FY 2024-25 & FY 2025-26 GOALS AND OBJECTIVES

- ◆ Collaborate with Upland Community Housing Inc. ("UCHI") to modify the existing loan for Coy D. Estes I Affordable Senior Housing Development, to pay off the existing loan by 2072 and release Coy D. Estes II to the City for future affordable housing development.
- ◆ Collaborate with Crestwood Communities through the entitlement process and enter into a Development Disposition Agreement (DDA) to create market-rate housing on Washington Avenue & 6<sup>th</sup> Avenue.
- ◆ Collaborate with City Ventures to build 29 townhomes on a City-owned 1 acre parcel on the northwest corner of First Avenue and A Street. When complete, 5 units will remain affordable for persons with incomes at or below 80% of the Area Median Income for San Bernardino County.
- ◆ Address homelessness by supporting the efforts of the San Bernardino County Continuum of Care and funding programs that provide direct outreach, support services and housing to or residents who are homeless or at risk of becoming homeless.
- ◆ Prepare and submit the annual Housing Element activities report to HCD.
- ◆ Develop strategies to create additional affordable housing opportunities.
  1. Direct new housing growth into strategic locations that strengthen the City's economy, maximizes existing and planned infrastructure, and fosters the use and development of transit and multi-modal transportation. The areas include Historic Downtown, Foothill Boulevard, Southeast Quadrant and College Heights.

2. Continue to work collaboratively with nonprofit, for profit, and faith-based organizations in the community to address the housing and supportive services of residents and those with special housing needs.
  3. Support the maintenance, rehabilitation and continued long-term preservation of publicly subsidized rental housing affordable to lower income and special needs households
  4. Preserve the long-term affordability, condition, quality, and viability of mobile home parks in the community through rent stabilization and proactive maintenance and repair of units.
  5. Continue to process second and accessory dwelling units as permitted by the municipal code.
  6. Continue to permit and encourage density bonuses, lot consolidations, and other means to build market rate and affordable housing.
  7. Support and increase opportunities for residents and Upland employees to achieve homeownership through the provision of financial or regulatory assistance where feasible.
- ◆ Provide monitoring oversight of 300 housing units.
  - ◆ Prepare and complete the Low- and Moderate-Income Housing Fund report.

## **FY 2023-24 MAJOR ACCOMPLISHMENTS**

- ◆ Earned approximately a net of \$3.5 million from the efficient operation of the Sunset Ridge, Village, and Magnolia Colony Apartments.
- ◆ Entitlements approved for a proposed residential project of 29 townhouse homes, with at least 15% of those homes restricted for lower-income first-time homebuyers to be developed by City Ventures Homebuilding LLC.
- ◆ Coordinated and received the biannual appraisal of Housing property assets with a value of \$65,585,000.
- ◆ Prepared and submitted the Annual Progress Report on the Housing Element to the Department of Housing and Community Development.
- ◆ Acquired a fourplex to add to our affordable housing portfolio using Low Moderate Income Housing Funds.
- ◆ Substantially rehabilitated an affordable housing unit that was severely damaged by fire.
- ◆ Oversaw and monitored 300 housing units.
- ◆ Monitored annual revisions to the Consumer Price Index and notified all mobile home park owners of rent increases allowed under the City's Mobile Home Park Rent Stabilization Ordinance.

- ◆ Adjusted the effective period of the financial statement for the City’s four affordable housing complexes from a calendar year to a fiscal year to coincide with the City’s fiscal year.
- ◆ Balanced the Housing rent revenue budget for FY 2023-24.
- ◆ Completed the Low- and Moderate-Income Housing Fund report for FY 2023-24.
- ◆ Received 2 Housing loan payoffs.

## **HOME INVESTMENT PARTNERSHIP PROGRAM/ CALHOME/ PERMANENT LOCAL HOUSING ALLOCATION PROGRAM**

The Housing Division administers the State HOME, CALHOME, and Permanent Local Housing Allocation (PLHA) programs consistent with applicable federal and state rules and regulations, as well as City Council policies and directives to improve the City’s housing stock, promote home ownership, create additional affordable housing opportunities, and assist with the prevention of homelessness.

### **FY 2024-25 & FY 2025-26 GOALS AND OBJECTIVES**

- ◆ Implement the City’s State HOME and CalHome grant programs to finance approximately three (3) new Housing Improvement Program (HIP), single-family-housing rehabilitation project loans and four (4) First Time Homebuyers Program loans.
- ◆ Continue to service the approximately \$5.5 million State HOME and CalHome program loan portfolio.
- ◆ Continue to implement the new green building standards in the Housing Improvement Program.
- ◆ Update program manuals, as needed.
- ◆ Prepare and submit timely all State HOME, CalHome and PLHA program HCD annual and quarterly financial and performance reporting documents.
- ◆ Recommence marketing strategies for HOME and CalHome grant programs through various advertising avenues.
- ◆ Calculate CalHome annual anticipated 5% service fee on Reuse Account as Housing revenue.
- ◆ Continue to use the City’s Permanent Local Housing Allocation (PLHA) fund allocation of \$277,837 to be used for homeless prevention services.

### **FY 2023-24 MAJOR ACCOMPLISHMENTS**

- ◆ Prepared and submitted quarterly reports to HCD for both the State HOME and CalHome programs.
- ◆ Successfully completed HCD’s annual review of both State HOME and CalHome program grants.

- ◆ Received \$480,000 in CalHome funding to support a mobile home component of the City's Single Family Residential Rehabilitation Program.
- ◆ Received 1 HOME loan payoff, received 2 CalHome loan payoffs, and 0 partial interest/principal CalHome payment for FY 2023-24.
- ◆ Received another waiver for the Sales/Value limit (203b) to Housing and Community Development (HCD); continued discussions with the Department of Housing Community Development.
- ◆ Recorded CalHome annual anticipated 5% service fee on Reuse Account as Housing revenue.
- ◆ Prepared and submitted a CALHOME grant application to the California Department of Housing and Community Development for a five-year cycle funding award FY 2023-2028.

## **COMMUNITY DEVELOPMENT BLOCK GRANT**

The City receives an annual allocation of Community Development Block Grant from the U.S. Department of Housing and Urban Development (HUD). These funds are used to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons.

The Housing Division is responsible for administering the city's annual CDBG Program consistent with applicable federal rules and regulations, as well as City Council policies and directives.

## **FY 2024-25 & FY 2025-26 GOALS AND OBJECTIVES**

- ◆ Implement the City annual allocation of CDBG funds plus any unallocated funds to administer and monitor all FY 2024-25 and FY 2025-26 sub-recipient CDBG contracts.
- ◆ Promote equal and fair housing opportunities for residents from all walks of life to allow for adequate choice to purchase or rent a home or live in a neighborhood that is best suited to their individual needs.
- ◆ Promote new local jobs in the downtown area to persons with low to moderate income through the implementation of the City's Business Assistance and Attraction Program (BAAP). For FY 2023-24, the City anticipates funding 2 BAAP projects.
- ◆ Prepare and submit the annual CDBG Action Plan to HUD using the e-Con Planning Suite.
- ◆ Prepare and submit all HUD financial and performance reporting documents on a timely basis.
- ◆ Comply with all applicable HUD directives with respect to the operation of the CDBG program.
- ◆ Continue to participate in HUD training to develop skills, build knowledge, and enhance staff capacity as we design, implement, and administer our HUD programs.

- ◆ Continue to implement the Emergency Repair Program (ERP). Assist up to 5 very low-income families with small-scale emergency code repairs to their owner-occupied, single-family homes or mobile homes.
- ◆ Continue to administer and monitor all sub-recipient CDBG-CV and CDBG-CV3 contracts.
- ◆ Continue to assist up to 10 non-profit organizations in providing public service programs to approximately 1,000 Upland residents.

## **FY 2023-24 MAJOR ACCOMPLISHMENTS**

- ◆ Administered the City's \$1,676,564 CDBG program funding (inclusive of prior year's carryovers).
- ◆ With assistance from the City Council Advisory Committee and City Council, developed the City's CDBG program and one year action plan for FY 2023-24.
- ◆ Administered, reported, and monitored all sub-recipient CDBG, CDBG-CV1, and CDBG-CV3 contracts.
- ◆ Conducted an introductory CDBG presentation to the City Council Advisory Committee members.
- ◆ Submitted the Action Plan for FY 2023-24 to HUD. This document serves as the City's application for federal funding set aside to provide affordable housing, anti-poverty programs and infrastructure development.
- ◆ Prepared and submitted the year-end report (CAPER) for FY 2022-23 to HUD.
- ◆ Received CAPER FY 2021-22 approval letter from the Department of Housing and Urban Development (HUD).
- ◆ Provided Fair Housing and Landlord/Tenant Mediation services through the Inland Fair Housing and Mediation Board.
- ◆ Prepared and filed with HUD all required financial and performance reporting documents.
- ◆ Reviewed the goals of the current Analysis of Impediments to Fair Housing Choice with the Inland Fair Housing and Mediation Board.
- ◆ Through the City's Business Assistance and Attraction Program, the City funded 2 Historic Downtown businesses owners with subsidies to promote new local jobs to persons of low-to moderate-income
- ◆ Through the Commercial Rehabilitation Program, the City subsidized 3 façade and infrastructure improvements projects within the Downtown business area.
- ◆ Assisted 9 very low-income owner-occupied households through the Emergency Repair Program (ERP).

- ◆ Participated in single audit process for FY 2022-23 CDBG funding.

## **SUCCESSOR AGENCY ADMINISTRATION**

Assembly Bill No. 26 (ABX1 26) dissolved Community Redevelopment Agencies (CRAs) and created Successor Agencies as a part of winding down redevelopment financial affairs. Oversight Boards were also created to review successor agency actions.

The Successor Agency Administration is responsible for the winding down of all former Upland Community Redevelopment Agency activities.

## **FY 2024-25 & FY 2025-26 GOALS AND OBJECTIVES**

- ◆ Prepare and submit the Prior Period Adjustment Report (PPA) and the five (5) back up County reports to Department of Finance (DOF).
- ◆ Continue to balance the Successor Agency budget.

## **FY 2023-24 MAJOR ACCOMPLISHMENTS**

- ◆ Prepared a DOF Prior Period Adjustment Report and submitted the five (5) back up County reports and back up materials to the County Auditor-Controller's Office.
- ◆ Obtained quotes and hired a financial consulting firm to assist with the preparation of the Last and Final ROPS (Recognized Obligation Payment Schedule).
- ◆ Prepared, and submitted the Last and Final ROPS which was reviewed and approved by the Countywide Oversight Board, the Department of Finance, and the County Auditor-Controller.
- ◆ Received approval for \$195,000 in the FY 2023-24 Administrative Allocation. The City reduced administrative costs requested at the direction of DOF, given the number and nature of the obligations listed on the ROPS. The CWOB commended the City's efforts in this reduction.

**CITY OF UPLAND**  
**EXPENDITURE SUMMARY BY DIVISION**  
**FY 2024-26 PROPOSED BUDGET**

|                             |                                                            | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>ADOPTED | 2023-24<br>AMENDED | 2024-25<br>ADOPTED | 2025-26<br>ADOPTED |
|-----------------------------|------------------------------------------------------------|-------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| <b>DEVELOPMENT SERVICES</b> |                                                            |                   |                   |                    |                    |                    |                    |
| <b>2201</b>                 | <b>BUILDING AND SAFETY</b>                                 |                   |                   |                    |                    |                    |                    |
|                             | Personnel                                                  | \$ 311,360        | \$ 495,330        | \$ 600,450         | \$ 600,450         | \$ 967,500         | \$ 998,150         |
|                             | Maintenance & Operations                                   | 913,650           | 1,064,210         | 1,103,720          | 1,116,220          | 1,076,160          | 1,102,090          |
|                             | Capital Outlay                                             | 8,900             | -                 | -                  | -                  | -                  | -                  |
|                             | TOTAL BUILDING AND SAFETY                                  | \$ 1,233,910      | \$ 1,559,540      | \$ 1,704,170       | \$ 1,716,670       | \$ 2,043,660       | \$ 2,100,240       |
| <b>2202</b>                 | <b>WEED ABATEMENT</b>                                      |                   |                   |                    |                    |                    |                    |
|                             | Personnel                                                  | \$ 140            | \$ -              | \$ -               | \$ -               | \$ -               | \$ -               |
|                             | Maintenance & Operations                                   | 31,670            | 63,270            | 109,500            | 87,000             | 70,090             | 70,550             |
|                             | Capital Outlay                                             | -                 | -                 | -                  | -                  | -                  | -                  |
|                             | TOTAL WEED ABATEMENT                                       | \$ 31,810         | \$ 63,270         | \$ 109,500         | \$ 87,000          | \$ 70,090          | \$ 70,550          |
| <b>2203</b>                 | <b>ECONOMIC DEVELOPMENT</b>                                |                   |                   |                    |                    |                    |                    |
|                             | Personnel                                                  | \$ 102,220        | \$ 108,070        | \$ 164,560         | \$ 164,560         | \$ 261,710         | \$ 297,970         |
|                             | Maintenance & Operations                                   | 209,280           | 132,890           | 217,310            | 184,180            | 141,680            | 138,630            |
|                             | Capital Outlay                                             | -                 | -                 | -                  | -                  | -                  | -                  |
|                             | TOTAL ECONOMIC DEVELOPMENT                                 | \$ 311,500        | \$ 240,960        | \$ 381,870         | \$ 348,740         | \$ 403,390         | \$ 436,600         |
| <b>2204</b>                 | <b>PLANNING COMMISSION</b>                                 |                   |                   |                    |                    |                    |                    |
|                             | Personnel                                                  | \$ -              | \$ -              | \$ -               | \$ -               | \$ -               | \$ -               |
|                             | Maintenance & Operations                                   | 6,860             | 7,240             | 16,650             | 16,650             | 16,650             | 17,000             |
|                             | Capital Outlay                                             | -                 | -                 | -                  | -                  | -                  | -                  |
|                             | TOTAL PLANNING COMMISSION                                  | \$ 6,860          | \$ 7,240          | \$ 16,650          | \$ 16,650          | \$ 16,650          | \$ 17,000          |
| <b>2205</b>                 | <b>PLANNING</b>                                            |                   |                   |                    |                    |                    |                    |
|                             | Personnel                                                  | \$ 330,990        | \$ 433,400        | \$ 497,290         | \$ 497,290         | \$ 556,010         | \$ 589,610         |
|                             | Maintenance & Operations                                   | 257,560           | 179,520           | 248,040            | 253,260            | 287,730            | 247,860            |
|                             | Capital Outlay                                             | -                 | -                 | -                  | -                  | -                  | -                  |
|                             | TOTAL PLANNING                                             | \$ 588,550        | \$ 612,920        | \$ 745,330         | \$ 750,550         | \$ 843,740         | \$ 837,470         |
| <b>2207</b>                 | <b>SANTA FE DEPOT</b>                                      |                   |                   |                    |                    |                    |                    |
|                             | Personnel                                                  | \$ -              | \$ -              | \$ -               | \$ -               | \$ -               | \$ -               |
|                             | Maintenance & Operations                                   | 8,000             | 6,000             | 5,000              | 5,000              | 10,000             | 10,000             |
|                             | Capital Outlay                                             | -                 | -                 | -                  | -                  | -                  | -                  |
|                             | TOTAL SANTA FE DEPOT                                       | \$ 8,000          | \$ 6,000          | \$ 5,000           | \$ 5,000           | \$ 10,000          | \$ 10,000          |
| <b>101</b>                  | <b>TOTAL GENERAL FUND</b>                                  |                   |                   |                    |                    |                    |                    |
|                             | Personnel                                                  | \$ 744,710        | \$ 1,036,800      | \$ 1,262,300       | \$ 1,262,300       | \$ 1,785,220       | \$ 1,885,730       |
|                             | Maintenance & Operations                                   | 1,427,020         | 1,453,130         | 1,700,220          | 1,662,310          | 1,602,310          | 1,586,130          |
|                             | Capital Outlay                                             | 8,900             | -                 | -                  | -                  | -                  | -                  |
|                             | TOTAL GENERAL FUND                                         | \$ 2,180,630      | \$ 2,489,930      | \$ 2,962,520       | \$ 2,924,610       | \$ 3,387,530       | \$ 3,471,860       |
| <b>201</b>                  | <b>TOTAL HOUSING FUND</b>                                  |                   |                   |                    |                    |                    |                    |
|                             | Personnel                                                  | \$ 509,040        | \$ 625,020        | \$ 788,790         | \$ 788,790         | \$ 924,590         | \$ 972,200         |
|                             | Maintenance & Operations                                   | 1,561,350         | 1,627,510         | 3,471,650          | 3,471,650          | 4,059,980          | 3,957,730          |
|                             | Capital Outlay                                             | -                 | -                 | -                  | -                  | -                  | -                  |
|                             | TOTAL HOUSING FUND                                         | \$ 2,070,390      | \$ 2,252,530      | \$ 4,260,440       | \$ 4,260,440       | \$ 4,984,570       | \$ 4,929,930       |
| <b>208</b>                  | <b>TOTAL HOME PROGRAM FUND</b>                             |                   |                   |                    |                    |                    |                    |
|                             | Personnel                                                  | \$ -              | \$ -              | \$ -               | \$ -               | \$ -               | \$ -               |
|                             | Maintenance & Operations                                   | 256,980           | 35,740            | 510,000            | 510,000            | 1,010,000          | 730,000            |
|                             | Capital Outlay                                             | -                 | -                 | -                  | -                  | -                  | -                  |
|                             | TOTAL HOME PROGRAM FUND                                    | \$ 256,980        | \$ 35,740         | \$ 510,000         | \$ 510,000         | \$ 1,010,000       | \$ 730,000         |
| <b>209</b>                  | <b>TOTAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND</b> |                   |                   |                    |                    |                    |                    |
|                             | Personnel                                                  | \$ 120,630        | \$ 49,150         | \$ 58,090          | \$ 58,090          | \$ 75,790          | \$ 80,130          |
|                             | Maintenance & Operations                                   | 726,310           | 857,580           | 583,150            | 913,250            | 170,530            | -                  |
|                             | Capital Outlay                                             | 13,350            | 18,460            | -                  | 203,590            | -                  | -                  |
|                             | Capital Improvement Projects                               | 95,890            | 144,420           | 283,450            | 21,580             | 536,770            | -                  |
|                             | TOTAL CDBG FUND                                            | \$ 956,180        | \$ 1,069,610      | \$ 924,690         | \$ 1,196,510       | \$ 783,090         | \$ 80,130          |

**CITY OF UPLAND**  
**EXPENDITURE SUMMARY BY DIVISION**  
**FY 2024-26 PROPOSED BUDGET**

| <b>DEVELOPMENT SERVICES</b>       |                                                            | 2021-22<br>ACTUAL   | 2022-23<br>ACTUAL   | 2023-24<br>ADOPTED   | 2023-24<br>AMENDED   | 2024-25<br>ADOPTED   | 2025-26<br>ADOPTED   |
|-----------------------------------|------------------------------------------------------------|---------------------|---------------------|----------------------|----------------------|----------------------|----------------------|
| <b>210</b>                        | <b>TOTAL PARKING BUSINESS IMPROVEMENT AREA (PBIA) FUND</b> |                     |                     |                      |                      |                      |                      |
|                                   | Personnel                                                  | \$ -                | \$ -                | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
|                                   | Maintenance & Operations                                   | 73,450              | 17,790              | 94,800               | 94,800               | 43,420               | 72,980               |
|                                   | Capital Outlay                                             | -                   | -                   | -                    | -                    | -                    | -                    |
|                                   | Capital Improvement Projects                               | 21,500              | 31,650              | 141,380              | 124,670              | 94,260               | -                    |
|                                   | <b>TOTAL PBIA FUND</b>                                     | <b>\$ 94,950</b>    | <b>\$ 49,440</b>    | <b>\$ 236,180</b>    | <b>\$ 219,470</b>    | <b>\$ 137,680</b>    | <b>\$ 72,980</b>     |
| <b>217</b>                        | <b>TOTAL OTHER GRANTS FUND</b>                             |                     |                     |                      |                      |                      |                      |
|                                   | Personnel                                                  | \$ 68,650           | \$ 80,050           | \$ 151,150           | \$ 151,150           | \$ -                 | \$ -                 |
|                                   | Maintenance & Operations                                   | 81,830              | 225,830             | -                    | 402,660              | -                    | -                    |
|                                   | Capital Outlay                                             | -                   | -                   | -                    | -                    | -                    | -                    |
|                                   | <b>TOTAL OTHER GRANTS FUND</b>                             | <b>\$ 150,480</b>   | <b>\$ 305,880</b>   | <b>\$ 151,150</b>    | <b>\$ 553,810</b>    | <b>\$ -</b>          | <b>\$ -</b>          |
| <b>222</b>                        | <b>TOTAL CALHOME PROGRAM FUND</b>                          |                     |                     |                      |                      |                      |                      |
|                                   | Personnel                                                  | \$ -                | \$ -                | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
|                                   | Maintenance & Operations                                   | 126,760             | 20,390              | -                    | 480,000              | 860,000              | -                    |
|                                   | Capital Outlay                                             | -                   | -                   | -                    | -                    | -                    | -                    |
|                                   | <b>TOTAL CALHOME PROGRAM FUND</b>                          | <b>\$ 126,760</b>   | <b>\$ 20,390</b>    | <b>\$ -</b>          | <b>\$ 480,000</b>    | <b>\$ 860,000</b>    | <b>\$ -</b>          |
| <b>229</b>                        | <b>TOTAL AMERICAN RESCUE PLAN ACT (ARPA) FUND</b>          |                     |                     |                      |                      |                      |                      |
|                                   | Personnel                                                  | \$ 250              | \$ 20,610           | \$ 26,000            | \$ 26,000            | \$ 13,820            | \$ -                 |
|                                   | Maintenance & Operations                                   | 800                 | 354,360             | -                    | 969,800              | -                    | -                    |
|                                   | Capital Outlay                                             | -                   | -                   | -                    | -                    | -                    | -                    |
|                                   | Capital Improvement Projects                               | -                   | 213,390             | 119,340              | 116,500              | 108,750              | -                    |
|                                   | <b>TOTAL ARPA FUND</b>                                     | <b>\$ 1,050</b>     | <b>\$ 588,360</b>   | <b>\$ 145,340</b>    | <b>\$ 1,112,300</b>  | <b>\$ 122,570</b>    | <b>\$ -</b>          |
| <b>427</b>                        | <b>TOTAL ENERGY EFFICIENCY CAPITAL IMP PROJECT FUND</b>    |                     |                     |                      |                      |                      |                      |
|                                   | Personnel                                                  | \$ -                | \$ -                | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
|                                   | Maintenance & Operations                                   | 1,900               | -                   | -                    | -                    | -                    | -                    |
|                                   | Capital Outlay                                             | -                   | -                   | -                    | -                    | -                    | -                    |
|                                   | <b>TOTAL ENERGY EFF CAPITAL IMP FUND</b>                   | <b>\$ 1,900</b>     | <b>\$ -</b>         | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          |
| <b>805</b>                        | <b>TOTAL SUCCESSOR AGENCY FUND</b>                         |                     |                     |                      |                      |                      |                      |
|                                   | Personnel                                                  | \$ 176,270          | \$ 147,730          | \$ 155,590           | \$ 155,590           | \$ 9,910             | \$ 10,480            |
|                                   | Maintenance & Operations                                   | 662,710             | 427,680             | 3,162,500            | 3,162,500            | 2,788,520            | 2,800,390            |
|                                   | Capital Outlay                                             | -                   | -                   | -                    | -                    | -                    | -                    |
|                                   | <b>TOTAL SUCCESSOR AGENCY FUND</b>                         | <b>\$ 838,980</b>   | <b>\$ 575,410</b>   | <b>\$ 3,318,090</b>  | <b>\$ 3,318,090</b>  | <b>\$ 2,798,430</b>  | <b>\$ 2,810,870</b>  |
| <b>TOTAL DEVELOPMENT SERVICES</b> |                                                            |                     |                     |                      |                      |                      |                      |
|                                   | Personnel                                                  | \$ 1,619,550        | \$ 1,959,360        | \$ 2,441,920         | \$ 2,441,920         | \$ 2,809,330         | \$ 2,948,540         |
|                                   | Maintenance & Operations                                   | 4,919,110           | 5,020,010           | 9,522,320            | 11,666,970           | 10,534,760           | 9,147,230            |
|                                   | Capital Outlay                                             | 22,250              | 18,460              | -                    | 203,590              | -                    | -                    |
|                                   | Capital Improvement Projects*                              | 117,390             | 389,460             | 544,170              | 262,750              | 739,780              | -                    |
|                                   | <b>TOTAL DEVELOPMENT SERVICES</b>                          | <b>\$ 6,678,300</b> | <b>\$ 7,387,290</b> | <b>\$ 12,508,410</b> | <b>\$ 14,575,230</b> | <b>\$ 14,083,870</b> | <b>\$ 12,095,770</b> |

\*For Capital Improvement Projects details, see the Capital Improvement Project section.

**CITY OF UPLAND**  
**DEVELOPMENT SERVICES DEPARTMENT**  
 FY 2024-26 ANNUAL BUDGET  
 SUMMARY BY OBJECT CODE

| OBJECT CODE | EXPENSE CLASSIFICATION                      | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>ADOPTED | 2023-24<br>AMENDED | 2024-25<br>ADOPTED | 2025-26<br>ADOPTED |
|-------------|---------------------------------------------|-------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
|             | <b>PERSONNEL EXPENSE</b>                    |                   |                   |                    |                    |                    |                    |
| 5110        | Buy Backs                                   | \$ 26,000         | \$ 28,910         | \$ 54,600          | \$ 54,600          | \$ 54,600          | \$ 29,800          |
| 5111        | Salaries - Full Time                        | 1,153,600         | 1,441,090         | 1,698,060          | 1,698,060          | 1,988,410          | 2,094,150          |
| 5112        | Salaries - Temporary/Part Time              | 52,490            | 20,650            | 45,820             | 45,820             | 9,500              | 12,500             |
| 5113        | Overtime                                    | 20,740            | 16,760            | 28,000             | 28,000             | 27,000             | 27,000             |
| 5116        | Fringe Benefits                             | 250,930           | 306,970           | 417,270            | 417,270            | 502,160            | 550,710            |
| 5117        | Retirement Contributions                    | 115,790           | 144,980           | 198,170            | 198,170            | 227,660            | 234,380            |
| 5119        | Unfunded Annual PERS Liability              | -                 | -                 | -                  | -                  | -                  | -                  |
|             | <b>TOTAL PERSONNEL EXPENSES</b>             | \$ 1,619,550      | \$ 1,959,360      | \$ 2,441,920       | \$ 2,441,920       | \$ 2,809,330       | \$ 2,948,540       |
|             | <b>MAINTENANCE &amp; OPERATIONS</b>         |                   |                   |                    |                    |                    |                    |
| 5211        | Postage                                     | \$ 60             | \$ 20             | \$ 600             | \$ 600             | \$ 600             | \$ 610             |
| 5212        | Advertising                                 | 23,390            | 21,570            | 39,000             | 35,100             | 37,100             | 31,000             |
| 5213        | Dues & Subscriptions                        | 18,250            | 28,870            | 29,720             | 25,640             | 26,090             | 29,350             |
| 5215        | Training/Conferences/Meetings               | 10,680            | 11,350            | 27,220             | 23,420             | 33,170             | 36,050             |
| 5216        | Office Supplies                             | 4,840             | 5,360             | 5,450              | 5,450              | 5,450              | 5,460              |
| 5217        | Other Supplies/Materials                    | 40,050            | 5,290             | 4,500              | 14,300             | 4,500              | 4,610              |
| 5218        | Uniform Expense                             | 1,720             | 820               | 2,700              | 2,700              | 2,450              | 2,450              |
| 5220        | Fuel Usage                                  | 2,170             | 2,650             | 4,100              | 4,100              | 4,080              | 4,080              |
| 5221        | Mileage Reimbursement                       | 170               | 240               | 1,800              | 1,800              | 1,550              | 1,550              |
| 5222        | Print/Mail Charges                          | 1,480             | 1,380             | 4,950              | 2,480              | 6,610              | 4,680              |
| 5226        | Team Building Expenses                      | -                 | -                 | 1,500              | 1,500              | 1,600              | 1,600              |
| 5231        | Office Equipment (Under 5,000)              | 3,820             | 40                | 320                | 370                | 370                | 370                |
| 5232        | Computer Equip. (Under \$5000.)             | 3,070             | 280               | 100                | 130                | 100                | 100                |
| 5233        | Other Equipment                             | 1,270             | 5,840             | -                  | -                  | -                  | -                  |
| 5237        | Utilities - Sewer                           | -                 | -                 | -                  | 500                | 500                | 500                |
| 5239        | Software Subscriptions                      | -                 | -                 | -                  | 7,540              | 7,540              | 7,540              |
| 5241        | Utilities - Electric                        | 130               | 230               | 500                | 250                | 250                | -                  |
| 5243        | Utilities - Telephone                       | 2,200             | 2,390             | 4,000              | 4,000              | 4,000              | 4,000              |
| 5244        | Utilities - Water                           | -                 | -                 | -                  | 5,000              | 5,000              | 5,000              |
| 5245        | Maintenance - Building/Structure/Grounds    | 43,810            | 23,890            | 102,800            | 102,800            | 38,420             | 67,980             |
| 5251        | Legal Services                              | 230               | 2,040             | 12,000             | 20,000             | 26,000             | 26,000             |
| 5252        | Professional Services                       | 840,670           | 817,170           | 984,600            | 1,223,600          | 845,760            | 784,960            |
| 5253        | Contract Services                           | 54,460            | 73,720            | 54,950             | 354,950            | 55,250             | 55,350             |
| 5255        | Banking Services                            | 45,080            | 56,590            | 57,400             | 57,400             | 55,200             | 56,260             |
| 5258        | Other Services                              | 751,580           | 1,055,760         | 2,128,020          | 3,546,670          | 2,364,500          | 1,749,290          |
| 5291        | Bad Debts Expense                           | 10,500            | -                 | -                  | -                  | -                  | -                  |
| 5292        | Administrative Serv's Expense               | -                 | -                 | -                  | -                  | 199,260            | 199,260            |
| 5296        | Pass-Thru Expense                           | 120,390           | -                 | -                  | -                  | -                  | -                  |
| 5299        | Prior Year Expenses                         | 5,560             | (100)             | -                  | -                  | -                  | -                  |
| 5302        | Loans                                       | -                 | -                 | 100,000            | 100,000            | 300,000            | 200,000            |
| 5305        | Emergency Repairs Program                   | 10,000            | 16,900            | 20,000             | 20,000             | 25,000             | 25,000             |
| 5310        | Forgivable Loans                            | 75,000            | 275,800           | 139,490            | 310,070            | -                  | -                  |
| 5314        | HIP Loans                                   | 47,190            | -                 | 230,000            | 230,000            | 150,000            | 150,000            |
| 5315        | FRHB Loans                                  | -                 | -                 | 280,000            | 280,000            | 1,260,000          | 580,000            |
| 5424        | Bond Principal Expense                      | 580,250           | 655,750           | 3,279,580          | 3,279,580          | 3,090,710          | 3,247,510          |
| 5425        | Bond Interest Expense                       | 854,050           | 746,750           | 865,990            | 865,990            | 720,870            | 575,930            |
| 5601        | FY Net Loan Activity                        | 437,570           | 74,950            | -                  | -                  | -                  | -                  |
| 5701        | Information Systems Allocation Charges      | 177,850           | 210,350           | 200,120            | 200,120            | 262,940            | 275,070            |
| 5702        | Fleet - Maintenance & Repair Allocation     | 2,380             | 6,680             | 3,980              | 3,980              | 9,810              | 10,280             |
| 5703        | Vehicle Acquisition Allocation              | -                 | -                 | -                  | -                  | -                  | -                  |
| 5704        | Building Maintenance & Operation Allocation | 14,260            | 6,000             | 50,000             | 50,000             | 10,000             | 10,000             |
| 5705        | Self Funded Liability Allocation            | 319,240           | 369,980           | 364,370            | 364,370            | 346,750            | 362,250            |
| 5706        | OPEB & Employee Benefits Allocation         | 58,510            | 52,370            | 52,190             | 52,190             | 46,440             | 47,180             |
| 5707        | PERS-UAL Allocation                         | 357,230           | 489,080           | 470,370            | 470,370            | 586,890            | 585,960            |
|             | <b>TOTAL MAINTENANCE &amp; OPERATIONS</b>   | \$ 4,919,110      | \$ 5,020,010      | \$ 9,522,320       | \$ 11,666,970      | \$ 10,534,760      | \$ 9,147,230       |
|             | <b>CAPITAL OUTLAY</b>                       |                   |                   |                    |                    |                    |                    |
| 5528        | Improvements Other Than Buildings           | \$ 13,350         | \$ 18,460         | \$ -               | \$ 203,590         | \$ -               | \$ -               |
| 5530        | Machinery & Equipment                       | 8,900             | -                 | -                  | -                  | -                  | -                  |
|             | <b>TOTAL CAPITAL OUTLAY</b>                 | \$ 22,250         | \$ 18,460         | \$ -               | \$ 203,590         | \$ -               | \$ -               |
|             | <b>CAPITAL IMPROVEMENT PROJECTS</b>         |                   |                   |                    |                    |                    |                    |
| 55XX        | Capital Improvement Projects                | \$ 117,390        | \$ 389,460        | \$ 544,170         | \$ 262,750         | \$ 739,780         | \$ -               |
|             | <b>CAPITAL IMPROVEMENT PROJECTS</b>         | \$ 117,390        | \$ 389,460        | \$ 544,170         | \$ 262,750         | \$ 739,780         | \$ -               |
|             | <b>TOTAL DEPARTMENT</b>                     | \$ 6,678,300      | \$ 7,387,290      | \$ 12,508,410      | \$ 14,575,230      | \$ 14,083,870      | \$ 12,095,770      |

**CITY OF UPLAND**  
**DEVELOPMENT SERVICES DEPARTMENT**  
 FY 2024-25 ANNUAL BUDGET  
 SUMMARY BY OBJECT CODE AND FUND

| OBJECT CODE | FUND NO.                                    | 101                 | 201               | 208          | 209              | 210         | 222             | 229              | 805              | 2024-25             |
|-------------|---------------------------------------------|---------------------|-------------------|--------------|------------------|-------------|-----------------|------------------|------------------|---------------------|
| CODE        | EXPENSE CLASSIFICATION                      | GENERAL             | HOUSING           | HOME PROGRAM | CDBG             | PBIA        | CALHOME PROGRAM | ARPA             | SUCCESSOR AGENCY | ADOPTED             |
|             | <b>PERSONNEL EXPENSE</b>                    |                     |                   |              |                  |             |                 |                  |                  |                     |
| 5110        | Buy Backs                                   | \$ 44,800           | \$ 9,800          | \$ -         | \$ -             | \$ -        | \$ -            | \$ -             | \$ -             | \$ 54,600           |
| 5111        | Salaries - Full Time                        | 1,245,430           | 669,980           | -            | 56,000           | -           | -               | 9,920            | 7,080            | 1,988,410           |
| 5112        | Salaries - Temporary/Part Time              | 9,500               | -                 | -            | -                | -           | -               | -                | -                | 9,500               |
| 5113        | Overtime                                    | 26,500              | 500               | -            | -                | -           | -               | -                | -                | 27,000              |
| 5116        | Fringe Benefits                             | 315,990             | 168,020           | -            | 13,440           | -           | -               | 2,720            | 1,990            | 502,160             |
| 5117        | Retirement Contributions                    | 143,000             | 76,290            | -            | 6,350            | -           | -               | 1,180            | 840              | 227,660             |
|             | <b>TOTAL PERSONNEL EXPENSES</b>             | <b>\$ 1,785,220</b> | <b>\$ 924,590</b> | <b>\$ -</b>  | <b>\$ 75,790</b> | <b>\$ -</b> | <b>\$ -</b>     | <b>\$ 13,820</b> | <b>\$ 9,910</b>  | <b>\$ 2,809,330</b> |
|             | <b>MAINTENANCE &amp; OPERATIONS</b>         |                     |                   |              |                  |             |                 |                  |                  |                     |
| 5211        | Postage                                     | \$ 500              | \$ 100            | \$ -         | \$ -             | \$ -        | \$ -            | \$ -             | \$ -             | \$ 600              |
| 5212        | Advertising                                 | 27,000              | 5,000             | -            | 5,100            | -           | -               | -                | -                | 37,100              |
| 5213        | Dues & Subscriptions                        | 25,790              | 300               | -            | -                | -           | -               | -                | -                | 26,090              |
| 5215        | Training/Conferences/Meetings               | 28,670              | 4,500             | -            | -                | -           | -               | -                | -                | 33,170              |
| 5216        | Office Supplies                             | 4,450               | 1,000             | -            | -                | -           | -               | -                | -                | 5,450               |
| 5217        | Other Supplies/Materials                    | 3,500               | 1,000             | -            | -                | -           | -               | -                | -                | 4,500               |
| 5218        | Uniform Expense                             | 2,200               | 250               | -            | -                | -           | -               | -                | -                | 2,450               |
| 5220        | Fuel Usage                                  | 4,080               | -                 | -            | -                | -           | -               | -                | -                | 4,080               |
| 5221        | Mileage Reimbursement                       | 1,300               | 250               | -            | -                | -           | -               | -                | -                | 1,550               |
| 5222        | Print/Mail Charges                          | 6,510               | 100               | -            | -                | -           | -               | -                | -                | 6,610               |
| 5226        | Team Building Expenses                      | 1,200               | 400               | -            | -                | -           | -               | -                | -                | 1,600               |
| 5231        | Office Equipment (Under 5,000)              | 370                 | -                 | -            | -                | -           | -               | -                | -                | 370                 |
| 5232        | Computer Equip. (Under \$5000.)             | -                   | 100               | -            | -                | -           | -               | -                | -                | 100                 |
| 5237        | Utilities - Sewer                           | 500                 | -                 | -            | -                | -           | -               | -                | -                | 500                 |
| 5239        | Software Subscriptions                      | 7,540               | -                 | -            | -                | -           | -               | -                | -                | 7,540               |
| 5241        | Utilities - Electric                        | 250                 | -                 | -            | -                | -           | -               | -                | -                | 250                 |
| 5243        | Utilities - Telephone                       | 1,500               | 2,500             | -            | -                | -           | -               | -                | -                | 4,000               |
| 5244        | Utilities - Water                           | 5,000               | -                 | -            | -                | -           | -               | -                | -                | 5,000               |
| 5245        | Maintenance - Building/Structure/Grounds    | 10,000              | -                 | -            | -                | 28,420      | -               | -                | -                | 38,420              |
| 5251        | Legal Services                              | 8,000               | 18,000            | -            | -                | -           | -               | -                | -                | 26,000              |
| 5252        | Professional Services                       | 490,500             | 335,760           | -            | 15,000           | -           | -               | -                | 4,500            | 845,760             |
| 5253        | Contract Services                           | 50,000              | 5,250             | -            | -                | -           | -               | -                | -                | 55,250              |
| 5255        | Banking Services                            | 53,000              | -                 | -            | -                | -           | -               | -                | 2,200            | 55,200              |
| 5258        | Other Services                              | 31,470              | 1,707,600         | -            | 150,430          | 15,000      | 460,000         | -                | -                | 2,364,500           |
| 5292        | Administrative Serv's Expense               | -                   | 199,260           | -            | -                | -           | -               | -                | -                | 199,260             |
| 5302        | Loans                                       | -                   | 300,000           | -            | -                | -           | -               | -                | -                | 300,000             |
| 5305        | Emergency Repairs Program                   | -                   | 25,000            | -            | -                | -           | -               | -                | -                | 25,000              |
| 5310        | Forgivable Loans                            | -                   | -                 | -            | -                | -           | -               | -                | -                | -                   |
| 5314        | HIP Loans                                   | -                   | -                 | 150,000      | -                | -           | -               | -                | -                | 150,000             |
| 5315        | FRHB Loans                                  | -                   | -                 | 860,000      | -                | -           | 400,000         | -                | -                | 1,260,000           |
| 5424        | Bond Principal Expense                      | -                   | 695,710           | -            | -                | -           | -               | -                | 2,395,000        | 3,090,710           |
| 5425        | Bond Interest Expense                       | -                   | 334,050           | -            | -                | -           | -               | -                | 386,820          | 720,870             |
| 5701        | Information Systems Allocation Charges      | 224,070             | 38,870            | -            | -                | -           | -               | -                | -                | 262,940             |
| 5702        | Fleet - Maintenance & Repair Allocation     | 9,810               | -                 | -            | -                | -           | -               | -                | -                | 9,810               |
| 5703        | Vehicle Acquisition Allocation              | -                   | -                 | -            | -                | -           | -               | -                | -                | -                   |
| 5704        | Building Maintenance & Operation Allocation | 10,000              | -                 | -            | -                | -           | -               | -                | -                | 10,000              |
| 5705        | Self Funded Liability Allocation            | 208,320             | 138,430           | -            | -                | -           | -               | -                | -                | 346,750             |

**CITY OF UPLAND**  
**DEVELOPMENT SERVICES DEPARTMENT**  
 FY 2024-25 ANNUAL BUDGET  
 SUMMARY BY OBJECT CODE AND FUND

|             | FUND NO.                                  | 101          | 201          | 208          | 209        | 210        | 222             | 229        | 805              |                 |
|-------------|-------------------------------------------|--------------|--------------|--------------|------------|------------|-----------------|------------|------------------|-----------------|
| OBJECT CODE | EXPENSE CLASSIFICATION                    | GENERAL      | HOUSING      | HOME PROGRAM | CDBG       | PBIA       | CALHOME PROGRAM | ARPA       | SUCCESSOR AGENCY | 2024-25 ADOPTED |
| 5706        | OPEB & Employee Benefits Allocation       | 28,850       | 17,590       | -            | -          | -          | -               | -          | -                | 46,440          |
| 5707        | PERS-UAL Allocation                       | 357,930      | 228,960      | -            | -          | -          | -               | -          | -                | 586,890         |
|             | <b>TOTAL MAINTENANCE &amp; OPERATIONS</b> | \$ 1,602,310 | \$ 4,059,980 | \$ 1,010,000 | \$ 170,530 | \$ 43,420  | \$ 860,000      | \$ -       | \$ 2,788,520     | \$ 10,534,760   |
|             | <b>CAPITAL OUTLAY</b>                     |              |              |              |            |            |                 |            |                  |                 |
| 5528        | Improvements Other Than Buildings         | \$ -         | \$ -         | \$ -         | \$ -       | \$ -       | \$ -            | \$ -       | \$ -             | \$ -            |
|             | <b>TOTAL CAPITAL OUTLAY</b>               | \$ -         | \$ -         | \$ -         | \$ -       | \$ -       | \$ -            | \$ -       | \$ -             | \$ -            |
|             | <b>CAPITAL IMPROVEMENT PROJECTS</b>       |              |              |              |            |            |                 |            |                  |                 |
| 55XX        | Capital Improvement Projects              | \$ -         | \$ -         | \$ -         | \$ 536,770 | \$ 94,260  | \$ -            | \$ 108,750 | \$ -             | \$ 739,780      |
|             | <b>CAPITAL IMPROVEMENT PROJECTS</b>       | \$ -         | \$ -         | \$ -         | \$ 536,770 | \$ 94,260  | \$ -            | \$ 108,750 | \$ -             | \$ 739,780      |
|             | <b>TOTAL DEPARTMENT</b>                   | \$ 3,387,530 | \$ 4,984,570 | \$ 1,010,000 | \$ 783,090 | \$ 137,680 | \$ 860,000      | \$ 122,570 | \$ 2,798,430     | \$ 14,083,870   |

**CITY OF UPLAND**  
**DEVELOPMENT SERVICES DEPARTMENT**  
 FY 2025-26 ANNUAL BUDGET  
 SUMMARY BY OBJECT CODE AND FUND

| OBJECT CODE | FUND NO.                                    | 101                 | 201               | 208          | 209              | 210         | 222             | 229         | 805              | 2025-26             |
|-------------|---------------------------------------------|---------------------|-------------------|--------------|------------------|-------------|-----------------|-------------|------------------|---------------------|
|             | EXPENSE CLASSIFICATION                      | GENERAL             | HOUSING           | HOME PROGRAM | CDBG             | PBIA        | CALHOME PROGRAM | ARPA        | SUCCESSOR AGENCY | ADOPTED             |
|             | <b>PERSONNEL EXPENSE</b>                    |                     |                   |              |                  |             |                 |             |                  |                     |
| 5110        | Buy Backs                                   | \$ 20,000           | \$ 9,800          | \$ -         | \$ -             | \$ -        | \$ -            | \$ -        | \$ -             | \$ 29,800           |
| 5111        | Salaries - Full Time                        | 1,326,240           | 701,520           | -            | 58,960           | -           | -               | -           | 7,430            | 2,094,150           |
| 5112        | Salaries - Temporary/Part Time              | 12,500              | -                 | -            | -                | -           | -               | -           | -                | 12,500              |
| 5113        | Overtime                                    | 26,500              | 500               | -            | -                | -           | -               | -           | -                | 27,000              |
| 5116        | Fringe Benefits                             | 351,450             | 182,430           | -            | 14,640           | -           | -               | -           | 2,190            | 550,710             |
| 5117        | Retirement Contributions                    | 149,040             | 77,950            | -            | 6,530            | -           | -               | -           | 860              | 234,380             |
|             | <b>TOTAL PERSONNEL EXPENSES</b>             | <b>\$ 1,885,730</b> | <b>\$ 972,200</b> | <b>\$ -</b>  | <b>\$ 80,130</b> | <b>\$ -</b> | <b>\$ -</b>     | <b>\$ -</b> | <b>\$ 10,480</b> | <b>\$ 2,948,540</b> |
|             | <b>MAINTENANCE &amp; OPERATIONS</b>         |                     |                   |              |                  |             |                 |             |                  |                     |
| 5211        | Postage                                     | \$ 510              | \$ 100            | \$ -         | \$ -             | \$ -        | \$ -            | \$ -        | \$ -             | \$ 610              |
| 5212        | Advertising                                 | 27,500              | 3,500             | -            | -                | -           | -               | -           | -                | 31,000              |
| 5213        | Dues & Subscriptions                        | 29,040              | 310               | -            | -                | -           | -               | -           | -                | 29,350              |
| 5215        | Training/Conferences/Meetings               | 31,550              | 4,500             | -            | -                | -           | -               | -           | -                | 36,050              |
| 5216        | Office Supplies                             | 4,460               | 1,000             | -            | -                | -           | -               | -           | -                | 5,460               |
| 5217        | Other Supplies/Materials                    | 3,610               | 1,000             | -            | -                | -           | -               | -           | -                | 4,610               |
| 5218        | Uniform Expense                             | 2,200               | 250               | -            | -                | -           | -               | -           | -                | 2,450               |
| 5220        | Fuel Usage                                  | 4,080               | -                 | -            | -                | -           | -               | -           | -                | 4,080               |
| 5221        | Mileage Reimbursement                       | 1,300               | 250               | -            | -                | -           | -               | -           | -                | 1,550               |
| 5222        | Print/Mail Charges                          | 4,580               | 100               | -            | -                | -           | -               | -           | -                | 4,680               |
| 5226        | Team Building Expenses                      | 1,200               | 400               | -            | -                | -           | -               | -           | -                | 1,600               |
| 5231        | Office Equipment (Under 5,000)              | 370                 | -                 | -            | -                | -           | -               | -           | -                | 370                 |
| 5232        | Computer Equip. (Under \$5000.)             | -                   | 100               | -            | -                | -           | -               | -           | -                | 100                 |
| 5237        | Utilities - Sewer                           | 500                 | -                 | -            | -                | -           | -               | -           | -                | 500                 |
| 5239        | Software Subscriptions                      | 7,540               | -                 | -            | -                | -           | -               | -           | -                | 7,540               |
| 5241        | Utilities - Electric                        | -                   | -                 | -            | -                | -           | -               | -           | -                | -                   |
| 5243        | Utilities - Telephone                       | 1,500               | 2,500             | -            | -                | -           | -               | -           | -                | 4,000               |
| 5244        | Utilities - Water                           | 5,000               | -                 | -            | -                | -           | -               | -           | -                | 5,000               |
| 5245        | Maintenance - Building/Structure/Grounds    | 10,000              | -                 | -            | -                | 57,980      | -               | -           | -                | 67,980              |
| 5251        | Legal Services                              | 8,000               | 18,000            | -            | -                | -           | -               | -           | -                | 26,000              |
| 5252        | Professional Services                       | 446,620             | 333,840           | -            | -                | -           | -               | -           | 4,500            | 784,960             |
| 5253        | Contract Services                           | 50,000              | 5,350             | -            | -                | -           | -               | -           | -                | 55,350              |
| 5255        | Banking Services                            | 54,060              | -                 | -            | -                | -           | -               | -           | 2,200            | 56,260              |
| 5258        | Other Services                              | 31,690              | 1,702,600         | -            | -                | 15,000      | -               | -           | -                | 1,749,290           |
| 5292        | Administrative Serv's Expense               | -                   | 199,260           | -            | -                | -           | -               | -           | -                | 199,260             |
| 5302        | Loans                                       | -                   | 200,000           | -            | -                | -           | -               | -           | -                | 200,000             |
| 5305        | Emergency Repairs Program                   | -                   | 25,000            | -            | -                | -           | -               | -           | -                | 25,000              |
| 5310        | Forgivable Loans                            | -                   | -                 | -            | -                | -           | -               | -           | -                | -                   |
| 5314        | HIP Loans                                   | -                   | -                 | 150,000      | -                | -           | -               | -           | -                | 150,000             |
| 5315        | FRHB Loans                                  | -                   | -                 | 580,000      | -                | -           | -               | -           | -                | 580,000             |
| 5424        | Bond Principal Expense                      | -                   | 717,510           | -            | -                | -           | -               | -           | 2,530,000        | 3,247,510           |
| 5425        | Bond Interest Expense                       | -                   | 312,240           | -            | -                | -           | -               | -           | 263,690          | 575,930             |
| 5701        | Information Systems Allocation Charges      | 234,550             | 40,520            | -            | -                | -           | -               | -           | -                | 275,070             |
| 5702        | Fleet - Maintenance & Repair Allocation     | 10,280              | -                 | -            | -                | -           | -               | -           | -                | 10,280              |
| 5703        | Vehicle Acquisition Allocation              | -                   | -                 | -            | -                | -           | -               | -           | -                | -                   |
| 5704        | Building Maintenance & Operation Allocation | 10,000              | -                 | -            | -                | -           | -               | -           | -                | 10,000              |
| 5705        | Self Funded Liability Allocation            | 218,330             | 143,920           | -            | -                | -           | -               | -           | -                | 362,250             |

**CITY OF UPLAND**  
**DEVELOPMENT SERVICES DEPARTMENT**  
 FY 2025-26 ANNUAL BUDGET  
 SUMMARY BY OBJECT CODE AND FUND

| OBJECT CODE | FUND NO.                                  | 101                 | 201                 | 208               | 209              | 210              | 222             | 229         | 805                 | 2025-26 ADOPTED      |
|-------------|-------------------------------------------|---------------------|---------------------|-------------------|------------------|------------------|-----------------|-------------|---------------------|----------------------|
|             | EXPENSE CLASSIFICATION                    | GENERAL             | HOUSING             | HOME PROGRAM      | CDBG             | PBIA             | CALHOME PROGRAM | ARPA        | SUCCESSOR AGENCY    |                      |
| 5706        | OPEB & Employee Benefits Allocation       | 29,420              | 17,760              | -                 | -                | -                | -               | -           | -                   | 47,180               |
| 5707        | PERS-UAL Allocation                       | 358,240             | 227,720             | -                 | -                | -                | -               | -           | -                   | 585,960              |
|             | <b>TOTAL MAINTENANCE &amp; OPERATIONS</b> | <b>\$ 1,586,130</b> | <b>\$ 3,957,730</b> | <b>\$ 730,000</b> | <b>\$ -</b>      | <b>\$ 72,980</b> | <b>\$ -</b>     | <b>\$ -</b> | <b>\$ 2,800,390</b> | <b>\$ 9,147,230</b>  |
|             | <b>CAPITAL OUTLAY</b>                     |                     |                     |                   |                  |                  |                 |             |                     |                      |
| 5528        | Improvements Other Than Buildings         | \$ -                | \$ -                | \$ -              | \$ -             | \$ -             | \$ -            | \$ -        | \$ -                | \$ -                 |
|             | <b>TOTAL CAPITAL OUTLAY</b>               | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>       | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>     | <b>\$ -</b> | <b>\$ -</b>         | <b>\$ -</b>          |
|             | <b>CAPITAL IMPROVEMENT PROJECTS</b>       |                     |                     |                   |                  |                  |                 |             |                     |                      |
| 55XX        | Capital Improvement Projects              | \$ -                | \$ -                | \$ -              | \$ -             | \$ -             | \$ -            | \$ -        | \$ -                | \$ -                 |
|             | <b>CAPITAL IMPROVEMENT PROJECTS</b>       | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>       | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b>     | <b>\$ -</b> | <b>\$ -</b>         | <b>\$ -</b>          |
|             | <b>TOTAL DEPARTMENT</b>                   | <b>\$ 3,471,860</b> | <b>\$ 4,929,930</b> | <b>\$ 730,000</b> | <b>\$ 80,130</b> | <b>\$ 72,980</b> | <b>\$ -</b>     | <b>\$ -</b> | <b>\$ 2,810,870</b> | <b>\$ 12,095,770</b> |

# **ADOPTED BUDGET**

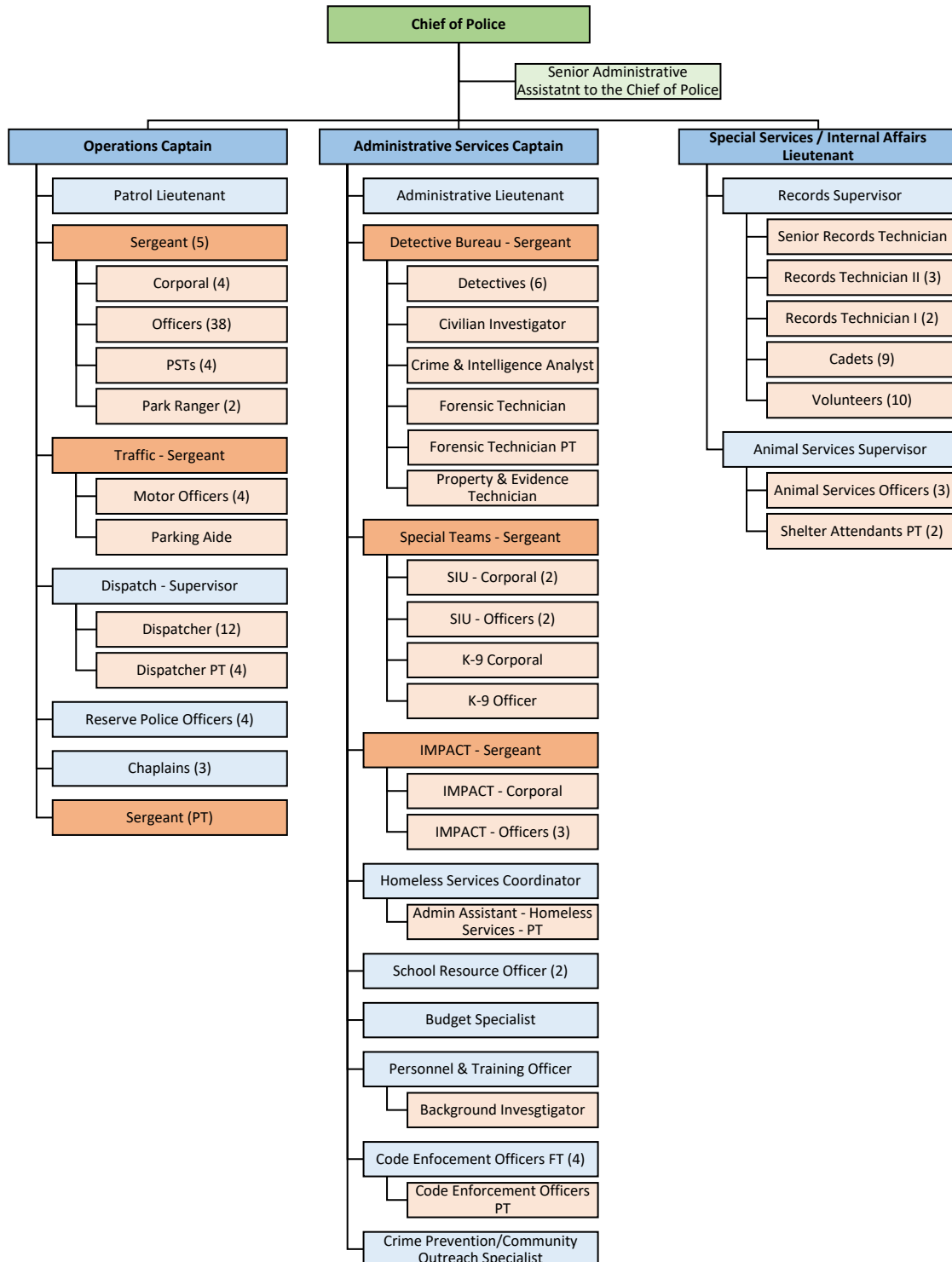
**FY 2024-25 & 2025-26**

## **POLICE**



# POLICE DEPARTMENT

## City of Upland Organizational Chart Fiscal Year 2024-25 & 2025-26

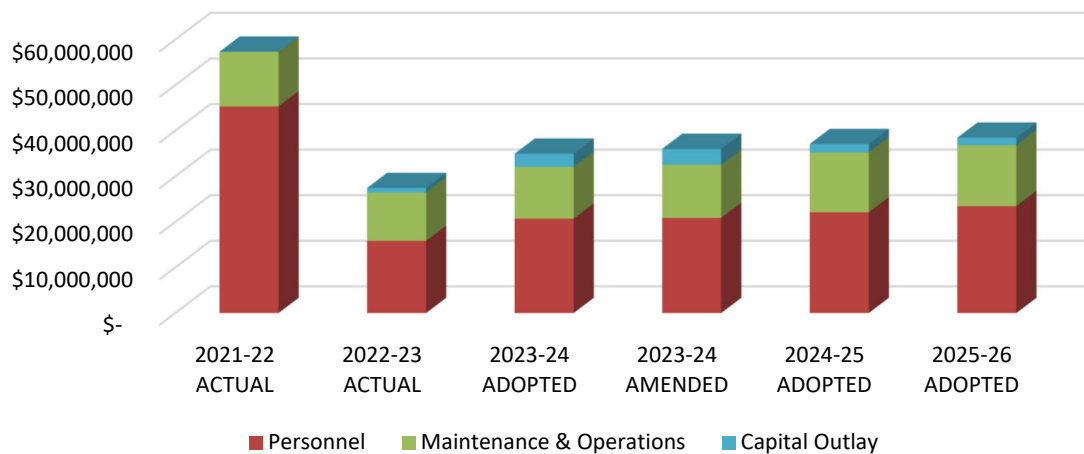


## MISSION STATEMENT

The mission of the Upland Police Department is to maintain public order following established ethical and constitutional guidelines in partnership with the community to provide a safe and peaceful environment for all.

|                               | 2021-22<br>ACTUAL   | 2022-23<br>ACTUAL   | 2023-24<br>ADOPTED  | 2023-24<br>AMENDED  | 2024-25<br>ADOPTED  | 2025-26<br>ADOPTED  |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>EXPENSE CLASSIFICATION</b> |                     |                     |                     |                     |                     |                     |
| PERSONNEL                     | \$45,356,620        | \$15,846,360        | \$20,700,390        | \$20,890,300        | \$22,101,640        | \$23,463,940        |
| MAINTENANCE & OPERATIONS      | 11,940,120          | 10,587,110          | 11,389,640          | 11,632,260          | 13,128,940          | 13,352,650          |
| CAPITAL OUTLAY                | 42,920              | 1,005,890           | 2,865,740           | 3,499,070           | 1,857,200           | 1,653,000           |
| <b>TOTAL BUDGET</b>           | <b>\$57,339,660</b> | <b>\$27,439,360</b> | <b>\$34,955,770</b> | <b>\$36,021,630</b> | <b>\$37,087,780</b> | <b>\$38,469,590</b> |

### Police Department Expense Classification



|                                     | 2021-22<br>ACTUAL   | 2022-23<br>ACTUAL   | 2023-24<br>ADOPTED  | 2023-24<br>AMENDED  | 2024-25<br>ADOPTED  | 2025-26<br>ADOPTED  |
|-------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>FUNDING SOURCES</b>              |                     |                     |                     |                     |                     |                     |
| GENERAL FUND                        | \$55,163,140        | \$24,454,850        | \$30,231,910        | \$30,299,210        | \$33,574,350        | \$35,152,560        |
| PUBLIC SAFETY AUGMENTATION          | 1,374,950           | 1,479,920           | 1,500,070           | 1,500,070           | 1,432,850           | 1,432,850           |
| AIR QUALITY MANAGEMENT FUND         | 17,150              | -                   | -                   | -                   | -                   | -                   |
| AMERICAN RESCUE PLAN ACT            | 571,590             | 813,510             | 22,500              | 364,130             | -                   | -                   |
| GEN. CAPITAL IMPROVEMENTS           | 4,380               | -                   | -                   | 28,110              | -                   | -                   |
| HOMELAND SECURITY GRANTS            | 56,020              | 84,340              | 104,300             | 110,240             | -                   | -                   |
| PROPOSITION 30                      | -                   | -                   | 150,000             | 150,000             | -                   | -                   |
| COPS                                | -                   | 371,920             | 1,321,140           | 1,671,910           | 1,357,200           | 1,153,000           |
| HOMELESS EMERGENCY AID PRG.         | -                   | 84,500              | -                   | 47,760              | 75,000              | 76,500              |
| OFFICE OF TRAFFIC SAFETY            | 138,870             | 133,060             | 143,710             | 367,710             | -                   | -                   |
| LOCAL LAW ENFORCEMENT               | -                   | 15,360              | 88,850              | 89,200              | -                   | -                   |
| BLOCK GRANTS                        | -                   | -                   | -                   | -                   | -                   | -                   |
| OFFICE OF JUSTICE PROGRAMS          | 7,060               | -                   | -                   | -                   | -                   | -                   |
| ASSET FORFEITURE – FEDERAL DOJ      | -                   | 1,900               | 1,189,580           | 1,189,580           | 648,380             | 654,680             |
| ASSET FORFEITURE – FEDERAL TREASURY | -                   | -                   | 10,350              | 10,350              | -                   | -                   |
| ASSET FORFEITURE – STATE            | 6,500               | -                   | 193,360             | 193,360             | -                   | -                   |
| <b>TOTAL BUDGET</b>                 | <b>\$57,339,660</b> | <b>\$27,439,360</b> | <b>\$34,955,770</b> | <b>\$36,021,630</b> | <b>\$37,087,780</b> | <b>\$38,469,590</b> |

## **OPERATIONS DIVISION**

The Operations Division provides direct law enforcement services to the community through the Patrol Division and Traffic Unit. The City of Upland is segmented into four patrol beats, each with one or two assigned patrol officers. Each shift includes a minimum of five officers and a field supervisor (Sergeant). The patrol officer's primary responsibility is to respond to calls for service from the community. When not responding to these calls for service, patrol officers respond to high crime and traffic problem areas and use innovative solutions to tackle problems within these areas to bring peace and order to the citizens of Upland.

The Traffic Unit consists of four Traffic Officers, a Parking Aide, and one Sergeant. The Traffic Officer's primary duties include traffic enforcement, traffic accident investigation, and grant-funded traffic activities such as Driving Under the Influence (DUI) checkpoints, DUI saturation patrols, directed traffic enforcement details, and distracted driver enforcement. The Parking Aide is responsible for parking enforcement throughout the city, including the designated Metrolink parking lots, downtown business district, and other areas within the City that have designated parking restrictions.

Additionally, the Operations Division is responsible for the Police Service Technicians (PSTs) and the Reserve Officer Unit. There are four PSTs assigned to the Patrol Division and they assist patrol operations by responding to calls that may not require an officer's presence. There are currently two Reserve Officers who assist with special details as necessary.

## **ADMINISTRATIVE SERVICES DIVISION**

The Administrative Services Division oversees the administrative duties of the Department. It includes the Detective Bureau, which is tasked with investigating all major crimes and all crimes requiring special attention and/or lengthy investigation, The School Resource Officer (SRO), and the Special Teams Unit, which includes the Special Investigations Unit (SIU), the IMPACT Team, Homeless Services, the Crime Prevention & Community Outreach Specialist, and the K-9 teams.

Major investigations concerning vice and narcotics are the responsibility of SIU. Conversely, the IMPACT Team is tasked with all "Quality of Life" concerns and enforcement actions against criminal vagrants. The IMPACT Team, in partnership with the Homeless Services Coordinator, assists the homeless by providing available services and finding shelter.

There are two School Resource Officers (SRO). One primarily works at Upland High School. The two SROs are responsible for all 14 schools within the school district.

The Crime Prevention & Community Outreach Specialist serves as a liaison between the community and the Police Department and provides the community with information and programs designed to reduce crime. Some of these programs include Neighborhood and Business Watch programs and Crime Prevention Through Environmental Design.

Other personnel under the Administrative Services Division include Property and Evidence which assists department personnel with crime scene processing/photography and evidence storage; the Personnel and Training Officer who handles recruitment, training, and background investigations of all police department employee candidates; and the Code Enforcement Unit, which is responsible for maintaining the City's motto, "The City of Gracious Living." Code Enforcement Officers are tasked with the responsibility of protecting property values and eliminating blight through the enforcement of the City's Municipal Code.

Lastly, the Administrative Services Division is responsible for Facilities Maintenance and all Fiscal Services (Purchasing, Accounts Payables, maintaining the department's budget, coordinating the department's grants, and the False Alarm Program).

## **SPECIAL SERVICES DIVISION**

The Special Services Division oversees professional standards, records, animal control, volunteers, and special projects within the department.

The Professional Standards Unit preserves the public's trust and confidence by conducting thorough and impartial investigations of alleged employee misconduct, providing proactive measures to prevent such misconduct, and maintaining the highest standards of fairness and respect towards our citizens and employees.

The Records Unit processes local and state criminal offender information, and actively performs a detailed list of law enforcement record-keeping processes. Animal Control handles any animal-related issue in the City to ensure public safety as it relates to animals and pets. The Volunteers in Police Services (VIPS) Unit consists of members of the community who volunteer to serve at the police department. They are assigned to patrol or to perform administrative tasks within the different divisions within the police department. In addition, special projects include implementing new technology and ensuring the department is consistent with new legal mandates.

| <b>PERSONNEL</b>                                    |                   |                   |                    |                          |                            |
|-----------------------------------------------------|-------------------|-------------------|--------------------|--------------------------|----------------------------|
| <b>PERMANENT POSITIONS</b>                          | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>ADOPTED | 24/25 & 25/26<br>ADOPTED | GENERAL FUND<br>ALLOCATION |
| <b>POLICE</b>                                       |                   |                   |                    |                          |                            |
| CHIEF OF POLICE                                     | 1.00              | 1.00              | 1.00               | 1.00                     | 1.00                       |
| POLICE CAPTAIN                                      | 2.00              | 2.00              | 2.00               | 2.00                     | 2.00                       |
| POLICE LIUETENANT                                   | 3.00              | 3.00              | 3.00               | 3.00                     | 3.00                       |
| POLICE SERGEANT                                     | 9.00              | 9.00              | 9.00               | 9.00                     | 9.00                       |
| POLICE DETECTIVE/CORPORAL                           | 14.00             | 14.00             | 14.00              | 14.00                    | 14.00                      |
| POLICE OFFICER                                      | 49.00             | 49.00             | 49.00              | 51.00                    | 42.00                      |
| CRIME & INTELLIGENCE ANALYST                        | 1.00              | 1.00              | 1.00               | 1.00                     | 1.00                       |
| CIVILIAN INVESTIGATOR                               | 0.00              | 0.00              | 1.00               | 1.00                     | 1.00                       |
| FORENSIC TECHNICIAN                                 | 1.00              | 1.00              | 1.00               | 1.00                     | 1.00                       |
| BUDGET SPECIALIST                                   | 0.00              | 0.00              | 1.00               | 1.00                     | 1.00                       |
| ACCOUNTING TECHNICIAN                               | 1.00              | 1.00              | 0.00               | 0.00                     | 0.00                       |
| BACKGROUND INVESTIGATOR                             | 0.00              | 0.00              | 0.00               | 1.00                     | 1.00                       |
| SENIOR ADMINISTRATIVE ASSISTANT                     | 1.00              | 1.00              | 1.00               | 1.00                     | 1.00                       |
| POLICE DISPATCH SUPERVISOR                          | 1.00              | 1.00              | 1.00               | 1.00                     | 1.00                       |
| LEAD DISPATCHER                                     | 2.00              | 0.00              | 0.00               | 0.00                     | 0.00                       |
| POLICE DISPATCHER I/II                              | 10.00             | 12.00             | 12.00              | 12.00                    | 12.00                      |
| POLICE RECORDS SUPERVISOR                           | 1.00              | 1.00              | 1.00               | 1.00                     | 1.00                       |
| SENIOR RECORDS TECHNICIAN                           | 1.00              | 1.00              | 1.00               | 1.00                     | 1.00                       |
| POLICE RECORDS TECHNICIAN I/II                      | 5.00              | 5.00              | 5.00               | 5.00                     | 5.00                       |
| HOMELESS SERVICES COORDINATOR                       | 1.00              | 1.00              | 1.00               | 1.00                     | 1.00                       |
| CRIME PREVENTION & COMMUNITY<br>OUTREACH SPECIALIST | 0.00              | 0.00              | 1.00               | 1.00                     | 1.00                       |
| PARK RANGER                                         | 0.00              | 0.00              | 1.00               | 2.00                     | 2.00                       |
| PARKING CONTROL AIDE                                | 1.00              | 1.00              | 1.00               | 1.00                     | 1.00                       |
| PROPERTY AND EVIDENCE CLERK                         | 0.00              | 0.00              | 0.00               | 1.00                     | 1.00                       |
| POLICE SERVICES TECHNICIAN                          | 7.00              | 7.00              | 5.00               | 4.00                     | 4.00                       |
| ANIMAL SERVICES SUPERVISOR                          | 1.00              | 1.00              | 1.00               | 1.00                     | 1.00                       |
| ANIMAL SERVICES OFFICER                             | 3.00              | 3.00              | 3.00               | 3.00                     | 3.00                       |
| CODE ENFORCEMENT OFFICER                            | 4.00              | 4.00              | 4.00               | 4.00                     | 4.00                       |
| <b>TOTAL DIVISIONS</b>                              | <b>119.00</b>     | <b>119.00</b>     | <b>120.00</b>      | <b>124.00</b>            | <b>115.00</b>              |

## **FY 2024-25 & FY 2025-26 GOALS AND OBJECTIVES**

### ***Commitment to community engagement:***

- ◆ Hold two Citizen Academies.
- ◆ Increase social media following by 5% (Instagram, Facebook, X (formerly Twitter)).
- ◆ Patrol and Code Enforcement are to continue to work with the Homeless Outreach Coordinator and the IMPACT Team to improve quality-of-life concerns with members of the community.
- ◆ The IMPACT Team, consisting of four Officers, will focus on specific on-going crime and quality-of-life issues, by continuing their initiative-taking work to reduce blight-related calls for service by 5% from last year and improving quality-of-life within Upland.

### ***Reduce injury traffic crashes by 2%:***

- ◆ Increase traffic enforcement.
- ◆ Focus on Office of Traffic Safety (OTS) grant enforcement activities to reduce crashes.
- ◆ Analyze the traffic safety index based on the relationship of traffic citations issued to the number of traffic crashes in specific problem areas. This goal will be accomplished by using the following technology: Omega Crime Analysis system, Traffic Data Collectors (TDC), radar message sign trailers capable of collecting traffic data, portable Pole-Mounted Graphic (PMG) speed feedback signs capable of collecting traffic data, handheld and motorcycle mounted Radar and LIDAR equipment, and our recently upgraded Computer Aided Dispatch Records Management System (CAD/RMS).

### ***Reduce Group A crime by 2%:***

- ◆ Increase computer forensic training to an additional detective.
- ◆ Streamline the investigation process when dealing with ID Theft/Fraud Cases.
- ◆ Cross-train detectives in handling multiple case assignments.
- ◆ Install cameras in the downtown area and Memorial Park

### ***Improve employee wellness:***

- ◆ Reduce sick time usage by 2%.
- ◆ Reduce worker's compensation-related injuries by 2%.
- ◆ Continue to encourage participation in lifetime fitness and police athletics by participating in Baker to Vegas Relay Race, Softball League, and other similar activities.
- ◆ Continue to support a Health and Safety Incentive program.

- ◆ Provide executive leadership and development training to all supervisors.
- ◆ Implement a Peer Support Program.
- ◆ Increase non-POST mandated training focused on risk management by 15% and include sworn and professional staff.

| PERFORMANCE MEASUREMENTS                                                                             | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>PROJECTED | 2024-25<br>TARGET | 2025-26<br>TARGET |
|------------------------------------------------------------------------------------------------------|-------------------|-------------------|----------------------|-------------------|-------------------|
| Number of Group A Crimes                                                                             | 2,884             | 2,686             | 2,928                | 3,192             | 3,479             |
| Percentage compliance with POST and STC requirements                                                 | 100%              | 100%              | 100%                 | 100%              | 100%              |
| Number of forensic computer and cell phone examinations (approx. 12 personnel-hours per examination) | 75                | 96                | 96                   | 100               | 100               |
| Total patrol calls                                                                                   | 63,931            | 63,276            | 64,542               | 65,833            | 67,150            |
| Number of injury traffic crashes                                                                     | 409               | 453               | 381                  | 375               | 368               |
| Citations                                                                                            | 2,111             | 2,204             | 3,065                | 3,500             | 3,600             |
| Number of Reserve volunteer hours                                                                    | 1,175             | 597               | 600                  | 600               | 600               |
| Number of VIPS volunteer hours                                                                       | 250               | 720               | 1,200                | 1,200             | 1,200             |
| Number of CERT volunteer hours                                                                       | NA                | 3,950             | 4,700                | 5,000             | 5,100             |
| Number of Graffiti Reward Payments                                                                   | 3                 | 1                 | 1                    | 1                 | 1                 |
| Number of Intersections equipped with automated license plate readers                                | 8                 | 25                | 25                   | 25                | 25                |
| Number of code enforcement cases resolved                                                            | 1,516             | 2,204             | 2,509                | 2,400             | 2,500             |
| Code Enforcement Inspections                                                                         | 3,480             | 3,480             | 3,580                | 3,200             | 3,400             |
| Notice of Vacate                                                                                     | 5                 | 5                 | 4                    | 5                 | 6                 |
| Administrative Citations                                                                             | 43                | 28                | 277                  | 250               | 270               |
| Cases filed                                                                                          | 2                 | 8                 | 1                    | 1                 | 2                 |
| Signs                                                                                                | 1,600             | 2,388             | 1,629                | 1,500             | 1,600             |
| Carts                                                                                                | 128               | 157               | 65                   | 50                | 45                |
| Animals returned to the owner                                                                        | 18%               | 15%               | 16%                  | 16%               | 16%               |
| Animals euthanized                                                                                   | 8%                | 10%               | 9%                   | 8%                | 8%                |

## **FY 2023-24 MAJOR ACCOMPLISHMENTS**

### ***Quality-of-Life Issues***

#### **Patrol/Investigations**

- ◆ Field personnel focused their attention on criminal vagrant matters, which resulted in a reduction in calls for service.
- ◆ Added one Civilian Investigator to the Detective Bureau.
- ◆ 10 Internet Crimes Against Children arrests.
- ◆ 4 attempted murder arrests.
- ◆ 4 homicide arrests.
- ◆ Assigned approximately 1,214 investigations.
- ◆ Served 257 search warrants.
- ◆ Made 123 arrests.

#### **Special Teams – Special Investigations Unit (SIU)/ IMPACT Team and Orion**

- ◆ Served 48 criminal search warrants.
- ◆ Made 25 Felony Arrests.
- ◆ Removed 16 Firearms from the streets.
- ◆ Participated in 4 Multi-Jurisdictional Sweeps.
- ◆ The IMPACT Team made 366 arrests.
- ◆ The IMPACT Team placed 40 individuals in shelters and/or were housed.
- ◆ Participated in 2 Alcohol Beverage Control Operations.
- ◆ Participated in 1 Tobacco Operation.
- ◆ Seized 343 pounds of methamphetamine.
- ◆ Seized 149 pounds of cocaine.
- ◆ Seized 1,195 pounds of marijuana.
- ◆ Seized 36 pounds of fentanyl.
- ◆ Seized 3 firearms.

- ◆ Executed 120 search warrants.
- ◆ Recovered \$1,825,830 in U.S. currency.

### **Code Enforcement**

- ◆ Opened 486 complaints from one reporting party.
- ◆ A residential property in the 200 block of Verdugo Way was taken over by a court-appointed receiver. The receiver cleaned out hoarder conditions and is working to restore the property.
- ◆ A residential property in the 1800 block of W. 9<sup>th</sup> Street was taken over by a court-appointed receiver. The receiver abated the property, including removing toxic waste. The City of Upland received \$77,804 for attorney's fees and \$1,919 for City of Upland staff recovery costs.
- ◆ Conducted a joint sweep at Loma Place/Woodlawn Street with the San Bernardino County Auto Theft Task Force, the City of Upland Business License Inspector, and a City of Upland Building Inspector to address Upland Municipal Code violations and inspect businesses for possible violations. Parking Enforcement also participated by addressing vehicles parked on the street.
- ◆ Trained a cadet and a volunteer as new members of the team.
- ◆ Attended training for new body-worn cameras, pepper spray, Taser, and CAD.
- ◆ Administratively cited a business where an illegal casino was found. The business is no longer operating and has moved out of the location.
- ◆ Started a case against a property owner where a medical plaza was left vacant in the 1300 block of E. Foothill Blvd. The team met with the property owner, the violations were corrected, and the building was secured.

### **Animal Control**

- ◆ Processed 564 disposal requests.
- ◆ Received 1,598 stray animals at the shelter.
- ◆ Reunited 264 pets with their families.
- ◆ Trapped, neutered, or released a total of 46 feral & stray cats.
- ◆ Euthanized 144 animals.
- ◆ Confiscated 61 animals.
- ◆ Collected 503 deceased animals.

- ◆ 126 owners surrendered animals.
- ◆ 1,351 animals were adopted out.
- ◆ 45 animals returned after adoption.
- ◆ 53 animal bite investigations.

## ***Operational Effectiveness***

### **Patrol/Investigations**

- ◆ Received grant funding from the California Office of Traffic Safety (OTS) for one Harley Davidson Motor Unit, motorcycle helmet, DUI Checkpoint supplies, blood draws, and four “Ride To Live” motorcycle safety education courses (free to the public).
- ◆ Received funding from the Justice Assistance Grant (JAG) for gas masks for patrol officers, one Recon Robot Throwbot, Robotronics KC and Cruiser Robot, and Meridian Anti Vehicle Barriers.
- ◆ Received funds from the Homeland Security Grant Program for a unit retrofit to a command vehicle, pole camera, tactical backpacks, ballistic shields, and thermal imaging binoculars.
- ◆ Implemented the Unmanned Aerial Vehicle Program with the purchase of 12 drones and the FAA Part 107 licensing of 9 officers.
- ◆ Responded to 64,542 calls for service.
- ◆ Received a total of 8,532 police reports.
- ◆ Arrested over 2,602 suspects.
- ◆ Dispatch processed 130,950 calls, including approximately 27,912 9-1-1 calls.
- ◆ Continued to modify case assignment procedures to maximize the Investigations Division’s ability to investigate crimes.
- ◆ Conducted forensic examinations on over 83 cell phones, 10 laptops, and 3 desktop computers.
- ◆ Purchased four 4 additional License Plate Reader cameras and installed them throughout the city to assist with investigations, bringing our total to 28 cameras.

### **Evidence**

- ◆ Installed two drying cabinets.
- ◆ Took in approximately 4,861 pieces of property.

- ◆ Destroyed over 2,400 pieces of property.
- ◆ Released over 770 pieces of property.
- ◆ Sent over 830 pieces of property to the lab for CAL ID processing.
- ◆ Test fired 68 firearms for NIBN testing.
- ◆ Responded to 60 CSI callouts.

### **K-9 Team**

- ◆ 97 deployments resulting in 21 surrenders and 4 bite apprehensions.
- ◆ 12 narcotic related arrests.
- ◆ \$21,000 seized from narcotics sales.
- ◆ 26 pounds of illegal narcotics seized.
- ◆ 2 illegal firearms located from K9 article searches.
- ◆ 10 SWAT Team assists.
- ◆ 25 outside agency assist requests.
- ◆ 19 public demonstrations.
- ◆ 3,077 calls for service
- ◆ K9 Specific training: POST SWAT/K9 integration, POST narcotics detection certification, including fentanyl, K9 supervision, and professional development training.

### **Technology**

- ◆ Purchased 3 Silent 6 GPS Trackers.
- ◆ Purchased 1 Recon Robot Throwbot.
- ◆ Implemented the “Spidr Tech” program, which provides status updates to people through text messages regarding their call for service and their case as it moves through the investigation process.
- ◆ All sworn personnel and professional field staff were issued the all-new AXON Body 3 body-worn cameras and TASER 7 CEDs.
- ◆ Purchased two new forensic computers to extract and process digital evidence from electronic devices. Upgraded Cellebrite Physical Analyzer to the premium version, allowing our detectives to physically extract evidence from locked/secured Android and IOS devices.

- ◆ Implemented the PlanIt Scheduling software to enhance employee scheduling. This program will allow staff members to view schedules, request time off, and offer to work shifts on a variety of platforms.

### ***Community Engagement***

- ◆ Substantially expanded the number of department personnel who can post to social media to better communicate with the community.
- ◆ Continued using the “Police/Taxi” in the “Know Your Limit” campaign for DUI education.
- ◆ Continued to provide department-related content to the public through social media platforms.
- ◆ Attended three neighborhood watch meetings.
- ◆ Hosted the Annual National Night Out
- ◆ Hosted 1 Citizen’s Academy.
- ◆ Participated in 7 community events including a business watch meeting at Sycamore Hills Plaza, San Bernardino County Fire Open House, Coffee with a Cop at Panera, and Stimulant Coffee, Inland Valley Recovery Services Annual Chili Cook-off, American Cancer Society Fundraiser at Oggi’s, and San Antonio Regional Hospital’s employee picnic.
- ◆ Participated in the City-sponsored Lemon Festival, Scary-A-Fair, and Christmas Parade.

### ***Employee Development & Training***

#### **Firearms / Use of Force**

- ◆ 1 Officer completed the Arrest and Control Instructor Course.
- ◆ 6 Officers attended Basic Patrol Rifle Training.
- ◆ 11 Officers attended UPD’s Pistol Mounted Miniature Red-Dot Transition/Firearms Perishable Skills Program Course.
- ◆ 3 Officers attended SWAT School.

#### **Special Assignment / Career Advancement**

- ◆ 1 Detective attended the Cellebrite Course.
- ◆ 6 Officers attended the NHTSA Standardized Field Sobriety Testing (SFTS) Training Course.
- ◆ 2 Officers attended the NHTSA Advanced Roadside Impairment Driving Enforcement (ARIDE) Training Course.

- ◆ 3 Officers attended the Field Training Officer Course.
- ◆ 1 Officer attended the Traffic Crash Investigations – Basic Course.
- ◆ 2 Officers attended the School Resource Officer Course.
- ◆ 2 Officers attended the Intervention and De-escalation Techniques for SRO's Course.
- ◆ 4 Officers attended the Field Training Officer Behavior Health Course.
- ◆ 2 Officers attended the Radar/Lidar Course.
- ◆ 4 Officers attended the Traffic Safety Summit.
- ◆ 2 Officers attended the Threat Assessment Conference.
- ◆ 2 Officers attended the Alcohol Beverage Control Conference.
- ◆ 5 Officers attended the Crisis Negotiations Association Conference.
- ◆ 5 Officers attended the California Association of Tactical Officers Conference.
- ◆ 1 Officer attended the Assault Firearms Identification Course.
- ◆ 3 Officers attended Crisis Negotiations Team Leader Course
- ◆ 3 Officers attended the Title 15 Course.
- ◆ 3 Officers attended the Basic Drone Course.
- ◆ 2 Officers attended the Gang Awareness Course.
- ◆ 2 Officers attended the Cal Gangs Course.
- ◆ 1 Detective attended the SLI Course.

#### **Supervisory / Leadership (Sergeant and above)**

- ◆ 1 Sergeant attended the Supervisory Course.
- ◆ 1 Sergeant attended the Internal Affairs Course.
- ◆ 1 Sergeant attended the Critical Incident Leadership for Supervisors Course.
- ◆ 1 Lieutenant attended the Foundation of Executive Leadership Course.

#### **Professional Staff Development**

- ◆ 2 Dispatchers attended the CALNENA Dispatcher Course.
- ◆ 1 Dispatcher attended the POST Basic Dispatch Course.

- ◆ 1 Code Enforcement Officer attended the PC 832 Course.
- ◆ 1 Police Service Technician attended the PC 832 Course.
- ◆ 1 Code Enforcement Officer attended the CACEO Conference.

### **Internal Department Training**

- ◆ 51 Officers completed the First Aid/CPR Course.
- ◆ Department Patrol Rifle Qualifications.

### ***Recruitment and Retention***

- ◆ Since July 1, 2023, our Personnel & Training Coordinator received and reviewed 852 applicants for various positions within the department, such as Police Officer (Trainee, Pre-Service, Lateral, and Reserve), Police Dispatcher II, Police Cadet, Homeless Services Assistant, Animal Services Officer, Police Service Technician, Code Enforcement Officer, and Volunteer.
- ◆ Since July 1, 2023, our Personnel & Training Coordinator hired 22 applicants: 11 Police Officers, 1 Dispatcher Supervisor, 2 Police Cadets, 1 Park Ranger, 1 Homeless Coordinator, 1 Homeless Services Assistant, 1 Crime Prevention/Community Outreach Specialist and 3 Volunteers.

### **Hiring Incentives**

- ◆ New Hire Signing Bonus for Police Officer Lateral (\$12,500).
- ◆ New Hire Signing Bonus for Police Officer Pre-Service (\$10,000).
- ◆ New Hire Signing Bonus for Police Officer Trainee (\$7,500).
- ◆ New Hire Signing bonus for Police Dispatcher II (\$5,000).
- ◆ New Hire Signing Bonus for Police Dispatcher I (\$2,500).

### **Brand Recognition / Recruiting**

- ◆ The social media team continues to build brand recognition on the department's social media platforms for department-related social media content.
- ◆ Development of a new recruitment website to be linked to the City's webpage.

**CITY OF UPLAND**  
**EXPENDITURE SUMMARY BY DIVISION**  
**FY 2024-26 PROPOSED BUDGET**

**POLICE**

|                                                            | 2021-22<br>ACTUAL    | 2022-23<br>ACTUAL    | 2023-24<br>ADOPTED   | 2023-24<br>AMENDED   | 2024-25<br>ADOPTED   | 2025-26<br>ADOPTED   |
|------------------------------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <b>3201 POLICE ADMINISTRATION</b>                          |                      |                      |                      |                      |                      |                      |
| Personnel                                                  | \$ 1,336,370         | \$ 1,519,380         | \$ 2,469,540         | \$ 2,433,490         | \$ 2,681,290         | \$ 2,823,110         |
| Maintenance & Operations                                   | 9,324,730            | 8,030,830            | 8,046,400            | 8,225,770            | 10,050,320           | 10,288,640           |
| Capital Outlay                                             | 5,240                | 23,390               | -                    | -                    | -                    | -                    |
| <b>TOTAL POLICE ADMINISTRATION</b>                         | <b>\$ 10,666,340</b> | <b>\$ 9,573,600</b>  | <b>\$ 10,515,940</b> | <b>\$ 10,659,260</b> | <b>\$ 12,731,610</b> | <b>\$ 13,111,750</b> |
| <b>3202 POLICE INVESTIGATIONS</b>                          |                      |                      |                      |                      |                      |                      |
| Personnel                                                  | \$ 5,981,630         | \$ 2,592,890         | \$ 3,023,190         | \$ 3,023,190         | \$ 3,407,820         | \$ 3,602,950         |
| Maintenance & Operations                                   | 275,400              | 239,110              | 293,330              | 300,670              | 275,030              | 379,250              |
| Capital Outlay                                             | -                    | -                    | -                    | -                    | -                    | -                    |
| <b>TOTAL POLICE INVESTIGATIONS</b>                         | <b>\$ 6,257,030</b>  | <b>\$ 2,832,000</b>  | <b>\$ 3,316,520</b>  | <b>\$ 3,323,860</b>  | <b>\$ 3,682,850</b>  | <b>\$ 3,982,200</b>  |
| <b>3205 ANIMAL CONTROL</b>                                 |                      |                      |                      |                      |                      |                      |
| Personnel                                                  | \$ 266,560           | \$ 216,680           | \$ 335,630           | \$ 371,690           | \$ 404,760           | \$ 427,710           |
| Maintenance & Operations                                   | 384,410              | 380,120              | 477,350              | 479,510              | 455,810              | 428,080              |
| Capital Outlay                                             | -                    | -                    | -                    | -                    | -                    | -                    |
| <b>TOTAL ANIMAL CONTROL</b>                                | <b>\$ 650,970</b>    | <b>\$ 596,800</b>    | <b>\$ 812,980</b>    | <b>\$ 851,200</b>    | <b>\$ 860,570</b>    | <b>\$ 855,790</b>    |
| <b>3208 METROLINK STATION</b>                              |                      |                      |                      |                      |                      |                      |
| Personnel                                                  | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| Maintenance & Operations                                   | 790                  | 11,080               | 9,480                | 800                  | -                    | -                    |
| Capital Outlay                                             | -                    | -                    | -                    | -                    | -                    | -                    |
| <b>TOTAL METROLINK STATION</b>                             | <b>\$ 790</b>        | <b>\$ 11,080</b>     | <b>\$ 9,480</b>      | <b>\$ 800</b>        | <b>\$ -</b>          | <b>\$ -</b>          |
| <b>3211 POLICE PATROL</b>                                  |                      |                      |                      |                      |                      |                      |
| Personnel                                                  | \$ 35,602,030        | \$ 9,611,190         | \$ 12,792,370        | \$ 12,814,660        | \$ 13,585,050        | \$ 14,555,160        |
| Maintenance & Operations                                   | 1,313,000            | 1,085,730            | 1,835,290            | 1,851,290            | 1,793,960            | 1,693,030            |
| Capital Outlay                                             | -                    | 16,420               | -                    | 4,700                | -                    | -                    |
| <b>TOTAL POLICE PATROL</b>                                 | <b>\$ 36,915,030</b> | <b>\$ 10,713,340</b> | <b>\$ 14,627,660</b> | <b>\$ 14,670,650</b> | <b>\$ 15,379,010</b> | <b>\$ 16,248,190</b> |
| <b>3231 POLICE SPECIAL EVENTS &amp; COMMUNITY OUTREACH</b> |                      |                      |                      |                      |                      |                      |
| Personnel                                                  | \$ 10,120            | \$ 60,200            | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| Maintenance & Operations                                   | 240                  | 25,810               | 47,250               | 48,250               | 51,750               | 53,010               |
| Capital Outlay                                             | -                    | -                    | -                    | -                    | -                    | -                    |
| <b>TOTAL POLICE SPEC EVENTS &amp; COMM OUTREACH</b>        | <b>\$ 10,360</b>     | <b>\$ 86,010</b>     | <b>\$ 47,250</b>     | <b>\$ 48,250</b>     | <b>\$ 51,750</b>     | <b>\$ 53,010</b>     |
| <b>3232 POLICE RESERVES</b>                                |                      |                      |                      |                      |                      |                      |
| Personnel                                                  | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| Maintenance & Operations                                   | 3,810                | 1,970                | 7,060                | 7,060                | 7,060                | 7,230                |
| Capital Outlay                                             | -                    | -                    | -                    | -                    | -                    | -                    |
| <b>TOTAL POLICE RESERVES</b>                               | <b>\$ 3,810</b>      | <b>\$ 1,970</b>      | <b>\$ 7,060</b>      | <b>\$ 7,060</b>      | <b>\$ 7,060</b>      | <b>\$ 7,230</b>      |
| <b>3233 CODE ENFORCEMENT</b>                               |                      |                      |                      |                      |                      |                      |
| Personnel                                                  | \$ 263,760           | \$ 259,420           | \$ 458,020           | \$ 458,020           | \$ 441,490           | \$ 467,480           |
| Maintenance & Operations                                   | 395,050              | 380,630              | 437,000              | 280,110              | 420,010              | 426,910              |
| Capital Outlay                                             | -                    | -                    | -                    | -                    | -                    | -                    |
| <b>TOTAL CODE ENFORCEMENT</b>                              | <b>\$ 658,810</b>    | <b>\$ 640,050</b>    | <b>\$ 895,020</b>    | <b>\$ 738,130</b>    | <b>\$ 861,500</b>    | <b>\$ 894,390</b>    |
| <b>101 TOTAL GENERAL FUND</b>                              |                      |                      |                      |                      |                      |                      |
| Personnel                                                  | \$ 43,460,470        | \$ 14,259,760        | \$ 19,078,750        | \$ 19,101,050        | \$ 20,520,410        | \$ 21,876,410        |
| Maintenance & Operations                                   | 11,697,430           | 10,155,280           | 11,153,160           | 11,193,460           | 13,053,940           | 13,276,150           |
| Capital Outlay                                             | 5,240                | 39,810               | -                    | 4,700                | -                    | -                    |
| <b>TOTAL GENERAL FUND</b>                                  | <b>\$ 55,163,140</b> | <b>\$ 24,454,850</b> | <b>\$ 30,231,910</b> | <b>\$ 30,299,210</b> | <b>\$ 33,574,350</b> | <b>\$ 35,152,560</b> |
| <b>203 TOTAL PUBLIC SAFETY AUGMENTATION FUND</b>           |                      |                      |                      |                      |                      |                      |
| Personnel                                                  | \$ 1,374,950         | \$ 1,479,920         | \$ 1,500,070         | \$ 1,500,070         | \$ 1,432,850         | \$ 1,432,850         |
| Maintenance & Operations                                   | -                    | -                    | -                    | -                    | -                    | -                    |
| Capital Outlay                                             | -                    | -                    | -                    | -                    | -                    | -                    |
| <b>TOTAL PUBLIC SAFETY AUGMENTATION FUND</b>               | <b>\$ 1,374,950</b>  | <b>\$ 1,479,920</b>  | <b>\$ 1,500,070</b>  | <b>\$ 1,500,070</b>  | <b>\$ 1,432,850</b>  | <b>\$ 1,432,850</b>  |
| <b>211 TOTAL AIR QUALITY MANAGEMENT DISTRICT FUND</b>      |                      |                      |                      |                      |                      |                      |
| Personnel                                                  | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| Maintenance & Operations                                   | -                    | -                    | -                    | -                    | -                    | -                    |
| Capital Outlay                                             | 17,150               | -                    | -                    | -                    | -                    | -                    |
| <b>TOTAL AIR QLTY MGMT DISTRICT FUND</b>                   | <b>\$ 17,150</b>     | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          |

**CITY OF UPLAND**  
**EXPENDITURE SUMMARY BY DIVISION**  
**FY 2024-26 PROPOSED BUDGET**

**POLICE**

|                                                       | 2021-22<br>ACTUAL    | 2022-23<br>ACTUAL    | 2023-24<br>ADOPTED   | 2023-24<br>AMENDED   | 2024-25<br>ADOPTED   | 2025-26<br>ADOPTED   |
|-------------------------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <b>229 TOTAL AMERICAN RESCUE PLAN ACT (ARPA) FUND</b> |                      |                      |                      |                      |                      |                      |
| Personnel                                             | \$ 414,210           | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| Maintenance & Operations                              | 141,230              | 307,580              | 22,500               | 156,500              | -                    | -                    |
| Capital Outlay                                        | 16,150               | 505,930              | -                    | 207,630              | -                    | -                    |
| TOTAL ARPA FUND                                       | <u>\$ 571,590</u>    | <u>\$ 813,510</u>    | <u>\$ 22,500</u>     | <u>\$ 364,130</u>    | <u>\$ -</u>          | <u>\$ -</u>          |
| <b>420 TOTAL GENERAL CAPITAL IMPROVEMENTS FUND</b>    |                      |                      |                      |                      |                      |                      |
| Personnel                                             | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| Maintenance & Operations                              | -                    | -                    | -                    | -                    | -                    | -                    |
| Capital Outlay                                        | 4,380                | -                    | -                    | 28,110               | -                    | -                    |
| TOTAL GENERAL CAPITAL IMPROVEMENTS FUND               | <u>\$ 4,380</u>      | <u>\$ -</u>          | <u>\$ -</u>          | <u>\$ 28,110</u>     | <u>\$ -</u>          | <u>\$ -</u>          |
| <b>2XX TOTAL POLICE GRANTS</b>                        |                      |                      |                      |                      |                      |                      |
| Personnel                                             | \$ 106,990           | \$ 106,680           | \$ 121,570           | \$ 289,180           | \$ -                 | \$ -                 |
| Maintenance & Operations                              | 94,960               | 122,350              | 213,980              | 282,300              | 75,000               | 76,500               |
| Capital Outlay                                        | -                    | 460,150              | 1,472,450            | 1,865,340            | 1,357,200            | 1,153,000            |
| TOTAL POLICE GRANTS                                   | <u>\$ 201,950</u>    | <u>\$ 689,180</u>    | <u>\$ 1,808,000</u>  | <u>\$ 2,436,820</u>  | <u>\$ 1,432,200</u>  | <u>\$ 1,229,500</u>  |
| <b>2XX TOTAL ASSET FORFEITURE FUNDS</b>               |                      |                      |                      |                      |                      |                      |
| Personnel                                             | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ 148,380           | \$ 154,680           |
| Maintenance & Operations                              | 6,500                | 1,900                | -                    | -                    | -                    | -                    |
| Capital Outlay                                        | -                    | -                    | 1,393,290            | 1,393,290            | 500,000              | 500,000              |
| TOTAL ASSET FORFEITURE FUNDS                          | <u>\$ 6,500</u>      | <u>\$ 1,900</u>      | <u>\$ 1,393,290</u>  | <u>\$ 1,393,290</u>  | <u>\$ 648,380</u>    | <u>\$ 654,680</u>    |
| <b>TOTAL POLICE</b>                                   |                      |                      |                      |                      |                      |                      |
| Personnel                                             | \$ 45,356,620        | \$ 15,846,360        | \$ 20,700,390        | \$ 20,890,300        | \$ 22,101,640        | \$ 23,463,940        |
| Maintenance & Operations                              | 11,940,120           | 10,587,110           | 11,389,640           | 11,632,260           | 13,128,940           | 13,352,650           |
| Capital Outlay                                        | 42,920               | 1,005,890            | 2,865,740            | 3,499,070            | 1,857,200            | 1,653,000            |
| TOTAL POLICE                                          | <u>\$ 57,339,660</u> | <u>\$ 27,439,360</u> | <u>\$ 34,955,770</u> | <u>\$ 36,021,630</u> | <u>\$ 37,087,780</u> | <u>\$ 38,469,590</u> |

**CITY OF UPLAND**  
**POLICE DEPARTMENT**  
 FY 2024-26 ANNUAL BUDGET  
 SUMMARY BY OBJECT CODE

| OBJECT CODE | EXPENSE CLASSIFICATION                      | 2021-22<br>ACTUAL    | 2022-23<br>ACTUAL    | 2023-24<br>ADOPTED   | 2023-24<br>AMENDED   | 2024-25<br>ADOPTED   | 2025-26<br>ADOPTED   |
|-------------|---------------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
|             | <b>PERSONNEL EXPENSE</b>                    |                      |                      |                      |                      |                      |                      |
| 5110        | Buy Backs                                   | \$ 72,260            | \$ 103,000           | \$ 128,700           | \$ 128,700           | \$ 128,700           | \$ 105,000           |
| 5111        | Salaries - Full Time                        | 1,940,360            | 2,036,310            | 2,718,060            | 2,768,450            | 3,058,340            | 3,229,720            |
| 5112        | Salaries - Temporary/Part Time              | 319,270              | 500,970              | 460,150              | 407,370              | 479,560              | 479,560              |
| 5113        | Overtime                                    | 230,440              | 213,360              | 224,530              | 224,530              | 222,690              | 222,690              |
| 5114        | Catastrophic Leave Pay                      | 8,730                | 11,110               | -                    | -                    | -                    | -                    |
| 5116        | Fringe Benefits                             | 445,190              | 460,140              | 820,620              | 839,310              | 958,700              | 1,065,280            |
| 5117        | Retirement Contributions                    | 214,500              | 212,460              | 326,920              | 332,920              | 358,770              | 371,510              |
| 5131        | Salaries - Sworn Police                     | 7,777,160            | 8,058,110            | 10,691,760           | 10,691,760           | 11,382,600           | 12,135,250           |
| 5133        | Overtime - Sworn Police                     | 1,349,210            | 1,569,040            | 1,433,930            | 1,601,540            | 1,314,200            | 1,314,200            |
| 5136        | Fringe Benefits - Sworn Police              | 1,218,520            | 1,325,130            | 1,854,480            | 1,854,480            | 2,055,140            | 2,268,790            |
| 5137        | Retirement Contributions - Sworn Police     | 1,280,980            | 1,356,730            | 2,041,240            | 2,041,240            | 2,142,940            | 2,271,940            |
| 5139        | Unfunded Annual PERS Liab - Sworn           | 30,500,000           | -                    | -                    | -                    | -                    | -                    |
|             | <b>TOTAL PERSONNEL EXPENSES</b>             | <b>\$ 45,356,620</b> | <b>\$ 15,846,360</b> | <b>\$ 20,700,390</b> | <b>\$ 20,890,300</b> | <b>\$ 22,101,640</b> | <b>\$ 23,463,940</b> |
|             | <b>MAINTENANCE &amp; OPERATIONS</b>         |                      |                      |                      |                      |                      |                      |
| 5201        | Personnel Reimbursement                     | \$ -                 | \$ -                 | \$ 5,860             | \$ 5,860             | \$ -                 | \$ -                 |
| 5205        | Recruitment Costs - Other                   | -                    | 80                   | -                    | -                    | -                    | -                    |
| 5211        | Postage                                     | 940                  | 300                  | 1,250                | 1,250                | 1,250                | 1,290                |
| 5212        | Advertising                                 | -                    | 140                  | 150                  | 150                  | 150                  | 160                  |
| 5213        | Dues & Subscriptions                        | 39,400               | 233,730              | 45,620               | 40,620               | 71,370               | 73,050               |
| 5215        | Training/Conferences/Meetings               | 130,420              | 161,650              | 166,610              | 172,050              | 156,070              | 159,690              |
| 5216        | Office Supplies                             | 14,730               | 16,170               | 18,010               | 18,010               | 18,010               | 18,380               |
| 5217        | Other Supplies/Materials                    | 119,170              | 125,880              | 195,010              | 203,660              | 279,090              | 285,310              |
| 5218        | Uniform Expense                             | 54,400               | 99,920               | 105,140              | 105,140              | 105,140              | 109,250              |
| 5219        | Licences, Registration and Permits          | 25,520               | 70,000               | 5,000                | -                    | -                    | -                    |
| 5220        | Fuel Usage                                  | 252,030              | 266,930              | 324,190              | 324,190              | 289,190              | 295,500              |
| 5222        | Print/Mail Charges                          | 6,850                | 4,650                | 4,700                | 4,700                | 4,700                | 4,880                |
| 5226        | Team Building Expenses                      | -                    | -                    | 12,600               | 12,600               | 12,600               | 12,860               |
| 5231        | Office Equipment (Under 5,000)              | 8,050                | 18,150               | 37,500               | 49,300               | 15,000               | 15,500               |
| 5232        | Computer Equip (Under 5,000)                | 13,890               | 870                  | 7,050                | 7,550                | 7,050                | 7,120                |
| 5233        | Other Equipment (Under 5,000)               | 202,600              | 97,210               | 218,190              | 270,120              | 101,630              | 103,710              |
| 5234        | Other Equipment Rental                      | 560                  | 23,190               | 32,500               | 33,500               | 33,500               | 34,390               |
| 5236        | Rent                                        | 2,400                | 2,400                | 2,640                | 2,400                | 2,400                | 2,450                |
| 5237        | Utilities - Sewer                           | -                    | 1,640                | 2,800                | 2,800                | 2,800                | 2,860                |
| 5239        | Software Subscriptions                      | -                    | -                    | -                    | 146,430              | -                    | -                    |
| 5241        | Utilities - Electric                        | 110,430              | 109,930              | 142,020              | 142,020              | 127,020              | 129,570              |
| 5242        | Utilities - Gas                             | 32,040               | 49,680               | 58,150               | 58,150               | 28,150               | 28,720               |
| 5244        | Utilities - Water                           | -                    | 11,470               | 15,660               | 15,660               | 15,660               | 15,990               |
| 5245        | Maint- Build/Struct/Grounds                 | -                    | 370                  | -                    | -                    | -                    | -                    |
| 5246        | Maintenance - Equipment                     | 15,680               | 66,310               | 12,980               | 12,980               | 12,980               | 13,540               |
| 5247        | Maintenance - Vehicle                       | 9,350                | 12,110               | 17,270               | 17,400               | 17,270               | 17,620               |
| 5251        | Legal Services                              | 321,970              | 378,080              | 327,690              | 350,300              | 413,920              | 422,200              |
| 5252        | Professional Services                       | -                    | 350                  | -                    | -                    | -                    | -                    |
| 5253        | Contract Services                           | 732,180              | 641,050              | 703,780              | 717,740              | 681,060              | 705,370              |
| 5254        | Data Processing Services                    | -                    | 2,200                | 11,660               | 11,660               | 2,200                | 2,250                |
| 5255        | Banking Services                            | 2,970                | 3,320                | 6,450                | 6,450                | 6,450                | 6,590                |
| 5258        | Other Services                              | 390,030              | 414,650              | 620,800              | 605,210              | 482,740              | 493,720              |
| 5267        | Undercover Activity                         | -                    | -                    | -                    | 6,000                | -                    | -                    |
| 5271        | Insurance Premium                           | 1,150                | 930                  | 1,900                | 1,900                | 1,900                | 1,940                |
| 5290        | Late Charges                                | -                    | 1,950                | -                    | -                    | -                    | -                    |
| 5291        | Bad Debts Expense                           | 210                  | -                    | -                    | -                    | -                    | -                    |
| 5297        | Other Expenses                              | -                    | 100                  | 200                  | 200                  | 200                  | 200                  |
| 5320        | Tuition Reimbursement                       | -                    | 6,590                | 24,500               | 24,500               | 24,500               | 24,990               |
| 5701        | Information Systems Allocation Charges      | 1,032,800            | 1,359,220            | 1,547,760            | 1,547,760            | 1,732,260            | 1,805,430            |
| 5702        | Fleet - Maintenance & Repair Allocation     | 336,790              | 317,920              | 399,990              | 399,990              | 519,160              | 543,940              |
| 5703        | Vehicle Acquisition Allocation              | 423,900              | 145,000              | 569,200              | 569,200              | 364,000              | 299,500              |
| 5704        | Building Maintenance & Operation Allocation | 355,400              | 400,410              | 366,720              | 366,720              | 485,020              | 450,780              |
| 5705        | Self Funded Liability Allocation            | 2,709,490            | 2,886,940            | 2,913,430            | 2,913,430            | 2,714,540            | 2,858,250            |
| 5706        | OPEB & Employee Benefits Allocation         | 451,980              | 387,020              | 384,100              | 384,100              | 343,690              | 351,320              |
| 5707        | PERS-UAL Allocation                         | 4,142,790            | 2,268,600            | 2,080,560            | 2,080,560            | 4,056,270            | 4,054,330            |
|             | <b>TOTAL MAINTENANCE &amp; OPERATIONS</b>   | <b>\$ 11,940,120</b> | <b>\$ 10,587,110</b> | <b>\$ 11,389,640</b> | <b>\$ 11,632,260</b> | <b>\$ 13,128,940</b> | <b>\$ 13,352,650</b> |

**CITY OF UPLAND**  
**POLICE DEPARTMENT**  
 FY 2024-26 ANNUAL BUDGET  
 SUMMARY BY OBJECT CODE

| OBJECT<br>CODE | EXPENSE CLASSIFICATION | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>ADOPTED | 2023-24<br>AMENDED | 2024-25<br>ADOPTED | 2025-26<br>ADOPTED |
|----------------|------------------------|-------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
|                | <b>CAPITAL OUTLAY</b>  |                   |                   |                    |                    |                    |                    |
| 5530           | Machinery & Equipment  | \$ 38,540         | \$ 633,330        | \$ 2,205,170       | \$ 2,207,290       | \$ 1,178,600       | \$ 1,076,500       |
| 5531           | Vehicles               | 4,380             | 353,060           | 660,570            | 1,291,780          | 678,600            | 576,500            |
| 5535           | Intangibles-Software   | -                 | 19,500            | -                  | -                  | -                  | -                  |
|                | TOTAL CAPITAL OUTLAY   | \$ 42,920         | \$ 1,005,890      | \$ 2,865,740       | \$ 3,499,070       | \$ 1,857,200       | \$ 1,653,000       |
|                | TOTAL DEPARTMENT       | \$ 57,339,660     | \$ 27,439,360     | \$ 34,955,770      | \$ 36,021,630      | \$ 37,087,780      | \$ 38,469,590      |

**CITY OF UPLAND**  
**POLICE DEPARTMENT**  
FY 2024-25 ANNUAL BUDGET  
SUMMARY BY OBJECT CODE AND FUND

|             | FUND NO.                                | 101                  | 203                 | 216             | 217          | 220                      |                      |
|-------------|-----------------------------------------|----------------------|---------------------|-----------------|--------------|--------------------------|----------------------|
| OBJECT CODE | EXPENSE CLASSIFICATION                  | GENERAL              | PUBLIC SAFETY       | COPS ALLOCATION | OTHER GRANTS | ASSET FORFEITURE FED DOJ | 2024-25 ADOPTED      |
|             | <b>PERSONNEL EXPENSE</b>                |                      |                     |                 |              |                          |                      |
| 5110        | Buy Backs                               | \$ 128,700           | \$ -                | \$ -            | \$ -         | \$ -                     | \$ 128,700           |
| 5111        | Salaries - Full Time                    | 3,058,340            | -                   | -               | -            | -                        | 3,058,340            |
| 5112        | Salaries - Temporary/Part Time          | 479,560              | -                   | -               | -            | -                        | 479,560              |
| 5113        | Overtime                                | 222,690              | -                   | -               | -            | -                        | 222,690              |
| 5116        | Fringe Benefits                         | 958,700              | -                   | -               | -            | -                        | 958,700              |
| 5117        | Retirement Contributions                | 358,770              | -                   | -               | -            | -                        | 358,770              |
| 5131        | Salaries - Sworn Police                 | 10,233,510           | 1,040,040           | -               | -            | 109,050                  | 11,382,600           |
| 5133        | Overtime - Sworn Police                 | 1,300,880            | 13,320              | -               | -            | -                        | 1,314,200            |
| 5136        | Fringe Benefits - Sworn Police          | 1,844,580            | 188,230             | -               | -            | 22,330                   | 2,055,140            |
| 5137        | Retirement Contributions - Sworn Police | 1,934,680            | 191,260             | -               | -            | 17,000                   | 2,142,940            |
|             | <b>TOTAL PERSONNEL EXPENSES</b>         | <b>\$ 20,520,410</b> | <b>\$ 1,432,850</b> | <b>\$ -</b>     | <b>\$ -</b>  | <b>\$ 148,380</b>        | <b>\$ 22,101,640</b> |
|             | <b>MAINTENANCE &amp; OPERATIONS</b>     |                      |                     |                 |              |                          |                      |
| 5201        | Personnel Reimbursement                 | \$ -                 | \$ -                | \$ -            | \$ -         | \$ -                     | \$ -                 |
| 5205        | Recruitment Costs - Other               | -                    | -                   | -               | -            | -                        | -                    |
| 5211        | Postage                                 | 1,250                | -                   | -               | -            | -                        | 1,250                |
| 5212        | Advertising                             | 150                  | -                   | -               | -            | -                        | 150                  |
| 5213        | Dues & Subscriptions                    | 71,370               | -                   | -               | -            | -                        | 71,370               |
| 5215        | Training/Conferences/Meetings           | 156,070              | -                   | -               | -            | -                        | 156,070              |
| 5216        | Office Supplies                         | 18,010               | -                   | -               | -            | -                        | 18,010               |
| 5217        | Other Supplies/Materials                | 204,090              | -                   | -               | 75,000       | -                        | 279,090              |
| 5218        | Uniform Expense                         | 105,140              | -                   | -               | -            | -                        | 105,140              |
| 5219        | Licences, Registration and Permits      | -                    | -                   | -               | -            | -                        | -                    |
| 5220        | Fuel Usage                              | 289,190              | -                   | -               | -            | -                        | 289,190              |
| 5222        | Print/Mail Charges                      | 4,700                | -                   | -               | -            | -                        | 4,700                |
| 5226        | Team Building Expenses                  | 12,600               | -                   | -               | -            | -                        | 12,600               |
| 5231        | Office Equipment (Under 5,000)          | 15,000               | -                   | -               | -            | -                        | 15,000               |
| 5232        | Computer Equip (Under 5,000)            | 7,050                | -                   | -               | -            | -                        | 7,050                |
| 5233        | Other Equipment (Under 5,000)           | 101,630              | -                   | -               | -            | -                        | 101,630              |
| 5234        | Other Equipment Rental                  | 33,500               | -                   | -               | -            | -                        | 33,500               |
| 5236        | Rent                                    | 2,400                | -                   | -               | -            | -                        | 2,400                |
| 5237        | Utilities - Sewer                       | 2,800                | -                   | -               | -            | -                        | 2,800                |
| 5239        | Software Subscriptions                  | -                    | -                   | -               | -            | -                        | -                    |
| 5241        | Utilities - Electric                    | 127,020              | -                   | -               | -            | -                        | 127,020              |
| 5242        | Utilities - Gas                         | 28,150               | -                   | -               | -            | -                        | 28,150               |
| 5244        | Utilities - Water                       | 15,660               | -                   | -               | -            | -                        | 15,660               |
| 5245        | Maint- Build/Struct/Grounds             | -                    | -                   | -               | -            | -                        | -                    |
| 5246        | Maintenance - Equipment                 | 12,980               | -                   | -               | -            | -                        | 12,980               |

**CITY OF UPLAND**  
**POLICE DEPARTMENT**  
FY 2024-25 ANNUAL BUDGET  
SUMMARY BY OBJECT CODE AND FUND

|             | FUND NO.                                    | 101           | 203           | 216             | 217          | 220                      |                 |
|-------------|---------------------------------------------|---------------|---------------|-----------------|--------------|--------------------------|-----------------|
| OBJECT CODE | EXPENSE CLASSIFICATION                      | GENERAL       | PUBLIC SAFETY | COPS ALLOCATION | OTHER GRANTS | ASSET FORFEITURE FED DOJ | 2024-25 ADOPTED |
| 5247        | Maintenance - Vehicle                       | 17,270        | -             | -               | -            | -                        | 17,270          |
| 5251        | Legal Services                              | 413,920       | -             | -               | -            | -                        | 413,920         |
| 5253        | Contract Services                           | 681,060       | -             | -               | -            | -                        | 681,060         |
| 5254        | Data Processing Services                    | 2,200         | -             | -               | -            | -                        | 2,200           |
| 5255        | Banking Services                            | 6,450         | -             | -               | -            | -                        | 6,450           |
| 5258        | Other Services                              | 482,740       | -             | -               | -            | -                        | 482,740         |
| 5267        | Undercover Activity                         | -             | -             | -               | -            | -                        | -               |
| 5271        | Insurance Premium                           | 1,900         | -             | -               | -            | -                        | 1,900           |
| 5290        | Late Charges                                | -             | -             | -               | -            | -                        | -               |
| 5297        | Other Expenses                              | 200           | -             | -               | -            | -                        | 200             |
| 5320        | Tuition Reimbursement                       | 24,500        | -             | -               | -            | -                        | 24,500          |
| 5701        | Information Systems Allocation Charges      | 1,732,260     | -             | -               | -            | -                        | 1,732,260       |
| 5702        | Fleet - Maintenance & Repair Allocation     | 519,160       | -             | -               | -            | -                        | 519,160         |
| 5703        | Vehicle Acquisition Allocation              | 364,000       | -             | -               | -            | -                        | 364,000         |
| 5704        | Building Maintenance & Operation Allocation | 485,020       | -             | -               | -            | -                        | 485,020         |
| 5705        | Self Funded Liability Allocation            | 2,714,540     | -             | -               | -            | -                        | 2,714,540       |
| 5706        | OPEB & Employee Benefits Allocation         | 343,690       | -             | -               | -            | -                        | 343,690         |
| 5707        | PERS-UAL Allocation                         | 4,056,270     | -             | -               | -            | -                        | 4,056,270       |
|             | <b>TOTAL MAINTENANCE &amp; OPERATIONS</b>   | \$ 13,053,940 | \$ -          | \$ -            | \$ 75,000    | \$ -                     | \$ 13,128,940   |
|             | <b>CAPITAL OUTLAY</b>                       |               |               |                 |              |                          |                 |
| 5530        | Machinery & Equipment                       | \$ -          | \$ -          | \$ 678,600      | \$ -         | \$ 500,000               | \$ 1,178,600    |
| 5531        | Vehicles                                    | -             | -             | 678,600         | -            | -                        | 678,600         |
|             | <b>TOTAL CAPITAL OUTLAY</b>                 | \$ -          | \$ -          | \$ 1,357,200    | \$ -         | \$ 500,000               | \$ 1,857,200    |
|             | <b>CAPITAL IMPROVEMENT PROJECTS</b>         |               |               |                 |              |                          |                 |
| 55XX        | Capital Improvement Projects                | \$ -          | \$ -          | \$ -            | \$ -         | \$ -                     | \$ -            |
|             | <b>CAPITAL IMPROVEMENT PROJECTS</b>         | \$ -          | \$ -          | \$ -            | \$ -         | \$ -                     | \$ -            |
|             | <b>TOTAL DEPARTMENT</b>                     | \$ 33,574,350 | \$ 1,432,850  | \$ 1,357,200    | \$ 75,000    | \$ 648,380               | \$ 37,087,780   |

**CITY OF UPLAND**  
**POLICE DEPARTMENT**  
FY 2025-26 ANNUAL BUDGET  
SUMMARY BY OBJECT CODE AND FUND

|             | FUND NO.                                | 101                  | 203                 | 216             | 217          | 220                        |                      |
|-------------|-----------------------------------------|----------------------|---------------------|-----------------|--------------|----------------------------|----------------------|
| OBJECT CODE | EXPENSE CLASSIFICATION                  | GENERAL              | PUBLIC SAFETY       | COPS ALLOCATION | OTHER GRANTS | ASSET FORFEITURE - FED DOJ | 2025-26 ADOPTED      |
|             | <b>PERSONNEL EXPENSE</b>                |                      |                     |                 |              |                            |                      |
| 5110        | Buy Backs                               | \$ 105,000           | \$ -                | \$ -            | \$ -         | \$ -                       | \$ 105,000           |
| 5111        | Salaries - Full Time                    | 3,229,720            | -                   | -               | -            | -                          | 3,229,720            |
| 5112        | Salaries - Temporary/Part Time          | 479,560              | -                   | -               | -            | -                          | 479,560              |
| 5113        | Overtime                                | 222,690              | -                   | -               | -            | -                          | 222,690              |
| 5116        | Fringe Benefits                         | 1,065,280            | -                   | -               | -            | -                          | 1,065,280            |
| 5117        | Retirement Contributions                | 371,510              | -                   | -               | -            | -                          | 371,510              |
| 5131        | Salaries - Sworn Police                 | 10,977,190           | 1,044,660           | -               | -            | 113,400                    | 12,135,250           |
| 5133        | Overtime - Sworn Police                 | 1,314,200            | -                   | -               | -            | -                          | 1,314,200            |
| 5136        | Fringe Benefits - Sworn Police          | 2,044,910            | 199,090             | -               | -            | 24,790                     | 2,268,790            |
| 5137        | Retirement Contributions - Sworn Police | 2,066,350            | 189,100             | -               | -            | 16,490                     | 2,271,940            |
|             | <b>TOTAL PERSONNEL EXPENSES</b>         | <b>\$ 21,876,410</b> | <b>\$ 1,432,850</b> | <b>\$ -</b>     | <b>\$ -</b>  | <b>\$ 154,680</b>          | <b>\$ 23,463,940</b> |
|             | <b>MAINTENANCE &amp; OPERATIONS</b>     |                      |                     |                 |              |                            |                      |
| 5201        | Personnel Reimbursement                 | \$ -                 | \$ -                | \$ -            | \$ -         | \$ -                       | \$ -                 |
| 5205        | Recruitment Costs - Other               | -                    | -                   | -               | -            | -                          | -                    |
| 5211        | Postage                                 | 1,290                | -                   | -               | -            | -                          | 1,290                |
| 5212        | Advertising                             | 160                  | -                   | -               | -            | -                          | 160                  |
| 5213        | Dues & Subscriptions                    | 73,050               | -                   | -               | -            | -                          | 73,050               |
| 5215        | Training/Conferences/Meetings           | 159,690              | -                   | -               | -            | -                          | 159,690              |
| 5216        | Office Supplies                         | 18,380               | -                   | -               | -            | -                          | 18,380               |
| 5217        | Other Supplies/Materials                | 208,810              | -                   | -               | 76,500       | -                          | 285,310              |
| 5218        | Uniform Expense                         | 109,250              | -                   | -               | -            | -                          | 109,250              |
| 5219        | Licences, Registration and Permits      | -                    | -                   | -               | -            | -                          | -                    |
| 5220        | Fuel Usage                              | 295,500              | -                   | -               | -            | -                          | 295,500              |
| 5222        | Print/Mail Charges                      | 4,880                | -                   | -               | -            | -                          | 4,880                |
| 5226        | Team Building Expenses                  | 12,860               | -                   | -               | -            | -                          | 12,860               |
| 5231        | Office Equipment (Under 5,000)          | 15,500               | -                   | -               | -            | -                          | 15,500               |
| 5232        | Computer Equip (Under 5,000)            | 7,120                | -                   | -               | -            | -                          | 7,120                |
| 5233        | Other Equipment (Under 5,000)           | 103,710              | -                   | -               | -            | -                          | 103,710              |
| 5234        | Other Equipment Rental                  | 34,390               | -                   | -               | -            | -                          | 34,390               |
| 5236        | Rent                                    | 2,450                | -                   | -               | -            | -                          | 2,450                |
| 5237        | Utilities - Sewer                       | 2,860                | -                   | -               | -            | -                          | 2,860                |
| 5239        | Software Subscriptions                  | -                    | -                   | -               | -            | -                          | -                    |
| 5241        | Utilities - Electric                    | 129,570              | -                   | -               | -            | -                          | 129,570              |
| 5242        | Utilities - Gas                         | 28,720               | -                   | -               | -            | -                          | 28,720               |
| 5244        | Utilities - Water                       | 15,990               | -                   | -               | -            | -                          | 15,990               |
| 5245        | Maint- Build/Struct/Grounds             | -                    | -                   | -               | -            | -                          | -                    |
| 5246        | Maintenance - Equipment                 | 13,540               | -                   | -               | -            | -                          | 13,540               |

**CITY OF UPLAND**  
**POLICE DEPARTMENT**  
 FY 2025-26 ANNUAL BUDGET  
 SUMMARY BY OBJECT CODE AND FUND

|             | FUND NO.                                    | 101           | 203           | 216             | 217          | 220                        |                 |
|-------------|---------------------------------------------|---------------|---------------|-----------------|--------------|----------------------------|-----------------|
| OBJECT CODE | EXPENSE CLASSIFICATION                      | GENERAL       | PUBLIC SAFETY | COPS ALLOCATION | OTHER GRANTS | ASSET FORFEITURE - FED DOJ | 2025-26 ADOPTED |
| 5247        | Maintenance - Vehicle                       | 17,620        | -             | -               | -            | -                          | 17,620          |
| 5251        | Legal Services                              | 422,200       | -             | -               | -            | -                          | 422,200         |
| 5253        | Contract Services                           | 705,370       | -             | -               | -            | -                          | 705,370         |
| 5254        | Data Processing Services                    | 2,250         | -             | -               | -            | -                          | 2,250           |
| 5255        | Banking Services                            | 6,590         | -             | -               | -            | -                          | 6,590           |
| 5258        | Other Services                              | 493,720       | -             | -               | -            | -                          | 493,720         |
| 5267        | Undercover Activity                         | -             | -             | -               | -            | -                          | -               |
| 5271        | Insurance Premium                           | 1,940         | -             | -               | -            | -                          | 1,940           |
| 5290        | Late Charges                                | -             | -             | -               | -            | -                          | -               |
| 5297        | Other Expenses                              | 200           | -             | -               | -            | -                          | 200             |
| 5320        | Tuition Reimbursement                       | 24,990        | -             | -               | -            | -                          | 24,990          |
| 5701        | Information Systems Allocation Charges      | 1,805,430     | -             | -               | -            | -                          | 1,805,430       |
| 5702        | Fleet - Maintenance & Repair Allocation     | 543,940       | -             | -               | -            | -                          | 543,940         |
| 5703        | Vehicle Acquisition Allocation              | 299,500       | -             | -               | -            | -                          | 299,500         |
| 5704        | Building Maintenance & Operation Allocation | 450,780       | -             | -               | -            | -                          | 450,780         |
| 5705        | Self Funded Liability Allocation            | 2,858,250     | -             | -               | -            | -                          | 2,858,250       |
| 5706        | OPEB & Employee Benefits Allocation         | 351,320       | -             | -               | -            | -                          | 351,320         |
| 5707        | PERS-UAL Allocation                         | 4,054,330     | -             | -               | -            | -                          | 4,054,330       |
|             | <b>TOTAL MAINTENANCE &amp; OPERATIONS</b>   | \$ 13,276,150 | \$ -          | \$ -            | \$ 76,500    | \$ -                       | \$ 13,352,650   |
|             | <b>CAPITAL OUTLAY</b>                       |               |               |                 |              |                            |                 |
| 5530        | Machinery & Equipment                       | \$ -          | \$ -          | \$ 576,500      | \$ -         | \$ 500,000                 | \$ 1,076,500    |
| 5531        | Vehicles                                    | -             | -             | 576,500         | -            | -                          | 576,500         |
|             | <b>TOTAL CAPITAL OUTLAY</b>                 | \$ -          | \$ -          | \$ 1,153,000    | \$ -         | \$ 500,000                 | \$ 1,653,000    |
|             | <b>TOTAL DEPARTMENT</b>                     | \$ 35,152,560 | \$ 1,432,850  | \$ 1,153,000    | \$ 76,500    | \$ 654,680                 | \$ 38,469,590   |

# **ADOPTED BUDGET**

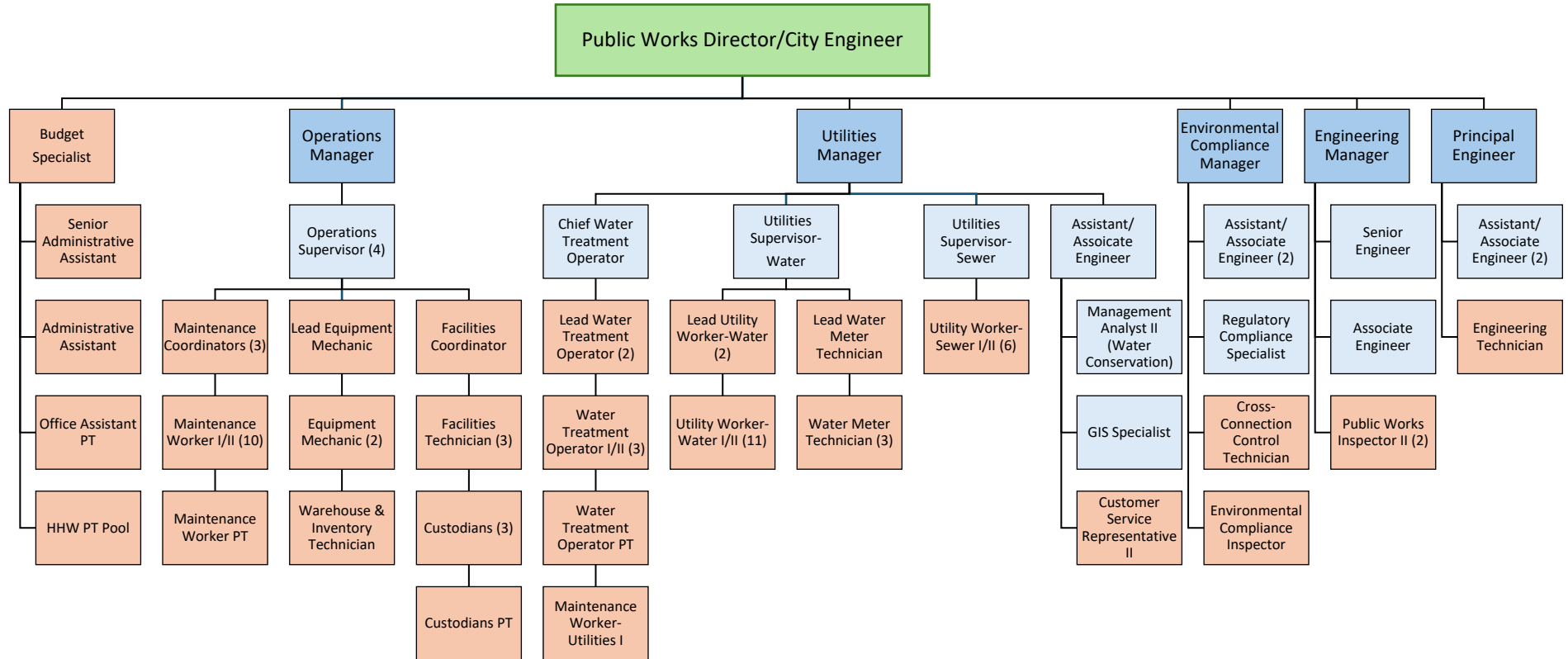
**FY 2024-25 & 2025-26**

## **PUBLIC WORKS**



# PUBLIC WORKS

City of Upland  
Organizational Chart  
Fiscal Year 2024-25 & 2025-26

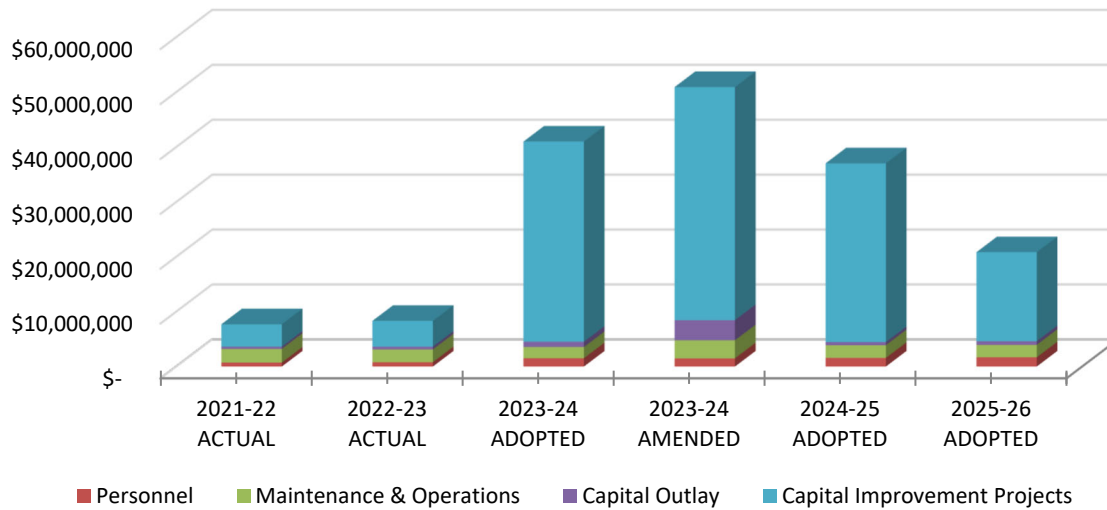


## MISSION STATEMENT

The City of Upland's Public Work Department is dedicated to maintaining and improving the City's infrastructure and providing reliable, high quality utilities services for the residents, businesses, visitors, and future generations.

|                               | 2021-22<br>ACTUAL   | 2022-23<br>ACTUAL   | 2023-24<br>ADOPTED   | 2023-24<br>AMENDED   | 2024-25<br>ADOPTED   | 2025-26<br>ADOPTED   |
|-------------------------------|---------------------|---------------------|----------------------|----------------------|----------------------|----------------------|
| <b>EXPENSE CLASSIFICATION</b> |                     |                     |                      |                      |                      |                      |
| PERSONNEL                     | \$7,315,150         | \$7,956,940         | \$11,304,720         | \$11,114,450         | \$12,138,860         | \$12,926,510         |
| MAINTENANCE & OPERATIONS      | 52,860,040          | 51,040,110          | 63,804,470           | 65,627,840           | 67,396,730           | 69,651,360           |
| CAPITAL OUTLAY                | 806,990             | 1,560,630           | 1,343,540            | 4,995,760            | 1,621,550            | 1,058,100            |
| CAPITAL IMPROVEMENT PROJECTS  | 13,700,990          | 7,140,590           | 58,749,070           | 62,841,430           | 59,413,910           | 22,790,250           |
| <b>TOTAL BUDGET</b>           | <b>\$74,683,170</b> | <b>\$67,698,270</b> | <b>\$135,201,800</b> | <b>\$144,579,480</b> | <b>\$140,571,050</b> | <b>\$106,426,220</b> |

### Public Works Expense Classification



|                           | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>ADOPTED | 2023-24<br>AMENDED | 2024-25<br>ADOPTED | 2025-26<br>ADOPTED |
|---------------------------|-------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| <b>FUNDING SOURCES</b>    |                   |                   |                    |                    |                    |                    |
| GENERAL FUND              | \$7,516,220       | \$8,318,850       | \$9,587,130        | \$10,276,230       | \$11,123,080       | \$11,794,760       |
| GAS TAX                   | 2,432,630         | 1,653,620         | 10,614,390         | 10,612,670         | 9,258,490          | 4,890,100          |
| MEASURE I                 | 1,389,150         | 554,260           | 5,923,630          | 5,783,790          | 5,804,230          | 7,268,710          |
| ROAD MAINTENANCE REHAB    | 95,460            | 134,830           | 5,784,850          | 5,771,460          | 6,640,370          | 2,753,340          |
| OTHER GRANTS              | -                 | 13,600            | 165,030            | 965,030            | -                  | -                  |
| FEDERAL GRANT-CARES ACT   | 1,054,170         | 640,010           | 3,673,590          | 4,110,100          | 1,553,600          | -                  |
| AMERICAN RESCUE PLAN ACT  | -                 | -                 | -                  | -                  | 550,200            | -                  |
| GEN CAPITAL IMPROVEMENTS  | -                 | 340               | 554,750            | 554,660            | 332,000            | -                  |
| PARK ACQUISITION & DEV.   | 17,910            | 112,690           | 2,694,590          | 3,316,770          | 1,897,980          | 635,000            |
| STORM DRAIN DEVELOPMENT   | 7,270             | 2,230             | 2,791,380          | 2,803,870          | 954,270            | 938,580            |
| STREET & TRAFFIC FACILITY | 383,700           | 169,580           | 917,870            | 917,870            | 325,370            | -                  |
| GENERAL CAPITAL PROJECTS  | 151,120           | 221,600           | 868,310            | 4,272,430          | 5,536,960          | 625,000            |
| STREET & ALLEY REPAIRS    | 202,220           | 29,570            | 1,114,090          | 1,109,590          | 1,102,090          | 426,470            |
| WATER UTILITY             | 32,996,570        | 24,988,350        | 53,598,670         | 54,722,160         | 57,368,920         | 40,240,160         |

|                                    | 2021-22<br>ACTUAL   | 2022-23<br>ACTUAL   | 2023-24<br>ADOPTED   | 2023-24<br>AMENDED   | 2024-25<br>ADOPTED   | 2025-26<br>ADOPTED   |
|------------------------------------|---------------------|---------------------|----------------------|----------------------|----------------------|----------------------|
| <b>FUNDING SOURCES (Continued)</b> |                     |                     |                      |                      |                      |                      |
| SOLID WASTE UTILITY                | 15,921,530          | 17,308,710          | 17,726,780           | 17,725,770           | 18,400,460           | 19,139,560           |
| SEWER UTILITY                      | 10,531,780          | 11,147,890          | 16,227,680           | 16,284,500           | 16,626,990           | 14,395,060           |
| FLEET MANAGEMENT                   | 939,720             | 1,073,650           | 1,582,300            | 3,481,310            | 1,258,980            | 1,485,110            |
| BUILDING MAINT & OPS               | 1,043,720           | 1,328,490           | 1,376,760            | 1,871,270            | 1,837,060            | 1,834,370            |
| <b>TOTAL BUDGET</b>                | <b>\$74,683,170</b> | <b>\$67,698,270</b> | <b>\$135,201,800</b> | <b>\$144,579,480</b> | <b>\$140,571,050</b> | <b>\$106,426,220</b> |

## PUBLIC WORKS

The responsibilities of Public Works include planning, designing, constructing, operating, and maintaining the City's infrastructure and providing reliable, high-quality water, wastewater, drainage, and solid waste disposal services. Public Works services are provided through five divisions: Engineering-Capital, Engineering-Traffic and Development, Environmental Compliance, Operations and Maintenance and the Utilities. Through our valued employees, Public Works is committed to preserving, maintaining, and enhancing the City's infrastructure and natural resources for the benefit of our residents, businesses, and visitors.

| <b>PERSONNEL</b>                          |                   |                   |                    |                          |                            |
|-------------------------------------------|-------------------|-------------------|--------------------|--------------------------|----------------------------|
| <b>PERMANENT POSITIONS</b>                | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>ADOPTED | 24/25 & 25/26<br>ADOPTED | GENERAL FUND<br>ALLOCATION |
| <b>PUBLIC WORKS - ADMINISTRATION</b>      |                   |                   |                    |                          |                            |
| PUBLIC WORKS DIRECTOR/CITY ENGINEER       | 1.00              | 1.00              | 1.00               | 1.00                     | 0.05                       |
| ACCOUNTING TECHNICIAN                     | 1.00              | 1.00              | 0.00               | 0.00                     | 0.00                       |
| BUDGET SPECIALIST                         | 0.00              | 0.00              | 1.00               | 1.00                     | 0.25                       |
| SENIOR ADMINISTRATIVE ASSISTANT           | 1.00              | 1.00              | 1.00               | 1.00                     | 0.25                       |
| ADMINISTRATIVE ASSISTANT                  | 1.00              | 1.00              | 1.00               | 1.00                     | 0.25                       |
| <b>PUBLIC WORKS – OPERATIONS</b>          |                   |                   |                    |                          |                            |
| OPERATIONS MANAGER                        | 1.00              | 1.00              | 1.00               | 1.00                     | 0.75                       |
| OPERATIONS SUPERVISOR                     | 1.00              | 1.00              | 1.00               | 4.00                     | 1.60                       |
| MAINTENANCE COORDINATOR                   | 3.00              | 3.00              | 3.00               | 3.00                     | 3.00                       |
| MAINTENANCE WORKER I/II                   | 10.00             | 11.00             | 11.00              | 11.00                    | 8.20                       |
| FACILITIES COORDINATOR                    | 1.00              | 1.00              | 1.00               | 1.00                     | 0.00                       |
| FACILITIES TECHNICIAN                     | 2.00              | 3.00              | 3.00               | 3.00                     | 0.00                       |
| CUSTODIAN                                 | 3.00              | 3.00              | 3.00               | 3.00                     | 0.00                       |
| LEAD EQUIPMENT MECHANIC                   | 1.00              | 1.00              | 1.00               | 1.00                     | 0.00                       |
| EQUIPMENT MECHANIC                        | 2.00              | 2.00              | 2.00               | 2.00                     | 0.00                       |
| WAREHOUSE & INVENTORY TECHNICIAN          | 1.00              | 1.00              | 1.00               | 1.00                     | 0.30                       |
| <b>PUBLIC WORKS – CAPITAL PROJECTS</b>    |                   |                   |                    |                          |                            |
| ENGINEERING MANAGER                       | 1.00              | 1.00              | 1.00               | 1.00                     | 0.35                       |
| SENIOR ENGINEER                           | 1.00              | 1.00              | 1.00               | 1.00                     | 0.10                       |
| ASSISTANT/ASSOCIATE ENGINEER              | 1.00              | 1.00              | 1.00               | 1.00                     | 0.10                       |
| PUBLIC WORKS INSPECTOR II                 | 2.00              | 2.00              | 2.00               | 2.00                     | 0.60                       |
| <b>PUBLIC WORKS – TRAFFIC ENGINEERING</b> |                   |                   |                    |                          |                            |
| PRINCIPAL ENGINEER                        | 1.00              | 1.00              | 1.00               | 1.00                     | 0.80                       |
| ASSISTANT/ASSOCIATE ENGINEER              | 2.00              | 2.00              | 2.00               | 2.00                     | 1.60                       |
| ENGINEERING TECHNICIAN                    | 1.00              | 1.00              | 1.00               | 1.00                     | 0.80                       |
| <b>TOTAL DIVISIONS</b>                    | <b>38.00</b>      | <b>40.00</b>      | <b>40.00</b>       | <b>43.00</b>             | <b>19.00</b>               |

## **ENGINEERING - CAPITAL IMPROVEMENTS PROGRAM (CIP) DIVISION**

The CIP Engineering Division provides engineering, contract administration, project management and construction management for all City capital improvement projects (Street, Traffic Signal, Street Lighting, Storm Drain, Water, Sewer, Public Buildings, Recreation Facilities, etc.). The Division also serves as the liaison between the City and other regional transportation, flood management and local agencies on construction and engineering matters.

## **ENGINEERING - LAND DEVELOPMENT & TRANSPORTATION DIVISION**

The Land Development and Transportation Engineering Division is responsible for reviewing and conditioning development projects including maps and use type of cases. The Division is also responsible for plan checking and approval of subdivision maps, public improvement plans and grading plans for construction in accordance with the Upland Municipal Code, the Subdivision Map Act, and County, State and Federal requirements to ensure new development complements the community.

The Transportation Division also ensures the City's traffic circulation system operates in a safe and efficient manner. This program also plans for the growth-related needs of vehicles, bicycles, and pedestrians. This Division is also responsible for managing a contract for the maintenance, operation, and repair of the City's traffic signals and flashing beacons, and the establishment of traffic control and management measures. Additionally, this Division issues and manages the various permits including encroachment, lane closure and parking within the city.

## **OPERATIONS DIVISION**

The Operations Division is responsible for operating, maintaining, repairing, and improving the City's infrastructure (streets, sidewalks, streetlights, traffic control measures, city trees and property, parks, streetscapes, signage, public buildings, fleet and equipment, etc.) to improve and enhance the aesthetics of the community.

### **Street and Sidewalk Maintenance**

This program maintains approximately 210 center lane miles of City streets, 37.5 miles of alleys, 420 miles of sidewalks, curbs, gutters, and other concrete structures within the public right-of-way, city parks and properties to ensure safe conditions for motorists, bicyclists, and pedestrians. This maintenance includes implementing short and long-term corrective measures to provide a safe travel way for all.

### **Traffic Control Signage and Pavement Striping/Marking Maintenance**

The Operations Division is responsible for the maintenance and repair of approximately 2,500 regulatory, warning, directional, and advisory signage in the city, as well as pavement markings, in order to provide a safe and informative transportation system.

### **City Parkway Tree & Park Tree Maintenance**

This program is responsible for the maintenance of approximately 32,000 City trees in the public right-of-way and in City open spaces, including City owned facilities and all 13 of the City's parks. The Operations Division manages the work of a tree maintenance vendor contracted to perform routine tree trimming. Parkway and median tree trimming are performed on a grid trimming

schedule, which provides tree trimming on a 7-year cycle. This is a cost effective and equitable method of trimming that provides a systematic approach to addressing the maintenance of City trees in our community. Included in the routine maintenance program is the removal of dead and/or severely deteriorated trees and their subsequent replanting.

### **City Parkway, Median, and City Property Maintenance**

This program is responsible for the landscape maintenance of the public right-of-way including 73.3 acres of parkway and median, 25 acres of public trails, and in City owned facilities. The goal is to maintain these areas in an aesthetically suitable manner in order to preserve their appearance and improve quality of life in the community. The Operations Division manages the work of a landscape maintenance vendor contracted to perform routine landscape maintenance and weed abatement. This includes the historical Euclid Avenue District, which spans from the City's southern border (I-10) to its northern border (24<sup>th</sup> Street) and includes the famous Euclid Avenue Median Walking Trail (Bridle Path) and landmarks like the Madonna of the Trail.

### **City Park Maintenance**

This program is responsible for the landscaping and maintenance of approximately 217 acres of active recreational park grounds. The Operations Division is responsible for the parks, their sports fields, and park restrooms and ensures all facilities are safe and clean for the community's enjoyment.

### **City Owned Street Light Maintenance**

The City owns, operates, and maintains approximately 600 streetlights, of which a high percentage of streetlights are located within the Colonies neighborhood area as well as the Downtown area. The Operations Division is responsible for the maintenance and proper operations of these streetlights. This includes replacement of knockdown streetlights and replacement of LED bulbs.

### **Public Building Facility Maintenance**

The Operation Division-Facilities Maintenance Team is responsible for the maintenance and repair of 14 public buildings (including the Civic Center Complex, Senior Center, Police Department, and Public Works), 10 park restrooms, and 5 miscellaneous City facilities. Maintenance and repair of these facilities preserves the assets' service life and provides a safe, suitable environment for City personnel and the public to use for business, educational, or recreational activities.

### **Fleet and Equipment Maintenance & City Vehicle Fueling Station**

The Operation Division-Fleet Maintenance Team is responsible for providing cost effective preventive maintenance and repairs to all the City's vehicles and equipment. This Division is also responsible for establishing life cycle costs of the fleet; design and specifications of new vehicles and equipment to best fit the needs of the using departments; procurement of vehicles and equipment through the competitive bid process; and outfitting and placing new units into service. Fleet is also responsible for maintaining and modernizing the City's fleet vehicles, equipment, fueling, and maintenance facility in compliance with all State and Federal mandates.

### **Graffiti Abatement**

The Public Works Operation Division is responsible for managing the service contract for citywide graffiti abatement services. The Graffiti Contractor is required to promptly responds to calls for service regarding reports of graffiti on public property and removes the graffiti on city owned

walls, buildings, utility pedestals/boxes, park restrooms, traffic signal and street light poles, signs, pavement, etc.

### **Metrolink Station Security**

The City of Upland and the San Bernardino County Transportation Authority (SBCTA) entered into a Station Cooperative Agreement that requires the City to provide security for the Metrolink station parking lots. The City of Upland Public Works Operation Division manages a contract security guard services that provides security service from thirty (30) minutes before the first train arrival to thirty (30) minutes after the last train departs.

### **FY 2024-25 & FY 2025-26 GOALS AND OBJECTIVES**

- ◆ Provide high quality, courteous, and prompt customer service.
- ◆ Provide reliable services to residents, businesses, and visitors at a cost-effective rate.
- ◆ Pursue grant opportunities at the County, State, and Federal level.
- ◆ Ensure compliance with County, State and Federal regulations.
- ◆ Develop project conditions to meet regulatory requirements and mitigate project impacts protecting and preserving community values and quality of life.
- ◆ Provide complete and speedy plan check review to ensure conformance with city regulations and standards.
- ◆ Provide flexibility without compromising the development quality standards and requirements.
- ◆ Meet and/or exceed the development review time schedules through increased review efficiencies with the utilization of electronic submittals, reviews and approvals.
- ◆ Maintain proper operation of the City Traffic Signal system and schedule upgrades as funding is available.
- ◆ Maintain City landscaping at parks, parkways, medians, and City owned facilities in a safe and aesthetically pleasing manner.
- ◆ Monitor and maintain city trees using a GIS based inventory program.
- ◆ Remove and replace dead trees and provide for their periodic care within the funding allocation.
- ◆ Maintain the Metrolink Station and parking lots ensuring a safe, clean environment for passengers.
- ◆ Maintain and preserve the City's streets utilizing cost-effective pavement rehabilitation methods.

- ◆ Coordinate and partner with San Bernardino County Transportation Authority (SBCTA) for the construction of the following regionally significant projects:
  - Interchange Improvements at Euclid Avenue & I-10 Freeway
  - Interchange Improvements at Mountain Avenue & I-10 Freeway
  - Improvements to I-10 Freeway Bridge at Campus Avenue and San Antonio Avenue
- ◆ Construct Street Improvements on:
  - Alpine, Vernon and Palm Roadway and Utility Improvement Project
  - Parking Lot Improvement at 1st Ave and A St
  - Arrow Hwy from San Antonio to Benson Roadway and Utility Improvement Project
  - Reservoir 2 & 16 air gap and overflow installation Project
  - Memorial Park Paving Project
  - PD Locker Room Improvements
  - City Hall Waterline Relining
  - Baldy View Dog Park Improvement Project

| PERFORMANCE MEASUREMENTS                                       | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>PROJECTED | 2024-25<br>TARGET | 2025-26<br>TARGET |
|----------------------------------------------------------------|-------------------|-------------------|----------------------|-------------------|-------------------|
| Street lights replaced/repared                                 | 75                | 95                | 50                   | 50                | 50                |
| New and replaced street signs                                  | 100               | 162               | 200                  | 200               | 200               |
| Trees removed                                                  | 300               | 726               | 200                  | 200               | 200               |
| Trees planted                                                  | 300               | 347               | 300                  | 300               | 300               |
| Trees Trimmed                                                  | 6,000             | 5,026             | 6,000                | 7,000             | 6,000             |
| Automotive repairs                                             | 1,236             | 1,250             | 1,250                | 1,250             | 1,250             |
| Claim Reports                                                  | 100               | 116               | 100                  | 100               | 100               |
| (a) Potholes, cracks, paving repairs due to waterline repairs. |                   |                   |                      |                   |                   |

## FY 2023-24 MAJOR ACCOMPLISHMENTS

- ◆ Awarded over \$20 million in projects for construction including the following:
  - Landecena Interior Improvement (04/2023)
  - Alpine, Vernon and Palm Roadway and Utility Improvement Project (04/2023)
  - Parking Lot Improvement at 1st Ave and A St (05/2023)
  - Arrow Hwy from San Antonio to Benson Roadway and Utility Improvement Project (08/2023)

- Storm Drain Trash Capture System-Ph 1 (11/2023)
- Reservoir 2 & 16 air gap and overflow installation Project (11/2023)
- Memorial Park Paving Project (12/2023)
- PD Locker Room Improvements (01/2024)
- City Hall Waterline Relining (02/2024)
- Baldy View Dog Park Improvement Project (02/2024)
- ◆ Finalized over \$14 million in construction projects including the following:
  - Citywide Striping Project (08/2023)
  - Landecena Interior Improvement (09/2023)
  - 17th St Roadway and Utility Improvement Project (01/2024)
  - New Reservoir 15 (03/2024)

**CITY OF UPLAND**  
**EXPENDITURE SUMMARY BY DIVISION**  
**FY 2024-26 PROPOSED BUDGET**

**PUBLIC WORKS**

| 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>ADOPTED | 2023-24<br>AMENDED | 2024-25<br>ADOPTED | 2025-26<br>ADOPTED |
|-------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
|-------------------|-------------------|--------------------|--------------------|--------------------|--------------------|

**GENERAL FUND - FUND 101****5201 PUBLIC WORKS ADMINISTRATION**

|                                          |                     |                     |                     |                     |                     |                     |
|------------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Personnel                                | \$ 91,020           | \$ 115,880          | \$ 140,980          | \$ 140,980          | \$ 117,690          | \$ 118,860          |
| Maintenance & Operations                 | 1,322,420           | 1,326,860           | 1,235,730           | 1,256,490           | 1,583,490           | 1,661,150           |
| Capital Outlay                           | -                   | -                   | -                   | -                   | -                   | -                   |
| <b>TOTAL PUBLIC WORKS ADMINISTRATION</b> | <b>\$ 1,413,440</b> | <b>\$ 1,442,740</b> | <b>\$ 1,376,710</b> | <b>\$ 1,397,470</b> | <b>\$ 1,701,180</b> | <b>\$ 1,780,010</b> |

**5301 ENGINEERING ADMINISTRATION**

|                                         |                   |                   |                   |                   |                   |                   |
|-----------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Personnel                               | \$ 196,750        | \$ 230,800        | \$ 184,250        | \$ 184,250        | \$ 179,020        | \$ 186,660        |
| Maintenance & Operations                | 40,610            | 55,950            | 64,130            | 64,130            | 83,390            | 85,740            |
| Capital Outlay                          | -                 | -                 | -                 | -                 | -                 | -                 |
| <b>TOTAL ENGINEERING ADMINISTRATION</b> | <b>\$ 237,360</b> | <b>\$ 286,750</b> | <b>\$ 248,380</b> | <b>\$ 248,380</b> | <b>\$ 262,410</b> | <b>\$ 272,400</b> |

**5302 DEVELOPMENT/TRAFFIC ENGINEERING**

|                                          |                   |                   |                   |                   |                   |                     |
|------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Personnel                                | \$ 303,080        | \$ 400,540        | \$ 522,110        | \$ 522,110        | \$ 517,390        | \$ 559,190          |
| Maintenance & Operations                 | 246,940           | 388,660           | 408,120           | 428,120           | 407,760           | 497,610             |
| Capital Outlay                           | -                 | -                 | -                 | -                 | -                 | -                   |
| <b>TOTAL DVLPMNT/TRAFFIC ENGINEERING</b> | <b>\$ 550,020</b> | <b>\$ 789,200</b> | <b>\$ 930,230</b> | <b>\$ 950,230</b> | <b>\$ 925,150</b> | <b>\$ 1,056,800</b> |

**5401 STREET MAINTENANCE**

|                                 |                   |                   |                     |                     |                     |                     |
|---------------------------------|-------------------|-------------------|---------------------|---------------------|---------------------|---------------------|
| Personnel                       | \$ 513,720        | \$ 508,590        | \$ 668,160          | \$ 668,160          | \$ 758,270          | \$ 812,420          |
| Maintenance & Operations        | 391,400           | 254,720           | 624,150             | 783,650             | 851,060             | 1,135,580           |
| Capital Outlay                  | -                 | -                 | -                   | -                   | -                   | -                   |
| <b>TOTAL STREET MAINTENANCE</b> | <b>\$ 905,120</b> | <b>\$ 763,310</b> | <b>\$ 1,292,310</b> | <b>\$ 1,451,810</b> | <b>\$ 1,609,330</b> | <b>\$ 1,948,000</b> |

**5402 STREET SWEEPING**

|                              |                  |                  |                  |                  |                  |                  |
|------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Personnel                    | \$ 15,720        | \$ 16,850        | \$ 17,410        | \$ 17,410        | \$ 17,560        | \$ 18,210        |
| Maintenance & Operations     | -                | -                | -                | -                | -                | -                |
| Capital Outlay               | -                | -                | -                | -                | -                | -                |
| <b>TOTAL STREET SWEEPING</b> | <b>\$ 15,720</b> | <b>\$ 16,850</b> | <b>\$ 17,410</b> | <b>\$ 17,410</b> | <b>\$ 17,560</b> | <b>\$ 18,210</b> |

**5403 SIDEWALK MAINTENANCE**

|                                   |                   |                  |                   |                   |                   |                   |
|-----------------------------------|-------------------|------------------|-------------------|-------------------|-------------------|-------------------|
| Personnel                         | \$ 130,980        | \$ 70,720        | \$ 121,340        | \$ 121,340        | \$ 101,830        | \$ 107,170        |
| Maintenance & Operations          | 19,490            | 22,000           | 5,500             | 14,000            | 11,300            | 11,430            |
| Capital Outlay                    | -                 | -                | -                 | -                 | -                 | -                 |
| <b>TOTAL SIDEWALK MAINTENANCE</b> | <b>\$ 150,470</b> | <b>\$ 92,720</b> | <b>\$ 126,840</b> | <b>\$ 135,340</b> | <b>\$ 113,130</b> | <b>\$ 118,600</b> |

**5404 STREET LIGHTING**

|                              |                   |                   |                   |                   |                   |                   |
|------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Personnel                    | \$ 15,720         | \$ 16,850         | \$ 17,410         | \$ 17,410         | \$ 29,930         | \$ 31,200         |
| Maintenance & Operations     | 806,590           | 889,550           | 871,130           | 876,130           | 917,210           | 942,610           |
| Capital Outlay               | -                 | -                 | -                 | -                 | -                 | -                 |
| <b>TOTAL STREET LIGHTING</b> | <b>\$ 822,310</b> | <b>\$ 906,400</b> | <b>\$ 888,540</b> | <b>\$ 893,540</b> | <b>\$ 947,140</b> | <b>\$ 973,810</b> |

**5405 TRAFFIC CONTROL**

|                              |                  |                   |                   |                   |                   |                   |
|------------------------------|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Personnel                    | \$ 42,690        | \$ 84,020         | \$ 106,980        | \$ 106,980        | \$ 132,810        | \$ 140,120        |
| Maintenance & Operations     | 26,470           | 35,740            | 360               | 360               | 40                | 40                |
| Capital Outlay               | 4,410            | 5,290             | -                 | -                 | -                 | -                 |
| <b>TOTAL TRAFFIC CONTROL</b> | <b>\$ 73,570</b> | <b>\$ 125,050</b> | <b>\$ 107,340</b> | <b>\$ 107,340</b> | <b>\$ 132,850</b> | <b>\$ 140,160</b> |

**5406 TRAFFIC FACILITY MAINTENANCE**

|                                           |                   |                   |                   |                   |                   |                   |
|-------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Personnel                                 | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              |
| Maintenance & Operations                  | 301,220           | 288,850           | 363,000           | 363,000           | 380,000           | 391,000           |
| Capital Outlay                            | -                 | -                 | -                 | -                 | -                 | -                 |
| <b>TOTAL TRAFFIC FACILITY MAINTENANCE</b> | <b>\$ 301,220</b> | <b>\$ 288,850</b> | <b>\$ 363,000</b> | <b>\$ 363,000</b> | <b>\$ 380,000</b> | <b>\$ 391,000</b> |

**5407 WEED ABATEMENT**

|                             |                  |                  |                 |                 |             |             |
|-----------------------------|------------------|------------------|-----------------|-----------------|-------------|-------------|
| Personnel                   | \$ 760           | \$ -             | \$ -            | \$ -            | \$ -        | \$ -        |
| Maintenance & Operations    | 7,730            | 14,690           | 4,410           | 1,510           | -           | -           |
| Capital Outlay              | 3,000            | -                | -               | 6,000           | -           | -           |
| <b>TOTAL WEED ABATEMENT</b> | <b>\$ 11,490</b> | <b>\$ 14,690</b> | <b>\$ 4,410</b> | <b>\$ 7,510</b> | <b>\$ -</b> | <b>\$ -</b> |

**CITY OF UPLAND**  
**EXPENDITURE SUMMARY BY DIVISION**  
**FY 2024-26 PROPOSED BUDGET**

| <b>PUBLIC WORKS</b>                                                   | <b>2021-22<br/>ACTUAL</b> | <b>2022-23<br/>ACTUAL</b> | <b>2023-24<br/>ADOPTED</b> | <b>2023-24<br/>AMENDED</b> | <b>2024-25<br/>ADOPTED</b> | <b>2025-26<br/>ADOPTED</b> |
|-----------------------------------------------------------------------|---------------------------|---------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| <b>5408 FLOOD CONTROL</b>                                             |                           |                           |                            |                            |                            |                            |
| Personnel                                                             | \$ -                      | \$ -                      | \$ -                       | \$ -                       | \$ -                       | \$ -                       |
| Maintenance & Operations                                              | -                         | 940                       | -                          | -                          | -                          | -                          |
| Capital Outlay                                                        | -                         | -                         | -                          | -                          | -                          | -                          |
| <b>TOTAL FLOOD CONTROL</b>                                            | <b>\$ -</b>               | <b>\$ 940</b>             | <b>\$ -</b>                | <b>\$ -</b>                | <b>\$ -</b>                | <b>\$ -</b>                |
| <b>5409 STREET TREE MAINTENANCE</b>                                   |                           |                           |                            |                            |                            |                            |
| Personnel                                                             | \$ 91,000                 | \$ 92,510                 | \$ 103,950                 | \$ 103,950                 | \$ 114,870                 | \$ 120,150                 |
| Maintenance & Operations                                              | 999,140                   | 700,010                   | 850,860                    | 850,860                    | 950,020                    | 850,030                    |
| Capital Outlay                                                        | -                         | -                         | -                          | -                          | -                          | -                          |
| <b>TOTAL STREET TREE MAINTENANCE</b>                                  | <b>\$ 1,090,140</b>       | <b>\$ 792,520</b>         | <b>\$ 954,810</b>          | <b>\$ 954,810</b>          | <b>\$ 1,064,890</b>        | <b>\$ 970,180</b>          |
| <b>5410 PUBLIC ROW MAINTENANCE</b>                                    |                           |                           |                            |                            |                            |                            |
| Personnel                                                             | \$ 84,950                 | \$ 72,600                 | \$ 101,170                 | \$ 101,170                 | \$ 159,200                 | \$ 166,690                 |
| Maintenance & Operations                                              | 453,100                   | 737,680                   | 982,160                    | 1,028,160                  | 1,048,340                  | 1,091,260                  |
| Capital Outlay                                                        | 3,000                     | -                         | -                          | -                          | -                          | -                          |
| <b>TOTAL PUBLIC ROW MAINTENANCE</b>                                   | <b>\$ 541,050</b>         | <b>\$ 810,280</b>         | <b>\$ 1,083,330</b>        | <b>\$ 1,129,330</b>        | <b>\$ 1,207,540</b>        | <b>\$ 1,257,950</b>        |
| <b>5412 MAINTENANCE - MAIN STREET</b>                                 |                           |                           |                            |                            |                            |                            |
| Personnel                                                             | \$ 10,340                 | \$ 37,680                 | \$ 45,400                  | \$ 45,400                  | \$ 53,640                  | \$ 56,690                  |
| Maintenance & Operations                                              | 2,240                     | 2,480                     | -                          | -                          | -                          | -                          |
| Capital Outlay                                                        | -                         | -                         | -                          | -                          | -                          | -                          |
| <b>TOTAL MAINTENANCE - MAIN STREET</b>                                | <b>\$ 12,580</b>          | <b>\$ 40,160</b>          | <b>\$ 45,400</b>           | <b>\$ 45,400</b>           | <b>\$ 53,640</b>           | <b>\$ 56,690</b>           |
| <b>5413 MAINTENANCE - METROLINK STATION</b>                           |                           |                           |                            |                            |                            |                            |
| Personnel                                                             | \$ 21,210                 | \$ 22,570                 | \$ 24,220                  | \$ 24,220                  | \$ 25,150                  | \$ 26,150                  |
| Maintenance & Operations                                              | 144,460                   | 166,270                   | 156,820                    | 177,160                    | 177,820                    | 185,060                    |
| Capital Outlay                                                        | -                         | -                         | -                          | -                          | -                          | -                          |
| <b>TOTAL MAINTENANCE - METROLINK STN</b>                              | <b>\$ 165,670</b>         | <b>\$ 188,840</b>         | <b>\$ 181,040</b>          | <b>\$ 201,380</b>          | <b>\$ 202,970</b>          | <b>\$ 211,210</b>          |
| <b>5415 GRAFFITI ABATEMENT</b>                                        |                           |                           |                            |                            |                            |                            |
| Personnel                                                             | \$ -                      | \$ -                      | \$ -                       | \$ -                       | \$ -                       | \$ -                       |
| Maintenance & Operations                                              | 80,020                    | 81,350                    | 86,000                     | 88,000                     | 90,000                     | 95,000                     |
| Capital Outlay                                                        | -                         | -                         | -                          | -                          | -                          | -                          |
| <b>TOTAL GRAFFITI</b>                                                 | <b>\$ 80,020</b>          | <b>\$ 81,350</b>          | <b>\$ 86,000</b>           | <b>\$ 88,000</b>           | <b>\$ 90,000</b>           | <b>\$ 95,000</b>           |
| <b>5416 DAMAGE TO CITY PROPERTY</b>                                   |                           |                           |                            |                            |                            |                            |
| Personnel                                                             | \$ -                      | \$ -                      | \$ -                       | \$ -                       | \$ -                       | \$ -                       |
| Maintenance & Operations                                              | 46,930                    | 122,030                   | 120,000                    | 120,000                    | 90,000                     | 100,000                    |
| Capital Outlay                                                        | -                         | -                         | -                          | -                          | 40,000                     | 45,000                     |
| <b>TOTAL DAMAGE TO CITY PROPERTY</b>                                  | <b>\$ 46,930</b>          | <b>\$ 122,030</b>         | <b>\$ 120,000</b>          | <b>\$ 120,000</b>          | <b>\$ 130,000</b>          | <b>\$ 145,000</b>          |
| <b>5420 PARK MAINTENANCE</b>                                          |                           |                           |                            |                            |                            |                            |
| Personnel                                                             | \$ 147,130                | \$ 80,920                 | \$ 113,540                 | \$ 113,540                 | \$ 127,380                 | \$ 136,670                 |
| Maintenance & Operations                                              | 415,460                   | 774,890                   | 870,890                    | 984,790                    | 1,312,090                  | 1,360,670                  |
| Capital Outlay                                                        | 3,000                     | -                         | -                          | 290,000                    | -                          | -                          |
| <b>TOTAL PARK MAINTENANCE</b>                                         | <b>\$ 565,590</b>         | <b>\$ 855,810</b>         | <b>\$ 984,430</b>          | <b>\$ 1,388,330</b>        | <b>\$ 1,439,470</b>        | <b>\$ 1,497,340</b>        |
| <b>5421 SPORTS FIELD MAINTENANCE</b>                                  |                           |                           |                            |                            |                            |                            |
| Personnel                                                             | \$ 101,610                | \$ 96,950                 | \$ 88,350                  | \$ 88,350                  | \$ 103,080                 | \$ 108,060                 |
| Maintenance & Operations                                              | 131,610                   | 284,660                   | 354,870                    | 354,870                    | 367,280                    | 383,280                    |
| Capital Outlay                                                        | -                         | -                         | -                          | -                          | -                          | -                          |
| <b>TOTAL SPORTS FIELD MAINTENANCE</b>                                 | <b>\$ 233,220</b>         | <b>\$ 381,610</b>         | <b>\$ 443,220</b>          | <b>\$ 443,220</b>          | <b>\$ 470,360</b>          | <b>\$ 491,340</b>          |
| <b>XXXX CITY HALL/CITY BUILDINGS (INCLUDES FIRE STATION EXPENSES)</b> |                           |                           |                            |                            |                            |                            |
| Personnel                                                             | \$ -                      | \$ -                      | \$ -                       | \$ -                       | \$ -                       | \$ -                       |
| Maintenance & Operations                                              | 300,300                   | 318,750                   | 333,730                    | 333,730                    | 375,460                    | 371,060                    |
| Capital Outlay                                                        | -                         | -                         | -                          | -                          | -                          | -                          |
| <b>TOTAL CITY HALL/CITY BUILDINGS</b>                                 | <b>\$ 300,300</b>         | <b>\$ 318,750</b>         | <b>\$ 333,730</b>          | <b>\$ 333,730</b>          | <b>\$ 375,460</b>          | <b>\$ 371,060</b>          |
| <b>101 TOTAL GENERAL FUND</b>                                         |                           |                           |                            |                            |                            |                            |
| Personnel                                                             | \$ 1,766,680              | \$ 1,847,480              | \$ 2,255,270               | \$ 2,255,270               | \$ 2,437,820               | \$ 2,588,240               |
| Maintenance & Operations                                              | 5,736,130                 | 6,466,080                 | 7,331,860                  | 7,724,960                  | 8,645,260                  | 9,161,520                  |
| Capital Outlay                                                        | 13,410                    | 5,290                     | -                          | 296,000                    | 40,000                     | 45,000                     |
| <b>TOTAL GENERAL FUND</b>                                             | <b>\$ 7,516,220</b>       | <b>\$ 8,318,850</b>       | <b>\$ 9,587,130</b>        | <b>\$ 10,276,230</b>       | <b>\$ 11,123,080</b>       | <b>\$ 11,794,760</b>       |

**CITY OF UPLAND**  
**EXPENDITURE SUMMARY BY DIVISION**  
**FY 2024-26 PROPOSED BUDGET**

**PUBLIC WORKS**

| 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>ADOPTED | 2023-24<br>AMENDED | 2024-25<br>ADOPTED | 2025-26<br>ADOPTED |
|-------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
|-------------------|-------------------|--------------------|--------------------|--------------------|--------------------|

**SPECIAL REVENUE, CAPITAL PROJECTS & INTERNAL SERVICE FUNDS**

|            |                                                   |                     |                     |                      |                      |                     |                     |
|------------|---------------------------------------------------|---------------------|---------------------|----------------------|----------------------|---------------------|---------------------|
| <b>204</b> | <b>TOTAL GAS TAX FUND</b>                         |                     |                     |                      |                      |                     |                     |
|            | Personnel                                         | \$ 45,140           | \$ 49,610           | \$ 229,110           | \$ 229,110           | \$ 237,690          | \$ 249,080          |
|            | Maintenance & Operations                          | 657,150             | 672,540             | 725,620              | 725,620              | 704,370             | 621,020             |
|            | Capital Outlay                                    | -                   | -                   | -                    | -                    | -                   | -                   |
|            | Capital Improvement Projects                      | 1,730,340           | 931,470             | 9,659,660            | 9,657,940            | 8,316,430           | 4,020,000           |
|            | <b>TOTAL GAS TAX FUND</b>                         | <b>\$ 2,432,630</b> | <b>\$ 1,653,620</b> | <b>\$ 10,614,390</b> | <b>\$ 10,612,670</b> | <b>\$ 9,258,490</b> | <b>\$ 4,890,100</b> |
| <b>205</b> | <b>TOTAL MEASURE I FUND</b>                       |                     |                     |                      |                      |                     |                     |
|            | Personnel                                         | \$ 30,810           | \$ 34,430           | \$ 168,110           | \$ 168,110           | \$ 174,580          | \$ 182,850          |
|            | Maintenance & Operations                          | 274,960             | 279,050             | 37,330               | 37,330               | 86,510              | 85,860              |
|            | Capital Outlay                                    | -                   | -                   | -                    | -                    | -                   | -                   |
|            | Capital Improvement Projects                      | 1,083,380           | 240,780             | 5,718,190            | 5,578,350            | 5,543,140           | 7,000,000           |
|            | <b>TOTAL MEASURE I FUND</b>                       | <b>\$ 1,389,150</b> | <b>\$ 554,260</b>   | <b>\$ 5,923,630</b>  | <b>\$ 5,783,790</b>  | <b>\$ 5,804,230</b> | <b>\$ 7,268,710</b> |
| <b>206</b> | <b>TOTAL ROAD MAINTENANCE REHABILITATION FUND</b> |                     |                     |                      |                      |                     |                     |
|            | Personnel                                         | \$ 11,420           | \$ 12,950           | \$ 51,060            | \$ 51,060            | \$ 52,980           | \$ 55,430           |
|            | Maintenance & Operations                          | 61,090              | 62,430              | 11,550               | 11,550               | 26,440              | 26,240              |
|            | Capital Outlay                                    | -                   | -                   | -                    | -                    | -                   | -                   |
|            | Capital Improvement Projects                      | 22,950              | 59,450              | 5,722,240            | 5,708,850            | 6,560,950           | 2,671,670           |
|            | <b>TOTAL ROAD MAINT REHAB FUND</b>                | <b>\$ 95,460</b>    | <b>\$ 134,830</b>   | <b>\$ 5,784,850</b>  | <b>\$ 5,771,460</b>  | <b>\$ 6,640,370</b> | <b>\$ 2,753,340</b> |
| <b>217</b> | <b>TOTAL OTHER GRANTS FUND</b>                    |                     |                     |                      |                      |                     |                     |
|            | Personnel                                         | \$ -                | \$ -                | \$ -                 | \$ -                 | \$ -                | \$ -                |
|            | Maintenance & Operations                          | -                   | 13,600              | 690                  | 300,690              | -                   | -                   |
|            | Capital Outlay                                    | -                   | -                   | 164,340              | 664,340              | -                   | -                   |
|            | Capital Improvement Projects                      | -                   | -                   | -                    | -                    | -                   | -                   |
|            | <b>TOTAL OTHER GRANTS FUND</b>                    | <b>\$ -</b>         | <b>\$ 13,600</b>    | <b>\$ 165,030</b>    | <b>\$ 965,030</b>    | <b>\$ -</b>         | <b>\$ -</b>         |
| <b>229</b> | <b>TOTAL AMERICAN RESCUE PLAN ACT (ARPA) FUND</b> |                     |                     |                      |                      |                     |                     |
|            | Personnel                                         | \$ -                | \$ -                | \$ -                 | \$ -                 | \$ -                | \$ -                |
|            | Maintenance & Operations                          | 526,000             | 70,440              | -                    | 529,560              | -                   | -                   |
|            | Capital Outlay                                    | -                   | -                   | 90,000               | -                    | -                   | -                   |
|            | Capital Improvement Projects                      | 528,170             | 569,570             | 3,583,590            | 3,580,540            | 1,553,600           | -                   |
|            | <b>TOTAL ARPA FUND</b>                            | <b>\$ 1,054,170</b> | <b>\$ 640,010</b>   | <b>\$ 3,673,590</b>  | <b>\$ 4,110,100</b>  | <b>\$ 1,553,600</b> | <b>\$ -</b>         |
| <b>419</b> | <b>TOTAL POLICE DIF FUND</b>                      |                     |                     |                      |                      |                     |                     |
|            | Personnel                                         | \$ -                | \$ -                | \$ -                 | \$ -                 | \$ -                | \$ -                |
|            | Maintenance & Operations                          | -                   | -                   | -                    | -                    | -                   | -                   |
|            | Capital Outlay                                    | -                   | -                   | -                    | -                    | -                   | -                   |
|            | Capital Improvement Projects                      | -                   | -                   | -                    | -                    | 550,200             | -                   |
|            | <b>TOTAL GENERAL CAPITAL IMPROV FUND</b>          | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ 550,200</b>   | <b>\$ -</b>         |
| <b>420</b> | <b>TOTAL GENERAL DIF FUND</b>                     |                     |                     |                      |                      |                     |                     |
|            | Personnel                                         | \$ -                | \$ -                | \$ -                 | \$ -                 | \$ -                | \$ -                |
|            | Maintenance & Operations                          | -                   | -                   | -                    | -                    | -                   | -                   |
|            | Capital Outlay                                    | -                   | -                   | -                    | -                    | -                   | -                   |
|            | Capital Improvement Projects                      | -                   | 340                 | 554,750              | 554,660              | 332,000             | -                   |
|            | <b>TOTAL GENERAL CAPITAL IMPROV FUND</b>          | <b>\$ -</b>         | <b>\$ 340</b>       | <b>\$ 554,750</b>    | <b>\$ 554,660</b>    | <b>\$ 332,000</b>   | <b>\$ -</b>         |
| <b>421</b> | <b>TOTAL QUIMBY FEES FUND</b>                     |                     |                     |                      |                      |                     |                     |
|            | Personnel                                         | \$ -                | \$ -                | \$ -                 | \$ -                 | \$ -                | \$ -                |
|            | Maintenance & Operations                          | -                   | -                   | -                    | -                    | -                   | -                   |
|            | Capital Outlay                                    | -                   | -                   | -                    | 316,180              | -                   | -                   |
|            | Capital Improvement Projects                      | 17,910              | 112,690             | 2,694,590            | 3,000,590            | 1,897,980           | 635,000             |
|            | <b>TOTAL PARK ACQSTN &amp; DVLMPY FUND</b>        | <b>\$ 17,910</b>    | <b>\$ 112,690</b>   | <b>\$ 2,694,590</b>  | <b>\$ 3,316,770</b>  | <b>\$ 1,897,980</b> | <b>\$ 635,000</b>   |
| <b>422</b> | <b>TOTAL STORM DRAIN DIF FUND</b>                 |                     |                     |                      |                      |                     |                     |
|            | Personnel                                         | \$ -                | \$ -                | \$ -                 | \$ -                 | \$ -                | \$ -                |
|            | Maintenance & Operations                          | -                   | -                   | -                    | -                    | -                   | -                   |
|            | Capital Outlay                                    | -                   | -                   | -                    | -                    | -                   | -                   |
|            | Capital Improvement Projects                      | 7,270               | 2,230               | 2,791,380            | 2,803,870            | 954,270             | 938,580             |
|            | <b>TOTAL STORM DRAIN DVLMPY FUND</b>              | <b>\$ 7,270</b>     | <b>\$ 2,230</b>     | <b>\$ 2,791,380</b>  | <b>\$ 2,803,870</b>  | <b>\$ 954,270</b>   | <b>\$ 938,580</b>   |

**CITY OF UPLAND**  
**EXPENDITURE SUMMARY BY DIVISION**  
**FY 2024-26 PROPOSED BUDGET**

**PUBLIC WORKS**

|                                                                             | 2021-22<br>ACTUAL   | 2022-23<br>ACTUAL   | 2023-24<br>ADOPTED   | 2023-24<br>AMENDED   | 2024-25<br>ADOPTED   | 2025-26<br>ADOPTED   |
|-----------------------------------------------------------------------------|---------------------|---------------------|----------------------|----------------------|----------------------|----------------------|
| <b>423 TOTAL STREET &amp; TRAFFIC FACILITY DIF FUND</b>                     |                     |                     |                      |                      |                      |                      |
| Personnel                                                                   | \$ 5,040            | \$ 5,530            | \$ 11,450            | \$ 11,450            | \$ -                 | \$ -                 |
| Maintenance & Operations                                                    | 2,010               | 2,440               | 2,300                | 2,300                | -                    | -                    |
| Capital Outlay                                                              | -                   | -                   | -                    | -                    | -                    | -                    |
| Capital Improvement Projects                                                | 376,650             | 161,610             | 904,120              | 904,120              | 325,370              | -                    |
| <b>TOTAL STREET &amp; TRAFFIC FACILITY FUND</b>                             | <b>\$ 383,700</b>   | <b>\$ 169,580</b>   | <b>\$ 917,870</b>    | <b>\$ 917,870</b>    | <b>\$ 325,370</b>    | <b>\$ -</b>          |
| <b>425 TOTAL GENERAL FUND CAPITAL PROJECTS</b>                              |                     |                     |                      |                      |                      |                      |
| Personnel                                                                   | \$ -                | \$ -                | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| Maintenance & Operations                                                    | -                   | -                   | -                    | -                    | -                    | -                    |
| Capital Outlay                                                              | -                   | -                   | -                    | -                    | -                    | -                    |
| Capital Improvement Projects                                                | 151,120             | 221,600             | 868,310              | 4,272,430            | 5,536,960            | 625,000              |
| <b>TOTAL GENERAL CAPITAL PROJ FUND</b>                                      | <b>\$ 151,120</b>   | <b>\$ 221,600</b>   | <b>\$ 868,310</b>    | <b>\$ 4,272,430</b>  | <b>\$ 5,536,960</b>  | <b>\$ 625,000</b>    |
| <b>426 TOTAL STREET &amp; ALLEY REPAIRS FUND</b>                            |                     |                     |                      |                      |                      |                      |
| Personnel                                                                   | \$ 11,480           | \$ 11,790           | \$ 57,420            | \$ 57,420            | \$ 59,600            | \$ 62,370            |
| Maintenance & Operations                                                    | 10,380              | 12,200              | 11,260               | 11,260               | 14,320               | 14,100               |
| Capital Outlay                                                              | -                   | -                   | -                    | -                    | -                    | -                    |
| Capital Improvement Projects                                                | 180,360             | 5,580               | 1,045,410            | 1,040,910            | 1,028,170            | 350,000              |
| <b>TOTAL STREET &amp; ALLEY REPAIRS FUND</b>                                | <b>\$ 202,220</b>   | <b>\$ 29,570</b>    | <b>\$ 1,114,090</b>  | <b>\$ 1,109,590</b>  | <b>\$ 1,102,090</b>  | <b>\$ 426,470</b>    |
| <b>752 TOTAL FLEET MAINTENANCE &amp; REPLACEMENT FUND</b>                   |                     |                     |                      |                      |                      |                      |
| Personnel                                                                   | \$ 195,520          | \$ 214,290          | \$ 339,470           | \$ 339,470           | \$ 369,670           | \$ 401,810           |
| Maintenance & Operations                                                    | 451,250             | 440,980             | 530,630              | 530,630              | 492,310              | 501,300              |
| Capital Outlay                                                              | 292,950             | 418,380             | 712,200              | 2,611,210            | 397,000              | 582,000              |
| <b>TOTAL FLEET MAINT &amp; REPLC FUND</b>                                   | <b>\$ 939,720</b>   | <b>\$ 1,073,650</b> | <b>\$ 1,582,300</b>  | <b>\$ 3,481,310</b>  | <b>\$ 1,258,980</b>  | <b>\$ 1,485,110</b>  |
| <b>754 TOTAL BUILDING MAINT &amp; OPERATIONS FUND</b>                       |                     |                     |                      |                      |                      |                      |
| Personnel                                                                   | \$ 420,460          | \$ 466,890          | \$ 661,860           | \$ 642,870           | \$ 685,300           | \$ 733,410           |
| Maintenance & Operations                                                    | 523,560             | 772,930             | 714,900              | 1,144,300            | 993,760              | 1,020,960            |
| Capital Outlay                                                              | 99,700              | 88,670              | -                    | 84,100               | 158,000              | 80,000               |
| <b>TOTAL BUILDING MAINT &amp; OPS FUND</b>                                  | <b>\$ 1,043,720</b> | <b>\$ 1,328,490</b> | <b>\$ 1,376,760</b>  | <b>\$ 1,871,270</b>  | <b>\$ 1,837,060</b>  | <b>\$ 1,834,370</b>  |
| <b>TOTAL SPECIAL REVENUE, CAPITAL PROJECTS &amp; INTERNAL SERVICE FUNDS</b> |                     |                     |                      |                      |                      |                      |
| Personnel                                                                   | \$ 719,870          | \$ 795,490          | \$ 1,518,480         | \$ 1,499,490         | \$ 1,579,820         | \$ 1,684,950         |
| Maintenance & Operations                                                    | 2,506,400           | 2,326,610           | 2,034,280            | 3,293,240            | 2,317,710            | 2,269,480            |
| Capital Outlay                                                              | 392,650             | 507,050             | 966,540              | 3,675,830            | 555,000              | 662,000              |
| Capital Improvement Projects*                                               | 4,098,150           | 4,707,460           | 36,501,300           | 42,454,840           | 32,599,070           | 16,240,250           |
| <b>TOTAL SPEC REV, CAP PROJ &amp; INT SVC FUNDS</b>                         | <b>\$ 7,717,070</b> | <b>\$ 8,336,610</b> | <b>\$ 41,020,600</b> | <b>\$ 50,923,400</b> | <b>\$ 37,051,600</b> | <b>\$ 20,856,680</b> |

\*For Capital Improvement Projects details, see the Capital Improvement Project section.

## UTILITIES DIVISIONS

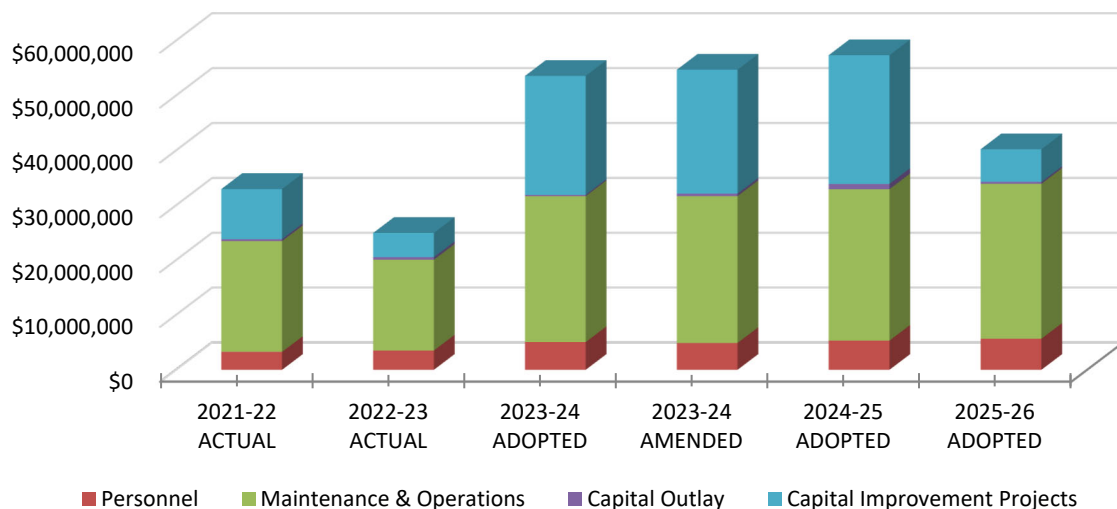
The Public Works Utilities Divisions are responsible for providing the highest quality water, recycled water, sewer collection, storm drain collection and solid waste services at the lowest possible rates for the customers and community that we serve.

### WATER

The Water Division's mission is to provide the City with a safe and reliable supply of high-quality drinking water and recycled water services while meeting all regulatory requirements in an efficient and cost-effective manner. The Water Division is divided into three service groups: Water Treatment and Production, Water Distribution, and Customer Service/Billing.

|                               | 2021-22<br>ACTUAL   | 2022-23<br>ACTUAL   | 2023-24<br>ADOPTED  | 2023-24<br>AMENDED  | 2024-25<br>ADOPTED  | 2025-26<br>ADOPTED  |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>EXPENSE CLASSIFICATION</b> |                     |                     |                     |                     |                     |                     |
| PERSONNEL                     | \$3,271,360         | \$3,521,280         | \$5,063,930         | \$4,905,210         | \$5,331,030         | \$5,674,790         |
| MAINTENANCE & OPERATIONS      | 20,234,800          | 16,576,440          | 26,643,890          | 26,802,630          | 27,638,460          | 28,279,270          |
| CAPITAL OUTLAY                | 350,280             | 468,850             | 242,000             | 456,730             | 969,000             | 336,100             |
| CAPITAL IMPROVEMENT PROJECTS  | 9,140,130           | 4,421,780           | 21,648,850          | 22,557,590          | 23,430,430          | 5,950,000           |
| <b>TOTAL BUDGET</b>           | <b>\$32,996,570</b> | <b>\$24,988,350</b> | <b>\$53,598,670</b> | <b>\$54,722,160</b> | <b>\$57,368,920</b> | <b>\$40,240,160</b> |

### Water Expense Classification



|                        | 2021-22<br>ACTUAL   | 2022-23<br>ACTUAL   | 2023-24<br>ADOPTED  | 2023-24<br>AMENDED  | 2024-25<br>ADOPTED  | 2025-26<br>ADOPTED  |
|------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>FUNDING SOURCES</b> |                     |                     |                     |                     |                     |                     |
| WATER UTILITY          | \$32,996,570        | \$24,988,350        | \$53,598,670        | \$54,722,160        | \$57,368,920        | \$40,240,160        |
| <b>TOTAL BUDGET</b>    | <b>\$32,996,570</b> | <b>\$24,988,350</b> | <b>\$53,598,670</b> | <b>\$54,722,160</b> | <b>\$57,368,920</b> | <b>\$40,240,160</b> |

## WATER DIVISION

The Water Group produces, treats, stores, and distributes supplies of potable water for consumption and fire fighting in the most efficient and cost-effective way possible. It is responsible for producing water quality that meets or exceeds State and Federal Drinking Water Standards. The Water Group has also established an asset protection and management plan to ensure infrastructure is effectively maintained, repaired, or replaced.

The City is committed to encouraging efficient water use at home and work using special programs and incentives that will provide informational assistance to customers implementing water conservation measures.

| <b>PERSONNEL</b>                         |                   |                   |                    |                          |                            |
|------------------------------------------|-------------------|-------------------|--------------------|--------------------------|----------------------------|
| <b>PERMANENT POSITIONS</b>               | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>ADOPTED | 24/25 & 25/26<br>ADOPTED | GENERAL FUND<br>ALLOCATION |
| <b>PUBLIC WORKS - WATER</b>              |                   |                   |                    |                          |                            |
| UTILITIES MANAGER                        | 1.00              | 1.00              | 1.00               | 1.00                     | 0.00                       |
| CHIEF WATER TREATMENT OPERATOR           | 1.00              | 1.00              | 1.00               | 1.00                     | 0.00                       |
| LEAD WATER TREATMENT OPERATOR            | 2.00              | 2.00              | 2.00               | 2.00                     | 0.00                       |
| WATER TREATMENT OPERATOR                 | 2.00              | 3.00              | 3.00               | 3.00                     | 0.00                       |
| UTILITIES SUPERVISOR                     | 1.00              | 1.00              | 1.00               | 1.00                     | 0.00                       |
| LEAD UTILITY WORKER – WATER              | 2.00              | 2.00              | 2.00               | 2.00                     | 0.00                       |
| UTILITY WORKER – WATER                   | 11.00             | 11.00             | 11.00              | 11.00                    | 0.00                       |
| UTILITIES SUPERVISOR – SEWER/STORM DRAIN | 0.00              | 0.00              | 0.00               | 1.00                     | 0.00                       |
| LEAD UTILITY WORKER-SEWER                | 1.00              | 1.00              | 1.00               | 0.00                     | 0.00                       |
| UTILITY WORKER- SEWER                    | 6.00              | 6.00              | 6.00               | 6.00                     | 1.00                       |
| LEAD WATER METER TECHNICIAN              | 1.00              | 1.00              | 1.00               | 1.00                     | 0.00                       |
| WATER METER TECHNICIAN                   | 2.00              | 3.00              | 3.00               | 3.00                     | 0.00                       |
| ASSISTANT/ASSOCIATE ENGINEER             | 0.00              | 1.00              | 1.00               | 1.00                     | 0.00                       |
| MANAGEMENT ANALYST II                    | 1.00              | 1.00              | 1.00               | 1.00                     | 0.05                       |
| CROSS CONNECTION CONTROL TECHNICIAN      | 1.00              | 1.00              | 1.00               | 0.00                     | 0.00                       |
| GIS/CAD TECHNICIAN                       | 1.00              | 1.00              | 1.00               | 1.00                     | 0.00                       |
| CUSTOMER SERVICE SPECIALIST II           | 1.00              | 1.00              | 1.00               | 1.00                     | 0.00                       |
| <b>TOTAL DIVISION</b>                    | <b>34.00</b>      | <b>37.00</b>      | <b>37.00</b>       | <b>36.00</b>             | <b>1.05</b>                |

## FY 2024-25 & FY 2025-26 GOALS AND OBJECTIVES

- ◆ Maintain water quality that meets or exceeds all State and Federal drinking water standards.
- ◆ Provide reliable water service at an affordable rate.
- ◆ Provide high quality, courteous, and prompt customer service.
- ◆ Continue maintenance operations improving reliability.
- ◆ Ongoing goal of improving security of all production, pumping and reservoir sites.
- ◆ Provide cleaning and inspection of all water storage reservoirs.

- ◆ Increase water conservation awareness through public outreach and conservation programs.
- ◆ Accelerate the City's valve replacement program ensuring compliance with the Department of Public Health's recommendations.
- ◆ Design standard chlorine building and construct at all disinfection sites.
- ◆ Begins work on treatment plant improvements.
- ◆ Verify that all reservoirs meet requirements as identified in the State Water Resources Control Board (SWRCB) 2020 Sanitary Survey.
- ◆ Install air gaps on all reservoir drains and overflows pipes.
- ◆ Accelerate the City's water meter replacement program ensuring more accurate meters are being utilized.
- ◆ Complete 2024 Water Master Plan.
- ◆ Design and install back-up generators at Plant 2 (24th St) and Plant 6 (15th St).

The Water Division encompasses many duties not listed below. The list provides a representative sample of daily activities.

| PERFORMANCE MEASUREMENTS                                                                      | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>PROJECTED | 2024-25<br>TARGET | 2025-26<br>TARGET |
|-----------------------------------------------------------------------------------------------|-------------------|-------------------|----------------------|-------------------|-------------------|
| Water production, acre feet (WFA, SAWCO, WE, & City wells)                                    | 18,473            | 15,368            | 15,405               | 15,405            | 15,405            |
| Water samples taken                                                                           | 3,800             | 9,028             | 20,500               | 20,160            | 20,160            |
| Customer inquiries (meter leaks, check reads, quality, high consumption, meter lids, general) | 2,895             | 3,485             | 2,500                | 2,600             | 2,700             |
| Meter installations (new service & replacements)                                              | 1,785             | 3,398             | 2,500                | 3,500             | 3,500             |
| Service maintenance (meter boxes, service leaks, s/c repairs, etc)                            | 104               | 32                | 100                  | 100               | 100               |
| Main leaks repaired                                                                           | 50                | 60                | 50                   | 50                | 50                |
| Fire Hydrant damages repaired                                                                 | 25                | 18                | 15                   | 15                | 15                |
| Fire Hydrants maintained                                                                      | 19                | 61                | 200                  | 350               | 350               |
| Number of exercised valves                                                                    | 1,112             | 703               | 650                  | 750               | 800               |
| Valve Replacement                                                                             | 22                | 14                | 15                   | 15                | 20                |
| USA tickets received and marked                                                               | 5,121             | 8,396             | 6,000                | 6,500             | 6,500             |
| Service "turn-on" and "turn-off"                                                              | 2,318             | 2,265             | 2,100                | 2,500             | 2,500             |
| Water conservation contacts                                                                   | 1,110             | 1,139             | 1,200                | 1,300             | 1,400             |
| Educational events                                                                            | 2                 | 2                 | 3                    | 4                 | 4                 |

**FY 2023-24 MAJOR ACCOMPLISHMENTS**

- ◆ Maintained the public infrastructure including potable water lines and valves, sewer lines, manholes, flood control drains, utility pavement repairs, and tree root maintenance.
- ◆ Maintained compliance with weekly, quarterly, and annual Water Quality Monitoring Reports.
- ◆ Completed the 2022 Consumer Confidence Report, California Department of Public Health Annual Report, and the Department of Water Resources Annual Report.
- ◆ Continued the meter exchange program replacing outdated and worn meters with smart meter technology.
- ◆ Completed the 3-year lead and copper compliance sampling.
- ◆ Upon discovering the inaccuracy of the large water meters, staff initiated a program to replace older turbine type water meters with new, more accurate compound water meters with smart meter technology.
- ◆ Completed quarterly sampling of all source water in compliance with the new regulation adopted by the DDW. The regulation establishes a maximum contaminant level (MCL), monitoring frequencies, and other requirements for 1, 2, 3-Trichloropropane (1, 2, 3-TCP). These regulations were filed with the Secretary of State and became effective on December 14, 2017. The establishment of this MCL is a key milestone in addressing a major drinking water issue in California.
- ◆ Developed specification for fire hydrant check valves and installed multiple units as part of the Arrow Highway pipeline rehabilitation project.
- ◆ Rehabilitated. Well 1A and City Well 7A.
- ◆ The new Reservoir 15 at Plant 7 was brought online in February 2024.

**CITY OF UPLAND**  
**EXPENDITURE SUMMARY BY DIVISION**  
**FY 2024-26 PROPOSED BUDGET**

**PUBLIC WORKS****WATER UTILITY - FUND 639/640**

|                                              | 2021-22<br>ACTUAL    | 2022-23<br>ACTUAL    | 2023-24<br>ADOPTED   | 2023-24<br>AMENDED   | 2024-25<br>ADOPTED   | 2025-26<br>ADOPTED   |
|----------------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <b>6201 ADMINISTRATION</b>                   |                      |                      |                      |                      |                      |                      |
| Personnel                                    | \$ 689,180           | \$ 852,020           | \$ 1,100,460         | \$ 1,092,460         | \$ 1,166,160         | \$ 1,239,360         |
| Maintenance & Operations                     | 5,170,690            | 3,407,010            | 3,414,610            | 3,510,910            | 3,926,650            | 4,001,130            |
| Capital Outlay                               | -                    | -                    | 78,500               | 78,500               | 25,000               | 87,750               |
| <b>TOTAL ADMINISTRATION</b>                  | <b>\$ 5,859,870</b>  | <b>\$ 4,259,030</b>  | <b>\$ 4,593,570</b>  | <b>\$ 4,681,870</b>  | <b>\$ 5,117,810</b>  | <b>\$ 5,328,240</b>  |
| <b>6202 CUSTOMER SERVICE</b>                 |                      |                      |                      |                      |                      |                      |
| Personnel                                    | \$ 90,280            | \$ 94,130            | \$ 118,600           | \$ 110,040           | \$ 123,970           | \$ 133,800           |
| Maintenance & Operations                     | 31,340               | 34,780               | 90,740               | 95,300               | 102,380              | 105,060              |
| Capital Outlay                               | -                    | -                    | -                    | -                    | -                    | -                    |
| <b>TOTAL CUSTOMER SERVICE</b>                | <b>\$ 121,620</b>    | <b>\$ 128,910</b>    | <b>\$ 209,340</b>    | <b>\$ 205,340</b>    | <b>\$ 226,350</b>    | <b>\$ 238,860</b>    |
| <b>6203 METER SERVICES</b>                   |                      |                      |                      |                      |                      |                      |
| Personnel                                    | \$ 219,970           | \$ 194,820           | \$ 359,550           | \$ 350,990           | \$ 289,610           | \$ 309,430           |
| Maintenance & Operations                     | 805,260              | 823,030              | 1,214,820            | 1,219,390            | 1,414,810            | 1,240,210            |
| Capital Outlay                               | -                    | 101,500              | -                    | 145,780              | -                    | -                    |
| <b>TOTAL METER SERVICES</b>                  | <b>\$ 1,025,230</b>  | <b>\$ 1,119,350</b>  | <b>\$ 1,574,370</b>  | <b>\$ 1,716,160</b>  | <b>\$ 1,704,420</b>  | <b>\$ 1,549,640</b>  |
| <b>6204 DAMAGE TO CITY PROPERTY</b>          |                      |                      |                      |                      |                      |                      |
| Personnel                                    | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| Maintenance & Operations                     | -                    | 2,950                | -                    | -                    | -                    | -                    |
| Capital Outlay                               | -                    | -                    | -                    | -                    | -                    | -                    |
| <b>DAMAGE TO CITY PROPERTY</b>               | <b>\$ -</b>          | <b>\$ 2,950</b>      | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          |
| <b>6205 PRODUCTION &amp; STORAGE</b>         |                      |                      |                      |                      |                      |                      |
| Personnel                                    | \$ 527,540           | \$ 631,750           | \$ 930,070           | \$ 901,500           | \$ 1,004,650         | \$ 1,072,130         |
| Maintenance & Operations                     | 12,804,490           | 10,961,180           | 18,479,020           | 18,459,290           | 17,923,810           | 18,585,870           |
| Capital Outlay                               | 57,310               | 39,340               | 20,000               | 20,000               | 220,200              | 20,400               |
| <b>TOTAL PRODUCTION &amp; STORAGE</b>        | <b>\$ 13,389,340</b> | <b>\$ 11,632,270</b> | <b>\$ 19,429,090</b> | <b>\$ 19,380,790</b> | <b>\$ 19,148,660</b> | <b>\$ 19,678,400</b> |
| <b>6206 TRANSMISSION &amp; DISTRIBUTION</b>  |                      |                      |                      |                      |                      |                      |
| Personnel                                    | \$ 1,146,030         | \$ 1,084,280         | \$ 1,650,960         | \$ 1,558,490         | \$ 1,889,410         | \$ 2,010,300         |
| Maintenance & Operations                     | 943,990              | 932,010              | 1,188,770            | 1,257,240            | 1,093,520            | 1,116,960            |
| Capital Outlay                               | 292,970              | 323,060              | 143,500              | 212,450              | 723,800              | 227,950              |
| <b>TOTAL TRANSMISSION &amp; DISTRIBUTION</b> | <b>\$ 2,382,990</b>  | <b>\$ 2,339,350</b>  | <b>\$ 2,983,230</b>  | <b>\$ 3,028,180</b>  | <b>\$ 3,706,730</b>  | <b>\$ 3,355,210</b>  |
| <b>6207 WECWC MANAGEMENT CONTROL</b>         |                      |                      |                      |                      |                      |                      |
| Personnel                                    | \$ 98,390            | \$ 123,520           | \$ 140,710           | \$ 136,710           | \$ 150,740           | \$ 160,610           |
| Maintenance & Operations                     | 40,710               | 3,400                | 7,330                | 7,330                | 182,530              | 185,280              |
| Capital Outlay                               | -                    | -                    | -                    | -                    | -                    | -                    |
| <b>TOTAL WECWC MANAGEMENT CONTROL</b>        | <b>\$ 139,100</b>    | <b>\$ 126,920</b>    | <b>\$ 148,040</b>    | <b>\$ 144,040</b>    | <b>\$ 333,270</b>    | <b>\$ 345,890</b>    |
| <b>6208 WATER CONSERVATION</b>               |                      |                      |                      |                      |                      |                      |
| Personnel                                    | \$ 53,730            | \$ 96,790            | \$ 139,300           | \$ 130,740           | \$ 145,570           | \$ 155,690           |
| Maintenance & Operations                     | 45,910               | 62,440               | 162,000              | 166,570              | 178,000              | 141,000              |
| Capital Outlay                               | -                    | 4,950                | -                    | -                    | -                    | -                    |
| <b>TOTAL WATER CONSERVATION</b>              | <b>\$ 99,640</b>     | <b>\$ 164,180</b>    | <b>\$ 301,300</b>    | <b>\$ 297,310</b>    | <b>\$ 323,570</b>    | <b>\$ 296,690</b>    |
| <b>6210 DEBT SERVICE</b>                     |                      |                      |                      |                      |                      |                      |
| Personnel                                    | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| Maintenance & Operations                     | 154,650              | 67,840               | 1,269,620            | 1,269,620            | 1,800,490            | 1,856,530            |
| Capital Outlay                               | -                    | -                    | -                    | -                    | -                    | -                    |
| <b>TOTAL DEBT SERVICE</b>                    | <b>\$ 154,650</b>    | <b>\$ 67,840</b>     | <b>\$ 1,269,620</b>  | <b>\$ 1,269,620</b>  | <b>\$ 1,800,490</b>  | <b>\$ 1,856,530</b>  |
| <b>6211 STORM WATER MGMT &amp; RECHARGE</b>  |                      |                      |                      |                      |                      |                      |
| Personnel                                    | \$ 249,390           | \$ 206,870           | \$ 295,260           | \$ 295,260           | \$ 218,520           | \$ 230,710           |
| Maintenance & Operations                     | 43,770               | 79,120               | 531,390              | 531,390              | 657,190              | 680,260              |
| Capital Outlay                               | -                    | -                    | -                    | -                    | -                    | -                    |
| <b>TOTAL STORM WATER MGMT &amp; RCHG</b>     | <b>\$ 293,160</b>    | <b>\$ 285,990</b>    | <b>\$ 826,650</b>    | <b>\$ 826,650</b>    | <b>\$ 875,710</b>    | <b>\$ 910,970</b>    |
| <b>6212 PVPA</b>                             |                      |                      |                      |                      |                      |                      |
| Personnel                                    | \$ 14,750            | \$ 28,710            | \$ 2,000             | \$ 2,000             | \$ 2,000             | \$ 2,000             |
| Maintenance & Operations                     | 2,630                | 2,030                | 2,500                | 2,500                | 2,500                | 2,500                |
| Capital Outlay                               | -                    | -                    | -                    | -                    | -                    | -                    |
| <b>TOTAL PVPA</b>                            | <b>\$ 17,380</b>     | <b>\$ 30,740</b>     | <b>\$ 4,500</b>      | <b>\$ 4,500</b>      | <b>\$ 4,500</b>      | <b>\$ 4,500</b>      |

**CITY OF UPLAND**  
**EXPENDITURE SUMMARY BY DIVISION**  
**FY 2024-26 PROPOSED BUDGET**

**PUBLIC WORKS****WATER UTILITY - FUND 639/640**

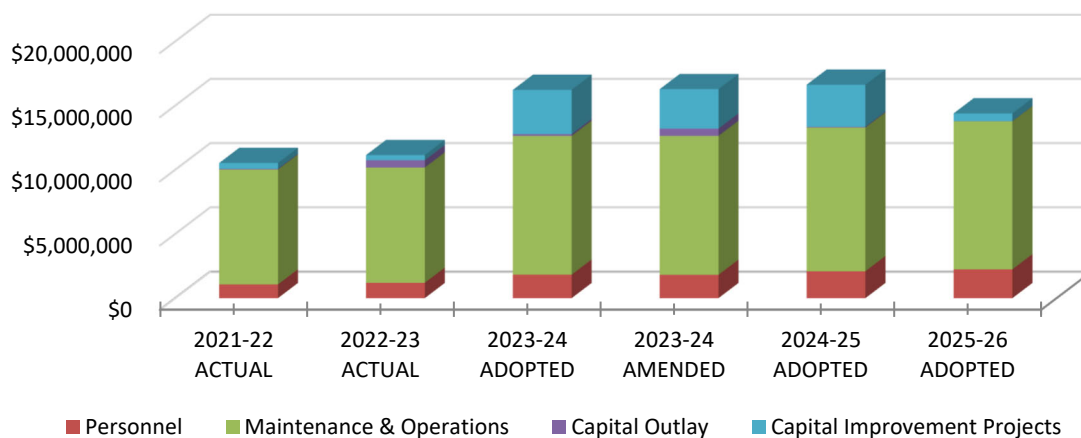
|                                         | 2021-22<br>ACTUAL    | 2022-23<br>ACTUAL    | 2023-24<br>ADOPTED   | 2023-24<br>AMENDED   | 2024-25<br>ADOPTED   | 2025-26<br>ADOPTED   |
|-----------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <b>6213 CUSTOMER SERVICE</b>            |                      |                      |                      |                      |                      |                      |
| Personnel                               | \$ 182,100           | \$ 208,390           | \$ 327,020           | \$ 327,020           | \$ 340,400           | \$ 360,760           |
| Maintenance & Operations                | 191,360              | 200,650              | 283,090              | 283,090              | 305,820              | 312,710              |
| Capital Outlay                          | -                    | -                    | -                    | -                    | -                    | -                    |
| <b>TOTAL CUSTOMER SERVICE</b>           | <b>\$ 373,460</b>    | <b>\$ 409,040</b>    | <b>\$ 610,110</b>    | <b>\$ 610,110</b>    | <b>\$ 646,220</b>    | <b>\$ 673,470</b>    |
| <b>6215 CROSS CONNECTION</b>            |                      |                      |                      |                      |                      |                      |
| Personnel                               | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| Maintenance & Operations                | -                    | -                    | -                    | -                    | 50,760               | 51,760               |
| Capital Outlay                          | -                    | -                    | -                    | -                    | -                    | -                    |
| <b>TOTAL CROSS CONNECTION</b>           | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ 50,760</b>     | <b>\$ 51,760</b>     |
| <b>639/640 TOTAL WATER UTILITY FUND</b> |                      |                      |                      |                      |                      |                      |
| Personnel                               | \$ 3,271,360         | \$ 3,521,280         | \$ 5,063,930         | \$ 4,905,210         | \$ 5,331,030         | \$ 5,674,790         |
| Maintenance & Operations                | 20,234,800           | 16,576,440           | 26,643,890           | 26,802,630           | 27,638,460           | 28,279,270           |
| Capital Outlay                          | 350,280              | 468,850              | 242,000              | 456,730              | 969,000              | 336,100              |
| Capital Improvement Projects            | 9,140,130            | 4,421,780            | 21,648,850           | 22,557,590           | 23,430,430           | 5,950,000            |
| <b>TOTAL WATER UTILITY FUND</b>         | <b>\$ 32,996,570</b> | <b>\$ 24,988,350</b> | <b>\$ 53,598,670</b> | <b>\$ 54,722,160</b> | <b>\$ 57,368,920</b> | <b>\$ 40,240,160</b> |

## SEWER

The Sewer Division's mission is to provide the City with reliable sewage disposal service in an efficient and cost-effective manner while meeting all regulatory requirements.

|                               | 2021-22<br>ACTUAL   | 2022-23<br>ACTUAL   | 2023-24<br>ADOPTED  | 2023-24<br>AMENDED  | 2024-25<br>ADOPTED  | 2025-26<br>ADOPTED  |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>EXPENSE CLASSIFICATION</b> |                     |                     |                     |                     |                     |                     |
| PERSONNEL                     | \$1,068,210         | \$1,197,190         | \$1,829,080         | \$1,816,520         | \$2,098,510         | \$2,246,000         |
| MAINTENANCE & OPERATIONS      | 8,951,040           | 8,975,970           | 10,812,890          | 10,825,460          | 11,191,900          | 11,534,060          |
| CAPITAL OUTLAY                | 50,650              | 574,490             | 135,000             | 567,200             | 57,550              | 15,000              |
| CAPITAL IMPROVEMENT PROJECTS  | 461,880             | 400,240             | 3,450,710           | 3,075,320           | 3,279,030           | 600,000             |
| <b>TOTAL BUDGET</b>           | <b>\$10,531,780</b> | <b>\$11,147,890</b> | <b>\$16,227,680</b> | <b>\$16,284,500</b> | <b>\$16,626,990</b> | <b>\$14,395,060</b> |

### Sewer Expense Classification



|                        | 2021-22<br>ACTUAL   | 2022-23<br>ACTUAL   | 2023-24<br>ADOPTED  | 2023-24<br>AMENDED  | 2024-25<br>ADOPTED  | 2025-26<br>ADOPTED  |
|------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>FUNDING SOURCES</b> |                     |                     |                     |                     |                     |                     |
| SEWER UTILITY          | \$10,531,780        | \$11,147,890        | \$16,227,680        | \$16,284,500        | \$16,626,990        | \$14,395,060        |
| <b>TOTAL BUDGET</b>    | <b>\$10,531,780</b> | <b>\$11,147,890</b> | <b>\$16,227,680</b> | <b>\$16,284,500</b> | <b>\$16,626,990</b> | <b>\$14,395,060</b> |

## SEWER DIVISION

The Sewer Division's responsibility is the maintenance and operation of the sewage collection system and to provide courteous sewer service for residential and business customers. The City owns, operates, and maintains the sewage collection system and conveys the collected wastewater to Inland Empire Utilities Agency (IEUA) to be treated and disposed.

The Sewer Division's work also includes administration, planning, repairs, rehabilitations, and improvement projects; conducting regular camera inspection; inspection of sewer construction and maintenance projects; and staying in compliance with the City's Sewer System Management Plan. In addition, the Sewer Division works closely with its wastewater treatment purveyor, IEUA, on various issues pertaining to wastewater disposal, including all costs associated with wastewater treatment.

Additional responsibilities of the Sewer Division include the implementation of a comprehensive program for storm water pollution control to reduce, prevent, and eliminate the contamination of surface and groundwater. These responsibilities include the administration of the City's Storm Water Program, including the development of management plans to capture storm water surface runoff for groundwater recharge.

## ENVIRONMENTAL COMPLIANCE DIVISION

The Environmental Compliance Division's mission is to monitor, report and assure that the City is in regulatory compliance. Environmental Compliance Division responsibilities include monitoring and controlling landfill gas generated from the closed Upland Sanitary Landfill; administration of the National Pollutant Discharge Elimination System (NPDES) program; administration of the Cross-Connection Program to protection of public health through the prevention of backflow of any liquids, gases, or other substances into the distribution system; and administration of the Pretreatment Program that controlled and monitors discharge into the sewerage system.

The Environmental Division is also responsible for monitoring and controlling landfill gas generated from the closed Upland Sanitary Landfill. This includes the operation of the gas extraction system and newly completed Carbon Adsorption System (CAS) that prevents gas migration beyond the Landfill perimeter in compliance with requirements imposed by regulatory agencies including SCAQMD and the County of San Bernardino Department of Public Health-DEHS-LEA. Additional responsibilities include the monitoring of groundwater quality below the Landfill, as required by State and Federal regulations.

| <b>PERSONNEL</b>                            |                   |                   |                    |                          |                            |
|---------------------------------------------|-------------------|-------------------|--------------------|--------------------------|----------------------------|
| <b>PERMANENT POSITIONS</b>                  | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>ADOPTED | 24/25 & 25/26<br>ADOPTED | GENERAL FUND<br>ALLOCATION |
| <b>PUBLIC WORKS - SEWER</b>                 |                   |                   |                    |                          |                            |
| ENVIRONMENTAL COMPLIANCE<br>PROGRAM MANAGER | 1.00              | 1.00              | 1.00               | 1.00                     | 0.00                       |
| ASSISTANT/ASSOCIATE ENGINEER                | 3.00              | 2.00              | 2.00               | 2.00                     | 0.30                       |
| REGULATORY COMPLIANCE SPECIALIST            | 0.00              | 1.00              | 1.00               | 1.00                     | 0.00                       |
| CROSS CONNECTION CONTROL<br>TECHNICIAN      | 0.00              | 0.00              | 0.00               | 1.00                     | 0.10                       |
| ENVIRONMENTAL COMPLIANCE<br>INSPECTOR       | 1.00              | 1.00              | 1.00               | 1.00                     | 0.00                       |
| <b>TOTAL DIVISION</b>                       | <b>5.00</b>       | <b>5.00</b>       | <b>5.00</b>        | <b>6.00</b>              | <b>0.40</b>                |

## FY 2024-25 & FY 2025-26 GOALS AND OBJECTIVES

- ◆ Comply with all regulatory requirements for the collection, treatment, and discharge of wastewater, as well as other environmental issues, including NPDES.
  - Implementation of the Statewide Trash Provision Order with the installation of full trash capture devices inside inlets' catch basins situated in the priority land use areas.
  - Implement of the NPDES Local Implementation Plan (LIP) to reflect the new WQMP workflow, City Public Works Organization, and Trash Provision Order Track 1 Implementation.

- Application the Low Impact Development requirements mandated by the County’s NPDES program.
- Maintenance of a complete inventory of WQMP Maintenance Agreements.
- ◆ Ensure continued compliance with the Sewer System Management Plan (SSMP) requirements and prevent sanitary sewer overflows through the development of additional guidelines and procedures for the proper management, hydraulic evaluations, operation, and maintenance of the City’s sewage collection system to provide reliable sewage disposal services to residents and businesses.
- ◆ Perform, construct, implement, or continue the following projects:
  - Sewer Rehabilitation and Relief projects.
  - Compliant Operation of the Landfill’s Methane Gas Collection System and Carbon Absorption System.
  - Continued Participation as a Regional Sewage Contracting Agency under IEUAs updated Regional Sewer Service Contract.
  - Continued implementation of the Recycled Water Program and Water Conservation Projects.
  - Completion of the 2024 Sewer System Master Plan.
  - Completion of the 2024 Sewer System Management Plan.
- ◆ Audit the billing of utility services (water, sewer, and solid waste) to prevent the loss of utility revenues and, ultimately, improve the City’s financial stability.
- ◆ Ongoing management of the post-closure of the Upland Landfill through monitoring, testing, and reporting in accordance with all regulatory requirements.
- ◆ Streamline the existing Recycled Water Cross Connection inspection program in accordance with State Water Resources Control Board (SWRCB) Division of Drinking Water (DDW) regulations.

| PERFORMANCE MEASUREMENTS                | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>PROJECTED | 2024-25<br>TARGET | 2025-26<br>TARGET |
|-----------------------------------------|-------------------|-------------------|----------------------|-------------------|-------------------|
| Sewer miles cleaned or lined (miles)    | 146.5             | 92                | 150                  | 266               | 266               |
| Manholes inspected and cleaned          | 3,837             | 3,828             | 2,311                | 4,818             | 4,818             |
| Sewer lateral issues resolved           | 33                | 22                | 14                   | 15                | 15                |
| Sewer miles inspected by camera (*)     | 9.58              | 0.4               | 2.9                  | 88.6              | 88.6              |
| Sewer manholes/facilities repaired      | 6                 | 4                 | 7                    | 8                 | 0                 |
| Permitted dischargers or active permits | 203               | 186               | 196                  | 200               | 205               |
| Trunk Line wastewater samples collected | 0                 | 0                 | 0                    | 0                 | 0                 |

| <b>PERFORMANCE MEASUREMENTS</b><br><i>(Continued)</i>                                                                                                                                                                                                                                                                                              | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>PROJECTED | 2024-25<br>TARGET | 2025-26<br>TARGET |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------|----------------------|-------------------|-------------------|
| Permitted businesses inspected                                                                                                                                                                                                                                                                                                                     | 203               | 187               | 205                  | 210               | 215               |
| New sewer connections processed                                                                                                                                                                                                                                                                                                                    | 4                 | 2                 | 2                    | 2                 | 2                 |
| Permit violation letters issued (due to discharge limits and reporting requirements)                                                                                                                                                                                                                                                               | 9                 | 9                 | 6                    | 5                 | 5                 |
| Interior and perimeter Gas Well Collection System readings obtained                                                                                                                                                                                                                                                                                | 684               | 684               | 684                  | 684               | 684               |
| Landfill probe readings                                                                                                                                                                                                                                                                                                                            | 792               | 792               | 792                  | 792               | 792               |
| Landfill interior and perimeter gas groundwater samples taken                                                                                                                                                                                                                                                                                      | 10                | 10                | 10                   | 10                | 10                |
| Storm water inspections (a)                                                                                                                                                                                                                                                                                                                        | 231               | 196               | 215                  | 225               | 225               |
| Mandated countywide storm water protection meetings attended                                                                                                                                                                                                                                                                                       | 12                | 12                | 12                   | 12                | 12                |
| Recycled water retrofit plans submitted and approved by Department of Public Health                                                                                                                                                                                                                                                                | 0                 | 1                 | 1                    | 0                 | 0                 |
| Retrofitted sites/new connections                                                                                                                                                                                                                                                                                                                  | 0                 | 1                 | 1                    | 0                 | 0                 |
| * Sewer line camera inspection is intended to be done alternately with sewer rehabilitation.<br>(a) Variation in storm water inspections performed or to be conducted reflects inspection frequency or determination of inspection priorities assigned to industries and businesses, resulting in some years of more inspections than other years. |                   |                   |                      |                   |                   |

## **FY 2023-24 MAJOR ACCOMPLISHMENTS**

- ◆ Quantified and field identified additional catch basin locations for first three years' CIP implementation of the STP Order.
- ◆ Maintained a Post-Construction WQMP tracking and inspection program from compliance with the NPDES Permit.
- ◆ Continued the multi-division review process for WQMP/Hydrology reports for new development.
- ◆ Continued the inventory update of WQMP locations and maintenance obligations and collected recorded maintenance agreements.
- ◆ Maintained reporting compliance with all regulatory agencies including the South Coast Air Quality Management District, California Integrated Waste Management Board, Regional Water Quality Control Board and County of San Bernardino.
- ◆ Maintained compliance with all federal, state, and local agency regulations pertaining to the pre-treatment and disposal of non-domestic wastewater to the City's sewer system.
- ◆ Maintained NPDES compliance without full-time NPDES inspector position.
- ◆ Continued participation in the San Bernardino County MS4 Area Wide Storm Water Program committees associated with Permit renewal.

**CITY OF UPLAND**  
**EXPENDITURE SUMMARY BY DIVISION**  
**FY 2024-26 PROPOSED BUDGET**

**PUBLIC WORKS****SEWER UTILITY - FUND 645**

|                                           | 2021-22<br>ACTUAL    | 2022-23<br>ACTUAL    | 2023-24<br>ADOPTED   | 2023-24<br>AMENDED   | 2024-25<br>ADOPTED   | 2025-26<br>ADOPTED   |
|-------------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <b>6213 CUSTOMER SERVICE</b>              |                      |                      |                      |                      |                      |                      |
| Personnel                                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| Maintenance & Operations                  | 36,410               | 40,600               | 65,050               | 65,050               | 70,050               | 73,000               |
| Capital Outlay                            | -                    | -                    | -                    | -                    | -                    | -                    |
| <b>TOTAL CUSTOMER SERVICE</b>             | <b>\$ 36,410</b>     | <b>\$ 40,600</b>     | <b>\$ 65,050</b>     | <b>\$ 65,050</b>     | <b>\$ 70,050</b>     | <b>\$ 73,000</b>     |
| <b>6401 LANDFILL SITE MAINTENANCE</b>     |                      |                      |                      |                      |                      |                      |
| Personnel                                 | \$ 80,660            | \$ 84,440            | \$ 162,270           | \$ 162,270           | \$ 157,670           | \$ 167,520           |
| Maintenance & Operations                  | 90,120               | 112,530              | 273,980              | 273,980              | 399,760              | 269,630              |
| Capital Outlay                            | -                    | 6,190                | -                    | -                    | -                    | -                    |
| <b>TOTAL LANDFILL SITE MAINTENANCE</b>    | <b>\$ 170,780</b>    | <b>\$ 203,160</b>    | <b>\$ 436,250</b>    | <b>\$ 436,250</b>    | <b>\$ 557,430</b>    | <b>\$ 437,150</b>    |
| <b>6402 MAINTENANCE &amp; OPERATIONS</b>  |                      |                      |                      |                      |                      |                      |
| Personnel                                 | \$ 748,120           | \$ 860,850           | \$ 1,238,870         | \$ 1,226,310         | \$ 1,498,870         | \$ 1,609,070         |
| Maintenance & Operations                  | 1,251,360            | 855,200              | 1,347,920            | 1,360,490            | 1,368,660            | 1,421,620            |
| Capital Outlay                            | 50,650               | 568,300              | 135,000              | 567,200              | 57,550               | 15,000               |
| <b>TOTAL MAINTENANCE &amp; OPERATIONS</b> | <b>\$ 2,050,130</b>  | <b>\$ 2,284,350</b>  | <b>\$ 2,721,790</b>  | <b>\$ 3,154,000</b>  | <b>\$ 2,925,080</b>  | <b>\$ 3,045,690</b>  |
| <b>6403 SEWER - RESIDENTIAL</b>           |                      |                      |                      |                      |                      |                      |
| Personnel                                 | \$ 152,820           | \$ 169,910           | \$ 273,460           | \$ 273,460           | \$ 273,600           | \$ 290,950           |
| Maintenance & Operations                  | 7,561,430            | 7,797,160            | 8,619,510            | 8,619,510            | 8,826,360            | 9,229,870            |
| Capital Outlay                            | -                    | -                    | -                    | -                    | -                    | -                    |
| <b>TOTAL SEWER - RESIDENTIAL</b>          | <b>\$ 7,714,250</b>  | <b>\$ 7,967,070</b>  | <b>\$ 8,892,970</b>  | <b>\$ 8,892,970</b>  | <b>\$ 9,099,960</b>  | <b>\$ 9,520,820</b>  |
| <b>6404 SEWER - NON-RESIDENTIAL</b>       |                      |                      |                      |                      |                      |                      |
| Personnel                                 | \$ 86,610            | \$ 81,990            | \$ 154,480           | \$ 154,480           | \$ 168,370           | \$ 178,460           |
| Maintenance & Operations                  | 11,720               | 170,480              | 506,430              | 506,430              | 527,070              | 539,940              |
| Capital Outlay                            | -                    | -                    | -                    | -                    | -                    | -                    |
| <b>TOTAL SEWER - NON-RESIDENTIAL</b>      | <b>\$ 98,330</b>     | <b>\$ 252,470</b>    | <b>\$ 660,910</b>    | <b>\$ 660,910</b>    | <b>\$ 695,440</b>    | <b>\$ 718,400</b>    |
| <b>645 TOTAL SEWER UTILITY FUND</b>       |                      |                      |                      |                      |                      |                      |
| Personnel                                 | \$ 1,068,210         | \$ 1,197,190         | \$ 1,829,080         | \$ 1,816,520         | \$ 2,098,510         | \$ 2,246,000         |
| Maintenance & Operations                  | 8,951,040            | 8,975,970            | 10,812,890           | 10,825,460           | 11,191,900           | 11,534,060           |
| Capital Outlay                            | 50,650               | 574,490              | 135,000              | 567,200              | 57,550               | 15,000               |
| Capital Improvement Projects              | 461,880              | 400,240              | 3,450,710            | 3,075,320            | 3,279,030            | 600,000              |
| <b>TOTAL SEWER UTILITY FUND</b>           | <b>\$ 10,531,780</b> | <b>\$ 11,147,890</b> | <b>\$ 16,227,680</b> | <b>\$ 16,284,500</b> | <b>\$ 16,626,990</b> | <b>\$ 14,395,060</b> |

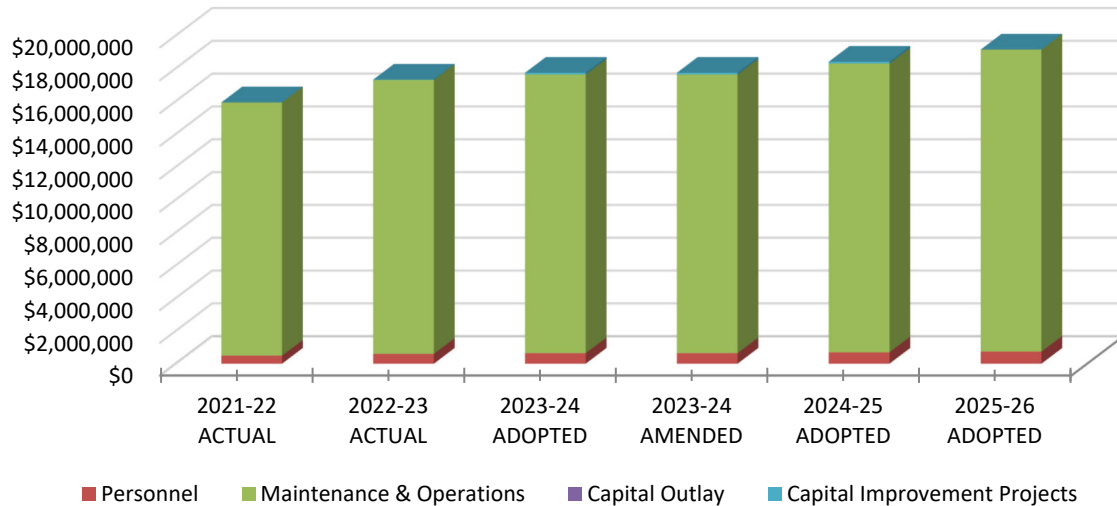
\*For Capital Improvement Projects details, see the Capital Improvement Project section.

## SOLID WASTE

The Solid Waste Division is dedicated to providing efficient, sustainable, and cost-effective waste management solutions for our community while complying with the State's regulatory and reporting requirements.

|                               | 2021-22<br>ACTUAL   | 2022-23<br>ACTUAL   | 2023-24<br>ADOPTED  | 2023-24<br>AMENDED  | 2024-25<br>ADOPTED  | 2025-26<br>ADOPTED  |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>EXPENSE CLASSIFICATION</b> |                     |                     |                     |                     |                     |                     |
| PERSONNEL                     | \$489,030           | \$595,500           | \$637,960           | \$637,960           | \$691,680           | \$732,530           |
| MAINTENANCE & OPERATIONS      | 15,431,670          | 16,695,010          | 16,981,550          | 16,981,550          | 17,603,400          | 18,407,030          |
| CAPITAL OUTLAY                | -                   | 4,950               | -                   | -                   | -                   | -                   |
| CAPITAL IMPROVEMENT PROJECTS  | 830                 | 13,250              | 107,270             | 106,260             | 105,380             | -                   |
| <b>TOTAL BUDGET</b>           | <b>\$15,921,530</b> | <b>\$17,308,710</b> | <b>\$17,726,780</b> | <b>\$17,725,770</b> | <b>\$18,400,460</b> | <b>\$19,139,560</b> |

### Solid Waste Expense Classification



|                        | 2021-22<br>ACTUAL   | 2022-23<br>ACTUAL   | 2023-24<br>ADOPTED  | 2023-24<br>AMENDED  | 2024-25<br>ADOPTED  | 2025-26<br>ADOPTED  |
|------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>FUNDING SOURCES</b> |                     |                     |                     |                     |                     |                     |
| SOLID WASTE UTILITY    | \$15,921,530        | \$17,308,710        | \$17,726,780        | \$17,725,770        | \$18,400,460        | \$19,139,560        |
| <b>TOTAL BUDGET</b>    | <b>\$15,921,530</b> | <b>\$17,308,710</b> | <b>\$17,726,780</b> | <b>\$17,725,770</b> | <b>\$18,400,460</b> | <b>\$19,139,560</b> |

## SOLID WASTE DIVISION

The Solid Waste Group is responsible for refuse collection, disposal, recycling, green waste, organic waste, sharps, and household hazardous waste service in the most efficient manner at the lowest possible cost. The Division is also in charge of the state's regulatory and reporting requirements for meeting the solid waste diversion objectives including preparation for mandated commercial/multi-family recycling rates.

The City's refuse collection, recycling, and organic waste contractor, Burrtec Waste Industries, Inc. (Burrtec), is responsible for the collection of solid waste and transportation to an appropriate

landfill. In addition, the contractor provides for the collection, processing, and marketing of materials collected through recycling and green waste programs.

The Solid Waste Division manages the Household Hazardous Waste Program (HHW) Collection Center, where residents can drop off HHW on fair weather Saturdays from 7:30 am – 12:30 pm. Residents can properly dispose of oil, paint, electronic waste, pharmaceuticals, and other common hazardous household items in a safe manner. The HHW program includes a sharps program, slowing residents to bring sharps to the HHW Collection Center and pick up new sharps containers free of charge. Residents may also pick up free Sharps containers Monday through Thursday between the hours of 8:00 a.m. to 6:00 p.m. at the City Yard (1370 N. Benson Avenue Upland, CA 91786).

| <b>PERSONNEL</b>                                         |                   |                   |                    |                          |                            |
|----------------------------------------------------------|-------------------|-------------------|--------------------|--------------------------|----------------------------|
| <b>PERMANENT POSITIONS</b>                               | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>ADOPTED | 24/25 & 25/26<br>ADOPTED | GENERAL FUND<br>ALLOCATION |
| <b>PUBLIC WORKS – SOLID WASTE<br/>MANAGEMENT ANALYST</b> | 1.00              | 1.00              | 1.00               | 1.00                     | 0.00                       |
| <b>TOTAL DIVISION</b>                                    | <b>1.00</b>       | <b>1.00</b>       | <b>1.00</b>        | <b>1.00</b>              | <b>0.00</b>                |

#### **FY 2024-25 & FY 2025-26 GOALS AND OBJECTIVES**

- ◆ Provide courteous prompt customer service for all solid waste programs.
- ◆ Implement a recycling program for City facilities.
- ◆ Provide prompt and accurate reporting of solid waste programs and diversion statistics for compliance with state regulatory agencies.
- ◆ Provide used oil and beverage container diversion programs pursuant to state grant objectives and provide prompt and accurate reporting of grant expenditures for compliance with State regulatory agencies.
- ◆ Reduce the solid waste disposal rate complying with the State’s “Not to exceed 5.2 lbs./person/day disposal target” for the City of Upland (SB 1016). The goals of SB 1016 are synonymous with those of State mandated AB 939, necessitating the development of new recycling programs and outreach/educational opportunities for achieving diversion. Additionally, AB 341 mandates commercial and multi-family recycling for those entities that produce four cubic yards or more of refuse per week.
- ◆ Continue commercial organic waste recycling program in accordance with AB 1826.
- ◆ Continue a recycling program that will increase diversion which will reduce the City’s solid waste disposal rate.
- ◆ Provide on-going recycling, composting, and sharps education to residents and businesses, and continue to encourage proper disposal of all waste and recycling materials.
- ◆ Increase the quantity of commercial and multi-family recycling.

- ◆ Continue to provide a safe and convenient facility for the proper public disposal of household hazardous waste and sharps.
- ◆ Continue providing education and outreach to residents to increase residential green and food waste recycling through composting.

| PERFORMANCE MEASUREMENTS                                                                                                                                                                                                                                                                                                                                                                                    | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>PROJECTED | 2024-25<br>TARGET | 2025-26<br>TARGET |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------|----------------------|-------------------|-------------------|
| Disposal rate* (pounds per person per day)                                                                                                                                                                                                                                                                                                                                                                  | 5.1               | 5.0               | 5.0                  | 5.0               | 5.0               |
| Number of household hazardous waste participants                                                                                                                                                                                                                                                                                                                                                            | 5,606             | 5,333             | 5,450                | 5,550             | 5,650             |
| Household hazardous waste volume (lbs)                                                                                                                                                                                                                                                                                                                                                                      | 336,360           | 303,981           | 305,000              | 303,000           | 300,000           |
| *Per Senate Bill 1016, the waste diversion measurement system has shifted from a target of diverting at least 50% of municipal waste generated, to a disposal target (land filling) of no more than 50% of municipal waste generated, on a per capita basis. The State has calculated the City of Upland's - not to exceed - 50% equivalent per capita disposal target to be 5.2 pounds per person per day. |                   |                   |                      |                   |                   |

## FY 2023-24 MAJOR ACCOMPLISHMENTS

- ◆ Continued sending newsletters to residential, commercial, and multi-family customers.
- ◆ Amended Upland Municipal Code Chapter 3.28 regarding mandatory commercial solid waste and organic waste recycling requirements for certain commercial and all residential dwellings. With the adoption of this ordinance, the City is in compliance with SB 1383.
- ◆ Utilized grant funding to provide community outreach on household hazardous waste, used oil programs, and recycling programs.
- ◆ Submitted an updated Informal Compliance Plan to CalRecycle for mandated commercial recycling (MCR) and organics (MORE) recycling programs.
- ◆ Continued working with Downtown Upland businesses to improve solid waste collection.
- ◆ Increased the commercial and multi-family recycling education notification program in accordance with the mandated commercial recycling (MCR) and organics (MORE) recycling programs.
- ◆ Increased the amount of commercial and multi-family recycling accounts.
- ◆ Continue free mulch and compost program at the City Yard during HHW operations.
- ◆ Utilized grant funding to provide compost bins, food waste pails, and outreach regarding SB 1383 food recycling program.
- ◆ Coordinate four community clean up events offering residents complimentary disposal of bulky items and secure document shredding.
- ◆ Partner with County Supervisor Hagman to offer one event for county residents to properly shred and recycle documents.

**CITY OF UPLAND**  
**EXPENDITURE SUMMARY BY DIVISION**  
**FY 2024-26 PROPOSED BUDGET**

**PUBLIC WORKS****SOLID WASTE UTILITY- FUND 641**

|                                           | 2021-22<br>ACTUAL    | 2022-23<br>ACTUAL    | 2023-24<br>ADOPTED   | 2023-24<br>AMENDED   | 2024-25<br>ADOPTED   | 2025-26<br>ADOPTED   |
|-------------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <b>6213 CUSTOMER SERVICE</b>              |                      |                      |                      |                      |                      |                      |
| Personnel                                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| Maintenance & Operations                  | 33,260               | 37,000               | -                    | -                    | -                    | -                    |
| Capital Outlay                            | -                    | -                    | -                    | -                    | -                    | -                    |
| <b>TOTAL CUSTOMER SERVICE</b>             | <b>\$ 33,260</b>     | <b>\$ 37,000</b>     | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          |
| <b>6301 SOLID WASTE</b>                   |                      |                      |                      |                      |                      |                      |
| Personnel                                 | \$ 388,340           | \$ 505,480           | \$ 521,310           | \$ 521,310           | \$ 560,850           | \$ 596,860           |
| Maintenance & Operations                  | 15,279,520           | 16,504,050           | 16,800,010           | 16,800,010           | 17,466,360           | 18,264,470           |
| Capital Outlay                            | -                    | 4,950                | -                    | -                    | -                    | -                    |
| <b>TOTAL SOLID WASTE</b>                  | <b>\$ 15,667,860</b> | <b>\$ 17,014,480</b> | <b>\$ 17,321,320</b> | <b>\$ 17,321,320</b> | <b>\$ 18,027,210</b> | <b>\$ 18,861,330</b> |
| <b>6302 HOUSEHOLD HAZARDOUS WASTE</b>     |                      |                      |                      |                      |                      |                      |
| Personnel                                 | \$ 87,090            | \$ 73,380            | \$ 115,660           | \$ 115,660           | \$ 124,330           | \$ 128,890           |
| Maintenance & Operations                  | 106,290              | 103,030              | 115,000              | 115,000              | 118,860              | 123,620              |
| Capital Outlay                            | -                    | -                    | -                    | -                    | -                    | -                    |
| <b>TOTAL HOUSEHOLD HAZARDOUS WASTE</b>    | <b>\$ 193,380</b>    | <b>\$ 176,410</b>    | <b>\$ 230,660</b>    | <b>\$ 230,660</b>    | <b>\$ 243,190</b>    | <b>\$ 252,510</b>    |
| <b>6303 SHARPS</b>                        |                      |                      |                      |                      |                      |                      |
| Personnel                                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| Maintenance & Operations                  | -                    | 1,880                | 2,000                | 2,000                | 2,000                | 2,000                |
| Capital Outlay                            | -                    | -                    | -                    | -                    | -                    | -                    |
| <b>TOTAL SHARPS</b>                       | <b>\$ -</b>          | <b>\$ 1,880</b>      | <b>\$ 2,000</b>      | <b>\$ 2,000</b>      | <b>\$ 2,000</b>      | <b>\$ 2,000</b>      |
| <b>63XX ORGANIC WASTE GRANTS</b>          |                      |                      |                      |                      |                      |                      |
| Personnel                                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| Maintenance & Operations                  | -                    | 38,470               | 38,000               | 38,000               | -                    | -                    |
| Capital Outlay                            | -                    | -                    | -                    | -                    | -                    | -                    |
| <b>TOTAL ORGANIC WASTE GRANTS</b>         | <b>\$ -</b>          | <b>\$ 38,470</b>     | <b>\$ 38,000</b>     | <b>\$ 38,000</b>     | <b>\$ -</b>          | <b>\$ -</b>          |
| <b>63XX USED OIL RECYCLING GRANTS</b>     |                      |                      |                      |                      |                      |                      |
| Personnel                                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ 5,510             | \$ 5,790             |
| Maintenance & Operations                  | 9,200                | 7,600                | 24,540               | 24,540               | 8,180                | 8,940                |
| Capital Outlay                            | -                    | -                    | -                    | -                    | -                    | -                    |
| <b>TOTAL USED OIL RECYCLING GRANT</b>     | <b>\$ 9,200</b>      | <b>\$ 7,600</b>      | <b>\$ 24,540</b>     | <b>\$ 24,540</b>     | <b>\$ 13,690</b>     | <b>\$ 14,730</b>     |
| <b>63XX BEVERAGE CONTAINER GRANTS</b>     |                      |                      |                      |                      |                      |                      |
| Personnel                                 | \$ 13,600            | \$ 16,640            | \$ 990               | \$ 990               | \$ 990               | \$ 990               |
| Maintenance & Operations                  | 3,400                | 2,980                | 2,000                | 2,000                | 8,000                | 8,000                |
| Capital Outlay                            | -                    | -                    | -                    | -                    | -                    | -                    |
| <b>TOTAL BEVERAGE CONTAINER GRANT</b>     | <b>\$ 17,000</b>     | <b>\$ 19,620</b>     | <b>\$ 2,990</b>      | <b>\$ 2,990</b>      | <b>\$ 8,990</b>      | <b>\$ 8,990</b>      |
| <b>641 TOTAL SOLID WASTE UTILITY FUND</b> |                      |                      |                      |                      |                      |                      |
| Personnel                                 | \$ 489,030           | \$ 595,500           | \$ 637,960           | \$ 637,960           | \$ 691,680           | \$ 732,530           |
| Maintenance & Operations                  | 15,431,670           | 16,695,010           | 16,981,550           | 16,981,550           | 17,603,400           | 18,407,030           |
| Capital Outlay                            | -                    | 4,950                | -                    | -                    | -                    | -                    |
| Capital Improvement Projects              | 830                  | 13,250               | 107,270              | 106,260              | 105,380              | -                    |
| <b>TOTAL SOLID WASTE UTILITY FUND</b>     | <b>\$ 15,921,530</b> | <b>\$ 17,308,710</b> | <b>\$ 17,726,780</b> | <b>\$ 17,725,770</b> | <b>\$ 18,400,460</b> | <b>\$ 19,139,560</b> |

**CITY OF UPLAND**  
**PUBLIC WORKS**  
FY 2024-26 ANNUAL BUDGET  
SUMMARY BY OBJECT CODE

| OBJECT CODE | EXPENSE CLASSIFICATION                   | 2021-22<br>ACTUAL   | 2022-23<br>ACTUAL   | 2023-24<br>ADOPTED   | 2023-24<br>AMENDED   | 2024-25<br>ADOPTED   | 2025-26<br>ADOPTED   |
|-------------|------------------------------------------|---------------------|---------------------|----------------------|----------------------|----------------------|----------------------|
|             | <b>PERSONNEL EXPENSE</b>                 |                     |                     |                      |                      |                      |                      |
| 5110        | Buy Backs                                | \$ 33,480           | \$ 36,820           | \$ 73,900            | \$ 73,900            | \$ 73,900            | \$ 68,900            |
| 5111        | Salaries - Full Time                     | 5,196,320           | 5,675,640           | 7,650,250            | 7,526,680            | 8,095,650            | 8,583,460            |
| 5112        | Salaries - Temporary/Part Time           | 64,230              | 28,030              | 165,490              | 146,770              | 109,150              | 109,150              |
| 5113        | Overtime                                 | 354,390             | 393,680             | 390,810              | 390,810              | 571,850              | 592,040              |
| 5114        | Catastrophic Leave Pay                   | -                   | 370                 | -                    | -                    | -                    | -                    |
| 5116        | Fringe Benefits                          | 1,161,130           | 1,258,010           | 2,148,750            | 2,115,630            | 2,365,490            | 2,615,020            |
| 5117        | Retirement Contributions                 | 505,600             | 564,390             | 875,520              | 860,660              | 922,820              | 957,940              |
| 5119        | Unfunded Annual PERS Liability           | -                   | -                   | -                    | -                    | -                    | -                    |
|             | <b>TOTAL PERSONNEL EXPENSES</b>          | <b>\$ 7,315,150</b> | <b>\$ 7,956,940</b> | <b>\$ 11,304,720</b> | <b>\$ 11,114,450</b> | <b>\$ 12,138,860</b> | <b>\$ 12,926,510</b> |
|             | <b>MAINTENANCE &amp; OPERATIONS</b>      |                     |                     |                      |                      |                      |                      |
| 5211        | Postage                                  | \$ 84,470           | \$ 94,360           | \$ 213,420           | \$ 213,460           | \$ 179,570           | \$ 183,200           |
| 5212        | Advertising                              | 940                 | 2,430               | 36,560               | 38,960               | 6,360                | 6,380                |
| 5213        | Dues & Subscriptions                     | 7,780               | 25,310              | 27,100               | 46,900               | 66,220               | 67,790               |
| 5215        | Training/Conferences/Meetings            | 23,090              | 41,970              | 105,210              | 97,410               | 104,360              | 106,610              |
| 5216        | Office Supplies                          | 10,000              | 12,530              | 21,450               | 21,650               | 20,550               | 21,080               |
| 5217        | Other Supplies/Materials                 | 779,110             | 961,100             | 1,554,610            | 1,616,310            | 1,426,780            | 1,472,740            |
| 5218        | Uniform Expense                          | 65,540              | 79,950              | 107,300              | 107,090              | 109,380              | 111,260              |
| 5219        | Registration/Permits/Licenses            | 169,980             | 215,860             | 356,350              | 355,350              | 374,780              | 392,620              |
| 5220        | Fuel Usage                               | 216,890             | 203,800             | 299,490              | 306,030              | 309,490              | 319,670              |
| 5222        | Print/Mail Charges                       | 4,680               | 670                 | 15,900               | 16,310               | 9,180                | 9,340                |
| 5226        | Team Building Expenses                   | -                   | -                   | 8,200                | 8,300                | 9,200                | 9,200                |
| 5227        | Vehicle Parts/Materials                  | 261,190             | 252,960             | 295,700              | 295,700              | 295,700              | 301,610              |
| 5231        | Office Equipment (Under 5,000)           | 10,270              | 18,060              | 13,180               | 12,880               | 11,630               | 10,750               |
| 5232        | Computer Equip (Under 5,000)             | 3,440               | -                   | 20,550               | 20,550               | 351,950              | 22,400               |
| 5233        | Other Equipment (Under 5,000)            | 765,290             | 897,860             | 1,127,850            | 1,139,850            | 1,392,230            | 1,215,780            |
| 5234        | Other Equipment Rental                   | 41,410              | 23,230              | 31,400               | 33,900               | 39,600               | 40,100               |
| 5236        | Rent                                     | 57,300              | 31,230              | 70,000               | 70,000               | 65,100               | 68,400               |
| 5237        | Utilities - Sewer                        | -                   | 30,760              | -                    | 38,250               | 31,060               | 31,060               |
| 5239        | Software Subscriptions                   | -                   | -                   | -                    | 24,800               | 72,500               | 72,610               |
| 5241        | Utilities - Electric                     | 2,624,930           | 2,538,700           | 2,570,290            | 2,585,290            | 2,748,390            | 2,936,550            |
| 5242        | Utilities - Gas                          | 11,540              | 26,580              | 20,140               | 20,140               | 20,340               | 20,690               |
| 5243        | Utilities - Telephone                    | 2,530               | 2,140               | 2,620                | 2,620                | 2,750                | 2,790                |
| 5244        | Utilities - Water                        | 10,241,440          | 7,949,600           | 14,097,230           | 14,109,360           | 12,955,260           | 13,692,350           |
| 5245        | Maintenance - Building/Structure/Grounds | 364,660             | 519,390             | 505,000              | 934,400              | 764,000              | 811,000              |
| 5246        | Maintenance - Equipment                  | 34,420              | 10,690              | 33,000               | 33,000               | 178,500              | 183,130              |
| 5247        | Maintenance - Vehicle                    | -                   | 6,800               | -                    | -                    | -                    | -                    |
| 5248        | Maintenance - Other                      | 60,110              | 73,720              | 140,100              | 140,100              | 559,800              | 576,440              |
| 5249        | Other Maintenance                        | -                   | -                   | 1,000                | 1,000                | 1,000                | 1,000                |
| 5251        | Legal Services                           | 33,410              | 111,420             | 355,000              | 355,000              | 326,000              | 327,900              |
| 5252        | Professional Services                    | 238,320             | 254,400             | 490,740              | 535,040              | 563,200              | 474,600              |
| 5253        | Contract Services                        | 2,901,920           | 2,460,000           | 2,859,270            | 3,560,880            | 3,224,230            | 3,052,350            |
| 5254        | Data Processing Services                 | 21,510              | 14,490              | 21,310               | 21,310               | 14,750               | 15,000               |
| 5255        | Banking Services                         | 147,020             | 128,740             | 149,500              | 154,500              | 157,300              | 159,900              |
| 5256        | Solid Waste Services                     | 14,374,790          | 15,684,600          | 16,000,000           | 16,000,000           | 16,800,000           | 17,640,000           |
| 5257        | Sewer Treatment Disposal Services        | 6,998,260           | 7,176,550           | 8,092,560            | 8,092,560            | 8,236,000            | 8,639,000            |
| 5258        | Other Services                           | 982,450             | 1,443,670           | 2,874,610            | 3,823,610            | 3,593,460            | 3,700,800            |
| 5259        | Recycled Water Purchase                  | 1,289,250           | 1,200,720           | 1,685,390            | 1,685,390            | 1,698,100            | 1,759,600            |
| 5290        | Late Charges                             | 3,420               | 390                 | -                    | -                    | -                    | -                    |
| 5291        | Bad Debts Expense                        | 92,810              | 244,100             | -                    | -                    | -                    | -                    |
| 5292        | Administrative Services Expense          | 3,448,840           | 3,448,840           | 3,160,540            | 3,160,540            | 2,947,310            | 2,947,310            |
| 5294        | Sponsor/Contribution/Donation            | -                   | 500                 | 5,200                | 5,200                | 3,300                | 3,400                |
| 5295        | Pump/Diesel Taxes                        | 2,440               | 2,140               | 5,000                | 5,000                | 5,000                | 5,000                |
| 5298        | Loss-Cap Assets                          | 139,980             | -                   | -                    | -                    | -                    | -                    |
| 5299        | Prior Year Expenses                      | 9,580               | (1,460)             | -                    | -                    | -                    | -                    |
| 5304        | Contributions                            | 296,830             | 217,400             | 777,000              | 777,000              | 777,000              | 792,500              |
| 5320        | Tuition Reimbursement                    | -                   | 5,180               | -                    | 7,500                | -                    | -                    |
| 5321        | Employee Incentive                       | 140                 | -                   | -                    | -                    | -                    | -                    |
| 5424        | Bond Principal Payment                   | -                   | -                   | 1,234,000            | 1,234,000            | 1,856,370            | 1,946,280            |
| 5425        | Bond Interest Expense                    | 172,050             | 459,400             | 405,620              | 405,620              | 656,790              | 622,920              |

**CITY OF UPLAND**  
**PUBLIC WORKS**  
FY 2024-26 ANNUAL BUDGET  
SUMMARY BY OBJECT CODE

| OBJECT CODE | EXPENSE CLASSIFICATION                      | 2021-22<br>ACTUAL    | 2022-23<br>ACTUAL    | 2023-24<br>ADOPTED    | 2023-24<br>AMENDED    | 2024-25<br>ADOPTED    | 2025-26<br>ADOPTED    |
|-------------|---------------------------------------------|----------------------|----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| 5427        | Issuance Costs                              | 329,780              | -                    | -                     | -                     | -                     | -                     |
| 5701        | Information Systems Allocation Charges      | 682,980              | 611,830              | 550,080               | 550,080               | 654,900               | 687,330               |
| 5702        | Fleet - Maintenance & Repair Allocation     | 349,700              | 351,430              | 445,570               | 445,570               | 319,260               | 334,500               |
| 5703        | Vehicle Acquisition Allocation              | 251,750              | 119,260              | 143,000               | 143,000               | 33,000                | 282,500               |
| 5704        | Building Maintenance & Operation Allocation | 607,670              | 475,320              | 451,290               | 451,290               | 535,510               | 610,180               |
| 5705        | Self Funded Liability Allocation            | 1,436,330            | 1,587,500            | 1,483,350             | 1,483,350             | 1,403,020             | 1,471,960             |
| 5706        | OPEB & Employee Benefits Allocation         | 340,920              | 250,240              | 240,580               | 240,580               | 217,610               | 221,860               |
| 5707        | PERS-UAL Allocation                         | 1,866,880            | 773,750              | 701,210               | 701,210               | 1,268,940             | 1,269,920             |
|             | <b>TOTAL MAINTENANCE &amp; OPERATIONS</b>   | <b>\$ 52,860,040</b> | <b>\$ 51,040,110</b> | <b>\$ 63,804,470</b>  | <b>\$ 66,127,840</b>  | <b>\$ 67,396,730</b>  | <b>\$ 69,651,360</b>  |
|             | <b>CAPITAL OUTLAY</b>                       |                      |                      |                       |                       |                       |                       |
| 5528        | Improvements Other Than Buildings           | \$ 24,320            | \$ 64,720            | \$ 164,340            | \$ 485,340            | \$ -                  | \$ -                  |
| 5529        | Building Improvements                       | 72,380               | 18,080               | 130,000               | 420,600               | 183,000               | 105,500               |
| 5530        | Machinery & Equipment                       | 74,620               | 154,360              | 230,000               | 224,680               | 76,500                | 90,600                |
| 5531        | Vehicles                                    | 635,670              | 1,323,470            | 819,200               | 3,365,140             | 1,362,050             | 862,000               |
|             | <b>TOTAL CAPITAL OUTLAY</b>                 | <b>\$ 806,990</b>    | <b>\$ 1,560,630</b>  | <b>\$ 1,343,540</b>   | <b>\$ 4,495,760</b>   | <b>\$ 1,621,550</b>   | <b>\$ 1,058,100</b>   |
|             | <b>CAPITAL IMPROVEMENT PROJECTS</b>         |                      |                      |                       |                       |                       |                       |
| 55XX        | Capital Improvement Projects                | \$ 13,700,990        | \$ 7,140,590         | \$ 58,749,070         | \$ 62,841,430         | \$ 59,413,910         | \$ 22,790,250         |
|             | <b>TOTAL CAPITAL IMPROVEMENT PROJECTS</b>   | <b>\$ 13,700,990</b> | <b>\$ 7,140,590</b>  | <b>\$ 58,749,070</b>  | <b>\$ 62,841,430</b>  | <b>\$ 59,413,910</b>  | <b>\$ 22,790,250</b>  |
|             | <b>TOTAL DEPARTMENT</b>                     | <b>\$ 74,683,170</b> | <b>\$ 67,698,270</b> | <b>\$ 135,201,800</b> | <b>\$ 144,579,480</b> | <b>\$ 140,571,050</b> | <b>\$ 106,426,220</b> |

**CITY OF UPLAND  
PUBLIC WORKS  
FY 2024-25 ANNUAL BUDGET  
SUMMARY BY OBJECT CODE AND FUND**

| OBJECT CODE | FUND NO.                                    | 101           | 204          | 205          | 206          | 229          | 419          | 420                    | 421                    | 422             | 423                      | 425                      | 426                    | 639           | 640           | 641                 | 645           | 752          | 754                         | 2024-25        |
|-------------|---------------------------------------------|---------------|--------------|--------------|--------------|--------------|--------------|------------------------|------------------------|-----------------|--------------------------|--------------------------|------------------------|---------------|---------------|---------------------|---------------|--------------|-----------------------------|----------------|
|             | EXPENSE CLASSIFICATION                      | GENERAL       | GAS TAX      | MEASURE I    | RMRA         | ARPA         | DIF - POLICE | GENERAL CAPITAL IMPROV | PARK ACQUISITION & DEV | STORM DRAIN DEV | STREET & TRAFFIC FAC DEV | GENERAL CAPITAL PROJECTS | STREET & ALLEY REPAIRS | WATER BOND    | WATER UTILITY | SOLID WASTE UTILITY | SEWER UTILITY | FLEET MGMT   | BUILDING MAINT & OPERATIONS | ADOPTED        |
|             | <b>PERSONNEL EXPENSE</b>                    |               |              |              |              |              |              |                        |                        |                 |                          |                          |                        |               |               |                     |               |              |                             |                |
| 5110        | Buy Backs                                   | \$ 19,000     | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -                   | \$ -                   | \$ -            | \$ -                     | \$ -                     | \$ -                   | \$ -          | \$ 43,200     | \$ 1,900            | \$ 2,800      | \$ 600       | \$ 6,400                    | \$ 73,900      |
| 5111        | Salaries - Full Time                        | 1,603,960     | 175,750      | 129,520      | 39,520       | -            | -            | -                      | -                      | -               | -                        | -                        | 44,290                 | -             | 3,580,700     | 380,180             | 1,450,300     | 255,710      | 435,720                     | 8,095,650      |
| 5112        | Salaries - Temporary/Part Time              | -             | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 38,440        | 66,080              | -             | -            | -                           | 109,150        |
| 5113        | Overtime                                    | 155,200       | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 231,560       | 86,310              | 65,280        | 3,500        | 30,000                      | 571,850        |
| 5116        | Fringe Benefits                             | 474,170       | 40,990       | 29,630       | 8,750        | -            | -            | -                      | -                      | -               | -                        | -                        | 10,030                 | -             | 1,031,470     | 115,020             | 414,400       | 79,430       | 161,600                     | 2,365,490      |
| 5117        | Retirement Contributions                    | 185,490       | 20,950       | 15,430       | 4,710        | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 405,660       | 42,190              | 161,100       | 30,430       | 51,580                      | 922,820        |
|             | <b>TOTAL PERSONNEL EXPENSES</b>             | \$ 2,437,820  | \$ 237,690   | \$ 174,580   | \$ 52,980    | \$ -         | \$ -         | \$ -                   | \$ -                   | \$ -            | \$ -                     | \$ -                     | \$ 59,600              | \$ -          | \$ 5,331,030  | \$ 691,680          | \$ 2,098,510  | \$ 369,670   | \$ 685,300                  | \$ 12,138,860  |
|             | <b>MAINTENANCE &amp; OPERATIONS</b>         |               |              |              |              |              |              |                        |                        |                 |                          |                          |                        |               |               |                     |               |              |                             |                |
| 5211        | Postage                                     | \$ 100        | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -                   | \$ -                   | \$ -            | \$ -                     | \$ -                     | \$ -                   | \$ -          | \$ 120,400    | \$ 6,000            | \$ 52,970     | \$ 100       | \$ -                        | \$ 179,570     |
| 5212        | Advertising                                 | -             | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 3,060         | 3,000               | 300           | -            | -                           | 6,360          |
| 5213        | Dues & Subscriptions                        | 26,230        | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 14,530        | 1,240               | 23,990        | -            | 230                         | 66,220         |
| 5215        | Training/Conferences/Meetings               | 6,200         | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 61,910        | 8,400               | 23,450        | 3,000        | 1,400                       | 104,360        |
| 5216        | Office Supplies                             | 6,300         | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 6,900         | 1,000               | 5,250         | 600          | 500                         | 20,550         |
| 5217        | Other Supplies/Materials                    | 228,900       | 70,000       | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 975,550       | 18,600              | 109,530       | 23,200       | 1,000                       | 1,426,780      |
| 5218        | Uniform Expense                             | 21,900        | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 48,980        | 870                 | 24,560        | 4,460        | 8,610                       | 109,380        |
| 5219        | Registration/Permits/Licenses               | -             | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 306,830       | -                   | 57,230        | 6,520        | 4,200                       | 374,780        |
| 5220        | Fuel Usage                                  | 99,790        | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 108,500       | -                   | 91,700        | 5,000        | 4,500                       | 309,490        |
| 5222        | Print/Mail Charges                          | 1,130         | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 7,900         | -                   | 50            | 100          | -                           | 9,180          |
| 5226        | Team Building Expenses                      | 4,100         | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 3,800         | 100                 | 1,200         | -            | -                           | 9,200          |
| 5227        | Vehicle Parts/Materials                     | -             | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | -             | -                   | -             | 295,700      | -                           | 295,700        |
| 5231        | Office Equipment (Under 5,000)              | 6,000         | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 3,680         | 200                 | 1,000         | 750          | -                           | 11,630         |
| 5232        | Computer Equip (Under 5,000)                | -             | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 350,000       | -                   | 1,950         | -            | -                           | 351,950        |
| 5233        | Other Equipment (Under 5,000)               | 40,000        | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 1,293,480     | -                   | 38,750        | 10,000       | 10,000                      | 1,392,230      |
| 5234        | Other Equipment Rental                      | 5,000         | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 22,050        | -                   | 12,550        | -            | -                           | 39,600         |
| 5236        | Rent                                        | -             | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 65,100        | -                   | -             | -            | -                           | 65,100         |
| 5237        | Utilities - Sewer                           | 31,060        | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | -             | -                   | -             | -            | -                           | 31,060         |
| 5239        | Software Subscriptions                      | 22,800        | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 24,900        | -                   | 20,100        | 4,700        | -                           | 72,500         |
| 5241        | Utilities - Electric                        | 1,103,340     | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 1,640,100     | -                   | 4,950         | -            | -                           | 2,748,390      |
| 5242        | Utilities - Gas                             | 14,040        | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 3,500         | -                   | -             | 2,800        | -                           | 20,340         |
| 5243        | Utilities - Telephone                       | 2,420         | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 200           | 130                 | -             | -            | -                           | 2,750          |
| 5244        | Utilities - Water                           | 942,160       | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 11,941,300    | 1,800               | 70,000        | -            | -                           | 12,955,260     |
| 5245        | Maintenance - Building/Structure/Grounds    | -             | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | -             | -                   | -             | -            | 764,000                     | 764,000        |
| 5246        | Maintenance - Equipment                     | -             | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 156,000       | -                   | 22,500        | -            | -                           | 178,500        |
| 5248        | Maintenance - Other                         | 419,700       | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 136,800       | -                   | -             | 3,300        | -                           | 559,800        |
| 5249        | Other Maintenance                           | -             | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 1,000         | -                   | -             | -            | -                           | 1,000          |
| 5251        | Legal Services                              | -             | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 86,000        | 15,000              | 225,000       | -            | -                           | 326,000        |
| 5252        | Professional Services                       | 350,000       | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 44,500        | 54,200              | 114,500       | -            | -                           | 563,200        |
| 5253        | Contract Services                           | 2,102,500     | 500,000      | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 483,190       | 119,540             | 19,000        | -            | -                           | 3,224,230      |
| 5254        | Data Processing Services                    | -             | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 10,250        | -                   | -             | 4,500        | -                           | 14,750         |
| 5255        | Banking Services                            | -             | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 157,300       | -                   | -             | -            | -                           | 157,300        |
| 5256        | Solid Waste Services                        | -             | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | -             | 16,800,000          | -             | -            | -                           | 16,800,000     |
| 5257        | Sewer Treatment Disposal Services           | -             | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | -             | -                   | 8,236,000     | -            | -                           | 8,236,000      |
| 5258        | Other Services                              | 1,311,400     | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | -             | 21,200              | 799,740       | 25,400       | 20,000                      | 3,593,460      |
| 5259        | Recycled Water Purchase                     | -             | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 1,698,100     | -                   | -             | -            | -                           | 1,698,100      |
| 5292        | Administrative Services Expense             | -             | 76,080       | 41,480       | 12,730       | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 1,771,510     | 402,370             | 643,140       | -            | -                           | 2,947,310      |
| 5294        | Sponsor/Contribution/Donation               | -             | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 3,300         | -                   | -             | -            | -                           | 3,300          |
| 5295        | Pump/Diesel Taxes                           | -             | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | -             | -                   | -             | 5,000        | -                           | 5,000          |
| 5304        | Contributions                               | -             | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 777,000       | -                   | -             | -            | -                           | 777,000        |
| 5320        | Tuition Reimbursement                       | -             | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | -             | -                   | -             | -            | -                           | -              |
| 5424        | Bond Principal Payment                      | -             | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 1,856,370     | -                   | -             | -            | -                           | 1,856,370      |
| 5425        | Bond Interest Expense                       | -             | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 656,790       | -                   | -             | -            | -                           | 656,790        |
| 5701        | Information Systems Allocation Charges      | 405,500       | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 140,380       | 26,120              | 82,900        | -            | -                           | 654,900        |
| 5702        | Fleet - Maintenance & Repair Allocation     | 108,780       | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 128,540       | -                   | 81,940        | -            | -                           | 319,260        |
| 5703        | Vehicle Acquisition Allocation              | 12,000        | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | -             | -                   | -             | -            | 21,000                      | 33,000         |
| 5704        | Building Maintenance & Operation Allocation | 426,840       | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 81,280        | 6,950               | 20,440        | -            | -                           | 535,510        |
| 5705        | Self Funded Liability Allocation            | 375,190       | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 678,740       | 81,170              | 267,920       | -            | -                           | 1,403,020      |
| 5706        | OPEB & Employee Benefits Allocation         | 44,820        | 4,020        | 3,140        | 930          | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 96,560        | 9,560               | 37,440        | 7,800        | 13,340                      | 217,610        |
| 5707        | PERS-UAL Allocation                         | 527,060       | 54,270       | 41,890       | 12,780       | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | 14,320        | 256,460       | 25,950              | 101,850       | 89,380       | 144,980                     | 1,268,940      |
|             | <b>TOTAL MAINTENANCE &amp; OPERATIONS</b>   | \$ 8,645,260  | \$ 704,370   | \$ 86,510    | \$ 26,440    | \$ -         | \$ -         | \$ -                   | \$ -                   | \$ -            | \$ -                     | \$ -                     | \$ 14,320              | \$ -          | \$ 27,638,460 | \$ 17,603,400       | \$ 11,191,900 | \$ 492,310   | \$ 993,760                  | \$ 67,396,730  |
|             | <b>CAPITAL OUTLAY</b>                       |               |              |              |              |              |              |                        |                        |                 |                          |                          |                        |               |               |                     |               |              |                             |                |
| 5528        | Improvements Other Than Buildings           | \$ -          | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -                   | \$ -                   | \$ -            | \$ -                     | \$ -                     | \$ -                   | \$ -          | \$ -          | \$ -                | \$ -          | \$ -         | \$ -                        | \$ -           |
| 5529        | Building Improvements                       | -             | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 25,000        | -                   | -             | -            | 158,000                     | 183,000        |
| 5530        | Machinery & Equipment                       | 40,000        | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 30,000        | -                   | 6,500         | -            | -                           | 76,500         |
| 5531        | Vehicles                                    | -             | -            | -            | -            | -            | -            | -                      | -                      | -               | -                        | -                        | -                      | -             | 914,000       | -                   | 51,050        | 397,000      | -                           | 1,362,050      |
|             | <b>TOTAL CAPITAL OUTLAY</b>                 | \$ 40,000     | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -                   | \$ -                   | \$ -            | \$ -                     | \$ -                     | \$ -                   | \$ -          | \$ 969,000    | \$ -                | \$ 57,550     | \$ 397,000   | \$ 158,000                  | \$ 1,621,550   |
|             | <b>CAPITAL IMPROVEMENT PROJECTS</b>         |               |              |              |              |              |              |                        |                        |                 |                          |                          |                        |               |               |                     |               |              |                             |                |
| 55XX        | Capital Improvement Projects                | \$ -          | \$ 8,316,430 | \$ 5,543,140 | \$ 6,560,950 | \$ 1,553,600 | \$ 550,200   | \$ 332,000             | \$ 1,897,980           | \$ 954,270      | \$ 325,370               | \$ 5,536,960             | \$ 1,028,170           | \$ 13,842,090 | \$ 9,588,340  | \$ 105,380          | \$ 3,279,030  | \$ -         | \$ -                        | \$ 59,413,910  |
|             | <b>TOTAL CAPITAL IMPROVEMENT PROJECTS</b>   | \$ -          | \$ 8,316,430 | \$ 5,543,140 | \$ 6,560,950 | \$ 1,553,600 | \$ 550,200   | \$ 332,000             | \$ 1,897,980           | \$ 954,270      | \$ 325,370               | \$ 5,536,960             | \$ 1,028,170           | \$ 13,842,090 | \$ 9,588,340  | \$ 105,380          | \$ 3,279,030  | \$ -         | \$ -                        | \$ 59,413,910  |
|             | <b>TOTAL DEPARTMENT</b>                     | \$ 11,123,080 | \$ 9,258,490 | \$ 5,804,230 | \$ 6,640,370 | \$ 1,553,600 | \$ 550,200   | \$ 332,000             | \$ 1,897,980           | \$ 954,270      | \$ 325,370               | \$ 5,536,960             | \$ 1,102,090           | \$ 13,842,090 | \$ 43,526,830 | \$ 18,400,460       | \$ 16,626,990 | \$ 1,258,980 | \$ 1,837,060                | \$ 140,571,050 |

**CITY OF UPLAND  
PUBLIC WORKS  
FY 2025-26 ANNUAL BUDGET  
SUMMARY BY OBJECT CODE AND FUND**

| OBJECT CODE | FUND NO.                                    | 101                 | 204               | 205               | 206              | 421                    | 422             | 425                      | 426                    | 640                 | 641                 | 645                 | 752               | 754                         | 2025-26 ADOPTED      |
|-------------|---------------------------------------------|---------------------|-------------------|-------------------|------------------|------------------------|-----------------|--------------------------|------------------------|---------------------|---------------------|---------------------|-------------------|-----------------------------|----------------------|
|             | EXPENSE CLASSIFICATION                      | GENERAL             | GAS TAX           | MEASURE I         | RMRA             | PARK ACQUISITION & DEV | STORM DRAIN DEV | GENERAL CAPITAL PROJECTS | STREET & ALLEY REPAIRS | WATER UTILITY       | SOLID WASTE UTILITY | SEWER UTILITY       | FLEET MGMT        | BUILDING MAINT & OPERATIONS |                      |
|             | <b>PERSONNEL EXPENSE</b>                    |                     |                   |                   |                  |                        |                 |                          |                        |                     |                     |                     |                   |                             |                      |
| 5110        | Buy Backs                                   | \$ 14,000           | \$ -              | \$ -              | \$ -             | \$ -                   | \$ -            | \$ -                     | \$ -                   | \$ 43,200           | \$ 1,900            | \$ 2,800            | \$ 600            | \$ 6,400                    | \$ 68,900            |
| 5111        | Salaries - Full Time                        | 1,692,710           | 182,940           | 134,720           | 41,110           | -                      | -               | -                        | 46,070                 | 3,795,200           | 404,120             | 1,546,620           | 276,680           | 463,290                     | 8,583,460            |
| 5112        | Salaries - Temporary/Part Time              | -                   | -                 | -                 | -                | -                      | -               | -                        | -                      | 38,440              | 66,080              | 4,630               | -                 | -                           | 109,150              |
| 5113        | Overtime                                    | 165,200             | -                 | -                 | -                | -                      | -               | -                        | -                      | 235,960             | 90,290              | 66,590              | 4,000             | 30,000                      | 592,040              |
| 5116        | Fringe Benefits                             | 524,220             | 44,780            | 32,400            | 9,520            | -                      | -               | -                        | 10,920                 | 1,141,260           | 126,520             | 457,190             | 88,260            | 179,950                     | 2,615,020            |
| 5117        | Retirement Contributions                    | 192,110             | 21,360            | 15,730            | 4,800            | -                      | -               | -                        | 5,380                  | 420,730             | 43,620              | 168,170             | 32,270            | 53,770                      | 957,940              |
|             | <b>TOTAL PERSONNEL EXPENSES</b>             | <b>\$ 2,588,240</b> | <b>\$ 249,080</b> | <b>\$ 182,850</b> | <b>\$ 55,430</b> | <b>\$ -</b>            | <b>\$ -</b>     | <b>\$ -</b>              | <b>\$ 62,370</b>       | <b>\$ 5,674,790</b> | <b>\$ 732,530</b>   | <b>\$ 2,246,000</b> | <b>\$ 401,810</b> | <b>\$ 733,410</b>           | <b>\$ 12,926,510</b> |
|             | <b>MAINTENANCE &amp; OPERATIONS</b>         |                     |                   |                   |                  |                        |                 |                          |                        |                     |                     |                     |                   |                             |                      |
| 5211        | Postage                                     | \$ 100              | \$ -              | \$ -              | \$ -             | \$ -                   | \$ -            | \$ -                     | \$ -                   | \$ 122,900          | \$ 6,100            | \$ 53,990           | \$ 110            | \$ -                        | \$ 183,200           |
| 5212        | Advertising                                 | -                   | -                 | -                 | -                | -                      | -               | -                        | -                      | 3,070               | 3,000               | 310                 | -                 | -                           | 6,380                |
| 5213        | Dues & Subscriptions                        | 27,520              | -                 | -                 | -                | -                      | -               | -                        | -                      | 14,700              | 1,240               | 24,080              | -                 | 250                         | 67,790               |
| 5215        | Training/Conferences/Meetings               | 6,900               | -                 | -                 | -                | -                      | -               | -                        | -                      | 62,250              | 8,400               | 24,600              | 3,060             | 1,400                       | 106,610              |
| 5216        | Office Supplies                             | 6,600               | -                 | -                 | -                | -                      | -               | -                        | -                      | 7,010               | 1,000               | 5,370               | 600               | 500                         | 21,080               |
| 5217        | Other Supplies/Materials                    | 244,300             | 80,000            | -                 | -                | -                      | -               | -                        | -                      | 996,000             | 18,930              | 109,310             | 23,200            | 1,000                       | 1,472,740            |
| 5218        | Uniform Expense                             | 22,370              | -                 | -                 | -                | -                      | -               | -                        | -                      | 49,800              | 870                 | 24,940              | 4,550             | 8,730                       | 111,260              |
| 5219        | Registration/Permits/Licenses               | -                   | -                 | -                 | -                | -                      | -               | -                        | -                      | 318,830             | -                   | 62,940              | 6,650             | 4,200                       | 392,620              |
| 5220        | Fuel Usage                                  | 105,910             | -                 | -                 | -                | -                      | -               | -                        | -                      | 110,600             | -                   | 93,660              | 5,000             | 4,500                       | 319,670              |
| 5222        | Print/Mail Charges                          | 1,280               | -                 | -                 | -                | -                      | -               | -                        | -                      | 7,900               | -                   | 60                  | 100               | -                           | 9,340                |
| 5226        | Team Building Expenses                      | 4,100               | -                 | -                 | -                | -                      | -               | -                        | -                      | 3,800               | 100                 | 1,200               | -                 | -                           | 9,200                |
| 5227        | Vehicle Parts/Materials                     | -                   | -                 | -                 | -                | -                      | -               | -                        | -                      | -                   | -                   | -                   | 301,610           | -                           | 301,610              |
| 5231        | Office Equipment (Under 5,000)              | 6,000               | -                 | -                 | -                | -                      | -               | -                        | -                      | 3,750               | 250                 | -                   | 750               | -                           | 10,750               |
| 5232        | Computer Equip (Under 5,000)                | -                   | -                 | -                 | -                | -                      | -               | -                        | -                      | 20,400              | -                   | 2,000               | -                 | -                           | 22,400               |
| 5233        | Other Equipment (Under 5,000)               | 40,000              | -                 | -                 | -                | -                      | -               | -                        | -                      | 1,117,000           | -                   | 38,780              | 10,000            | 10,000                      | 1,215,780            |
| 5234        | Other Equipment Rental                      | 5,000               | -                 | -                 | -                | -                      | -               | -                        | -                      | 22,500              | -                   | 12,600              | -                 | -                           | 40,100               |
| 5236        | Rent                                        | -                   | -                 | -                 | -                | -                      | -               | -                        | -                      | 68,400              | -                   | -                   | -                 | -                           | 68,400               |
| 5237        | Utilities - Sewer                           | 31,060              | -                 | -                 | -                | -                      | -               | -                        | -                      | -                   | -                   | -                   | -                 | -                           | 31,060               |
| 5239        | Software Subscriptions                      | 22,800              | -                 | -                 | -                | -                      | -               | -                        | -                      | 25,000              | -                   | 20,110              | 4,700             | -                           | 72,610               |
| 5241        | Utilities - Electric                        | 1,127,400           | -                 | -                 | -                | -                      | -               | -                        | -                      | 1,804,100           | -                   | 5,050               | -                 | -                           | 2,936,550            |
| 5242        | Utilities - Gas                             | 14,290              | -                 | -                 | -                | -                      | -               | -                        | -                      | 3,600               | -                   | -                   | 2,800             | -                           | 20,690               |
| 5243        | Utilities - Telephone                       | 2,450               | -                 | -                 | -                | -                      | -               | -                        | -                      | 200                 | 140                 | -                   | -                 | -                           | 2,790                |
| 5244        | Utilities - Water                           | 960,750             | -                 | -                 | -                | -                      | -               | -                        | -                      | 12,658,360          | 1,840               | 71,400              | -                 | -                           | 13,692,350           |
| 5245        | Maintenance - Building/Structure/Grounds    | -                   | -                 | -                 | -                | -                      | -               | -                        | -                      | -                   | -                   | -                   | -                 | 811,000                     | 811,000              |
| 5246        | Maintenance - Equipment                     | -                   | -                 | -                 | -                | -                      | -               | -                        | -                      | 156,100             | -                   | 27,030              | -                 | -                           | 183,130              |
| 5248        | Maintenance - Other                         | 433,440             | -                 | -                 | -                | -                      | -               | -                        | -                      | 139,500             | -                   | -                   | 3,500             | -                           | 576,440              |
| 5249        | Other Maintenance                           | -                   | -                 | -                 | -                | -                      | -               | -                        | -                      | 1,000               | -                   | -                   | -                 | -                           | 1,000                |
| 5251        | Legal Services                              | -                   | -                 | -                 | -                | -                      | -               | -                        | -                      | 87,700              | 15,000              | 225,200             | -                 | -                           | 327,900              |
| 5252        | Professional Services                       | 350,000             | -                 | -                 | -                | -                      | -               | -                        | -                      | 45,300              | 4,200               | 75,100              | -                 | -                           | 474,600              |
| 5253        | Contract Services                           | 2,051,800           | 407,500           | -                 | -                | -                      | -               | -                        | -                      | 449,490             | 124,560             | 19,000              | -                 | -                           | 3,052,350            |
| 5254        | Data Processing Services                    | -                   | -                 | -                 | -                | -                      | -               | -                        | -                      | 10,500              | -                   | -                   | 4,500             | -                           | 15,000               |
| 5255        | Banking Services                            | -                   | -                 | -                 | -                | -                      | -               | -                        | -                      | 159,900             | -                   | -                   | -                 | -                           | 159,900              |
| 5256        | Solid Waste Services                        | -                   | -                 | -                 | -                | -                      | -               | -                        | -                      | -                   | 17,640,000          | -                   | -                 | -                           | 17,640,000           |
| 5257        | Sewer Treatment Disposal Services           | -                   | -                 | -                 | -                | -                      | -               | -                        | -                      | -                   | -                   | 8,639,000           | -                 | -                           | 8,639,000            |
| 5258        | Other Services                              | 1,454,100           | -                 | -                 | -                | -                      | -               | -                        | -                      | 1,452,550           | 21,200              | 727,050             | 25,900            | 20,000                      | 3,700,800            |
| 5259        | Recycled Water Purchase                     | -                   | -                 | -                 | -                | -                      | -               | -                        | -                      | 1,759,600           | -                   | -                   | -                 | -                           | 1,759,600            |
| 5292        | Administrative Services Expense             | -                   | 76,080            | 41,480            | 12,730           | -                      | -               | -                        | -                      | 1,771,510           | 402,370             | 643,140             | -                 | -                           | 2,947,310            |
| 5294        | Sponsor/Contribution/Donation               | -                   | -                 | -                 | -                | -                      | -               | -                        | -                      | 3,400               | -                   | -                   | -                 | -                           | 3,400                |
| 5295        | Pump/Diesel Taxes                           | -                   | -                 | -                 | -                | -                      | -               | -                        | -                      | -                   | -                   | -                   | 5,000             | -                           | 5,000                |
| 5304        | Contributions                               | -                   | -                 | -                 | -                | -                      | -               | -                        | -                      | 792,500             | -                   | -                   | -                 | -                           | 792,500              |
| 5320        | Tuition Reimbursement                       | -                   | -                 | -                 | -                | -                      | -               | -                        | -                      | -                   | -                   | -                   | -                 | -                           | -                    |
| 5424        | Bond Principal Payment                      | -                   | -                 | -                 | -                | -                      | -               | -                        | -                      | 1,946,280           | -                   | -                   | -                 | -                           | 1,946,280            |
| 5425        | Bond Interest Expense                       | -                   | -                 | -                 | -                | -                      | -               | -                        | -                      | 622,920             | -                   | -                   | -                 | -                           | 622,920              |
| 5701        | Information Systems Allocation Charges      | 423,590             | -                 | -                 | -                | -                      | -               | -                        | -                      | 149,580             | 27,430              | 86,730              | -                 | -                           | 687,330              |
| 5702        | Fleet - Maintenance & Repair Allocation     | 113,990             | -                 | -                 | -                | -                      | -               | -                        | -                      | 134,670             | -                   | 85,840              | -                 | -                           | 334,500              |
| 5703        | Vehicle Acquisition Allocation              | 282,500             | -                 | -                 | -                | -                      | -               | -                        | -                      | -                   | -                   | -                   | -                 | -                           | 282,500              |
| 5704        | Building Maintenance & Operation Allocation | 460,300             | -                 | -                 | -                | -                      | -               | -                        | -                      | 108,770             | 9,770               | 31,340              | -                 | -                           | 610,180              |
| 5705        | Self Funded Liability Allocation            | 391,330             | -                 | -                 | -                | -                      | -               | -                        | -                      | 712,610             | 84,780              | 283,240             | -                 | -                           | 1,471,960            |

**CITY OF UPLAND  
PUBLIC WORKS  
FY 2025-26 ANNUAL BUDGET  
SUMMARY BY OBJECT CODE AND FUND**

| OBJECT CODE | FUND NO.                            | 101           | 204          | 205          | 206          | 421                    | 422             | 425                      | 426                    | 640           | 641                 | 645           | 752          | 754                         | 2025-26 ADOPTED |
|-------------|-------------------------------------|---------------|--------------|--------------|--------------|------------------------|-----------------|--------------------------|------------------------|---------------|---------------------|---------------|--------------|-----------------------------|-----------------|
|             | EXPENSE CLASSIFICATION              | GENERAL       | GAS TAX      | MEASURE I    | RMRA         | PARK ACQUISITION & DEV | STORM DRAIN DEV | GENERAL CAPITAL PROJECTS | STREET & ALLEY REPAIRS | WATER UTILITY | SOLID WASTE UTILITY | SEWER UTILITY | FLEET MGMT   | BUILDING MAINT & OPERATIONS |                 |
| 5706        | OPEB & Employee Benefits Allocation | 45,530        | 4,030        | 3,160        | 940          | -                      | -               | -                        | -                      | 98,430        | 9,770               | 38,340        | 8,040        | 13,620                      | 221,860         |
| 5707        | PERS-UAL Allocation                 | 526,110       | 53,410       | 41,220       | 12,570       | -                      | -               | -                        | 14,100                 | 256,790       | 26,080              | 102,650       | 91,230       | 145,760                     | 1,269,920       |
|             | TOTAL MAINTENANCE & OPERATIONS      | \$ 9,161,520  | \$ 621,020   | \$ 85,860    | \$ 26,240    | \$ -                   | \$ -            | \$ -                     | \$ 14,100              | \$ 28,279,270 | \$ 18,407,030       | \$ 11,534,060 | \$ 501,300   | \$ 1,020,960                | \$ 69,651,360   |
|             | <b>CAPITAL OUTLAY</b>               |               |              |              |              |                        |                 |                          |                        |               |                     |               |              |                             |                 |
| 5528        | Improvements Other Than Buildings   | \$ -          | \$ -         | \$ -         | \$ -         | \$ -                   | \$ -            | \$ -                     | \$ -                   | \$ -          | \$ -                | \$ -          | \$ -         | \$ -                        | \$ -            |
| 5529        | Building Improvements               | -             | -            | -            | -            | -                      | -               | -                        | -                      | 25,500        | -                   | -             | -            | 80,000                      | 105,500         |
| 5530        | Machinery & Equipment               | 45,000        | -            | -            | -            | -                      | -               | -                        | -                      | 30,600        | -                   | 15,000        | -            | -                           | 90,600          |
| 5531        | Vehicles                            | -             | -            | -            | -            | -                      | -               | -                        | -                      | 280,000       | -                   | -             | 582,000      | -                           | 862,000         |
|             | TOTAL CAPITAL OUTLAY                | \$ 45,000     | \$ -         | \$ -         | \$ -         | \$ -                   | \$ -            | \$ -                     | \$ -                   | \$ 336,100    | \$ -                | \$ 15,000     | \$ 582,000   | \$ 80,000                   | \$ 1,058,100    |
|             | <b>CAPITAL IMPROVEMENT PROJECTS</b> |               |              |              |              |                        |                 |                          |                        |               |                     |               |              |                             |                 |
| 55XX        | Capital Improvement Projects        | \$ -          | \$ 4,020,000 | \$ 7,000,000 | \$ 2,671,670 | \$ 635,000             | \$ 938,580      | \$ 625,000               | \$ 350,000             | \$ 5,950,000  | \$ -                | \$ 600,000    | \$ -         | \$ -                        | \$ 22,790,250   |
|             | TOTAL CAPITAL IMPROVEMENT PROJECTS  | \$ -          | \$ 4,020,000 | \$ 7,000,000 | \$ 2,671,670 | \$ 635,000             | \$ 938,580      | \$ 625,000               | \$ 350,000             | \$ 5,950,000  | \$ -                | \$ 600,000    | \$ -         | \$ -                        | \$ 22,790,250   |
|             | TOTAL DEPARTMENT                    | \$ 11,794,760 | \$ 4,890,100 | \$ 7,268,710 | \$ 2,753,340 | \$ 635,000             | \$ 938,580      | \$ 625,000               | \$ 426,470             | \$ 40,240,160 | \$ 19,139,560       | \$ 14,395,060 | \$ 1,485,110 | \$ 1,834,370                | \$ 106,426,220  |

# **ADOPTED BUDGET**

**FY 2024-25 & 2025-26**

## **CAPITAL IMPROVEMENT PROGRAM**



## CAPITAL IMPROVEMENT PROGRAM

The Fiscal Year 2024-25 and Fiscal Year 2025-26 proposed Capital Improvement Program (CIP) budget provides \$14.2 million for new projects and \$45.9 million for carry-over projects. The City of Upland defines a CIP as having (1) a capital asset with a minimum dollar amount of \$10,000 and (2) an estimated useful life of five years or more.

New projects are identified and recommended as necessary in the City of Upland. Throughout the Fiscal Year, the projects scheduled in FY 2024-25 and 2025-26 will be presented individually before the City Council to consider the environmental assessment, approve plans and specifications, review costs, and award the contract. Many of these projects are expected to take more than one year to complete. Carry-over projects are projects that have been previously approved by the City Council, either in FY 2023-24 or prior years and were not completed as of June 30, 2024. Therefore, the remaining balances of their corresponding appropriations are carried over to the new FY 2024-25 and 2025-26 budget and beyond, if necessary.

The proposed FY 2024-25 and 2025-26 CIP budget, summarized by categories, is provided below:

| <b>CIP BUDGET BY CATEGORY</b>  | <b>FY 2024-25</b>   | <b>FY 2025-26</b>   |
|--------------------------------|---------------------|---------------------|
| BUILDINGS AND FACILITIES       | \$4,274,710         | \$425,000           |
| PARK ACQUISITION & DEVELOPMENT | \$25,957,460        | \$14,041,670        |
| STORM DRAIN                    | \$2,152,410         | \$835,000           |
| STREET AND TRAFFIC FACILITIES  | \$954,270           | \$938,580           |
| WATER UTILITY                  | \$23,430,430        | \$5,950,000         |
| SOLID WASTE                    | \$105,380           | \$0                 |
| SEWER UTILITY                  | \$3,279,030         | \$600,000           |
| <b>TOTAL CIP</b>               | <b>\$60,153,690</b> | <b>\$22,790,250</b> |

The administrative costs associated with managing these projects have been estimated (generally six to ten percent of estimated construction costs) and included in each project budget.

### CIP DEFINED

The City's CIP is a multi-year planning instrument that drives the evaluation and identification of capital infrastructure projects in need of renovation, repair, and/or construction. Capital projects range from road maintenance or construction to the renovation of municipal buildings, recreation centers, and ball fields, to water main and sewer repair. The CIP relates these projected capital needs to the financial resources that will support their realization and the timeframe in which both the financing and work will take place.

The CIP budget document was developed by incorporating input from key management personnel, based on community comments and feedback received throughout the year. Each proposed project was reviewed and discussed to ensure funding, timing, and necessity were appropriately addressed.

## **BENEFITS OF THE CIP**

Capital improvement programming links short and long-range plans with growth, public and private development, and the annual budget process. The CIP provides the following benefits:

- Focuses attention on citywide priorities and citizen expectations.
- Provides a concrete implementation framework for the General Plan, Citywide Strategic Goals, and Visioning Report.
- Promotes accountability for the long-term planning and investment of public funds for large-scale public purposes.

## **CIP PROGRAMS AND FUNDING SOURCES**

Most of the City's infrastructure has a designated revenue source to pay for its upgrade or replacement as appropriate. For example, water/sewer rates fund utility infrastructure needs; gas tax revenues fund street improvements; and park improvements are paid for with related development impact fees. The following section provides a summary of CIP programs and their funding sources:

### ***Building and Facilities***

The Buildings and Facilities program includes expenditures for Departments that are not described in other areas of the CIP. Projects are funded by the General Fund (by recording a transfer from Fund 101 to the General Capital Improvements Fund 425) or Community Development Block Grant (CDBG) or Development Impact Fees (DIF) if they are qualified.

### ***Parks, Recreation and Community Services***

The Parks, Recreation and Community Services program includes projects to construct, maintain, and upgrade parks, fields, community centers, and recreation buildings. Capital expenditures are budgeted in the Park Acquisition and Development Fund (Fund 421). The majority of revenues in Fund 421 are from development fees, fees charged when property is developed that are dedicated to the funding of local and regional parks and recreation facilities. Since these revenues are dependent on development activity, the CIP only shows projects as funded for which fee revenues are already available or that are annual funding obligations.

### ***Storm Drain***

Capital expenditures for the construction and improvement of storm drains are budgeted in the Storm Drain Fund (Fund 422). Revenue sources include development fees charged when property is developed that are dedicated to the funding of storm drain infrastructure projects. Staff participates in the regional development of storm drainage collection facilities in connection with the San Bernardino County Flood Control District Zone 1 Improvement Area.

### ***Street and Traffic Facilities***

The Street and Traffic Facilities program includes projects to extend, widen and resurface streets, construct curbs, gutters and medians, perform right-of-way maintenance and traffic signal

improvements, and is responsible for the administration, implementation and coordination of the City's Measure "I" Program; a voter approved half-cent sales tax for County transportation improvements. Staff participates in the regional planning of the transportation facilities and is responsible for the implementation of improvements associated with the County's Measure "I" Program, to include developing local and related regional project programming, construction documents, preparing the required revenue, expenditures and development activity reports for San Bernardino County Transportation Authority (SBCTA), the County's regional transportation planning organization and designated Measure "I" Program Administrator.

Capital expenditures for these projects are budgeted in the Gas Tax Fund (Fund 204), Measure I Fund (Fund 205), Road Maintenance Rehabilitation Account Fund (Fund 206), CDBG Fund (Fund 209), General Capital Improvements (Fund 425), the Street, Traffic Facilities Development (Fund 423), and the Street & Alley Program (Fund 426).

### ***Water***

The Water program includes projects to construct additions to the City's water infrastructure and to maintain existing facilities. Capital expenditures are budgeted in the Water Utility Fund (Fund 640), which is an enterprise fund. Revenue sources include water rates, development fees, other agency reimbursements and bond proceeds.

### ***Solid Waste***

The Solid Waste program includes projects to meet solid waste diversion objectives. Capital expenditures are budgeted in the Solid Waste Fund (Fund 641), which is a utility fund. Revenue sources include solid waste rates for residential and non-residential customers, used oil grants, and recycling grants.

### ***Sewer***

The Sewer program includes projects to increase system capacity for new users, replace aging or obsolete systems, and meet regulatory requirements. Capital expenditures are budgeted in the Sewer Utility Fund (Fund 645), which is an enterprise fund. Revenue sources include sewer rates that are generated from service charges to users of the sewer system. Also included are sewer connection fees that are charged when property is developed that are dedicated to the funding of sewer infrastructure projects.

**CAPITAL IMPROVEMENT PROGRAM  
FY 2024-25 & FY 2025-26**

| FUND                    | PROJ. NO. | PROJ. ID | PROJECT DESCRIPTION                                                      | FY 2023-24 AMENDED BUDGET | PROJECTED BALANCE AS OF 06/30/24 | FY 2024-25 NEW APPROPRIATIONS | FY 2024-25 ADOPTED CIP BUDGET | FY 2025-26 ADOPTED CIP BUDGET | FY 2026-27  | FY 2027-28  |
|-------------------------|-----------|----------|--------------------------------------------------------------------------|---------------------------|----------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------|-------------|
| GAS TAX FUNDED PROJECTS |           |          |                                                                          |                           |                                  |                               |                               |                               |             |             |
| 204                     | 7003      |          | Pavement Management System                                               | 18,960                    | 3,900                            | 16,100                        | 20,000                        | 20,000                        | 20,000      | 20,000      |
| 204                     | 7031      |          | Traffic Safety Projects - Annual                                         | 50,930                    | 43,600                           | 0                             | 43,600                        | 0                             |             |             |
| 204                     | 7069      |          | Arrow Highway Rehab (Benson to Mountain)                                 | 2,377,950                 | 1,696,540                        | 0                             | 1,696,540                     | 0                             |             |             |
| 204                     | 7076      |          | Alpine Street Rehab (West End to Palm Ave.)                              | 885,830                   | 797,900                          | 0                             | 797,910                       | 0                             |             |             |
| 204                     | 7077      |          | Vernon Drive (West End to Palm Ave.)                                     | 515,000                   | 444,330                          | 0                             | 444,340                       | 0                             |             |             |
| 204                     | 7078      |          | Palm Avenue (9th Street to Arrow Hwy.)                                   | 1,435,730                 | 872,450                          | 0                             | 872,450                       | 0                             |             |             |
| 204                     | 7500      | 70003    | Citywide Striping Replacement 2020/21                                    | 6,410                     | 4,180                            | (4,180)                       | 0                             | 0                             | 0           |             |
| 204                     | 7500      | 70007    | City/County North Shared Roadways Project                                | 1,238,160                 | 180                              | (180)                         | 0                             | 0                             | 0           |             |
| 204                     | 7500      | 70013    | Citywide Striping Replacement 2022/23                                    | 240,810                   | 219,520                          | 0                             | 219,520                       | 0                             |             |             |
| 204                     | 7500      | 70014    | Citywide Crack Seal/Slurry Seal 2022/23                                  | 489,960                   | 482,530                          | 0                             | 482,530                       | 0                             |             |             |
| 204                     | 7500      | 70017    | Citywide Crack Seal/Slurry Seal 2023/24                                  | 25,000                    | 25,000                           | 0                             | 25,000                        | 0                             |             |             |
| 204                     | 7500      | 70019    | Citywide Crack Seal/Slurry Seal 2024/25                                  | 0                         | 0                                | 500,000                       | 500,000                       | 500,000                       | 500,000     | 500,000     |
| 204                     | 7500      | 70020    | Citywide Striping Replacement 2024/25                                    | 0                         | 0                                | 250,000                       | 250,000                       | 300,000                       | 300,000     | 300,000     |
| 204                     | 7500      | 70021    | Citywide Street Overlays and ADA Improvements                            | 0                         | 0                                | 1,400,000                     | 1,400,000                     | 1,200,000                     |             | 1,200,000   |
| 204                     | 7500      | 70022    | Euclid Avenue Overlay (7th St. to 11th St.)                              | 0                         | 0                                | 0                             | 0                             | 0                             | 1,550,000   |             |
| 204                     | 7500      | 74005    | 18th Street Rehab (Mountain to Euclid)                                   | 0                         | 0                                | 0                             | 0                             | 2,000,000                     | 1,275,000   |             |
| 204                     | 8617      |          | Arrow Route Widening<br>(Monte Vista Avenue to San Antonio Channel East) | 20,000                    | 20,000                           | 0                             | 20,000                        | 0                             |             |             |
| 204                     | 9124      |          | Arrow Highway Rehab (Mountain to San Antonio)                            | 2,353,170                 | 1,544,540                        | 0                             | 1,544,540                     | 0                             |             |             |
| Total Gas Tax (18)      |           |          |                                                                          | \$9,657,910               | \$6,154,670                      | \$2,161,740                   | \$8,316,430                   | \$4,020,000                   | \$3,645,000 | \$2,020,000 |

| MEASURE I FUNDED PROJECTS |      |       |                                                                                                       |             |             |           |             |             |                         |
|---------------------------|------|-------|-------------------------------------------------------------------------------------------------------|-------------|-------------|-----------|-------------|-------------|-------------------------|
| 205                       | 7339 |       | Campus Ave. Rehab (9th St. to Foothill Blvd.)                                                         | 460,550     | 458,380     | 0         | 458,380     | 2,630,000   |                         |
| 205                       | 7340 |       | 17th Street Reconstruction (San Antonio to Euclid)                                                    | 733,970     | 57,230      | (57,230)  | 0           | 0           |                         |
| 205                       | 7343 |       | 19th Street Reconstruction (Mountain to Euclid)                                                       | 629,610     | 628,860     | 0         | 628,860     | 1,260,000   | 2,100,000               |
| 205                       | 7345 |       | Grove Avenue Rehab (Foothill to 15th Street)                                                          | 499,030     | 498,480     | 0         | 498,480     | 1,500,000   | 1,215,788               |
| 205                       | 7500 | 74003 | Phase-II of the Metrolink Station Accessibility Improvement Project (ATP Cycle 4)                     | 28,820      | 28,090      | 20,000    | 48,090      | 0           |                         |
| 205                       | 7500 | 74004 | Citywide Pavement Maintenance 2021/2022                                                               | 108,990     | 30,900      | (30,900)  | 0           | 0           |                         |
| 205                       | 7500 | 74005 | 18th Street Rehab (Mountain to Euclid)                                                                | 577,000     | 572,040     | 0         | 572,040     | 0           |                         |
| 205                       | 7500 | 74006 | Citywide Pavement Maintenance 2022/2023                                                               | 244,380     | 11,000      | (11,000)  | 0           | 0           |                         |
| 205                       | 7500 | 74007 | Mountain Avenue Rehab (20th to 23rd)                                                                  | 300,000     | 300,000     | 200,000   | 500,000     | 1,260,000   | 910,000                 |
| 205                       | 7500 | 74008 | 1st Avenue Rehabilitation ("A" St. to "D" St.)                                                        | 200,000     | 200,000     | 0         | 200,000     | 0           | 950,000                 |
| 205                       | 7500 | 74009 | C Street Rehabilitation (Euclid Ave. to 3rd Ave.)                                                     | 140,000     | 140,000     | 0         | 140,000     | 0           | 700,000                 |
| 205                       | 7500 | 74010 | Lexington St. / 1st Ave. / 2nd Ave. Rehabilitation                                                    | 1,156,000   | 1,149,060   | 0         | 1,149,060   | 0           |                         |
| 205                       | 7500 | 74011 | Citywide Pavement Maintenance 2023/2024                                                               | 500,000     | 498,230     | 0         | 498,230     | 0           |                         |
| 205                       | 7500 | 74012 | Citywide Pavement Maintenance 2024/2025                                                               | 0           | 0           | 350,000   | 350,000     | 0           |                         |
| 205                       | 7500 | 74013 | Citywide Pavement Maintenance 2025/2026                                                               | 0           | 0           | 0         | 0           | 350,000     | 250,000 250,000         |
| 205                       | 7500 | 74014 | Randy St. Neighborhood Rehabilitation (Randy St, Fairwood W., Terry Wy, Tyler Wy, and Silverwood Ave) | 0           | 0           | 500,000   | 500,000     | 0           | 2,000,000 700,000       |
| 205                       | 7500 | 74015 | Sinclair Ave. Rehabilitation (7th St. to 8th St.)                                                     | 0           | 0           | 0         | 0           | 0           | 1,600,000               |
| 205                       | 7500 | 74016 | Maxwell St. Rehabilitation (Spencer Ave. to Sinclair Ave.)                                            | 0           | 0           | 0         | 0           | 0           | 1,500,000               |
| Total Measure I (18)      |      |       |                                                                                                       | \$5,578,350 | \$4,572,270 | \$970,870 | \$5,543,140 | \$7,000,000 | \$7,425,788 \$4,750,000 |

| RMRA FUNDED PROJECTS |      |       |                                                                   |             |             |             |             |             |             |             |
|----------------------|------|-------|-------------------------------------------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| 206                  | 7500 | 70005 | 14th Street Rehab (Campus to Grove)                               | 169,540     | 169,280     | 0           | 169,280     | 800,000     | 1,111,000   |             |
| 206                  | 7500 | 70006 | Mulberry Avenue Reconstruction<br>(Foothill Blvd. to Pine Street) | 1,097,340   | 1,093,520   | 0           | 1,093,520   | 0           |             |             |
| 206                  | 7500 | 70015 | Foothill Blvd. Rehab (Benson to Mountain)                         | 3,962,710   | 3,954,210   | (1,971,490) | 1,982,720   | 1,871,670   |             |             |
| 206                  | 7500 | 70016 | Foothill Blvd. Rehab (Mountain to San Antonio)                    | 129,260     | 115,420     | 3,000,000   | 3,115,430   | 0           |             |             |
| 206                  | 7500 | 70018 | Foothill Blvd. Rehab (Central to Benson)                          | 350,000     | 348,640     | (148,640)   | 200,000     | 0           | 2,141,000   | 2,000,000   |
| Total RMRA (5)       |      |       |                                                                   | \$5,708,850 | \$5,681,070 | \$879,870   | \$6,560,950 | \$2,671,670 | \$3,252,000 | \$2,000,000 |

**CAPITAL IMPROVEMENT PROGRAM  
FY 2024-25 & FY 2025-26**

| FUND                        | PROJ. NO. | PROJ. ID | PROJECT DESCRIPTION                                               | FY 2023-24 AMENDED BUDGET | PROJECTED BALANCE AS OF 06/30/24 | FY 2024-25 NEW APPROPRIATIONS | FY 2024-25 ADOPTED CIP BUDGET | FY 2025-26 ADOPTED CIP BUDGET | FY 2026-27 | FY 2027-28 |
|-----------------------------|-----------|----------|-------------------------------------------------------------------|---------------------------|----------------------------------|-------------------------------|-------------------------------|-------------------------------|------------|------------|
| <b>CDBG FUNDED PROJECTS</b> |           |          |                                                                   |                           |                                  |                               |                               |                               |            |            |
| 209                         | 7500      | 16127    | Downtown Public Parking Improvement (South side of A St)          | 0                         | 0                                | 131,450                       | 131,400                       | 0                             |            |            |
| 209                         | 7500      | 23924    | Downtown Public Parking Lot Improvement (SWC Arrow Hwy & 3rd Ave) | 0                         | 0                                | 405,370                       | 405,370                       | 0                             |            |            |
| 209                         | 2351-     | 23923    | Landecena Interior Improvements-PH2                               | 137,000                   | 0                                | 0                             | 0                             | 0                             |            |            |
| <b>Total CDBG (3)</b>       |           |          |                                                                   | <b>\$137,000</b>          | <b>\$0</b>                       | <b>\$536,820</b>              | <b>\$536,770</b>              | <b>\$0</b>                    | <b>\$0</b> | <b>\$0</b> |

|                             |      |       |                                                          |                  |                 |            |                 |            |            |            |
|-----------------------------|------|-------|----------------------------------------------------------|------------------|-----------------|------------|-----------------|------------|------------|------------|
| <b>PBIA FUNDED PROJECTS</b> |      |       |                                                          |                  |                 |            |                 |            |            |            |
| 210                         | 7500 | 16127 | Downtown Public Parking Improvement (South side of A St) | 39,000           | 39,000          | 0          | 39,000          | 0          |            |            |
| 210                         | 7702 |       | Parking Lot Rehabilitation (1st Ave. & "A" Street)       | 85,670           | 55,260          | 0          | 55,260          | 0          |            |            |
| <b>Total PBIA (2)</b>       |      |       |                                                          | <b>\$124,670</b> | <b>\$94,260</b> | <b>\$0</b> | <b>\$94,260</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> |

|                                                        |      |       |                                                            |                    |                    |            |                    |            |            |            |
|--------------------------------------------------------|------|-------|------------------------------------------------------------|--------------------|--------------------|------------|--------------------|------------|------------|------------|
| <b>AMERICAN RESCUE PLAN ACT (ARPA) FUNDED PROJECTS</b> |      |       |                                                            |                    |                    |            |                    |            |            |            |
| 229                                                    | 2501 | 32337 | Downtown Parklets                                          | 116,500            | 108,750            | 0          | 108,750            | 0          |            |            |
| 229                                                    | 7500 | 16127 | Downtown Parking Lot Rehabilitation                        | 750,000            | 451,650            | 0          | 451,650            | 0          |            |            |
| 229                                                    | 7500 | 16160 | ARPA Alley Rehabilitation Phase 2                          | 529,580            | 524,840            | 0          | 524,840            | 0          |            |            |
| 229                                                    | 7500 | 16163 | ARPA Park Parking Lot Improvements                         | 1,249,400          | 145,680            | 0          | 145,680            | 0          |            |            |
| 229                                                    | 7500 | 16164 | Fuel Island Fuel Master System Replacement                 | 45,000             | 45,000             | 0          | 45,000             | 0          |            |            |
| 229                                                    | 8001 | 16153 | Pavement Management System Report and Pavement Master Plan | 199,680            | 100,020            | 0          | 100,020            | 0          |            |            |
| 229                                                    | 8003 | 16156 | Sidewalk Inventory and Repair Master Plan                  | 382,740            | 59,090             | 0          | 59,090             | 0          |            |            |
| 229                                                    | 8004 | 16155 | Public Facilities ADA Master Plan                          | 249,840            | 114,830            | 0          | 114,830            | 0          |            |            |
| 229                                                    | 8005 | 16158 | Traffic Signal Assessment and Master Plan                  | 174,310            | 112,490            | 0          | 112,490            | 0          |            |            |
| <b>ARPA (9)</b>                                        |      |       |                                                            | <b>\$3,697,050</b> | <b>\$1,662,350</b> | <b>\$0</b> | <b>\$1,662,350</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> |

|                       |      |       |                               |                  |                  |            |                  |            |            |            |
|-----------------------|------|-------|-------------------------------|------------------|------------------|------------|------------------|------------|------------|------------|
| <b>POLICE DIF</b>     |      |       |                               |                  |                  |            |                  |            |            |            |
| 419                   | 7500 | 80001 | PD Women's Locker Room        | 225,000          | 224,190          | 0          | 224,190          | 0          |            |            |
| 419                   | 7500 | 80002 | Men's Locker Replacement (PD) | 329,660          | 326,000          | 0          | 326,010          | 0          |            |            |
| <b>Police DIF (2)</b> |      |       |                               | <b>\$554,660</b> | <b>\$550,190</b> | <b>\$0</b> | <b>\$550,200</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> |

|                              |      |       |                                   |                  |                  |                  |                  |            |            |            |
|------------------------------|------|-------|-----------------------------------|------------------|------------------|------------------|------------------|------------|------------|------------|
| <b>GENERAL DIF</b>           |      |       |                                   |                  |                  |                  |                  |            |            |            |
| 420                          | 7500 | 82343 | Public Works Locker Room Addition | 150,000          | 149,190          | 182,810          | 332,000          | 0          |            |            |
| <b>Total General DIF (1)</b> |      |       |                                   | <b>\$150,000</b> | <b>\$149,190</b> | <b>\$182,810</b> | <b>\$332,000</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> |

|                                     |      |       |                                                                                             |         |         |           |         |         |  |  |
|-------------------------------------|------|-------|---------------------------------------------------------------------------------------------|---------|---------|-----------|---------|---------|--|--|
| <b>QUIMBY FEES PROJECTS (PARKS)</b> |      |       |                                                                                             |         |         |           |         |         |  |  |
| 421                                 | 5420 | 83001 | Park Playground Equipment Replacement in Olivedale Park                                     | 180,400 | 179,410 | 0         | 179,410 | 0       |  |  |
| 421                                 | 7500 | 82338 | Downtown Urban Space                                                                        | 165,780 | 76,630  | 0         | 76,630  | 0       |  |  |
| 421                                 | 7500 | 82339 | Dog Park Improvements                                                                       | 797,550 | 753,180 | 0         | 753,180 | 0       |  |  |
| 421                                 | 7500 | 82345 | Shade Structures for Park Picnic Areas (Citrus Park, Greenbelt Park, and Sierra Vista Park) | 550,000 | 550,000 | (550,000) | 0       | 0       |  |  |
| 421                                 | 7500 | 82346 | Citrus Park Snackbar/Admin Building Roof Replacement                                        | 194,250 | 185,570 | 0         | 42,390  | 0       |  |  |
| 421                                 | 7500 | 83002 | Park Restroom Improvements                                                                  | 0       | (50)    | 50        | 0       | 0       |  |  |
| 421                                 | 7500 | 83003 | Olivedale Park Upgrades (Restroom, shade structures, playground surfacing, etc.)            | 617,250 | 617,220 | (150,000) | 467,220 | 0       |  |  |
| 421                                 | 7500 | 83004 | Baldy View Park Playground Replacement                                                      | 0       | 0       | 150,000   | 150,000 | 0       |  |  |
| 421                                 | 7500 | 83005 | Cabrillo Park Basketball Court Resurfacing                                                  | 0       | 0       | 0         | 0       | 0       |  |  |
| 421                                 | 7500 | 83006 | Greenbelt Park Shade Structure for Picnic Area                                              | 0       | 0       | 0         | 143,180 | 0       |  |  |
| 421                                 | 7500 | 83007 | Greenbelt Park Playground Shade Sails                                                       | 0       | 0       | 0         | 0       | 0       |  |  |
| 421                                 | 7500 | 83008 | McCarthy Park Exercise Equipment Replacement and Surfacing Rehabilitation                   | 0       | 0       | 0         | 0       | 100,000 |  |  |
| 421                                 | 7500 | 83009 | McCarthy Park Horseshoe Area Rehabilitation                                                 | 0       | 0       | 0         | 0       | 10,000  |  |  |

**CAPITAL IMPROVEMENT PROGRAM  
FY 2024-25 & FY 2025-26**

| FUND                                    | PROJ. NO. | PROJ. ID | PROJECT DESCRIPTION                                      | FY 2023-24 AMENDED BUDGET | PROJECTED BALANCE AS OF 06/30/24 | FY 2024-25 NEW APPROPRIATIONS | FY 2024-25 ADOPTED CIP BUDGET | FY 2025-26 ADOPTED CIP BUDGET | FY 2026-27 | FY 2027-28 |
|-----------------------------------------|-----------|----------|----------------------------------------------------------|---------------------------|----------------------------------|-------------------------------|-------------------------------|-------------------------------|------------|------------|
| <b>QUIMBY FEES PROJECTS (Continued)</b> |           |          |                                                          |                           |                                  |                               |                               |                               |            |            |
| 421                                     | 7500      | 83010    | McCarthy Park Playground Replacement and Shade Structure | 0                         | 0                                | 0                             | 0                             | 525,000                       |            |            |
| 421                                     | 8203      |          | Sycamore Hills Park-Master Plan                          | 85,970                    | 85,970                           | 0                             | 85,970                        | 0                             |            |            |
| <b>Total Quimby Fees Projects (15)</b>  |           |          |                                                          | <b>\$2,591,200</b>        | <b>\$2,447,930</b>               | <b>(\$549,950)</b>            | <b>\$1,897,980</b>            | <b>\$635,000</b>              | <b>\$0</b> | <b>\$0</b> |

|                                  |      |       |                                                          |                    |                    |                    |                  |                  |            |            |
|----------------------------------|------|-------|----------------------------------------------------------|--------------------|--------------------|--------------------|------------------|------------------|------------|------------|
| <b>STORM DRAIN DIF</b>           |      |       |                                                          |                    |                    |                    |                  |                  |            |            |
| 422                              | 7500 | 84001 | Arrow Hwy. Storm Drain Improvements (Benson to Fairwood) | 2,248,000          | 590,290            | 0                  | 590,290          | 0                |            |            |
| 422                              | 7500 | 84002 | Campus Ave. Storm Drain (Arrow Hwy. to Foothill)         | 174,940            | 173,650            | 0                  | 173,650          | 938,580          |            |            |
| 422                              | 8402 |       | Misc. Storm Drain Replacements - Annual                  | 190,590            | 190,590            | (190,590)          | 0                | 0                |            |            |
| 422                              | 8405 |       | Euclid Avenue Storm Drain                                | 90,570             | 90,560             | 0                  | 90,560           | 0                |            |            |
| 422                              | 8408 |       | Storm Drain Master Plan Improvements - Phase 1           | 99,770             | 99,770             | 0                  | 99,770           | 0                |            |            |
| <b>Total Storm Drain DIF (5)</b> |      |       |                                                          | <b>\$2,803,870</b> | <b>\$1,144,860</b> | <b>(\$190,590)</b> | <b>\$954,270</b> | <b>\$938,580</b> | <b>\$0</b> | <b>\$0</b> |

|                                                      |      |       |                                               |                  |                  |                    |                  |            |                  |                  |
|------------------------------------------------------|------|-------|-----------------------------------------------|------------------|------------------|--------------------|------------------|------------|------------------|------------------|
| <b>STREET &amp; TRAFFIC FACILITIES DIF</b>           |      |       |                                               |                  |                  |                    |                  |            |                  |                  |
| 423                                                  | 7500 | 85001 | LSRP Intersection Improvements 2022-23        | 31,000           | 31,000           | 0                  | 31,000           | 0          |                  |                  |
| 423                                                  | 7500 | 85003 | Traffic Signal Upgrades 2023-24               | 200,000          | 200,000          | (30,000)           | 170,000          | 0          | 350,000          | 400,000          |
| 423                                                  | 8617 |       | Arrow Route Widening (Monte Vista to Central) | 62,000           | 62,000           | (42,000)           | 20,000           | 0          |                  |                  |
| 423                                                  | 8622 |       | I-10 & Euclid Avenue Interchange Project      | 10,190           | 10,190           | 0                  | 10,190           | 0          |                  |                  |
| 423                                                  | 8623 |       | I-10 & Monte Vista Avenue Interchange Project | 94,180           | 94,180           | 0                  | 94,180           | 0          |                  |                  |
| 423                                                  | 8625 |       | Traffic Signal Upgrades 2019-20               | 299,910          | 299,910          | (299,910)          | 0                | 0          |                  |                  |
| <b>Total Street &amp; Traffic Facilities DIF (6)</b> |      |       |                                               | <b>\$697,280</b> | <b>\$697,280</b> | <b>(\$371,910)</b> | <b>\$325,370</b> | <b>\$0</b> | <b>\$350,000</b> | <b>\$400,000</b> |

|                                                 |      |       |                                                                           |                    |                    |                    |                    |                  |                  |                  |
|-------------------------------------------------|------|-------|---------------------------------------------------------------------------|--------------------|--------------------|--------------------|--------------------|------------------|------------------|------------------|
| <b>GENERAL FUND CAPITAL PROJECTS</b>            |      |       |                                                                           |                    |                    |                    |                    |                  |                  |                  |
| 425                                             | 7500 | 70007 | City/County North Shared Roadways Project                                 | 160,000            | 158,650            | (158,650)          | 0                  | 0                |                  |                  |
| 425                                             | 7500 | 82341 | Animal Shelter Generator Improvements                                     | 150,000            | 150,000            | 0                  | 150,000            | 0                |                  |                  |
| 425                                             | 7500 | 82342 | Police Dept. Generator Improvements                                       | 50,000             | 50,000             | 0                  | 50,000             | 0                |                  |                  |
| 425                                             | 7500 | 82344 | City Hall Water Supply Repairs and Improvements                           | 250,000            | 250,000            | 0                  | 250,000            | 0                |                  |                  |
| 425                                             | 7500 | 82347 | PD Air Handler Replacement                                                | 650,000            | 650,000            | 0                  | 650,000            | 0                |                  |                  |
| 425                                             | 7500 | 82348 | Arrow Highway                                                             | 1,559,120          | 1,140,400          | 0                  | 1,140,400          | 0                |                  |                  |
| 425                                             | 7500 | 82350 | Library HVAC Replacement                                                  | 750,000            | 750,000            | 0                  | 750,000            | 0                |                  |                  |
| 425                                             | 7500 | 82351 | ATP Mobility Master Plan                                                  | 0                  | 0                  | 0                  | 0                  | 0                |                  |                  |
| 425                                             | 7500 | 82352 | Magnolia Recreation North Hall Kitchen Redesign and Equipment Replacement | 0                  | 0                  | 0                  | 0                  | 0                |                  | 500,000          |
| 425                                             | 7500 | 82353 | Magnolia Park Parking Lot Rehabilitation                                  | 0                  | 0                  | 0                  | 0                  | 0                | 525,000          |                  |
| 425                                             | 7500 | 82354 | Gibson Parking Lot Slurry Seal                                            | 0                  | 0                  | 0                  | 0                  | 0                | 50,000           |                  |
| 425                                             | 7500 | 82355 | Solar Inverter Replacement at Public Works                                | 0                  | 0                  | 100,000            | 100,000            | 0                |                  |                  |
| 425                                             | 7500 | 82356 | Citywide Facilities Electrification Master Plan for Electric Vehicles     | 0                  | 0                  | 200,000            | 200,000            | 150,000          | 25,000           |                  |
| 425                                             | 7500 | 82357 | Electric Charging Stations at PD                                          | 0                  | 0                  | 0                  | 0                  | 0                | 275,000          |                  |
| 425                                             | 7500 | 82358 | Electric Charging Stations at Public Works                                | 0                  | 0                  | 0                  | 0                  | 275,000          |                  |                  |
| 425                                             | 7500 | 82359 | Magnolia Park - North Playground Replacement                              | 0                  | 0                  | 0                  | 0                  | 200,000          |                  |                  |
| 425                                             | 7500 | 85002 | HSIP Cycle 11 Traffic Signal Hardware Improvements                        | 206,840            | 206,840            | 1,861,560          | 2,068,400          | 0                |                  |                  |
| 425                                             | 8040 |       | Utility Undergrounding 2019                                               | 178,310            | 178,160            | 0                  | 178,160            | 0                |                  |                  |
| <b>Total General Fund Capital Projects (18)</b> |      |       |                                                                           | <b>\$3,954,270</b> | <b>\$3,534,050</b> | <b>\$2,002,910</b> | <b>\$5,536,960</b> | <b>\$625,000</b> | <b>\$875,000</b> | <b>\$500,000</b> |

|                                            |      |       |                                      |                    |                  |                  |                    |                  |                  |                  |
|--------------------------------------------|------|-------|--------------------------------------|--------------------|------------------|------------------|--------------------|------------------|------------------|------------------|
| <b>STREET &amp; ALLEY REPAIR PROJECTS</b>  |      |       |                                      |                    |                  |                  |                    |                  |                  |                  |
| 426                                        | 7500 | 86002 | Street & Alley Program Rehab 2021-22 | 246,820            | 32,480           | 0                | 32,480             | 0                |                  |                  |
| 426                                        | 7500 | 86003 | Street & Alley Program Rehab 2022-23 | 444,090            | 295,690          | 0                | 295,690            | 0                |                  |                  |
| 426                                        | 7500 | 86004 | Street & Alley Program Rehab 2023-24 | 350,000            | 350,000          | 0                | 350,000            | 0                |                  |                  |
| 426                                        | 7500 | 86005 | Street & Alley Program Rehab 2024-25 | 0                  | 0                | 350,000          | 350,000            | 350,000          | 350,000          | 350,000          |
| <b>Total Street &amp; Alley Repair (4)</b> |      |       |                                      | <b>\$1,040,910</b> | <b>\$678,170</b> | <b>\$350,000</b> | <b>\$1,028,170</b> | <b>\$350,000</b> | <b>\$350,000</b> | <b>\$350,000</b> |

**CAPITAL IMPROVEMENT PROGRAM  
FY 2024-25 & FY 2025-26**

| FUND                                  | PROJ. NO. | PROJ. ID | PROJECT DESCRIPTION                                                                                                                                                                                              | FY 2023-24 AMENDED BUDGET | PROJECTED BALANCE AS OF 06/30/24 | FY 2024-25 NEW APPROPRIATIONS | FY 2024-25 ADOPTED CIP BUDGET | FY 2025-26 ADOPTED CIP BUDGET | FY 2026-27 | FY 2027-28 |
|---------------------------------------|-----------|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|----------------------------------|-------------------------------|-------------------------------|-------------------------------|------------|------------|
| <b>WATER BOND PROJECTS</b>            |           |          |                                                                                                                                                                                                                  |                           |                                  |                               |                               |                               |            |            |
| 639                                   | 7500      | 91002    | Alley Water Main Replacement 2020-21                                                                                                                                                                             | 525,000                   | 108,740                          | 0                             | 108,740                       | 0                             |            |            |
| 639                                   | 7500      | 91006    | Foothill Blvd. Water Main Repl. (Mountain to San Antonio)                                                                                                                                                        | 97,700                    | 94,330                           | 1,751,300                     | 1,845,630                     | 0                             |            |            |
| 639                                   | 7500      | 92101    | Res. 2 Eval., Air Gaps, Roof Vents, In-Tank Mixer System (Mountain Lane s/o San Antonio Dam)                                                                                                                     | 400,000                   | 360,970                          | (200,000)                     | 160,970                       | 0                             |            |            |
| 639                                   | 7500      | 92102    | Res. 3 & 7 Eval., Air Gaps, Roof Vents (1090 W. 22nd Street)                                                                                                                                                     | 450,000                   | 449,920                          | (74,920)                      | 375,000                       | 0                             |            |            |
| 639                                   | 7500      | 92103    | Res. 4 Eval, New Roof and Hatches (159 N. 6th Avenue)                                                                                                                                                            | 275,000                   | 275,000                          | (200,000)                     | 75,000                        | 0                             |            |            |
| 639                                   | 7500      | 92104    | Res. 9 Seismic Eval. (467 S. Campus Avenue)                                                                                                                                                                      | 100,000                   | 100,000                          | (50,000)                      | 50,000                        | 0                             |            |            |
| 639                                   | 7500      | 92105    | Res. 10 Eval., Air Gaps, Roof Vents, In-Tank Mixer (1335 N. Benson Ave.)                                                                                                                                         | 400,000                   | 400,000                          | (50,000)                      | 350,000                       | 0                             |            |            |
| 639                                   | 7500      | 92106    | Res. 12 & 12A Eval., Air Gaps, Roof Vents (580 E. 15th Street)                                                                                                                                                   | 475,000                   | 475,000                          | (75,000)                      | 400,000                       | 0                             |            |            |
| 639                                   | 7500      | 92107    | Res. 13 & 13A Eval., Air Gaps, Roof Vents (401 E. 19th Street)                                                                                                                                                   | 475,000                   | 475,000                          | (75,000)                      | 400,000                       | 0                             |            |            |
| 639                                   | 7500      | 92108    | Res. 14 Eval., Air Gaps, Roof Vents (1505 E. 16th St.)                                                                                                                                                           | 400,000                   | 400,000                          | (25,000)                      | 375,000                       | 0                             |            |            |
| 639                                   | 7500      | 92109    | Res. 16 Eval., Structural Repairs, Air Gaps, Roof Vents (1285 W. 24th Street)                                                                                                                                    | 361,000                   | 300,240                          | (25,000)                      | 275,240                       | 0                             |            |            |
| 639                                   | 7500      | 92131    | San Antonio Canyon Water Treatment Plant                                                                                                                                                                         | 301,000                   | 301,000                          | 2,400,000                     | 2,701,000                     | 0                             |            |            |
| 639                                   | 7500      | 92132    | Plant 4 CMU Building for Ex. Chlorine Generation, Pump to waste discharge Pipe (300 LF), New Chain Link Fence & Gates, Equipment, and Site clean-up (401 E. 19th Street)                                         | 72,000                    | 72,000                           | 328,000                       | 400,000                       | 0                             |            |            |
| 639                                   | 7500      | 92133    | Plant 5 Vehicular Gates Replacement, SCADA Antena                                                                                                                                                                | 200,000                   | 200,000                          | (50,000)                      | 150,000                       | 0                             |            |            |
| 639                                   | 7500      | 92134    | Plant 6 Chlorine Generation, CMU Buildings, Drainage Pipe and Undersidewalk Box Culvert at South End, Plug Valve for Pump Station By-pass, New Chain Link Fence with 1" mesh, and Equipment (580 E. 15th Street) | 62,000                    | 62,000                           | 300,000                       | 362,000                       | 0                             |            |            |
| 639                                   | 7500      | 92135    | Plant 10 New CMU Building with Removable Roof, Chain Link Fencing with 1" mesh, Waste to Drain Pipe to Benson Avenue, Well Rehab, and Equipment (250 N. Benson Avenue)                                           | 56,000                    | 56,000                           | 0                             | 56,000                        | 0                             |            |            |
| 639                                   | 7500      | 92136    | Plant 11 New Roof, Security Doors & Windows, Chain Link Fencing with 1" mesh, and Equipment (149 N. Benson Avenue)                                                                                               | 41,000                    | 41,000                           | 109,000                       | 150,000                       | 0                             |            |            |
| 639                                   | 7500      | 92137    | Plant 13 Chlorine Generation, Install AC in Ex. Building, Replace severed sewer line, and Equipment (159 N. 6th Avenue)                                                                                          | 450,000                   | 450,000                          | 0                             | 450,000                       | 0                             |            |            |
| 639                                   | 7500      | 92138    | Plant 14 Evaluate connection with City of Ontario, New Roof for Building, New Chain Link Fence & Gate, and Equipment (467 S. Campus Avenue)                                                                      | 21,000                    | 21,000                           | 0                             | 21,000                        | 0                             |            |            |
| 639                                   | 7500      | 92139    | Old Reservoir 15 Demolition and Site Grading                                                                                                                                                                     | 0                         | 0                                | 300,000                       | 300,000                       | 0                             |            |            |
| 639                                   | 7500      | 92140    | SCADA System Upgrade                                                                                                                                                                                             | 0                         | 0                                | 1,405,000                     | 1,405,000                     | 0                             |            |            |
| 639                                   | 9137      |          | Generator at Plant 2 (24th Street)                                                                                                                                                                               | 500,860                   | 500,770                          | 0                             | 500,770                       | 0                             |            |            |
| 639                                   | 9138      |          | Generator at Plant 6 (15th Street)                                                                                                                                                                               | 1,074,410                 | 1,074,140                        | 0                             | 1,074,140                     | 0                             |            |            |
| 639                                   | 9124      |          | Arrow Highway Water Main Repl. (Mountain to San Antonio)                                                                                                                                                         | 740,930                   | 215,330                          | 0                             | 215,330                       | 0                             |            |            |
| 639                                   | 9142      |          | Arrow Highway Water Main Repl. (Benson to Mountain)                                                                                                                                                              | 1,360,740                 | 793,170                          | 0                             | 793,170                       | 0                             |            |            |
| 639                                   | 9143      |          | Mulberry Avenue Water Main Repl. (Foothill Blvd. to Pine Street ~ 920')                                                                                                                                          | 848,100                   | 848,100                          | 0                             | 848,100                       | 0                             |            |            |
| <b>Total Water Bond Projects (26)</b> |           |          |                                                                                                                                                                                                                  | <b>\$9,686,740</b>        | <b>\$8,073,710</b>               | <b>\$5,768,380</b>            | <b>\$13,842,090</b>           | <b>\$0</b>                    | <b>\$0</b> | <b>\$0</b> |

**CAPITAL IMPROVEMENT PROGRAM  
FY 2024-25 & FY 2025-26**

| FUND                       | PROJ. NO. | PROJ. ID | PROJECT DESCRIPTION                                                                                                                                                             | FY 2023-24 AMENDED BUDGET | PROJECTED BALANCE AS OF 06/30/24 | FY 2024-25 NEW APPROPRIATIONS | FY 2024-25 ADOPTED CIP BUDGET | FY 2025-26 ADOPTED CIP BUDGET | FY 2026-27 | FY 2027-28 |
|----------------------------|-----------|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|----------------------------------|-------------------------------|-------------------------------|-------------------------------|------------|------------|
| <b>WATER FUND PROJECTS</b> |           |          |                                                                                                                                                                                 |                           |                                  |                               |                               |                               |            |            |
|                            |           |          |                                                                                                                                                                                 |                           |                                  |                               | \$0                           | \$0                           |            |            |
| 640                        | 7500      | 74005    | 18th Street Water Improvements (Mountain to Euclid)                                                                                                                             | 0                         | 0                                | 150,000                       | 150,000                       | 1,300,000                     | 500,000    |            |
| 640                        | 7500      | 74010    | Lexington St. / 1st Ave. / 2nd Ave. Water Service & FH Repl                                                                                                                     | 0                         | 0                                | 375,000                       | 375,000                       | 0                             |            |            |
| 640                        | 7500      | 91001    | 14th Street Water Main Repl.<br>(Alta Ave. to Grove Ave.)                                                                                                                       | 100,000                   | 100,000                          | 50,000                        | 150,000                       | 400,000                       | 120,000    |            |
| 640                        | 7500      | 91003    | Campus Avenue Water Main Replacement,<br>9th to Washington & Arrow to Foothill                                                                                                  | 300,000                   | 300,000                          | (50,000)                      | 250,000                       | 1,500,000                     | 425,000    |            |
| 640                        | 7500      | 91004    | Plant 4 Chlorine Generation, CMU Secured Housing, and<br>MCC Upgrades (401 E. 19th St.)                                                                                         | 62,360                    | 62,360                           | 0                             | 62,360                        | 0                             |            |            |
| 640                        | 7500      | 91005    | Water Master Plan                                                                                                                                                               | 391,460                   | 342,840                          | 0                             | 342,840                       | 0                             |            |            |
| 640                        | 7500      | 91008    | Foothill Blvd. Water Main Repl.<br>(San Antonio to Euclid)                                                                                                                      | 97,850                    | 97,850                           | 0                             | 97,850                        | 0                             | 1,708,550  |            |
| 640                        | 7500      | 91009    | 11th Street Recycled Water Main<br>(Monte Vista Ave. to Euclid Ave.)                                                                                                            | 275,000                   | 275,000                          | 0                             | 275,000                       | 0                             |            |            |
| 640                        | 7500      | 91010    | 15th Street Recycled Water Main<br>(Benson Ave to 2nd Ave)                                                                                                                      | 275,000                   | 275,000                          | 0                             | 275,000                       | 0                             |            |            |
| 640                        | 7500      | 91011    | Water Rate Study                                                                                                                                                                | 200,000                   | 200,000                          | 0                             | 200,000                       | 0                             |            |            |
| 640                        | 7500      | 91012    | Foothill Blvd. Water Main Repl.<br>(Benson to Mountain)                                                                                                                         | 2,005,000                 | 2,002,530                        | 200,000                       | 2,202,530                     | 0                             |            |            |
| 640                        | 7500      | 91013    | Alley Water Main Replacement 2023-24                                                                                                                                            | 600,000                   | 599,500                          | (200,000)                     | 399,500                       | 0                             |            |            |
| 640                        | 7500      | 92109    | Res. 16 Structural Repairs (1285 W. 24th Street)                                                                                                                                | 0                         | 0                                | 0                             | 0                             | 0                             |            | 3,400,000  |
| 640                        | 7500      | 92135    | Plant 10 New CMU Building with Removable Roof, Chain Link<br>Fencing with 1" mesh, Waste to Drain Pipe to Benson<br>Avenue, Well Rehab, and Equipment<br>(250 N. Benson Avenue) | 0                         | 0                                | 0                             | 0                             | 0                             | 494,000    |            |
| 640                        | 7500      | 92151    | 9th Street, from Benson Ave. to Mountain Ave.                                                                                                                                   | 262,000                   | 262,000                          | (87,000)                      | 175,000                       | 0                             |            | 1,700,000  |
| 640                        | 7500      | 92152    | 9th Street, from 8th Ave. to Grove Ave.                                                                                                                                         | 446,000                   | 446,000                          | (246,000)                     | 200,000                       | 0                             |            | 3,245,000  |
| 640                        | 7500      | 92153    | Alley Water Main Replacement 2024-25                                                                                                                                            | 0                         | 0                                | 500,000                       | 500,000                       | 450,000                       | 600,000    | 700,000    |
| 640                        | 7500      | 92139    | Old Reservoir 15 Demolition and Site Grading                                                                                                                                    | 0                         | 0                                | 50,000                        | 50,000                        | 0                             | 1,400,000  |            |
| 640                        | 9048      |          | Reservoir 16 Structural Evaluation (San Antonio Park)                                                                                                                           | 15,230                    | 15,230                           | (15,230)                      | 0                             | 0                             |            |            |
| 640                        | 9049      |          | Citywide Lateral Replacements - Annual                                                                                                                                          | 210,600                   | 156,100                          | 0                             | 156,100                       | 200,000                       | 300,000    | 400,000    |
| 640                        | 9050      |          | Citywide Hydrant Replacements - Annual                                                                                                                                          | 225,000                   | 150,000                          | 0                             | 150,000                       | 200,000                       | 300,000    | 400,000    |
| 640                        | 9052      |          | Waste to Drain Discharge Lines                                                                                                                                                  | 50,000                    | 50,000                           | (50,000)                      | 0                             | 0                             |            |            |
| 640                        | 9082      |          | Onsite Disinfection Generation (Plant 6 on 15th Street)                                                                                                                         | 200,460                   | 200,460                          | 0                             | 200,460                       | 0                             |            |            |
| 640                        | 9084      |          | Plant 3 MCC Upgrades (22nd Street)                                                                                                                                              | 225,000                   | 225,000                          | 0                             | 225,000                       | 0                             |            |            |
| 640                        | 9087      |          | PRV Stations                                                                                                                                                                    | 4,360                     | 3,510                            | 0                             | 3,510                         | 0                             |            | 950,000    |
| 640                        | 9127      |          | Ground Water Nitrate Treatment - Study & Design                                                                                                                                 | 300,000                   | 300,000                          | 0                             | 300,000                       | 0                             |            |            |
| 640                        | 9128      |          | Reservoir Replacement at 17th Street                                                                                                                                            | 1,178,800                 | (112,210)                        | 350,000                       | 237,790                       | 0                             |            |            |
| 640                        | 9132      |          | Water Interconnect with CVWD System                                                                                                                                             | 50,000                    | 50,000                           | 0                             | 50,000                        | 0                             |            |            |
| 640                        | 9134      |          | Reservoir 15 Enhancements                                                                                                                                                       | 92,480                    | 90,480                           | (90,480)                      | 0                             | 0                             |            |            |
| 640                        | 9135      |          | Plant 6 Motor Control Center (15th Street)                                                                                                                                      | 41,940                    | 41,940                           | 0                             | 41,940                        | 0                             |            |            |
| 640                        | 9136      |          | Plant 3 Booster 3 Install Pump and Motor (22nd St.)                                                                                                                             | 125,000                   | 125,000                          | 0                             | 125,000                       | 0                             |            |            |
| 640                        | 9140      |          | 17th Street Water Main (Laurel to Euclid) & Service                                                                                                                             | 922,640                   | 21,040                           | (21,040)                      | 0                             | 0                             |            |            |
| 640                        | 9141      |          | 19th Street Water Main (Mountain to San Antonio) & Service<br>Replacements (Mountain to Euclid)                                                                                 | 104,000                   | 104,000                          | 0                             | 104,000                       | 300,000                       | 1,584,600  |            |
| 640                        | 9144      |          | Huntington Drive Water Main Repl.<br>(West End to Benson Avenue)                                                                                                                | 82,030                    | 81,970                           | 0                             | 81,970                        | 0                             | 1,854,930  |            |
| 640                        | 9145      |          | Alpine Street Water Main Repl.<br>(West End to Palm Avenue)                                                                                                                     | 576,790                   | 500,490                          | 0                             | 500,490                       | 0                             |            |            |
| 640                        | 9146      |          | Vernon Drive Water Main Repl.<br>(West End to Palm Avenue)                                                                                                                      | 335,060                   | 119,510                          | 0                             | 119,510                       | 0                             |            |            |

**CAPITAL IMPROVEMENT PROGRAM  
FY 2024-25 & FY 2025-26**

| FUND                                   | PROJ. NO. | PROJ. ID | PROJECT DESCRIPTION                                           | FY 2023-24 AMENDED BUDGET | PROJECTED BALANCE AS OF 06/30/24 | FY 2024-25 NEW APPROPRIATIONS | FY 2024-25 ADOPTED CIP BUDGET | FY 2025-26 ADOPTED CIP BUDGET | FY 2026-27  | FY 2027-28   |
|----------------------------------------|-----------|----------|---------------------------------------------------------------|---------------------------|----------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------|--------------|
| WATER FUND PROJECTS <i>(Continued)</i> |           |          |                                                               |                           |                                  |                               |                               |                               |             |              |
| 640                                    | 9147      |          | Palm Avenue Water Main Repl. (9th Street to Arrow Hwy.)       | 756,180                   | 177,380                          | 0                             | 177,380                       | 0                             |             |              |
| 640                                    | 9149      |          | Storm Water Trash Capture Devices (In Catch Basins)           | 594,100                   | 589,110                          | 0                             | 589,110                       | 0                             |             |              |
| 640                                    | 9152      |          | Grove Avenue Water Main Repl. (Foothill Blvd. to 15th Street) | 821,000                   | 821,000                          | 0                             | 821,000                       | 1,600,000                     | 256,000     |              |
| Total Water Utility (39)               |           |          |                                                               | \$11,925,340              | \$8,673,090                      | \$915,250                     | \$9,588,340                   | \$5,950,000                   | \$9,543,080 | \$10,795,000 |

| SOLID WASTE FUND PROJECTS |      |  |                           |           |           |     |           |     |     |     |
|---------------------------|------|--|---------------------------|-----------|-----------|-----|-----------|-----|-----|-----|
| 641                       | 9502 |  | Downtown Trash Enclosures | 107,270   | 105,380   | 0   | 105,380   | 0   |     |     |
| Total Solid Waste (1)     |      |  |                           | \$107,270 | \$105,380 | \$0 | \$105,380 | \$0 | \$0 | \$0 |

| SEWER FUND PROJECTS |      |       |                                                                                                                          |             |             |             |             |           |           |           |
|---------------------|------|-------|--------------------------------------------------------------------------------------------------------------------------|-------------|-------------|-------------|-------------|-----------|-----------|-----------|
| 645                 | 7500 | 94001 | Citywide Sewer Rehabilitation 2020/2021<br>(Hydraulic Deficiencies, Root Intrusion, Structural Manhole                   | 273,970     | 272,840     | 0           | 272,840     | 0         |           |           |
| 645                 | 7500 | 94002 | Manhole Adjustments to Grade for City/County Shared<br>Roadway Project                                                   | 150,000     | 0           | 0           | 0           | 0         |           |           |
| 645                 | 7500 | 94003 | Sewer Master Plan                                                                                                        | 433,140     | 378,720     | 0           | 378,720     | 0         |           |           |
| 645                 | 7500 | 94004 | Sewer System Management Plan (SSMP)                                                                                      | 0           | 0           | 200,000     | 200,000     | 0         |           |           |
| 645                 | 7500 | 94005 | Citywide Sewer Rehabilitation 2021/2022<br>(Hydraulic Deficiencies, Root Intrusion, Structural Manhole                   | 335,540     | 108,000     | (108,000)   | 0           | 0         |           |           |
| 645                 | 7500 | 94006 | Citywide Sewer Rehabilitation 2022/2023<br>(Hydraulic Deficiencies, Root Intrusion, Structural Manhole                   | 499,520     | 465,790     | 0           | 465,790     | 0         |           |           |
| 645                 | 7500 | 94007 | Sewer Rate Study                                                                                                         | 200,000     | 200,000     | 0           | 200,000     | 0         |           |           |
| 645                 | 7500 | 94008 | Arrow Hwy & Benson Ave Sewer Relocations and<br>Improvements                                                             | 1,000,000   | 155,320     | 0           | 155,320     | 0         |           |           |
| 645                 | 7500 | 94009 | Citywide Sewer Rehabilitation 2024/2025<br>(Hydraulic Deficiencies, Root Intrusion, Structural Manhole<br>Replacements). | 0           | 0           | 600,000     | 600,000     | 600,000   | 625,000   | 650,000   |
| 645                 | 7500 | 94011 | Sewer Manhole Improvements 2024/2025<br>(942 2nd Ave. Alley, 244 N. 11th Ave., 226 Garnet Way<br>Alley).                 | 0           | 0           | 350,000     | 350,000     | 0         |           |           |
| 645                 | 7500 | 94012 | Campus Ave Sewer Manhole Installation<br>(between Foothill Blvd. & West St.)                                             | 0           | 0           | 375,000     | 375,000     | 0         |           |           |
| 645                 | 9301 |       | Upland Landfill Post-Closure Plan                                                                                        | 78,640      | 77,930      | 0           | 77,930      | 0         |           |           |
| 645                 | 9324 |       | Landfill Flare Modifications                                                                                             | 4,510       | 4,240       | 99,990      | 104,240     | 0         |           |           |
| 645                 | 9330 |       | Richland Street Trunk Main Repair                                                                                        | 100,000     | 99,190      | 0           | 99,190      | 0         |           |           |
|                     |      |       | Total Sewer Utility (14)                                                                                                 | \$3,075,320 | \$1,762,030 | \$1,516,990 | \$3,279,030 | \$600,000 | \$625,000 | \$650,000 |

|                             |  |  |  |                     |                     |                     |                     |                     |                     |                     |
|-----------------------------|--|--|--|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>TOTAL PROJECTS (193)</b> |  |  |  | <b>\$61,490,690</b> | <b>\$45,980,500</b> | <b>\$14,173,190</b> | <b>\$60,153,690</b> | <b>\$22,790,250</b> | <b>\$26,065,868</b> | <b>\$21,465,000</b> |
|-----------------------------|--|--|--|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|

**CAPITAL IMPROVEMENT PROGRAM  
FY 2024-25 & FY 2025-26**

| FUND                  | PROJ. NO.                        | PROJ. ID | PROJECT DESCRIPTION | FY 2023-24<br>AMENDED<br>BUDGET | PROJECTED BALANCE<br>AS OF 06/30/24 | FY 2024-25<br>NEW<br>APPROPRIATIONS | FY 2024-25 ADOPTED<br>CIP BUDGET | FY 2025-26 ADOPTED<br>CIP BUDGET | FY 2026-27             | FY 2027-28             |
|-----------------------|----------------------------------|----------|---------------------|---------------------------------|-------------------------------------|-------------------------------------|----------------------------------|----------------------------------|------------------------|------------------------|
| <b>TOTALS BY FUND</b> |                                  |          |                     |                                 |                                     |                                     |                                  |                                  |                        |                        |
| 204                   | GAS TAX                          |          |                     | \$9,657,910                     | \$6,154,670                         | \$2,161,740                         | \$8,316,430                      | \$4,020,000                      | \$3,645,000            | \$2,020,000            |
| 205                   | MEASURE I                        |          |                     | 5,578,350                       | 4,572,270                           | 970,870                             | 5,543,140                        | 7,000,000                        | 7,425,788              | 4,750,000              |
| 206                   | ROAD MAINT. REHAB ACCOUNT (RMRA) |          |                     | 5,708,850                       | 5,681,070                           | 879,870                             | 6,560,950                        | 2,671,670                        | 3,252,000              | 2,000,000              |
| 209                   | CDBG                             |          |                     | 137,000                         | 0                                   | 536,820                             | 536,770                          | 0                                | 0                      | 0                      |
| 210                   | PBIA                             |          |                     | 124,670                         | 94,260                              | 0                                   | 94,260                           | 0                                | 0                      | 0                      |
| 211                   | AQMD SUBVENTION FUND             |          |                     | 0                               | 0                                   | 0                                   | 0                                | 0                                | 0                      | 0                      |
| 229                   | AMERICAN RESCUE PLAN ACT (ARPA)  |          |                     | 3,697,050                       | 1,662,350                           | 0                                   | 1,662,350                        | 0                                | 0                      | 0                      |
| 419                   | POLICE DIF                       |          |                     | 554,660                         | 550,190                             | 0                                   | 550,200                          | 0                                | 0                      | 0                      |
| 420                   | GENERAL DIF                      |          |                     | 150,000                         | 149,190                             | 182,810                             | 332,000                          | 0                                | 0                      | 0                      |
| 421                   | QUIMBY FEE PROJECTS (PARKS)      |          |                     | 2,591,200                       | 2,447,930                           | (549,950)                           | 1,897,980                        | 635,000                          | 0                      | 0                      |
| 422                   | STORM DRAIN DIF                  |          |                     | 2,803,870                       | 1,144,860                           | (190,590)                           | 954,270                          | 938,580                          | 0                      | 0                      |
| 423                   | STREET & TRAFFIC FACILITY DIF    |          |                     | 697,280                         | 697,280                             | (371,910)                           | 325,370                          | 0                                | 350,000                | 400,000                |
| 425                   | GENERAL FUND CAPITAL PROJECTS    |          |                     | 3,954,270                       | 3,534,050                           | 2,002,910                           | 5,536,960                        | 625,000                          | 875,000                | 500,000                |
| 426                   | STREET & ALLEY PROGRAM           |          |                     | 1,040,910                       | 678,170                             | 350,000                             | 1,028,170                        | 350,000                          | 350,000                | 350,000                |
| 639                   | WATER BOND PROJECTS              |          |                     | 9,686,740                       | 8,073,710                           | 5,768,380                           | 13,842,090                       | 0                                | 0                      | 0                      |
| 640                   | WATER UTILITY                    |          |                     | 11,925,340                      | 8,673,090                           | 915,250                             | 9,588,340                        | 5,950,000                        | 9,543,080              | 10,795,000             |
| 641                   | SOLID WASTE                      |          |                     | 107,270                         | 105,380                             | 0                                   | 105,380                          | 0                                | 0                      | 0                      |
| 645                   | SEWER UTILITY                    |          |                     | 3,075,320                       | 1,762,030                           | 1,516,990                           | 3,279,030                        | 600,000                          | 625,000                | 650,000                |
| <b>TOTALS:</b>        |                                  |          |                     | <b>\$61,490,690.00</b>          | <b>\$45,980,500.00</b>              | <b>\$14,173,190.00</b>              | <b>\$60,153,690.00</b>           | <b>\$22,790,250.00</b>           | <b>\$26,065,868.00</b> | <b>\$21,465,000.00</b> |

## **CIP Project Descriptions (FY 2024/2025 & FY 2025/2026)**

| Project No. | Project ID | Project Name                                   | Status   | Project Description                                                                                                                                                                                                                                      | Impact and Benefit                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|-------------|------------|------------------------------------------------|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 204-7003    |            | Pavement Management System                     | On-going | On-going updating of the PMS. The City's Pavement Management System (PMS) is a software tool that assists the Engineering Division with identifying maintenance and rehabilitation priorities specific to the City's needs.                              | The City's Pavement Management System (PMS) represents a proactive approach to maintaining existing City streets. It benefits the City by preserving investment in roadways, enhancing pavement performance, ensuring cost-effectiveness, extending pavement life, and providing improved safety and mobility. Maintaining a PMS protects the City's ability to acquire State and Federal funding for street improvement projects. The State requires local agencies to utilize a PMS to properly evaluate and report pavement conditions in order to be eligible for gas tax revenue. |
| 204-7031    |            | Traffic Safety Projects – Annual               | On-going | Recurring project as necessary to mitigate traffic safety hazards. Improvements include traffic signal upgrades, roadway striping/ signing upgrades as deemed necessary to increase safety, signal timing sheet updates to meet MUTCD requirements, etc. | Project is programmed to provide mitigation to potential traffic safety hazards.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 204-7069    |            | Arrow Highway Rehab<br>(Benson to Mountain)    | Const.   | Project will rehabilitate the street infrastructure by repairing/upgrading the roadway surface, curb & gutter, sidewalks, curb ramps, pavement markings, etc.                                                                                            | Traffic, weather, water, and aging of asphalt all contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community.                                                                                                                                         |
| 204-7076    |            | Alpine Street Rehab<br>(West End to Palm Ave.) | Const.   | Project will rehabilitate the street infrastructure by repairing/upgrading the roadway surface, curb & gutter, sidewalks, curb ramps, pavement markings, etc.                                                                                            | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community.                                                                                                                                             |
| 204-7077    |            | Vernon Drive<br>(West End to Palm Ave.)        | Const.   | Project will rehabilitate the street infrastructure by repairing/upgrading the roadway surface, curb & gutter, sidewalks, curb ramps, pavement markings, etc.                                                                                            | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community.                                                                                                                                             |

| Project No. | Project ID | Project Name                                               | Status   | Project Description                                                                                                                                                                                                            | Impact and Benefit                                                                                                                                                                                                                                                                                                                                                                                                                         |
|-------------|------------|------------------------------------------------------------|----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 204-7078    |            | Palm Avenue<br>(9 <sup>th</sup> Street to Arrow Hwy.)      | Const.   | Project will rehabilitate the street infrastructure by repairing/upgrading the roadway surface, curb & gutter, sidewalks, curb ramps, pavement markings, etc.                                                                  | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |
| 204-7500    | 70003      | Citywide Striping Replacement 2020/21                      | Complete | Recurring project as necessary to replace weathered/damaged signs and pavement striping/markings.                                                                                                                              | Roadway striping and markings deteriorate over time due to weather, traffic, and water. Replacing deteriorated pavement markings makes it possible for vehicles to travel with increased visibility by organizing vehicles into efficient lanes, reducing the potential for vehicle conflicts.                                                                                                                                             |
| 204-7500    | 70007      | City/County North Shared Roadways Project                  | Complete | Project will rehabilitate the street infrastructure by repairing/upgrading the roadway surface and ADA accessibility along northerly shared roadways between the City and County. County of San Bernardino is the Lead Agency. | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |
| 204-7500    | 70013      | Citywide Striping Replacement 2022/23                      | Design   | Recurring project as necessary to replace weathered/damaged signs and pavement striping/markings.                                                                                                                              | Roadway striping and markings deteriorate over time due to weather, traffic, and water. Replacing deteriorated pavement markings makes it possible for vehicles to travel with increased visibility by organizing vehicles into efficient lanes, reducing the potential for vehicle conflicts.                                                                                                                                             |
| 204-7500    | 70014      | Citywide Crack Seal/Slurry Seal/Rubberized Overlay 2022/23 | Design   | Recurring project to crack seal, slurry seal, or provide a rubberized asphalt concrete overlay to various roadway segments throughout the City.                                                                                | This project is a low-cost roadway maintenance effort formulated to extend the lifetime of the City's roadway pavement by correcting minor faults and reducing further deterioration before the pavement deterioration becomes severe and at a higher cost to repair.                                                                                                                                                                      |
| 204-7500    | 70017      | Citywide Crack Seal/Slurry Seal/Rubberized Overlay 2023/24 | Design   | Recurring project to crack seal, slurry seal, or provide a rubberized asphalt concrete overlay to various roadway segments throughout the City.                                                                                | This project is a low-cost roadway maintenance effort formulated to extend the lifetime of the City's roadway pavement by correcting minor faults and reducing further deterioration before the pavement deterioration becomes severe and at a higher cost to repair.                                                                                                                                                                      |
| 204-7500    | XXXXX      | Citywide Crack Seal/Slurry Seal/Rubberized Overlay 2024/25 | New      | Recurring project to crack seal, slurry seal, or provide a rubberized asphalt concrete overlay to various roadway segments throughout the City.                                                                                | This project is a low-cost roadway maintenance effort formulated to extend the lifetime of the City's roadway pavement by correcting minor faults and reducing further deterioration before the pavement deterioration becomes severe and at a higher cost to repair.                                                                                                                                                                      |

| Project No. | Project ID | Project Name                                                        | Status     | Project Description                                                                                                                                                                               | Impact and Benefit                                                                                                                                                                                                                                                                                                                                                                                                                         |
|-------------|------------|---------------------------------------------------------------------|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 204-7500    | XXXXX      | Citywide Striping Replacement 2024/25                               | New        | Recurring project as necessary to replace weathered/damaged signs and pavement striping/markings.                                                                                                 | Roadway striping and markings deteriorate over time due to weather, traffic, and water. Replacing deteriorated pavement markings makes it possible for vehicles to travel with increased visibility by organizing vehicles into efficient lanes, reducing the potential for vehicle conflicts.                                                                                                                                             |
| 204-7500    | XXXXX      | Citywide Street Overlays and ADA Improvements                       | New        | Project will rehabilitate the street infrastructure by repairing/upgrading the roadway surface and ADA accessibility.                                                                             | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |
| 204-7500    | XXXXX      | Euclid Avenue Overlay (7 <sup>th</sup> St. to 11 <sup>th</sup> St.) | Future     | Project will rehabilitate the street infrastructure by repairing/upgrading the roadway surface and ADA accessibility on Euclid Avenue, from 7 <sup>th</sup> St. to 11 <sup>th</sup> St.           | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |
| 204-7500    | 74005      | 18 <sup>th</sup> Street Rehab (Mountain to Euclid)                  | Prelim.    | Project will rehabilitate the street infrastructure by repairing/upgrading the roadway surface, curb and gutter, sidewalks, ADA curb ramps, and pavement markings.                                | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |
| 204-8617    |            | Arrow Route Widening (Monte Vista to San Antonio Channel East)      | Permitting | Project includes widening the bridge and roadway from 2 to 4 lanes, constructing right- and left-turn lanes to improve traffic operation, and upgrade traffic signals to facilitate traffic flow. | Project will remove an existing bottleneck constraint in the City's roadway network and improve traffic flow and circulation.                                                                                                                                                                                                                                                                                                              |
| 204-9124    |            | Arrow Hwy. Rehabilitation (Mountain to San Antonio)                 | Const.     | Project will rehabilitate the street infrastructure by repairing/upgrading the roadway surface, curb & gutter, sidewalks, curb ramps, pavement markings, etc.                                     | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |

| Project No. | Project ID | Project Name                                                                      | Status     | Project Description                                                                                                                                                                                                                                                                                                                                                                           | Impact and Benefit                                                                                                                                                                                                                                                                                                                                                                                                                         |
|-------------|------------|-----------------------------------------------------------------------------------|------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 205-7339    |            | Campus Avenue Rehab.<br>(9 <sup>th</sup> St. to Foothill Blvd.)                   | RFP        | Project will rehabilitate the street infrastructure by repairing/upgrading the roadway surface, curb & gutter, sidewalks, curb ramps, pavement markings, etc.                                                                                                                                                                                                                                 | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |
| 205-7340    |            | 17 <sup>th</sup> Street Reconstruction<br>(San Antonio to Euclid)                 | Complete   | Project will rehabilitate the street infrastructure by repairing/upgrading the roadway surface, curb & gutter, sidewalks, curb ramps, pavement markings, etc.                                                                                                                                                                                                                                 | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |
| 205-7343    |            | 19 <sup>th</sup> Street Reconstruction<br>(Mountain to Euclid)                    | Prelim.    | Project will rehabilitate the street infrastructure by repairing/upgrading the roadway surface, curb & gutter, sidewalks, curb ramps, pavement markings, etc.                                                                                                                                                                                                                                 | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |
| 205-7345    |            | Grove Avenue Rehabilitation<br>(Foothill to 15 <sup>th</sup> Street)              | RFP Issued | Project rehabilitated the street infrastructure by repairing/upgrading the roadway surface, curb & gutter, sidewalks, curb ramps, pavement markings, etc.                                                                                                                                                                                                                                     | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |
| 205-7500    | 74003      | Phase II of the Metrolink Station Accessibility Improvement Project (ATP Cycle 4) | Const.     | Cooperative Agreement with SBCTA to design and construct a new signalized pedestrian/bicycle crossing at Campus Avenue and the SP/PE Trail; a pedestrian automated crossing safety gate at the railroad tracks located on Euclid Avenue, just south of "A" Street; and additional enhanced crosswalks in the downtown area between "A" Street and Arrow Highway, and SP/PE Trail Improvements | This project will provide pedestrian and bicycle safety and mobility improvements on the SP/PE Trail and in the vicinity of the Upland Metrolink Station.                                                                                                                                                                                                                                                                                  |

| Project No. | Project ID | Project Name                                                | Status   | Project Description                                                                                                                                                                       | Impact and Benefit                                                                                                                                                                                                                                                                                                                                                                                                                         |
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| 205-7500    | 74004      | Citywide Pavement Maintenance 2021/22                       | Complete | Project provides for asphalt pavement rehabilitation to various roadway segments throughout the City. May be used as a stand-alone project or in conjunction with another paving project. | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |
| 205-7500    | 74005      | 18 <sup>th</sup> Street Rehabilitation (Mountain to Euclid) | Prelim.  | Project will rehabilitate the street infrastructure by repairing/upgrading the roadway surface, curb & gutter, sidewalks, curb ramps, pavement markings, etc.                             | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |
| 205-7500    | 74006      | Citywide Pavement Maintenance 2022/23                       | Complete | Project provides for asphalt pavement rehabilitation to various roadway segments throughout the City. May be used as a stand-alone project or in conjunction with another paving project. | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |
| 205-7500    | 74007      | Mountain Avenue Rehabilitation (20th to 23rd)               | Prelim.  | Project will rehabilitate the street infrastructure by repairing/upgrading the roadway surface, curb & gutter, sidewalks, curb ramps, pavement markings, etc.                             | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |
| 205-7500    | 74008      | 1st Avenue Rehabilitation ("A" St. to "D" St.)              | Prelim.  | Project will rehabilitate the street infrastructure by repairing/upgrading the roadway surface, curb & gutter, sidewalks, curb ramps, pavement markings, etc.                             | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |

| Project No. | Project ID | Project Name                                                               | Status  | Project Description                                                                                                                                                                       | Impact and Benefit                                                                                                                                                                                                                                                                                                                                                                                                                         |
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| 205-7500    | 74009      | "C" Street Rehabilitation (Euclid Ave. to 3 <sup>rd</sup> Ave.)            | Prelim. | Project will rehabilitate the street infrastructure by repairing/upgrading the roadway surface, curb & gutter, sidewalks, curb ramps, pavement markings, etc.                             | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |
| 205-7500    | 74010      | Lexington St. / 1 <sup>st</sup> Ave. / 2 <sup>nd</sup> Ave. Rehabilitation | Design  | Project will rehabilitate the street infrastructure by repairing/upgrading the roadway surface, curb & gutter, sidewalks, curb ramps, pavement markings, etc.                             | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |
| 205-7500    | 74011      | Citywide Pavement Maintenance 2023/24                                      | Const.  | Project provides for asphalt pavement rehabilitation to various roadway segments throughout the City. May be used as a stand-alone project or in conjunction with another paving project. | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |
| 205-7500    | XXXXX      | Citywide Pavement Maintenance 2024/25                                      | New     | Project provides for asphalt pavement rehabilitation to various roadway segments throughout the City. May be used as a stand-alone project or in conjunction with another paving project. | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |
| 205-7500    | XXXXX      | Citywide Pavement Maintenance 2025/26                                      | New     | Project provides for asphalt pavement rehabilitation to various roadway segments throughout the City. May be used as a stand-alone project or in conjunction with another paving project. | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |

| Project No. | Project ID | Project Name                                                                                               | Status     | Project Description                                                                                                                                                                                                                    | Impact and Benefit                                                                                                                                                                                                                                                                                                                                                                                                                         |
|-------------|------------|------------------------------------------------------------------------------------------------------------|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 205-7500    | XXXXX      | Randy St. Neighborhood Rehabilitation (Randy St., Fairwood Wy., Terry Wy., Tyler Wy., and Silverwood Ave.) | New        | Project will rehabilitate the street infrastructure by repairing the roadway surface, curb & gutter, sidewalks, curb ramps, pavement markings, etc.                                                                                    | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |
| 205-7500    | XXXXX      | Sinclair Ave. Rehabilitation (7 <sup>th</sup> St. to 8 <sup>th</sup> St.)                                  | Future     | Project will rehabilitate the street infrastructure by repairing the roadway surface, curb & gutter, sidewalks, curb ramps, pavement markings, etc.                                                                                    | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |
| 205-7500    | XXXXX      | Maxwell St. Rehabilitation (Spencer Ave. to Sinclair Ave.)                                                 | Future     | Project will rehabilitate the street infrastructure by repairing the roadway surface, curb & gutter, sidewalks, curb ramps, pavement markings, etc.                                                                                    | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |
| 206-7500    | 70005      | 14 <sup>th</sup> Street Rehabilitation (Campus to Grove)                                                   | RFP Issued | Project will rehabilitate the street infrastructure by repairing/upgrading the roadway surface, curb & gutter, sidewalks, curb ramps, pavement markings, etc.                                                                          | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |
| 206-7500    | 70006      | Mulberry Avenue Reconstruction (Foothill Blvd. to Pine Street)                                             | Design     | Project will rehabilitate the street infrastructure by repairing/upgrading the roadway surface, curb & gutter, sidewalks, curb ramps, pavement markings, etc. Work will also include replacement of water infrastructure as necessary. | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |

| Project No. | Project ID | Project Name                                                                    | Status  | Project Description                                                                                                                                                | Impact and Benefit                                                                                                                                                                                                                                                                                                                                                                                                                         |
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| 206-7500    | 70015      | Foothill Blvd. Rehabilitation (Benson to Mountain)                              | Design  | Project will rehabilitate the street infrastructure by repairing/upgrading the roadway surface, curb & gutter, sidewalks, curb ramps, pavement markings, etc.      | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |
| 206-7500    | 70016      | Foothill Blvd. Rehabilitation (Mountain to San Antonio)                         | Design  | Project will rehabilitate the street infrastructure by repairing/upgrading the roadway surface, curb & gutter, sidewalks, curb ramps, pavement markings, etc.      | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |
| 206-7500    | 70018      | Foothill Blvd. Rehabilitation (Central to Benson)                               | Prelim. | Project will rehabilitate the street infrastructure by repairing/upgrading the roadway surface, curb & gutter, sidewalks, curb ramps, pavement markings, etc.      | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |
| 209-7500    | 16127      | Downtown Public Parking Improvement (South side of "A" St.)                     | Design  | Project will provide for the removal of old SCE infrastructure and allow for the reconfiguration of the existing parking lot with a few additional parking spaces. | This project will provide for the removal of old electrical infrastructure and parking reconfiguration in order to maximize the usefulness of the site in order to continue to serve the Upland community.                                                                                                                                                                                                                                 |
| 209-7500    | XXXXX      | Downtown Public Parking Lot Improvement (SWC Arrow Hwy. & 3 <sup>rd</sup> Ave.) | New     | Project will provide for the pavement rehabilitation of the existing parking lot and new striping.                                                                 | Traffic, weather, water, and aging of asphalt contribute to the deterioration of the parking lot. This project will provide the necessary repairs to proactively address the asphalt pavement deterioration in order to continue to serve the community.                                                                                                                                                                                   |

| Project No. | Project ID | Project Name                                                | Status    | Project Description                                                                                                                                                | Impact and Benefit                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
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| 210-7500    | 16127      | Downtown Public Parking Improvement (South side of "A" St.) | Design    | Project will provide for the removal of old SCE infrastructure and allow for the reconfiguration of the existing parking lot with a few additional parking spaces. | This project will provide for the removal of old electrical infrastructure and parking reconfiguration in order to maximize the usefulness of the site in order to continue to serve the Upland community.                                                                                                                                                                                                                                                                                                        |
| 210-7702    |            | Parking Lot Rehabilitation (1 <sup>st</sup> Ave. & A St.)   | Const.    | Project will rehabilitate the parking lot infrastructure by repairing/upgrading the asphalt surface, curb & gutter, sidewalks, curb ramps, pavement markings, etc. | Over time, traffic, weather, water, and aging of asphalt all contribute to the deterioration of the City's public parking lots. Residents, businesses, and visitors rely on the public parking lots for shopping, entertainment, and employment for the delivery of goods and services that would be compromised without a dependable and safe area to park motor vehicles. This project will provide the necessary repairs to proactively address the deterioration in order to continue to serve the community. |
| 229-2501    | 32337      | Downtown Parklets                                           | Const.    | Project provides for the installation of small park seating areas in the Downtown area                                                                             | Project will provide a more pedestrian friendly Downtown area where the public may utilize small parklet spaces to take a break, eat lunch, or drink a cup of coffee.                                                                                                                                                                                                                                                                                                                                             |
| 229-7500    | 16127      | Downtown Parking Lot Rehabilitation                         | Const.    | Project will provide for asphalt pavement rehabilitation and parking lot striping replacement to parking lots located in the Downtown area.                        | Over time, traffic, weather, water, and aging of asphalt all contribute to the deterioration of the parking lots. This project will provide the necessary repairs to proactively address the asphalt deterioration and obliterated striping in order to continue to serve the Upland community.                                                                                                                                                                                                                   |
| 229-7500    | 16160      | ARPA Alley Rehabilitation Phase 2                           | Design    | Project provides for asphalt pavement rehabilitation/reconstruction to various public alleys and roadways throughout the City.                                     | Over time, traffic, weather, water, and aging of asphalt all contribute to the deterioration of the alley network. Residents depend heavily on Upland's alleys for ingress and egress to their properties and for waste collection that would be compromised without a dependable alley network. This project will provide the necessary repairs to proactively address alley deterioration in order to continue to serve the community.                                                                          |
| 229-7500    | 16163      | ARPA Park Parking Lot Improvements                          | Complete  | Project will provide for asphalt pavement rehabilitation and parking lot striping replacement to various public park parking lots                                  | Over time, traffic, weather, water, and aging of asphalt all contribute to the deterioration of the parking lots. This project will provide the necessary repairs to proactively address the asphalt deterioration and obliterated striping in order to continue to serve the Upland community.                                                                                                                                                                                                                   |
| 229-7500    | 16164      | Fuel Island Fuel Master System Replacement                  | Carryover | Project will provide for the replacement of the GIR system with the new FM Live unit that will control 8 existing hoses                                            | This project will provide the necessary repairs needed to maintain operational fuel capacity for all City vehicles.                                                                                                                                                                                                                                                                                                                                                                                               |

| Project No. | Project ID | Project Name                                               | Status | Project Description                                                                                                                                                                                                                                                                                                                                                                                                                           | Impact and Benefit                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-------------|------------|------------------------------------------------------------|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 229-8001    | 16153      | Pavement Management System Report and Pavement Master Plan | Design | Updating of the City's Pavement Management System (PMS) and creation of a Pavement Master Plan in order to outline consistent and efficient implementation of annual pavement projects based on pavement degradation analysis from PMS Reports. The City's Pavement Management System (PMS) is a software tool that assists the Engineering Division with identifying maintenance and rehabilitation priorities specific to the City's needs. | The City's Pavement Management System (PMS) represents a proactive approach to maintaining existing City streets. It benefits the City by preserving investment in roadways, enhancing pavement performance, ensuring cost-effectiveness, extending pavement life, and providing improved safety and mobility. In addition, maintaining a PMS protects the City's ability to acquire State and Federal funding for street improvement projects. The State requires local agencies to utilize a PMS to properly evaluate and report pavement conditions in order to be eligible for gas tax revenue. |
| 229-8003    | 16156      | Sidewalk Inventory and Repair Master Plan                  | Design | Evaluation and creation of a citywide sidewalk inventory and assessment of the City sidewalk in order to identify the location and conditions of sidewalks, identify non-compliant ADA ramps and provide future capabilities to process and analyze the recorded data and actively manage, track, and update ongoing sidewalk and curb ramp maintenance programs and conditions.                                                              | Project consists of inspecting, scheduling, and repairing displaced or damaged concrete sidewalks and curb ramps within the City right-of-way. Project proactively helps mitigate potential trip and fall incidents due to deterioration of aging sidewalks.                                                                                                                                                                                                                                                                                                                                        |
| 229-8004    | 16155      | Public Facilities ADA Master Plan                          | Design | Evaluation and identification of potential ADA barriers of existing City buildings and facilities and creation of a Public Facilities ADA Transition Plan to prioritize and develop projects scope, schedules, and cost estimates for ADA compliance over the next 25 years.                                                                                                                                                                  | Part of the Americans with Disabilities Act (ADA) requires local governments to make their facilities, programs, and services accessible to persons with disabilities. This project proactively helps to identify and remove barriers that inhibit people with disabilities from utilizing the City's public facilities.                                                                                                                                                                                                                                                                            |
| 229-8005    | 16158      | Traffic Signal Assessment and Master Plan                  | Design | Inventory and assessment of the traffic signal system network and development of a master plan of improvements.                                                                                                                                                                                                                                                                                                                               | The City' existing traffic management system is based on outdated technology, twisted pair copper communications, and signal controllers that lack desired modern functionality with an ability to use, communicate, and integrate with traffic management tools. The existing traffic control equipment, central office traffic management software, and communication system will not support a modern traffic management system. This project will develop and inventory and assessment in order to develop a master plan of improvements.                                                       |
| 419-7500    | 80001      | PD Women's Locker Room                                     | Const. | Project will provide expanded locker room capacity by increasing the locker square footage into the gymnasium area                                                                                                                                                                                                                                                                                                                            | Project will provide expanded capacity for PD staff.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 419-7500    | 80002      | Men's Locker Replacement (PD)                              | Const. | Project will provide replacement of outdated existing men's lockers.                                                                                                                                                                                                                                                                                                                                                                          | Project will provide new lockers that are better suited for PD staff functionality.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |

| Project No. | Project ID | Project Name                                                                     | Status   | Project Description                                                                                                                                                  | Impact and Benefit                                                                                                                                                                                                                    |
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| 420-7500    | 82343      | Public Works Locker Room Addition                                                | Prelim.  | Project will provide for the design of an area for public works field crews to change/shower.                                                                        | Project will provide facilities for the public works crews to change in and out of their work uniforms and also provide the option to shower, particularly beneficial when exposed to potentially harmful chemicals, raw sewage, etc. |
| 421-5420    | 83001      | Park Playground Equipment Replacement in Olivedale Park                          | New      | Project consists of removing and replacing the playground equipment in Olivedale Park.                                                                               | Project will enhance the amenities in Olivedale Park for the public use.                                                                                                                                                              |
| 421-7500    | 82338      | Downtown Urban Space/Plaza                                                       | Design   | Project will provide for a pocket style park along the SP/PE Trail between 2 <sup>nd</sup> Ave. & 3 <sup>rd</sup> Ave.                                               | Project will provide the community a park like setting to utilize within the Upland downtown area for special events.                                                                                                                 |
| 421-7500    | 82339      | Dog Park Improvements                                                            | Const.   | Project will provide improvements to the dog park such as fencing, small shade shelters, concrete benches, trash receptacles, etc.                                   | Project will enhance the existing Baldy View Dog Park and provide additional amenities for the residents and users of the dog park.                                                                                                   |
| 421-7500    | 82346      | Citrus Park Snack Bar/Admin. Building Roof Replacement                           | Complete | Project will provide for the evaluation, design, and construction of a new roof.                                                                                     | Project will provide for a new roof structure in order to eliminate water intrusion into the snack bar/administration building.                                                                                                       |
| 421-7500    | 83003      | Olivedale Park Upgrades (Restroom, shade structures, playground surfacing, etc.) | New      | Project will provide for various upgrades to the restrooms, shade structures, and playground surfacing at Olivedale Park                                             | Project will enhance the Olivedale Park public amenities for the residents and users of the park.                                                                                                                                     |
| 421-7500    | XXXXX      | Baldy View Park Playground Replacement                                           | New      | Project consists of removing and replacing the playground equipment in Baldy View Park.                                                                              | Project will enhance the amenities in Baldy View Park for the public use.                                                                                                                                                             |
| 421-7500    | XXXXX      | McCarthy Park Exercise Equipment Replacement and Surfacing Rehabilitation.       | New      | Project consists of removing and replacing the exercise equipment and resurfacing in McCarthy Park.                                                                  | The current exercise equipment is outdated and needs replacement. The new surfacing will provide a safer workout experience for park users and the project will enhance the amenities in McCarthy Park for the public use.            |
| 421-7500    | XXXXX      | McCarthy Park Horseshoe Area Rehabilitation                                      | New      | Project consists of removing and replacing the horseshoe pit with new dirt, pony walls, and stakes in McCarthy Park.                                                 | Project will enhance the amenities in McCarthy Park and provide a more enjoyable experience for park users.                                                                                                                           |
| 421-7500    | XXXXX      | McCarthy Park Playground Replacement and Shade Structure                         | New      | Project consists of removing and replacing the playground equipment and installation of a new shade structure in McCarthy Park.                                      | Project will enhance the amenities in McCarthy Park for the public use and provide additional shade for park users.                                                                                                                   |
| 421-8203    |            | Sycamore Hills Park-Master Plan                                                  | Prelim.  | Project consists of designing a master plan to identify the best use and methodology of funding of a park in the Sycamore Hills neighborhood.                        | Project will increase Upland's public park system and include public amenities the community requires for recreational activities.                                                                                                    |
| 422-7500    | 84001      | Arrow Hwy. Storm Drain Improv. (Benson to Fairwood)                              | Const.   | Project consists of designing and constructing a storm drain pipeline and catch basins on the north side of Arrow Highway, from Benson Ave. to east of Fairwood Way) | Project will help mitigate flooding concerns along the #2 westbound lane of Arrow Highway east of Benson Avenue.                                                                                                                      |
| 422-7500    | 84002      | Campus Ave. Storm Drain Improvements (Arrow Hwy. to Foothill Blvd.)              | RFP      | Project consists of designing and constructing a storm drain pipeline and catch basins on Campus Avenue from the north side of Arrow Highway to Foothill Blvd.       | Project will help mitigate flooding concerns along Campus Avenue south of Foothill Blvd.                                                                                                                                              |

| Project No. | Project ID | Project Name                                  | Status                        | Project Description                                                                                                                                                                                                                                                                                                                                                                 | Impact and Benefit                                                                                                                                                                                                                                                                                                                                                                                                                             |
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| 422-8405    |            | Euclid Avenue Storm Drain                     | Seeking Funding Opportunities | Project consists of designing construction documents for a large master planned storm drain system under Euclid Avenue.                                                                                                                                                                                                                                                             | Project will mitigate flooding concerns by accommodating a 100-year storm/flood occurrence event and will provide an overall betterment of storm water conveyance along Euclid Avenue.                                                                                                                                                                                                                                                         |
| 422-8408    |            | Storm Drain Master Plan Improvements          | As needed                     | Project consists of flood control, water quality, and groundwater recharge enhancements on the west side of the City.                                                                                                                                                                                                                                                               | Plan to continuously analyze the storm drain hydraulic system in order to mitigate potential high-pressure locations and prevent flooding during storm events.                                                                                                                                                                                                                                                                                 |
| 423-7500    | 85001      | LSRP Intersection Improvements 2022/23        | Plan Complete                 | Project to gather traffic data and analyze in order to develop a plan to address intersections and roadways within the City and to develop a list of needed projects and priorities to bring existing roads and intersections into conformance with the California Manual of Uniform Traffic Control Devices, Caltrans, and the City's standard requirements.                       | Project helps the City in providing effective management of traffic activities involving road right-of-way in order to maintain and improve traffic safety within the community.                                                                                                                                                                                                                                                               |
| 423-7500    | 85003      | Traffic Signal Upgrades 2023/24               | Carryover                     | Project provides for misc. traffic signal timing and equipment replacement/upgrades to various signals throughout the City.                                                                                                                                                                                                                                                         | Project helps to ensure the safe, efficient, and increased capacity movement of vehicles and bicycle traffic through the City's roadway network.                                                                                                                                                                                                                                                                                               |
| 423-8617    |            | Arrow Route Widening (Central to Monte Vista) | Permitting                    | Project includes widening the bridge and roadway from 2 to 4 lanes, constructing right- and left-turn lanes to improve traffic operation, and upgrade traffic signals to facilitate traffic flow. Project is part of the SBCTA Arterial Program.                                                                                                                                    | Project will remove an existing bottleneck constraint in the City's roadway network and improve traffic flow and circulation.                                                                                                                                                                                                                                                                                                                  |
| 423-8622    |            | I-10 & Euclid Avenue Interchange Project      | Const.                        | Project provides for Euclid Avenue Interchange improvements consisting of widening the existing on and off ramps, widen Euclid Avenue, reconstruct the Euclid Avenue Bridge over-crossing structure, provide additional turning lanes to accommodate the interchange, ramp, and local street movement, and provide a new traffic signal at 7 <sup>th</sup> Street and the off ramp. | The SBCTA Project Development Team has recommended the Express Lanes Alternative be carried forward as the preferred alternative for the I-10 Corridor Project. Due to the geographic overlap and related interchange work in the vicinity of the freeway mainline project, the projects will be coordinated to simultaneously perform the project development, design, and construction of both the freeway and the interchange improvements. |
| 423-8623    |            | I-10 & Monte Vista Avenue Interchange Project | Const.                        | Project provides for Monte Vista Avenue Interchange improvements consisting of modifying the existing east and west bound on and off ramps, reconstructing the Monte Vista Avenue undercrossing bridge, reconstructing Palo Verde Street, between the east bound on-ramp and Monte Vista Avenue, and the addition of various turning lanes.                                         | The SBCTA Project Development Team has recommended the Express Lanes Alternative be carried forward as the preferred alternative for the I-10 Corridor Project. Due to the geographic overlap and related interchange work in the vicinity of the freeway mainline project, the projects will be coordinated to simultaneously perform the project development, design, and construction of both the freeway and the interchange improvements. |

| Project No. | Project ID | Project Name                                                              | Status    | Project Description                                                                                                                                           | Impact and Benefit                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-------------|------------|---------------------------------------------------------------------------|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 425-7500    | 82341      | Animal Shelter Generator Improvements                                     | Carryover | Project will provide for back-up generator equipment at the Animal Shelter facility to maintain compliance with AQMD regulations.                             | Project will enable the Animal Shelter Facility to continue operations during emergencies and SCE potential rolling outages.                                                                                                                                                                                                                                                                                                                   |
| 425-7500    | 82342      | Police Dept. Generator Improvements                                       | Carryover | Project will provide for exhaust stack upgrades to the back-up generator equipment at the Police Department Facility                                          | Project will enable the Police Dept. Facility to continue operations during emergencies and SCE potential rolling outages.                                                                                                                                                                                                                                                                                                                     |
| 425-7500    | 82344      | City Hall Water Supply Repairs and Improvements                           | Const.    | Evaluation and Repairs of the City's existing potable water piping system.                                                                                    | Project will repair/replace old water pipeline laterals to remove discolored water from the City Hall system.                                                                                                                                                                                                                                                                                                                                  |
| 425-7500    | 82347      | PD Air Handler Replacement                                                | Const.    | Remove malfunctioning/failing original equipment air handlers (35 years old) and replace with new HVAC air handlers at the Police Department facility.        | Project will provide for efficient movement of ventilation throughout the Police Department facility.                                                                                                                                                                                                                                                                                                                                          |
| 425-7500    | 82348      | Arrow Highway                                                             | Const.    | Project will rehabilitate the street infrastructure by repairing/upgrading the roadway surface, curb & gutter, sidewalks, curb ramps, pavement markings, etc. | Traffic, weather, water, and aging of asphalt all contribute to the deterioration of the roadway network. Residents, businesses, visitors, and public safety services depend heavily on Upland's roadways for the delivery of services that would be compromised without a dependable street network. This project will provide the necessary repairs to proactively address street deterioration in order to continue to serve the community. |
| 425-7500    | 82350      | Library HVAC Replacement                                                  | New       | Remove malfunctioning/failing HVAC equipment and replace with new higher efficiency HVAC equipment at the Upland Library.                                     | Project will provide for efficient movement of ventilation throughout the Library with greater reliability.                                                                                                                                                                                                                                                                                                                                    |
| 425-7500    | 85002      | HSIP Cycle 11 Traffic Signal Hardware Improvements                        | Design    | Project will replace existing 8-inch signal heads with larger signal heads, replace back plates, and add reflective borders                                   | City applied for the HSIP Cycle 11 grant and was successful in securing \$1,861,560 in State funds. City is required to provide a \$206,840 local match. Project helps to ensure the safe, efficient, and increased capacity movement of vehicles and bicycle traffic through the City's roadway network.                                                                                                                                      |
| 425-7500    | XXXXX      | Magnolia Recreation North Hall Kitchen Redesign and Equipment Replacement | Future    | Project will re-design the kitchen layout and replace outdated equipment (sinks, stoves, ovens, storage, etc.) at the Magnolia Recreation Center, north hall. | The kitchen has been unusable for many years. This project will provide for reliable kitchen amenities and a more efficient layout for users and may help increase revenue through facility reservations for banquets and wedding receptions.                                                                                                                                                                                                  |
| 425-7500    | XXXXX      | Magnolia Park Parking Lot Rehabilitation                                  | Future    | Project will provide for asphalt pavement rehabilitation and parking lot striping replacement to the parking lot located at Magnolia Park.                    | Over time, traffic, weather, water, and aging of asphalt all contribute to the deterioration of the parking lots. This project will provide the necessary repairs to proactively address the asphalt deterioration and obliterated striping in order to continue to serve the Upland community.                                                                                                                                                |

| Project No. | Project ID | Project Name                                                          | Status   | Project Description                                                                                                                                                                                                                                                                                                  | Impact and Benefit                                                                                                                                                                                                                                                                                                                                                                                                                       |
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| 425-7500    | XXXXX      | Gibson Parking Lot Slurry Seal                                        | Future   | Project to crack seal and slurry seal the asphalt parking lot along with new traffic striping and pavement markings                                                                                                                                                                                                  | This project is a low-cost asphalt pavement maintenance effort formulated to extend the lifetime of the City's parking lot pavement by correcting minor faults and reducing further deterioration before the pavement deterioration becomes severe and at a higher cost to repair.                                                                                                                                                       |
| 425-7500    | XXXXX      | Solar Inverter Replacement at Public Works                            | Design   | Project will replace the existing failed solar inverter at the Public Works Yard that converts photovoltaic energy into electrical energy.                                                                                                                                                                           | Project helps to provide clean, safe, and efficient electrical energy and helps offset SCE energy charges at the City's Public Works Facility.                                                                                                                                                                                                                                                                                           |
| 425-7500    | XXXXX      | Citywide Facilities Electrification Master Plan for Electric Vehicles | New      | Project will evaluate feasibility and future cost to install electrical vehicle charging stations at City-owned facilities.                                                                                                                                                                                          | Project will help define the feasibility and cost of electrical vehicle charging stations at City-owned facilities in order to provide clean, safe, and efficient electric vehicle charging.                                                                                                                                                                                                                                             |
| 425-7500    | XXXXX      | Electric Charging Stations at PD                                      | Future   | Project will install electric vehicle charging stations at the Upland Police Dept.                                                                                                                                                                                                                                   | Project will provide secured and dedicated electric vehicle charging capabilities for Police Dept. vehicles.                                                                                                                                                                                                                                                                                                                             |
| 425-7500    | XXXXX      | Electric Charging Stations at Public Works                            | Future   | Project will install electric vehicle charging stations at the Public Works facility.                                                                                                                                                                                                                                | Project will provide secured and dedicated electric vehicle charging capabilities for Public Works shared pool vehicles and possibly future public works inspection and engineering vehicles.                                                                                                                                                                                                                                            |
| 425-7500    | XXXXX      | Magnolia Park North Playground Replacement                            | Future   | Project consists of removing and replacing the north playground equipment in Magnolia Park.                                                                                                                                                                                                                          | Project will enhance the amenities in the north area of Magnolia Park for the public use.                                                                                                                                                                                                                                                                                                                                                |
| 425-8040    |            | Utility Undergrounding 2019                                           | Design   | Project will provide for the undergrounding of overhead dry utilities such as electrical, telephone, and cable tv. Current project is along the Foothill Blvd. corridor, from Central Avenue to 300 feet east of Benson Avenue. Project is being constructed in conjunction with SCE Rule 20 undergrounding project. | Project will improve the aesthetic quality of a public roadway segment by replacing overhead utility crossings with underground crossings. Project also eliminates potential downed power lines as a result of strong wind events.                                                                                                                                                                                                       |
| 426-7500    | 86002      | Street & Alley Program Rehab 2021/22                                  | Complete | Project provides for asphalt pavement rehabilitation/reconstruction to various public alleys and roadways throughout the City. This project is currently used in conjunction with the 17 <sup>th</sup> Street Rehabilitation, between San Antonio Avenue and Euclid Avenue.                                          | Over time, traffic, weather, water, and aging of asphalt all contribute to the deterioration of the alley network. Residents depend heavily on Upland's alleys for ingress and egress to their properties and for waste collection that would be compromised without a dependable alley network. This project will provide the necessary repairs to proactively address alley deterioration in order to continue to serve the community. |

| Project No. | Project ID | Project Name                                                                                      | Status   | Project Description                                                                                                                                                                                                                                                       | Impact and Benefit                                                                                                                                                                                                                                                                                                                                                                                                                       |
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| 426-7500    | 86003      | Street & Alley Program Rehab 2022/23                                                              | Const.   | Project provides for asphalt pavement rehabilitation/reconstruction to various public alleys and roadways throughout the City. This project will replace 3 alleys segments that surround the parking lot on the east side of 1 <sup>st</sup> Avenue, north of "A" Street. | Over time, traffic, weather, water, and aging of asphalt all contribute to the deterioration of the alley network. Residents depend heavily on Upland's alleys for ingress and egress to their properties and for waste collection that would be compromised without a dependable alley network. This project will provide the necessary repairs to proactively address alley deterioration in order to continue to serve the community. |
| 426-7500    | 86004      | Street & Alley Program Rehab 2023/24                                                              | Design   | Project provides for asphalt pavement rehabilitation/reconstruction to various public alleys and roadways throughout the City.                                                                                                                                            | Over time, traffic, weather, water, and aging of asphalt all contribute to the deterioration of the alley network. Residents depend heavily on Upland's alleys for ingress and egress to their properties and for waste collection that would be compromised without a dependable alley network. This project will provide the necessary repairs to proactively address alley deterioration in order to continue to serve the community. |
| 426-7500    | XXXXX      | Street & Alley Program Rehab 2024/25                                                              | New      | Project provides for asphalt pavement rehabilitation/reconstruction to various public alleys and roadways throughout the City.                                                                                                                                            | Over time, traffic, weather, water, and aging of asphalt all contribute to the deterioration of the alley network. Residents depend heavily on Upland's alleys for ingress and egress to their properties and for waste collection that would be compromised without a dependable alley network. This project will provide the necessary repairs to proactively address alley deterioration in order to continue to serve the community. |
| 639-7500    | 91002      | Alley Water Main Replacement 2020-21                                                              | Complete | Project consists of replacing the aged water main in conjunction with the CIP Street & Alley Program project.                                                                                                                                                             | Reduce water waste and damage to property due to water main leaks. It will also help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies.                                                                                                                                                                                                                                   |
| 639-7500    | 91006      | Foothill Blvd. Water Main Repl. (Mountain to San Antonio)                                         | Design   | Project consists of replacing a section of aged water main, services, and fire hydrants in conjunction with the CIP project.                                                                                                                                              | Reduce water waste and damage to property due to water main leaks. It will also help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies.                                                                                                                                                                                                                                   |
| 639-7500    | 92101      | Res. 2 Evaluation, Air Gaps, Roof Vents, In-Tank Mixer System (Mountain Lane s/o San Antonio Dam) | Const.   | Project consists of an engineering evaluation and design of water air gaps to the reservoir overflow system and new repair/replacement of reservoir roof air vents. In-tank mixer system will reduce the formation of disinfection by-products (DBP's)                    | Project will correct deficiencies noted from 2020 State Water Resources Control Board (SWRCB) Sanitary Survey.                                                                                                                                                                                                                                                                                                                           |
| 639-7500    | 92102      | Res. 3 & 7 Evaluation, Air Gaps, Roof Vents (1090 W. 22nd Street)                                 | Bidding  | Project consists of an engineering evaluation and design of water air gaps to the reservoir overflow system and new repair/replacement of reservoir roof air vents.                                                                                                       | Project will correct deficiencies noted from 2020 State Water Resources Control Board (SWRCB) Sanitary Survey.                                                                                                                                                                                                                                                                                                                           |

| Project No. | Project ID | Project Name                                                                                                                                                              | Status    | Project Description                                                                                                                                                                                                                                    | Impact and Benefit                                                                                                                                                       |
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| 639-7500    | 92103      | Res. 4 Evaluation, New Roof and Hatches (159 N. 6th Avenue)                                                                                                               | RFP       | Project consists of an engineering evaluation and design of a new reservoir roof and access hatches.                                                                                                                                                   | Project will correct deficiencies noted from 2020 State Water Resources Control Board (SWRCB) Sanitary Survey.                                                           |
| 639-7500    | 92104      | Res. 9 Seismic Evaluation (467 S. Campus Avenue)                                                                                                                          | Carryover | Project consists of an engineering evaluation to determine if the existing concrete reservoir and wood roof is still structurally viable.                                                                                                              | Project will determine outcome and future use of the reservoir and possibly allow for future interconnect with the City of Ontario water system.                         |
| 639-7500    | 92105      | Res. 10 Evaluation, Air Gaps, Roof Vents, In-Tank Mixer System (1335 N. Benson Ave.)                                                                                      | RFP       | Project consists of an engineering evaluation and design of water air gaps to the reservoir overflow system and new repair/replacement of reservoir roof air vents. In-tank mixer system will reduce the formation of disinfection by-products (DBP's) | Project will correct deficiencies noted from 2020 State Water Resources Control Board (SWRCB) Sanitary Survey.                                                           |
| 639-7500    | 92106      | Res. 12 & 12A Evaluation, Air Gaps, Roof Vents (580 E. 15th Street)                                                                                                       | Bidding   | Project consists of an engineering evaluation and design of water air gaps to the reservoir overflow system and new repair/replacement of reservoir roof air vents.                                                                                    | Project will correct deficiencies noted from 2020 State Water Resources Control Board (SWRCB) Sanitary Survey.                                                           |
| 639-7500    | 92107      | Res. 13 & 13A Evaluation, Air Gaps, Roof Vents (401 E. 19th Street)                                                                                                       | Bidding   | Project consists of an engineering evaluation and design of water air gaps to the reservoir overflow system and new repair/replacement of reservoir roof air vents.                                                                                    | Project will correct deficiencies noted from 2020 State Water Resources Control Board (SWRCB) Sanitary Survey.                                                           |
| 639-7500    | 92108      | Res. 14 Evaluation, Air Gaps, Roof Vents (1505 E. 16th St.)                                                                                                               | RFP       | Project consists of an engineering evaluation and design of water air gaps to the reservoir overflow system and new repair/replacement of reservoir roof air vents.                                                                                    | Project will correct deficiencies noted from 2020 State Water Resources Control Board (SWRCB) Sanitary Survey.                                                           |
| 639-7500    | 92109      | Res. 16 Evaluation, Structural Repairs, Air Gaps, Roof Vents (1285 W. 24th Street)                                                                                        | RFP       | Project consists of an engineering evaluation and design of water air gaps to the reservoir overflow system, new repair/replacement of reservoir roof air vents, and repairs to spalling concrete near the top of the reservoir.                       | Project will correct deficiencies noted from 2020 State Water Resources Control Board (SWRCB) Sanitary Survey.                                                           |
| 639-7500    | 92131      | San Antonio Canyon Water Treatment Plant<br>(formerly listed as Chino Basin Water Treatment Plant)                                                                        | RFP       | Project consists of an engineering design/build to add 0.5 MGD of treatment capacity.                                                                                                                                                                  | Project will allow the City to treat and deliver additional potable water to Upland customers and to better equip the Plant to treat water during lower flow conditions. |
| 639-7500    | 92132      | Plant 4 CMU Building for Ex. Chlorine Generation, Pump to waste discharge Pipe (300 LF), New Chain Link Fence & Gates, Equipment, and Site clean-up. (401 E. 19th Street) | RFP       | Project consists of designing a block building to house a new chlorine generation system, constructing a discharge pipe for Well 20, and other misc. site security improvements.                                                                       | Project will help to properly house the new chlorine generation system and enable security improvements to the water facility.                                           |
| 639-7500    | 92133      | Plant 5 Vehicular Gates Replacement, SCADA Antenna Replacement, and Equipment (1505 E. 16th Street)                                                                       | Carryover | Project consists of replacing vehicular gates for site security and SCADA antenna improvements to boost signal transmission strength and reliability.                                                                                                  | Project will enable staff to increase onsite security at the water facility and improve communications between the City Yard and Plant 5.                                |

| Project No. | Project ID | Project Name                                                                                                                                                                                                         | Status    | Project Description                                                                                                                                                                                                                                                           | Impact and Benefit                                                                                                                                                                                             |
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| 639-7500    | 92134      | Plant 6 Chlorine Generation, CMU Buildings, Drainage Pipe and Under sidewalk box culvert at South End, Plug Valve for Pump Station Bypass, New Chain Link Fence with 1" mesh, and Equipment.<br>(580 E. 15th Street) | RFP       | Project consists of designing a block building and a new chlorine generation system, constructing onsite drainage improvements, and installing new site security fencing.                                                                                                     | Project will help to properly house a new chlorine generation system and enable security and drainage improvements to the water facility.                                                                      |
| 639-7500    | 92136      | Plant 11 New Roof, Security Doors & Windows, Chain Link Fencing with 1" mesh, and Equipment<br>(149 N. Benson Avenue)                                                                                                | Carryover | Project consists of constructing a new roof, doors, windows, and new site security fencing.                                                                                                                                                                                   | Project will help to properly house Well 8 and enable security improvements to the water facility.                                                                                                             |
| 639-7500    | 92137      | Plant 13 Chlorine Generation, Install AC in Ex. Building, Replace severed sewer line, and Equipment.<br>(159 N. 6th Avenue)                                                                                          | Carryover | Project consists of installing chlorine generation system, air conditioning for the existing nitrate analyzer, and reconnection of a severed sewer line to restore the restroom functionality.                                                                                | Project will improve disinfection capabilities and maintain proper operating temperature for the nitrate analyzer.                                                                                             |
| 639-7500    | 92138      | Plant 14 Evaluate connection with City of Ontario, New Roof for Building, New Chain Link Fence & Gate, and Equipment<br>(467 S. Campus Avenue)                                                                       | Carryover | Project consists of an engineering evaluation to determine interconnection feasibility between Upland and Ontario water systems, roof replacement, and site security improvements.                                                                                            | Project may provide Upland with an additional water source and help to improve security of the facility.                                                                                                       |
| 639-7500    | XXXXX      | Old Reservoir 15 Demolition and Site Grading                                                                                                                                                                         | New       | Project to destress the steel bands that are wrapped around the exterior of the reservoir and then demolish and remove the 7.5 MG concrete reservoir tank followed by site grading and drainage improvements.                                                                 | Project will provide a flat usable site for future use by the City.                                                                                                                                            |
| 639-7500    | XXXXX      | SCADA System Upgrade                                                                                                                                                                                                 | New       | Project will replace 20-year-old antiquated SCADA system components that are no longer supported. Project will change the MicroLogix 1200 to new series 5069-L310ER, provide updated Wonderware software, upgrade control panels in the field, and upgrade the radio network. | Ensure that the water storage and distribution system continue to be able to provide efficient potable water delivery and fire suppression capabilities for the maximum beneficial use of all end users.       |
| 639-9124    |            | Arrow Hwy. Water Main Repl.<br>(Mountain to San Antonio)                                                                                                                                                             | Const.    | Project consists of replacing the aged water service laterals in conjunction with the CIP project.                                                                                                                                                                            | Reduce water waste and damage to property due to water main/service leaks. It will also help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies. |
| 639-9137    |            | Generator at Plant 2<br>(1285 W. 24 <sup>th</sup> Street)                                                                                                                                                            | Design    | Project will provide an emergency back-up electrical power generator.                                                                                                                                                                                                         | Will help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies, especially during periods of electrical power outages.                             |
| 639-9138    |            | Generator at Plant 6<br>(580 E. 15 <sup>th</sup> Street)                                                                                                                                                             | Design    | Project will provide an emergency back-up electrical power generator.                                                                                                                                                                                                         | Will help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies, especially during periods of electrical power outages.                             |

| Project No. | Project ID | Project Name                                                                                | Status                        | Project Description                                                                                                                                                    | Impact and Benefit                                                                                                                                                                                     |
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| 639-9142    |            | Arrow Highway Water Main Repl. (Benson to Mountain)                                         | Const.                        | Project consists of replacing the aged water services in conjunction with the CIP project.                                                                             | Reduce water waste and damage to property due to water main leaks. It will also help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies. |
| 639-9143    |            | Mulberry Avenue Water Main Repl. (Foothill Blvd. to Pine Street ~920')                      | Design                        | Project consists of replacing the aged water main in conjunction with the CIP project.                                                                                 | Reduce water waste and damage to property due to water main leaks. It will also help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies. |
| 640-7500    | 74005      | 18 <sup>th</sup> Street Water Improvements                                                  | New                           | Project consists of replacing the aged water main and/or water service laterals in conjunction with the CIP project.                                                   | Reduce water waste and damage to property due to water main leaks. It will also help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies. |
| 640-7500    | 74010      | Lexington St. / 1 <sup>st</sup> Ave. / 2 <sup>nd</sup> Ave. Water Service & FH Replacements | Design                        | Project consists of replacing the aged water service laterals and Fire Hydrants in conjunction with the CIP project.                                                   | Reduce water waste and damage to property due to water main leaks. It will also help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies. |
| 640-7500    | 91001      | 14 <sup>th</sup> Street Water Main Repl. (Alta to Grove)                                    | RFP Issued                    | Project consists of replacing a section of aged water main, services, and fire hydrants in conjunction with the CIP project.                                           | Reduce water waste and damage to property due to water main leaks. It will also help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies. |
| 640-7500    | 91003      | Campus Avenue Water Main Repl. (9 <sup>th</sup> St. to Washington & Arrow to Foothill)      | RFP                           | Project consists of replacing the aged water main in conjunction with the CIP project.                                                                                 | Reduce water waste and damage to property due to water main leaks. It will also help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies. |
| 640-7500    | 91004      | Plant 4 Chlorine Generation, CMU Housing, and MCC Upgrades (401 E. 19 <sup>th</sup> St.)    | Carryover                     | Project consists of constructing a CMU block building that will house a new chlorine generation unit and will remove and replace the motor control center for Well 20. | Project will help ensure a continued supply of treated potable water and allow for the maximum beneficial use of the City's various water supplies.                                                    |
| 640-7500    | 91005      | Water Master Plan                                                                           | Design                        | Project consists of performing a comprehensive assessment of the City's existing and projected water supplies and demands.                                             | The project outcomes will guide the City in ongoing and future decisions related to projected water system demands, infrastructure requirements, and estimated capital costs.                          |
| 640-7500    | 91008      | Foothill Blvd. Water Main Repl. (San Antonio to Euclid)                                     | Design                        | Project consists of replacing a section of aged water main, services, and fire hydrants in conjunction with the CIP project.                                           | Reduce water waste and damage to property due to water main leaks. It will also help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies. |
| 640-7500    | 91009      | 11 <sup>th</sup> Street Recycled Water Main (Monte Vista to Euclid)                         | Seeking Funding Opportunities | Project consists of installing a recycled water main on 11 <sup>th</sup> Street.                                                                                       | Project will provide recycled water availability to Upland High School, Baldy View Elementary School, Baldy View Park, Cabrillo Park, and Cabrillo Elementary School                                   |
| 640-7500    | 91010      | 15 <sup>th</sup> Street Recycled Water Main (Benson to 2 <sup>nd</sup> Ave)                 | Seeking Funding Opportunities | Project consists of installing a recycled water main on 15 <sup>th</sup> Street.                                                                                       | Project will provide recycled water availability to Magnolia Elementary School, Magnolia Park, Greenbelt Park, and possibly Holliday Rock.                                                             |

| Project No. | Project ID | Project Name                                                                                                                                                           | Status    | Project Description                                                                                                                                                                                                                                                                    | Impact and Benefit                                                                                                                                                                                                                                                     |
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| 640-7500    | 91011      | Water Rate Study                                                                                                                                                       | Design    | Project consists of conducting a comprehensive water rate study to ensure the City's water utilities have sufficient, defensible funding to meet operational and capital obligations and that the rates are set proportionate to the cost of providing service to each customer class. | The goal of the water rate study is to ensure that the revenues cover the cost of services, meet any debt coverage and reserve requirements, and provide revenues for future capital repair and replacement costs, as well as major capital improvement project costs. |
| 640-7500    | 91012      | Foothill Blvd. Water Main Repl. (Benson to Mountain)                                                                                                                   | Design    | Project consists of replacing a section of aged water main, services, and fire hydrants in conjunction with the CIP project.                                                                                                                                                           | Reduce water waste and damage to property due to water main leaks. It will also help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies.                                                                 |
| 640-7500    | 91013      | Alley Water Main Replacement 2023-24                                                                                                                                   | Design    | Project consists of replacing the aged water main in conjunction with the CIP Street & Alley Program project.                                                                                                                                                                          | Reduce water waste and damage to property due to water main leaks. It will also help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies.                                                                 |
| 640-7500    | 92109      | Reservoir 16 Structural Repairs (1285 W. 24 <sup>th</sup> Street)                                                                                                      | Future    | Project consists of constructing structural repairs to the existing spauling concrete reservoir tank walls and roof structure.                                                                                                                                                         | Reservoir 15 is an integral part of the City water supply system and is the City's largest reservoir utilized in meeting our customer demand, especially in the northern sections of the community and during the hot summer months.                                   |
| 640-7500    | 92135      | Plant 10 New CMU Building with Removable Roof, Chain Link Fencing with 1" mesh, Waste to Drain Pipe to Benson Avenue, Well Rehab, and Equipment (250 N. Benson Avenue) | Carryover | Project consists of designing a block building to house City Well 3, site security fencing improvements, and rehabilitation of the existing well.                                                                                                                                      | Project will help mitigate noise pollution to the surrounding neighborhood and return Well 3 to service, along with site security enhancements.                                                                                                                        |
| 640-7500    | 92151      | 9th Street Water Main Replacement (Benson Ave. to Mountain Ave.)                                                                                                       | Carryover | Project consists of replacing a section of aged water main, services, and fire hydrants on 9 <sup>th</sup> Street, from Benson Ave. to Mountain Ave.                                                                                                                                   | Reduce water waste and damage to property due to water main leaks. It will also help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies.                                                                 |
| 640-7500    | 92152      | 9th Street Water Main Replacement (8th Ave. to Grove Ave.)                                                                                                             | Carryover | Project consists of replacing and upsizing for fire flow demand a section of aged water main, services, and fire hydrants on 9 <sup>th</sup> Street, from 8 <sup>th</sup> Ave. to Grove Ave.                                                                                           | Reduce water waste and damage to property due to water main leaks. It will also help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies.                                                                 |
| 640-7500    | XXXXX      | Alley Water Main Replacement 2024-25                                                                                                                                   | New       | Project consists of replacing the aged water main in conjunction with the CIP Street & Alley Program project.                                                                                                                                                                          | Reduce water waste and damage to property due to water main leaks. It will also help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies.                                                                 |
| 640-7500    | XXXXX      | Old Reservoir 15 Demolition and Site Grading                                                                                                                           | New       | Project to destress the steel bands that are wrapped around the exterior of the reservoir and then demolish and remove the 7.5 MG concrete reservoir tank followed by site grading and drainage improvements.                                                                          | Project will provide a flat usable site for future use by the City.                                                                                                                                                                                                    |
| 640-9049    |            | Citywide Lateral Repl. – Annual                                                                                                                                        | As Needed | Projects provides for water service lateral replacements in conjunction with CIP projects, or as stand-alone repairs.                                                                                                                                                                  | Reduce water waste and damage to property due to water main leaks. Ensure water delivery reliability to customers.                                                                                                                                                     |

| Project No. | Project ID | Project Name                                                               | Status              | Project Description                                                                                                                                                                                                                            | Impact and Benefit                                                                                                                                                                                                                                                                                                                 |
|-------------|------------|----------------------------------------------------------------------------|---------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 640-9050    |            | Citywide Hydrant Repl. – Annual                                            | As Needed           | Projects provides for fire hydrant upgrading/replacements in conjunction with CIP projects, or as stand-alone repairs.                                                                                                                         | Ensure that the water distribution system continues to be able to provide adequate fire suppression capabilities.                                                                                                                                                                                                                  |
| 640-9082    |            | Onsite Disinfection Generation (Plant 6, Res. 12A on 15 <sup>th</sup> St.) | RFP                 | Design of on-site chlorination systems.                                                                                                                                                                                                        | Design of on-site chlorination systems will enable the conversion from gas chlorination to a safer method of chlorine disinfecting. The replacement of the less efficient chlorine tablet feeders will be more cost effective.                                                                                                     |
| 640-9084    |            | Plant 3 MCC Upgrades (22 <sup>nd</sup> Street)                             | Carryover           | Design and construction of a new electrical motor control center (MCC) for Plant 3 at 22 <sup>nd</sup> Street to replace the existing MCC.                                                                                                     | The MCC Upgrades will result in more efficient and cost-effective operations. It will also enable staff to enhance their preventive and predictive maintenance programs by using the advanced features of the newer MCCs. The benefits will be cost savings and the ability to recognize issues before they become serious.        |
| 640-9087    |            | PRV Stations                                                               | On Hold             | Construction of inter-zone pressure reducing stations in water system. Project will allow for water movement during Reservoir 16 structural repairs.                                                                                           | This will enable Reservoir 16 to be taken out of service for repairs. It will also provide future benefits by providing a set pressure to downstream pressure zones.                                                                                                                                                               |
| 640-9127    |            | Ground Water Nitrate Treatment                                             | On Hold             | Project consists of a biological treatment system for removal of nitrates from the ground water wells.                                                                                                                                         | This will provide the City with a cost-effective means of removing nitrates from the water. It will result in giving the City a more diversified water supply thus helping to ensure a continued supply of water to the City's customers. This will also allow for the maximum beneficial use of the City's various water supplies |
| 640-9128    |            | Reservoir Replacement at 17 <sup>th</sup> Street                           | Operational Testing | Project will provide the expedited replacement of a 7.5 MGD facility due to the existing tank design being similar to tanks with defects.                                                                                                      | Reservoir 15 is an integral part of the City water supply system that receives water from imported and local groundwater wells. The imported water source is a major source of the City drinking water supply and is integral in meeting our customer demand, especially during the hot summer months.                             |
| 640-9132    |            | Water Interconnect with CVWD                                               | Carryover           | Project will provide for a water system interconnect with Cucamonga Valley Water District to move water between systems as needed.                                                                                                             | Will help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies. It will provide backup supplies for each agency in the event of an emergency situation.                                                                                                                |
| 640-9134    |            | Reservoir 15 Enhancements                                                  | Complete            | Project consists of temporary strengthening the top and bottom areas of the wall shell units around the exterior perimeter. Monitoring of the reservoir will continue until the new replacement reservoir construction is complete and online. | Will help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies.                                                                                                                                                                                                        |
| 640-9135    |            | Plant 6 Motor Control Center (15 <sup>th</sup> Street)                     | Const.              | Project will provide for a new electrical motor control center and associated switchgear.                                                                                                                                                      | Will help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies.                                                                                                                                                                                                        |

| Project No. | Project ID | Project Name                                                                                      | Status     | Project Description                                                                                                                                                                             | Impact and Benefit                                                                                                                                                                                     |
|-------------|------------|---------------------------------------------------------------------------------------------------|------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 640-9136    |            | Plant 3 Booster 3 Install Pump & Motor (22 <sup>nd</sup> Street)                                  | Carryover  | Project will provide for a new pump and motor to increase reliability and efficiency in pumping water to Reservoir 16 and meet system demand for both consumer use and to meet fire protection. | Will help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies.                                                                            |
| 640-9140    |            | 17 <sup>th</sup> Street Water Main (Laurel to Euclid) & Service Repl. (San Antonio to Euclid)     | Complete   | Project consists of replacing the aged water main in conjunction with the CIP project.                                                                                                          | Reduce water waste and damage to property due to water main leaks. It will also help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies. |
| 640-9141    |            | 19 <sup>th</sup> Street Water Main (Mountain to San Antonio) & Service Repl. (Mountain to Euclid) | Prelim.    | Project consists of replacing the aged water main in conjunction with the CIP project.                                                                                                          | Reduce water waste and damage to property due to water main leaks. It will also help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies. |
| 640-9144    |            | Huntington Drive Water Main Repl. (West End to Benson Avenue)                                     | Design     | Project consists of replacing the aged water main in conjunction with the CIP project.                                                                                                          | Reduce water waste and damage to property due to water main leaks. It will also help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies. |
| 640-9145    |            | Alpine Street Water Main Repl. (West End to Palm Avenue)                                          | Const.     | Project consists of replacing the aged water main in conjunction with the CIP project.                                                                                                          | Reduce water waste and damage to property due to water main leaks. It will also help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies. |
| 640-9146    |            | Vernon Drive Water Main Repl. (West End to Palm Avenue)                                           | Const.     | Project consists of replacing the aged water main in conjunction with the CIP project.                                                                                                          | Reduce water waste and damage to property due to water main leaks. It will also help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies. |
| 640-9147    |            | Palm Avenue Water Main Repl. (9 <sup>th</sup> Street to Arrow Hwy.)                               | Const.     | Project consists of replacing the aged water main in conjunction with the CIP project.                                                                                                          | Reduce water waste and damage to property due to water main leaks. It will also help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies. |
| 640-9149    |            | Storm Water Trash Capture Devices (In Catch Basins)                                               | Const.     | Project consists of installing trash capture devices inside storm drain catch basins as mandated by the NPDES State-wide Trash Provisions Order.                                                | Collect and filter out trash from priority land use areas in order to mitigate trash from entering the storm water conveyance system.                                                                  |
| 640-9152    |            | Grove Avenue Water Main Repl. (Foothill Blvd. to 15 <sup>th</sup> Street)                         | RFP Issued | Project consists of replacing the aged water main in conjunction with the CIP project.                                                                                                          | Reduce water waste and damage to property due to water main leaks. It will also help ensure a continued supply of water and allow for the maximum beneficial use of the City's various water supplies. |
| 641-9502    |            | Downtown Trash Enclosures                                                                         | Const.     | Project consists of constructing CMU block trash enclosures in the downtown area of the City.                                                                                                   | Project will provide enhanced collection capabilities for trash, recyclables, and food waste in the downtown area.                                                                                     |

| Project No. | Project ID | Project Name                                                                                                         | Status    | Project Description                                                                                                                                                                                                                                                                                      | Impact and Benefit                                                                                                                                                                                                                                                     |
|-------------|------------|----------------------------------------------------------------------------------------------------------------------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 645-7500    | 94001      | Citywide Sewer Rehabilitation 2020/2021<br>(Hydraulic Deficiencies, Root Intrusion, Structural Manhole Replacements) | Complete  | Project consists of constructing various sewer mains that have been identified through sewer modeling and CCTV inspections to contain hydraulic deficiencies and/or obstructions inhibiting flow (i.e., tree roots, concrete, rocks, debris, etc.). Project also includes replacing aged sewer manholes. | Project is necessary to ensure sewer manhole structure and system reliability and reliable sewer disposal service.                                                                                                                                                     |
| 645-7500    | 94002      | Manhole Adjustment to Grade for City/County Shared Roadway Project                                                   | Complete  | Project consists of adjusting sewer utility manholes to finished grade upon paving completion.                                                                                                                                                                                                           | Project is required to ensure sewer access manholes remain flush with final paving grades in order to mitigate hazardous roadway conditions.                                                                                                                           |
| 645-7500    | 94003      | Sewer Master Plan                                                                                                    | Design    | Project consists of performing a comprehensive assessment of the City's existing and projected sanitary sewer demands.                                                                                                                                                                                   | The project outcomes will guide the City in ongoing and future decisions related to projected sanitary sewer system demands, infrastructure requirements, and estimated capital costs.                                                                                 |
| 645-7500    | 94004      | Sewer System Management Plan (SSMP)                                                                                  | Carryover | Project consists of updating the SSMP in order to comply with State waste discharge requirements.                                                                                                                                                                                                        | Project will allow the City to maintain compliance with federal and state prohibitions of the discharge of sewage to the waters of the US and State and will help ensure sewer system resiliency and prevention of spills.                                             |
| 645-7500    | 94005      | Citywide Sewer Rehabilitation 2021/2022<br>(Hydraulic Deficiencies, Root Intrusion, Structural Manhole Replacements) | Complete  | Project consists of constructing various sewer mains that have been identified through sewer modeling and CCTV inspections to contain hydraulic deficiencies and/or obstructions inhibiting flow (i.e., tree roots, concrete, rocks, debris, etc.). Project also includes replacing aged sewer manholes. | Project is necessary to ensure sewer manhole structure and system reliability and reliable sewer disposal service.                                                                                                                                                     |
| 645-7500    | 94006      | Citywide Sewer Rehabilitation 2022/2023<br>(Hydraulic Deficiencies, Root Intrusion, Structural Manhole Replacements) | Const.    | Project consists of constructing various sewer mains that have been identified through sewer modeling and CCTV inspections to contain hydraulic deficiencies and/or obstructions inhibiting flow (i.e., tree roots, concrete, rocks, debris, etc.). Project also includes replacing aged sewer manholes. | Project is necessary to ensure sewer manhole structure and system reliability and reliable sewer disposal service.                                                                                                                                                     |
| 645-7500    | 94007      | Sewer Rate Study                                                                                                     | Carryover | Project consists of conducting a comprehensive rate study for sewer to ensure the City's sewer utilities have sufficient, defensible funding to meet operational and capital obligations and that the rates are set proportionate to the cost of providing service to each customer class.               | The goal of the sewer rate study is to ensure that the revenues cover the cost of services, meet any debt coverage and reserve requirements, and provide revenues for future capital repair and replacement costs, as well as major capital improvement project costs. |
| 645-7500    | 94008      | Arrow Hwy & Benson Ave Sewer Relocations and Improvements                                                            | Const.    | Project consists of sewer relocations on Benson Avenue and Arrow Hwy due to conflict with proposed RCP storm Drain.                                                                                                                                                                                      | Project is necessary to ensure public sewer system reliability and reliable sewer disposal service.                                                                                                                                                                    |

| Project No. | Project ID | Project Name                                                                                                                 | Status    | Project Description                                                                                                                                                                                                                                                                                      | Impact and Benefit                                                                                                                                                                                                                                                   |
|-------------|------------|------------------------------------------------------------------------------------------------------------------------------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 645-7500    | XXXXX      | Citywide Sewer Rehabilitation 2024/2025<br>(Hydraulic Deficiencies, Root Intrusion, Structural Manhole Replacements)         | New       | Project consists of constructing various sewer mains that have been identified through sewer modeling and CCTV inspections to contain hydraulic deficiencies and/or obstructions inhibiting flow (i.e., tree roots, concrete, rocks, debris, etc.). Project also includes replacing aged sewer manholes. | Project is necessary to ensure sewer manhole structure and system reliability and reliable sewer disposal service.                                                                                                                                                   |
| 645-7500    | XXXXX      | Sewer Manhole Improvements 2024/2025<br>(942 2 <sup>nd</sup> Ave. Alley; 244 N. 11 <sup>th</sup> Ave.; 226 Garnet Way Alley) | New       | Project consists of constructing various sewer mains that have been identified through sewer modeling and CCTV inspections to contain hydraulic deficiencies and/or obstructions inhibiting flow (i.e., tree roots, concrete, rocks, debris, etc.). Project also includes replacing aged sewer manholes. | Project is necessary to ensure sewer manhole structure and system reliability and reliable sewer disposal service.                                                                                                                                                   |
| 645-7500    | XXXXX      | Campus Ave. Sewer Manhole Installation<br>(between Foothill Blvd. & West St.)                                                | New       | Project consists of constructing a sewer manhole on an existing sewer main in order to facilitate maintenance                                                                                                                                                                                            | Project is necessary to ensure sewer system reliability and reliable sewer disposal service.                                                                                                                                                                         |
| 645-9301    |            | Upland Landfill Post-Closure Plan                                                                                            | As needed | Project identified in order to repair, replace, and reconstruct the landfill's monitoring well(s) and equipment to assure its operative conditions as required by State and local regulatory agencies.                                                                                                   | Project is required to maintain compliance with the post-closure State mandates for the extraction and control of methane gas generated by landfill debris.                                                                                                          |
| 645-9324    |            | Landfill Flare Modifications                                                                                                 | Complete  | Project will consist of the construction of a carbon absorption system in order to effectively manage the methane gas generation from the closed landfill.                                                                                                                                               | Project is required to maintain compliance with the post-closure State mandates for the extraction and control of methane gas generated by landfill debris and necessary to adhere to Air Quality Management District (AQMD) Rule 1150.1 "landfill emission control" |
| 645-9330    |            | Richland Street Trunk Main Repair                                                                                            | Carryover | Project consists of constructing a new precast concrete sewer manhole structure over a section of VCP sewer main that was damaged during exploratory soil borings for the I-10 Corridor Project.                                                                                                         | Project is necessary to ensure sewer manhole structure and system reliability and reliable sewer disposal service.                                                                                                                                                   |

**ADOPTED BUDGET**  
**FY 2024-25 & 2025-26**  
**SCHEDULE OF POSITIONS**



**2024-26 SCHEDULE OF POSITIONS**

|                                               | Unit    | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>ADOPTED | 2023-24<br>AMENDED | 2024-26<br>CHANGE | 2024-26<br>PROPOSED |
|-----------------------------------------------|---------|-------------------|-------------------|--------------------|--------------------|-------------------|---------------------|
| <b><u>GENERAL GOVERNMENT</u></b>              |         |                   |                   |                    |                    |                   |                     |
| <b><u>ELECTED/APPOINTED</u></b>               |         |                   |                   |                    |                    |                   |                     |
| MAYOR                                         | ELEC    | 1.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| COUNCIL                                       | ELEC    | 4.00              | 4.00              | 4.00               | 4.00               | 0.00              | 4.00                |
| TREASURER                                     | ELEC    | 1.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
|                                               |         | <u>6.00</u>       | <u>6.00</u>       | <u>6.00</u>        | <u>6.00</u>        | <u>0.00</u>       | <u>6.00</u>         |
| <b><u>ADMINISTRATION</u></b>                  |         |                   |                   |                    |                    |                   |                     |
| CITY MANAGER                                  | EXEC    | 1.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| ASSISTANT CITY MANAGER                        | EXEC    | 1.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| EXECUTIVE ASSISTANT TO THE CITY MANAGER       | Non-Rep | 1.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| EXECUTIVE ASSISTANT I                         | Non-Rep | 0.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| SENIOR ADMINISTRATIVE ASSISTANT               | UCEA    | 1.00              | 0.00              | 0.00               | 0.00               | 0.00              | 0.00                |
|                                               |         | <u>4.00</u>       | <u>4.00</u>       | <u>4.00</u>        | <u>4.00</u>        | <u>0.00</u>       | <u>4.00</u>         |
| <b><u>CITY CLERK</u></b>                      |         |                   |                   |                    |                    |                   |                     |
| CITY CLERK                                    | Non-Rep | 1.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| DEPUTY CITY CLERK                             | UCEA    | 1.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| SENIOR ADMINISTRATIVE ASSISTANT               | UCEA    | 1.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
|                                               |         | <u>3.00</u>       | <u>3.00</u>       | <u>3.00</u>        | <u>3.00</u>        | <u>0.00</u>       | <u>3.00</u>         |
|                                               |         | <u>13.00</u>      | <u>13.00</u>      | <u>13.00</u>       | <u>13.00</u>       | <u>0.00</u>       | <u>13.00</u>        |
| <b><u>GENERAL GOVERNMENT-TOTAL</u></b>        |         |                   |                   |                    |                    |                   |                     |
| <b><u>ADMINISTRATIVE SERVICES</u></b>         |         |                   |                   |                    |                    |                   |                     |
| <b><u>FINANCE</u></b>                         |         |                   |                   |                    |                    |                   |                     |
| FINANCE MANAGER                               | Non-Rep | 0.00              | 0.00              | 0.00               | 1.00               | 0.00              | 1.00                |
| FINANCE OFFICER                               | Non-Rep | 1.00              | 1.00              | 1.00               | 0.00               | 0.00              | 0.00                |
| ACCOUNTING SUPERVISOR                         | Non-Rep | 1.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| SENIOR ACCOUNTANT                             | UCEA    | 2.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| ACCOUNTANT I/II                               | UCEA    | 0.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| BUDGET COORDINATOR                            | Non-Rep | 0.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| SENIOR ACCOUNTING TECHNICIAN                  | UCEA    | 1.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| PAYROLL TECHNICIAN                            | UCEA    | 1.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| ACCOUNTING TECHNICIAN                         | UCEA    | 3.00              | 2.00              | 2.00               | 2.00               | 0.00              | 2.00                |
| UTILITY BILLING & CUSTOMER SERVICE SUPERVISOR | UMMEA   | 1.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| SENIOR CUSTOMER SERVICE SPECIALIST            | UCEA    | 2.00              | 2.00              | 2.00               | 2.00               | 0.00              | 2.00                |
| BUSINESS LICENSE INSPECTOR                    | UCEA    | 1.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| CUSTOMER SERVICE SPECIALIST I/II              | UCEA    | 5.00              | 5.00              | 4.00               | 4.00               | 0.00              | 4.00                |
|                                               |         | <u>18.00</u>      | <u>18.00</u>      | <u>17.00</u>       | <u>17.00</u>       | <u>0.00</u>       | <u>17.00</u>        |
| <b><u>INFORMATION TECHNOLOGY</u></b>          |         |                   |                   |                    |                    |                   |                     |
| IT MANAGER                                    | UMMEA   | 1.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| IT SPECIALIST                                 | UCEA    | 2.00              | 3.00              | 3.00               | 3.00               | 0.00              | 3.00                |

## 2024-26 SCHEDULE OF POSITIONS

(Administrative Services Continued)

### HUMAN RESOURCES

DEPUTY DIRECTOR OF HUMAN RESOURCES / RISK MANAGEMENT  
HUMAN RESOURCES/RISK MANAGER  
HUMAN RESOURCES ANALYST I/II  
SENIOR HUMAN RESOURCES ANALYST  
HUMAN RESOURCES ANALYST  
**RISK MANAGEMENT COORDINATOR**  
HUMAN RESOURCES TECHNICIAN  
OFFICE ASSISTANT

| Unit                                         | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>ADOPTED | 2023-24<br>AMENDED | 2024-26<br>CHANGE | 2024-26<br>PROPOSED |
|----------------------------------------------|-------------------|-------------------|--------------------|--------------------|-------------------|---------------------|
|                                              | 3.00              | 4.00              | 4.00               | 4.00               | 0.00              | 4.00                |
| Non-Rep                                      | 0.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| Non-Rep                                      | 1.00              | 0.00              | 0.00               | 0.00               | 0.00              | 0.00                |
| Non-Rep                                      | 0.00              | 2.00              | 2.00               | 2.00               | 0.00              | 2.00                |
| Non-Rep                                      | 1.00              | 0.00              | 0.00               | 0.00               | 0.00              | 0.00                |
| Non-Rep                                      | 1.00              | 0.00              | 0.00               | 0.00               | 0.00              | 0.00                |
| Non-Rep                                      | 0.00              | 0.00              | 0.00               | 0.00               | 1.00              | 1.00                |
| UCEA                                         | 1.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| UCEA                                         | 0.00              | 0.00              | 1.00               | 1.00               | 0.00              | 1.00                |
|                                              | 4.00              | 4.00              | 5.00               | 5.00               | 1.00              | 6.00                |
| <b>RECREATION AND COMMUNITY SERVICES</b>     |                   |                   |                    |                    |                   |                     |
| RECREATION AND COMMUNITY SERVICES MANAGER    | 1.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| RECREATION AND COMMUNITY SERVICES SUPERVISOR | 2.00              | 2.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| RECREATION COORDINATOR                       | 1.00              | 2.00              | 3.00               | 3.00               | 0.00              | 3.00                |
| SENIOR ADMINISTRATIVE ASSISTANT              | 1.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
|                                              | 5.00              | 6.00              | 6.00               | 6.00               | 0.00              | 6.00                |
| <b>ADMINISTRATIVE SERVICES-TOTAL</b>         | 30.00             | 32.00             | 32.00              | 32.00              | 1.00              | 33.00               |

### DEVELOPMENT SERVICES

#### BUILDING AND PLANNING

DEVELOPMENT SERVICES DIRECTOR  
ECONOMIC DEVELOPMENT COORDINATOR  
MANAGEMENT ANALYST I/II  
ADMINISTRATIVE ANALYST  
**BUDGET SPECIALIST**  
**ACCOUNTING TECHNICIAN**  
**ADMINISTRATIVE ASSISTANT**  
PLANNING MANAGER  
SENIOR PLANNER  
ASSISTANT/ASSOCIATE PLANNER  
**BUILDING OFFICIAL**  
**PLANS EXAMINER**  
SENIOR BUILDING INSPECTOR  
BUILDING INSPECTOR I/II  
DEVELOPMENT SERVICES TECHNICIAN I/II  
SENIOR DEVELOPMENT SERVICES TECHNICIAN  
DEVELOPMENT SERVICES TECHNICIAN

|       |       |       |       |       |        |       |
|-------|-------|-------|-------|-------|--------|-------|
| EXEC  | 1.00  | 1.00  | 1.00  | 1.00  | 0.00   | 1.00  |
| UMMEA | 1.00  | 1.00  | 1.00  | 1.00  | 0.00   | 1.00  |
| UMMEA | 0.00  | 1.00  | 1.00  | 1.00  | 0.00   | 1.00  |
| UMMEA | 1.00  | 0.00  | 0.00  | 0.00  | 0.00   | 0.00  |
| UCEA  | 0.00  | 0.00  | 0.00  | 0.00  | 1.00   | 1.00  |
| UCEA  | 1.00  | 1.00  | 1.00  | 1.00  | (1.00) | 0.00  |
| UCEA  | 0.00  | 0.00  | 0.00  | 0.00  | 1.00   | 1.00  |
| UMMEA | 1.00  | 1.00  | 1.00  | 1.00  | 0.00   | 1.00  |
| UMMEA | 1.00  | 1.00  | 1.00  | 1.00  | 0.00   | 1.00  |
| UMMEA | 1.00  | 1.00  | 1.00  | 2.00  | 0.00   | 2.00  |
| UMMEA | 1.00  | 1.00  | 1.00  | 1.00  | 0.00   | 1.00  |
| UCEA  | 1.00  | 1.00  | 1.00  | 1.00  | 0.00   | 1.00  |
| UCEA  | 1.00  | 1.00  | 1.00  | 1.00  | 0.00   | 1.00  |
| UCEA  | 1.00  | 1.00  | 1.00  | 1.00  | 0.00   | 1.00  |
| UCEA  | 2.00  | 2.00  | 2.00  | 2.00  | 0.00   | 2.00  |
| UCEA  | 0.00  | 2.00  | 2.00  | 1.00  | 0.00   | 1.00  |
| UCEA  | 1.00  | 0.00  | 0.00  | 0.00  | 0.00   | 0.00  |
| UCEA  | 1.00  | 0.00  | 0.00  | 0.00  | 0.00   | 0.00  |
|       | 14.00 | 14.00 | 14.00 | 14.00 | 1.00   | 15.00 |

## 2024-26 SCHEDULE OF POSITIONS

(Development Services Continued)

### HOUSING / SUCCESSOR AGENCY

| Unit                                     | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>ADOPTED | 2023-24<br>AMENDED | 2024-26<br>CHANGE | 2024-26<br>PROPOSED |
|------------------------------------------|-------------------|-------------------|--------------------|--------------------|-------------------|---------------------|
| HOUSING MANAGER                          | UMMEA             | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| HOUSING COORDINATOR                      | UMMEA             | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| DEVELOPMENT SERVICES SPECIALIST          | UCEA              | 0.00              | 0.00               | 0.00               | 0.00              | 1.00                |
| DEVELOPMENT SERVICES TECHNICIAN I/II     | UCEA              | 1.00              | 1.00               | 1.00               | 0.00              | 0.00                |
|                                          |                   | <u>3.00</u>       | <u>3.00</u>        | <u>3.00</u>        | <u>0.00</u>       | <u>3.00</u>         |
| <b><u>DEVELOPMENT SERVICES-TOTAL</u></b> |                   | <u>17.00</u>      | <u>17.00</u>       | <u>17.00</u>       | <u>1.00</u>       | <u>18.00</u>        |

### PUBLIC WORKS

#### PUBLIC WORKS - ADMINISTRATION

|                                     |      |             |             |             |             |             |             |
|-------------------------------------|------|-------------|-------------|-------------|-------------|-------------|-------------|
| PUBLIC WORKS DIRECTOR/CITY ENGINEER | EXEC | 1.00        | 1.00        | 1.00        | 1.00        | 0.00        | 1.00        |
| BUDGET SPECIALIST                   | UCEA | 0.00        | 0.00        | 1.00        | 1.00        | 0.00        | 1.00        |
| ACCOUNTING TECHNICIAN               | UCEA | 1.00        | 1.00        | 0.00        | 0.00        | 0.00        | 0.00        |
| SENIOR ADMINISTRATIVE ASSISTANT     | UCEA | 1.00        | 1.00        | 1.00        | 1.00        | 0.00        | 1.00        |
| ADMINISTRATIVE ASSISTANT            | UCEA | 1.00        | 1.00        | 1.00        | 1.00        | 0.00        | 1.00        |
|                                     |      | <u>4.00</u> | <u>4.00</u> | <u>4.00</u> | <u>4.00</u> | <u>0.00</u> | <u>4.00</u> |

#### PUBLIC WORKS - OPERATIONS

|                                                          |       |              |              |              |              |             |              |
|----------------------------------------------------------|-------|--------------|--------------|--------------|--------------|-------------|--------------|
| OPERATIONS MANAGER                                       | UMMEA | 1.00         | 1.00         | 1.00         | 1.00         | 0.00        | 1.00         |
| OPERATIONS SUPERVISOR                                    | UMMEA | 1.00         | 1.00         | 1.00         | 2.00         | 2.00        | 4.00         |
| MAINTENANCE COORDINATOR                                  | UCEA  | 3.00         | 3.00         | 3.00         | 3.00         | 0.00        | 3.00         |
| MAINTENANCE WORKER I/II                                  | UCEA  | 0.00         | 11.00        | 11.00        | 11.00        | 0.00        | 11.00        |
| MAINTENANCE WORKER                                       | UCEA  | 10.00        | 0.00         | 0.00         | 0.00         | 0.00        | 0.00         |
| FACILITIES COORDINATOR                                   | UCEA  | 1.00         | 1.00         | 1.00         | 1.00         | 0.00        | 1.00         |
| FACILITIES TECHNICIAN                                    | UCEA  | 2.00         | 3.00         | 3.00         | 3.00         | 0.00        | 3.00         |
| CUSTODIAN                                                | UCEA  | 3.00         | 3.00         | 3.00         | 3.00         | 0.00        | 3.00         |
| LEAD EQUIPMENT MECHANIC                                  | UCEA  | 1.00         | 1.00         | 1.00         | 1.00         | 0.00        | 1.00         |
| EQUIPMENT MECHANIC                                       | UCEA  | 2.00         | 2.00         | 2.00         | 2.00         | 0.00        | 2.00         |
| WAREHOUSE AND INVENTORY TECHNICIAN (FREEZE ONE POSITION) | UCEA  | 1.00         | 1.00         | 1.00         | 1.00         | 0.00        | 1.00         |
|                                                          |       | <u>25.00</u> | <u>27.00</u> | <u>27.00</u> | <u>28.00</u> | <u>2.00</u> | <u>30.00</u> |

#### PUBLIC WORKS - CAPITAL PROJECTS

|                              |       |             |             |             |             |             |             |
|------------------------------|-------|-------------|-------------|-------------|-------------|-------------|-------------|
| ENGINEERING MANAGER          | UMMEA | 1.00        | 1.00        | 1.00        | 1.00        | 0.00        | 1.00        |
| SENIOR ENGINEER              | UMMEA | 1.00        | 1.00        | 1.00        | 1.00        | 0.00        | 1.00        |
| ASSISTANT/ASSOCIATE ENGINEER | UMMEA | 1.00        | 1.00        | 1.00        | 1.00        | 0.00        | 1.00        |
| PUBLIC WORKS INSPECTOR I/II  | UCEA  | 2.00        | 2.00        | 2.00        | 2.00        | 0.00        | 2.00        |
|                              |       | <u>5.00</u> | <u>5.00</u> | <u>5.00</u> | <u>5.00</u> | <u>0.00</u> | <u>5.00</u> |

#### TRAFFIC ENGINEERING

|                              |       |      |      |      |      |      |      |
|------------------------------|-------|------|------|------|------|------|------|
| PRINCIPAL ENGINEER           | UMMEA | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 | 1.00 |
| ASSISTANT/ASSOCIATE ENGINEER | UMMEA | 2.00 | 2.00 | 2.00 | 2.00 | 0.00 | 2.00 |
| ENGINEERING TECHNICIAN       | UCEA  | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 | 1.00 |

## 2024-26 SCHEDULE OF POSITIONS

(Public Works Continued)

### PUBLIC WORKS - SEWER

|                                                    |       |             |             |             |             |             |             |
|----------------------------------------------------|-------|-------------|-------------|-------------|-------------|-------------|-------------|
| ENVIRONMENTAL COMPLIANCE PROGRAM MANAGER           | UMMEA | 1.00        | 1.00        | 1.00        | 1.00        | 0.00        | 1.00        |
| ASSISTANT/ASSOCIATE ENGINEER (FREEZE ONE POSITION) | UMMEA | 3.00        | 2.00        | 2.00        | 2.00        | 0.00        | 2.00        |
| REGULATORY COMPLIANCE SPECIALIST                   | UMMEA | 0.00        | 1.00        | 1.00        | 1.00        | 0.00        | 1.00        |
| CROSS CONNECTION CONTROL TECHNICIAN                | UCEA  | 1.00        | 1.00        | 1.00        | 1.00        | 0.00        | 1.00        |
| ENVIRONMENTAL COMPLIANCE INSPECTOR I/II            | UCEA  | 1.00        | 1.00        | 1.00        | 1.00        | 0.00        | 1.00        |
|                                                    |       | <u>6.00</u> | <u>6.00</u> | <u>6.00</u> | <u>6.00</u> | <u>0.00</u> | <u>6.00</u> |

### PUBLIC WORKS - SOLID WASTE

|                         |       |             |             |             |             |             |             |
|-------------------------|-------|-------------|-------------|-------------|-------------|-------------|-------------|
| MANAGEMENT ANALYST I/II | UMMEA | 0.00        | 1.00        | 1.00        | 1.00        | 0.00        | 1.00        |
| MANAGEMENT ANALYST      | UMMEA | 1.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        |
|                         |       | <u>1.00</u> | <u>1.00</u> | <u>1.00</u> | <u>1.00</u> | <u>0.00</u> | <u>1.00</u> |

### PUBLIC WORKS - WATER

|                                          |       |              |              |              |              |             |              |
|------------------------------------------|-------|--------------|--------------|--------------|--------------|-------------|--------------|
| UTILITIES MANAGER                        | UMMEA | 1.00         | 1.00         | 1.00         | 1.00         | 0.00        | 1.00         |
| CHIEF WATER TREATMENT OPERATOR           | UMMEA | 1.00         | 1.00         | 1.00         | 1.00         | 0.00        | 1.00         |
| LEAD WATER TREATMENT OPERATOR            | UCEA  | 2.00         | 2.00         | 2.00         | 2.00         | 0.00        | 2.00         |
| WATER TREATMENT OPERATOR I/II            | UCEA  | 0.00         | 3.00         | 3.00         | 3.00         | 0.00        | 3.00         |
| WATER TREATMENT OPERATOR                 | UCEA  | 2.00         | 0.00         | 0.00         | 0.00         | 0.00        | 0.00         |
| UTILITIES SUPERVISOR                     | UMMEA | 1.00         | 1.00         | 1.00         | 1.00         | 0.00        | 1.00         |
| LEAD UTILITY WORKER - WATER              | UCEA  | 2.00         | 2.00         | 2.00         | 2.00         | 0.00        | 2.00         |
| UTILITY WORKER I/II - WATER              | UCEA  | 0.00         | 11.00        | 11.00        | 11.00        | 0.00        | 11.00        |
| UTILITY SYSTEM WORKER                    | UCEA  | 11.00        | 0.00         | 0.00         | 0.00         | 0.00        | 0.00         |
| UTILITIES SUPERVISOR - SEWER/STORM DRAIN | UMMEA | 0.00         | 0.00         | 0.00         | 1.00         | 0.00        | 1.00         |
| LEAD UTILITY WORKER - SEWER              | UCEA  | 1.00         | 1.00         | 1.00         | 0.00         | 0.00        | 0.00         |
| UTILITY WORKER I/II - SEWER              | UCEA  | 0.00         | 6.00         | 6.00         | 6.00         | 0.00        | 6.00         |
| UTILITY SYSTEM WORKER-SEWER              | UCEA  | 6.00         | 0.00         | 0.00         | 0.00         | 0.00        | 0.00         |
| LEAD WATER METER TECHNICIAN              | UCEA  | 1.00         | 1.00         | 1.00         | 1.00         | 0.00        | 1.00         |
| WATER METER TECHNICIAN                   | UCEA  | 2.00         | 3.00         | 3.00         | 3.00         | 0.00        | 3.00         |
| MANAGEMENT ANALYST I/II                  | UMMEA | 0.00         | 1.00         | 1.00         | 1.00         | 0.00        | 1.00         |
| MANAGEMENT ANALYST                       | UMMEA | 1.00         | 0.00         | 0.00         | 0.00         | 0.00        | 0.00         |
| ASSISTANT/ASSOCIATE ENGINEER             | UMMEA | 0.00         | 1.00         | 1.00         | 1.00         | 0.00        | 1.00         |
| GIS/IT SPECIALIST                        | UCEA  | 1.00         | 1.00         | 1.00         | 1.00         | 0.00        | 1.00         |
| CUSTOMER SERVICE SPECIALIST I/II         | UCEA  | 1.00         | 1.00         | 1.00         | 1.00         | 0.00        | 1.00         |
|                                          |       | <u>33.00</u> | <u>36.00</u> | <u>36.00</u> | <u>36.00</u> | <u>0.00</u> | <u>36.00</u> |

### PUBLIC WORKS-TOTAL

|  |  |              |              |              |              |             |              |
|--|--|--------------|--------------|--------------|--------------|-------------|--------------|
|  |  | <u>78.00</u> | <u>83.00</u> | <u>83.00</u> | <u>84.00</u> | <u>2.00</u> | <u>86.00</u> |
|--|--|--------------|--------------|--------------|--------------|-------------|--------------|

### POLICE

#### POLICE- SWORN

|                 |      |      |      |      |      |      |      |
|-----------------|------|------|------|------|------|------|------|
| CHIEF OF POLICE | EXEC | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 | 1.00 |
|-----------------|------|------|------|------|------|------|------|

**2024-26 SCHEDULE OF POSITIONS**

|                                                  | Unit        | 2021-22<br>ACTUAL | 2022-23<br>ACTUAL | 2023-24<br>ADOPTED | 2023-24<br>AMENDED | 2024-26<br>CHANGE | 2024-26<br>PROPOSED |
|--------------------------------------------------|-------------|-------------------|-------------------|--------------------|--------------------|-------------------|---------------------|
| <i>(Police Continued)</i>                        |             |                   |                   |                    |                    |                   |                     |
| POLICE CAPTAIN                                   | UPMA        | 2.00              | 2.00              | 2.00               | 2.00               | 0.00              | 2.00                |
| POLICE LIEUTENANT                                | UPMA        | 3.00              | 3.00              | 3.00               | 3.00               | 0.00              | 3.00                |
| POLICE SERGEANT                                  | UPMA        | 9.00              | 9.00              | 9.00               | 9.00               | 0.00              | 9.00                |
| POLICE DETECTIVE/CORPORAL                        | UPOA        | 14.00             | 14.00             | 14.00              | 14.00              | 0.00              | 14.00               |
| <b>POLICE OFFICER</b>                            | <b>UPOA</b> | <b>49.00</b>      | <b>49.00</b>      | <b>49.00</b>       | <b>49.00</b>       | <b>2.00</b>       | <b>51.00</b>        |
|                                                  |             | <u>78.00</u>      | <u>78.00</u>      | <u>78.00</u>       | <u>78.00</u>       | <u>2.00</u>       | <u>80.00</u>        |
| <b>POLICE- NON-SWORN</b>                         |             |                   |                   |                    |                    |                   |                     |
| CRIME AND INTELLIGENCE ANALYST                   | UMMEA       | 1.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| FORENSIC TECHNICIAN                              | UCEA        | 1.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| BUDGET SPECIALIST                                | UCEA        | 0.00              | 0.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| SENIOR ACCOUNTING TECHNICIAN                     | UCEA        | 1.00              | 1.00              | 0.00               | 0.00               | 0.00              | 0.00                |
| BACKGROUND INVESTIGATOR                          | UCEA        | 0.00              | 0.00              | 0.00               | 1.00               | 0.00              | 1.00                |
| SENIOR ADMINISTRATIVE ASSISTANT                  | UCEA        | 1.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| POLICE DISPATCH SUPERVISOR                       | UMMEA       | 1.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| LEAD DISPATCHER                                  | UCEA        | 2.00              | 0.00              | 0.00               | 0.00               | 0.00              | 0.00                |
| POLICE DISPATCHER I/II (FREEZE ONE POSITION)     | UCEA        | 10.00             | 12.00             | 12.00              | 12.00              | 0.00              | 12.00               |
| POLICE RECORDS SUPERVISOR                        | UMMEA       | 1.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| SENIOR POLICE RECORDS TECHNICIAN                 | UCEA        | 1.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| POLICE RECORDS TECHNICIAN I/II                   | UCEA        | 5.00              | 5.00              | 5.00               | 5.00               | 0.00              | 5.00                |
| HOMELESS SERVICES COORDINATOR                    | UCEA        | 1.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| PARKING CONTROL AIDE                             | UCEA        | 1.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| POLICE CIVILIAN INVESTIGATOR                     | UCEA        | 0.00              | 0.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| CRIME PREVENTION - COMMUNITY OUTREACH SPECIALIST | UCEA        | 0.00              | 0.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| PROPERTY AND EVIDENCE CLERK                      | UCEA        | 0.00              | 0.00              | 0.00               | 1.00               | 0.00              | 1.00                |
| POLICE SERVICE TECHNICIAN                        | UCEA        | 7.00              | 7.00              | 5.00               | 4.00               | 0.00              | 4.00                |
| PARK RANGER                                      | UCEA        | 0.00              | 0.00              | 1.00               | 2.00               | 0.00              | 2.00                |
|                                                  |             | <u>33.00</u>      | <u>33.00</u>      | <u>34.00</u>       | <u>36.00</u>       | <u>0.00</u>       | <u>36.00</u>        |
| <b>ANIMAL SERVICES</b>                           |             |                   |                   |                    |                    |                   |                     |
| ANIMAL SERVICES SUPERVISOR                       | UMMEA       | 1.00              | 1.00              | 1.00               | 1.00               | 0.00              | 1.00                |
| ANIMAL SERVICES OFFICER (FREEZE ONE POSITION)    | UCEA        | 3.00              | 3.00              | 3.00               | 3.00               | 0.00              | 3.00                |
|                                                  |             | <u>4.00</u>       | <u>4.00</u>       | <u>4.00</u>        | <u>4.00</u>        | <u>0.00</u>       | <u>4.00</u>         |
| <b>CODE ENFORCEMENT</b>                          |             |                   |                   |                    |                    |                   |                     |
| CODE ENFORCEMENT OFFICER                         | UCEA        | 4.00              | 4.00              | 4.00               | 4.00               | 0.00              | 4.00                |
|                                                  |             | <u>4.00</u>       | <u>4.00</u>       | <u>4.00</u>        | <u>4.00</u>        | <u>0.00</u>       | <u>4.00</u>         |
| <b><u>POLICE-TOTAL</u></b>                       |             | <u>119.00</u>     | <u>119.00</u>     | <u>120.00</u>      | <u>122.00</u>      | <u>2.00</u>       | <u>124.00</u>       |
| <b><u>GRAND TOTAL</u></b>                        |             | <u>257.00</u>     | <u>264.00</u>     | <u>265.00</u>      | <u>268.00</u>      | <u>6.00</u>       | <u>274.00</u>       |

\* Number of positions to remain unfilled for FY 2024-26.

**ADOPTED BUDGET**

**FY 2024-25 & 2025-26**

**CHART OF ACCOUNTS**



## CHART OF ACCOUNTS

| Fund No. | Fund Name                                      |
|----------|------------------------------------------------|
| 101      | General Fund                                   |
| 201      | Housing                                        |
| 202      | Housing Fund - Rentals                         |
| 203      | Public Safety Augmentation                     |
| 204      | Gas Tax                                        |
| 205      | Measure I                                      |
| 206      | Road Maintenance Rehabilitation Account (RMRA) |
| 208      | HOME Investment Partnership Program            |
| 209      | Community Development Block Grant (CDBG)       |
| 210      | Parking Business Improvement Area (PBIA)       |
| 211      | Air Quality Management District (AQMD)         |
| 214      | Homeland Security Grants - PD                  |
| 215      | Prop 30                                        |
| 216      | COPS                                           |
| 217      | Other Grants                                   |
| 218      | Office of Traffic Safety                       |
| 219      | Other Public Safety Grants                     |
| 220      | Asset Forfeiture-Federal Dept. of Justice      |
| 222      | CalHOME                                        |
| 223      | Asset Forfeiture- Federal Treasury             |
| 224      | Asset Forfeiture - State                       |
| 225      | BSCC Budget Act                                |
| 229      | American Rescue Plan Act (ARPA)                |
| 301      | Public Financing Authority Fund                |
| 419      | Police DIF                                     |
| 420      | General DIF                                    |
| 421      | Quimby Fees                                    |
| 422      | Storm Drain DIF                                |
| 423      | Street and Traffic Facility DIF                |
| 424      | Park DIF                                       |
| 425      | General Fund Capital Projects                  |
| 426      | Street & Alley Repairs                         |
| 638      | Water DIF                                      |
| 639      | Water Bond Capital Project                     |
| 640      | Water Utility                                  |
| 641      | Solid Waste Utility                            |
| 645      | Sewer Utility                                  |
| 646      | Sewer DIF                                      |

**CHART OF ACCOUNTS**

| Fund No. | Fund Name                         |
|----------|-----------------------------------|
| 751      | Self-Funded Insurance             |
| 752      | Fleet Maintenance & Replacement   |
| 753      | Information Systems               |
| 754      | Building Maintenance & Operations |
| 755      | UAL and Employee Benefits         |
| 805      | Successor Agency                  |

## CHART OF ACCOUNTS

| Division No. | Division Name                              |
|--------------|--------------------------------------------|
| 0000         | Division                                   |
| 1101         | City Council                               |
| 1104         | City Treasurer                             |
| 1201         | City Administration                        |
| 1301         | Finance                                    |
| 1302         | Mail/Printing Services                     |
| 1401         | Information Systems                        |
| 1405         | Council Chambers                           |
| 1504         | Non-Departmental                           |
| 1510         | Library                                    |
| 1601         | Human Resources                            |
| 1602         | Development & Training                     |
| 1603         | City Attorney                              |
| 1611         | Workers Compensation                       |
| 1612         | Unemployment                               |
| 1613         | Long-Term Disability                       |
| 1614         | Liability                                  |
| 1615         | Loss Prevention                            |
| 1701         | City Clerk                                 |
| 2201         | Building And Safety                        |
| 2202         | Weed Abatement                             |
| 2203         | Economic Development                       |
| 2204         | Planning Commission                        |
| 2205         | Planning                                   |
| 2207         | Santa Fe Depot                             |
| 2301         | CDBG - Administration                      |
| 2304         | Senior Wellness                            |
| 2305         | CDBG - Graffiti Removal                    |
| 2308         | CDBG - Diamond Court                       |
| 2309         | CDBG - Fair Housing                        |
| 2311         | CDBG - Food - St. Joseph                   |
| 2312         | CDBG - Homeless Services                   |
| 2314         | CDBG - Housing Mediation                   |
| 2325         | CDBG - Hope Partners - Food Security       |
| 2332         | CDBG - Pacific Lifeline Womens' Program    |
| 2352         | CDBG - Assist League of Foothill Community |
| 2407         | CalHOME Program                            |
| 2408         | Program Income Loans                       |

## CHART OF ACCOUNTS

| Division No. | Division Name                   |
|--------------|---------------------------------|
| 2501         | PBIA                            |
| 2502         | AQMD                            |
| 2901         | Successor Agency Administration |
| 2931         | Housing Administration          |
| 3201         | Police Administration           |
| 3202         | Police Investigations           |
| 3205         | Animal Services                 |
| 3211         | Police Patrol                   |
| 3231         | Special Events & Comm Outreach  |
| 3232         | Police Reserves                 |
| 3233         | Code Enforcement                |
| 3257         | Prop 30- PD                     |
| 3423         | Asset Forfeiture - 15%          |
| 3501         | Fire Administration             |
| 3512         | Fire Station II                 |
| 3514         | Fire Station IV                 |
| 3518         | Historic Fire Station           |
| 4201         | Recreation Administration       |
| 4202         | Recreation Classes              |
| 4203         | Recreation Facilities           |
| 4204         | Youth Programs/Sports           |
| 4205         | Senior Center                   |
| 4206         | Special Events                  |
| 4207         | Community Outreach Services     |
| 4210         | Landecena Center                |
| 4302         | Park Maintenance                |
| 4303         | Sports Field Maintenance        |
| 4402         | Carnegie Library                |
| 4409         | Passports                       |
| 5201         | Public Works Administration     |
| 5202         | NPDES                           |
| 5301         | Engineering Administration      |
| 5302         | Development/Traffic Engineering |
| 5401         | Street Maintenance              |
| 5402         | Street Sweeping                 |
| 5403         | Sidewalk Maintenance            |
| 5404         | Street Lighting                 |
| 5405         | Traffic Control                 |

## CHART OF ACCOUNTS

| Division No. | Division Name                               |
|--------------|---------------------------------------------|
| 5406         | Traffic Facility Maintenance                |
| 5407         | Weed Abatement                              |
| 5408         | Flood Control                               |
| 5409         | Street Tree Maintenance                     |
| 5410         | Parkway Maintenance                         |
| 5412         | Maintenance - Main Street                   |
| 5413         | Maintenance - Metrolink Station             |
| 5414         | Fleet Maintenance                           |
| 5415         | Graffiti Abatement                          |
| 5416         | Damage To City Property                     |
| 5420         | Park Maintenance                            |
| 5421         | Sports Field Maintenance                    |
| 5601         | City Hall                                   |
| 5602         | Building Maintenance & Operations           |
| 6201         | Water Administration                        |
| 6202         | Customer Service                            |
| 6203         | Meter Services                              |
| 6204         | Damage To City Property                     |
| 6205         | Production/Storage                          |
| 6206         | Transmission & Distribution                 |
| 6207         | WECWC Management Control                    |
| 6208         | Conservation                                |
| 6210         | Debt Service                                |
| 6211         | Storm Water Management & Recharge           |
| 6212         | Pomona Valley Protective Association (PVPA) |
| 6213         | Customer Service                            |
| 6301         | Solid Waste                                 |
| 6302         | Household Hazardous Waste                   |
| 6303         | SHARPS Program                              |
| 6311         | Used Oil Recycling Grant                    |
| 6312         | Beverage Recycling Grant                    |
| 6401         | Landfill Site Maintenance                   |
| 6402         | Sewer Maintenance & Operations              |
| 6403         | Sewer - Residential                         |
| 6404         | Sewer - Non Residential                     |
| 7003         | Pavement Management                         |
| 7031         | Traffic Safety Project 08-09                |
| 7069         | Arrow Highway Rehab (Benson-Mountain)       |

## CHART OF ACCOUNTS

| Division No. | Division Name                                   |
|--------------|-------------------------------------------------|
| 7076         | Alpine Street Rehab (West-Palm)                 |
| 7077         | Vernon Drive (West-Palm)                        |
| 7078         | Palm Avenue (9th St-Arrow Hwy)                  |
| 7339         | Campus Ave Rehab (CL-Foothill)                  |
| 7340         | 17th Street Reconstruction (San Antonio-Euclid) |
| 7343         | 19th Street Reconstruction (Mountain-Euclid)    |
| 7345         | Grove Ave Rehab (Foothill-15th)                 |
| 7346         | CW Pavement Maintenance 18-19                   |
| 7500         | Capital Projects                                |
| 7613         | Landecena Interior Improvement                  |
| 7702         | Parking Lot Rehab & Downtown Street             |
| 8001         | Pave Management-Master Plan                     |
| 8003         | Sidewalk Inv-Master Plan                        |
| 8004         | ADA Public Facilities-Master Plan               |
| 8005         | Traffic Signal-Master Plan                      |
| 8040         | Utility Underground 2019                        |
| 8203         | Sports Park                                     |
| 8231         | Memorial Park Basket/Safety Net                 |
| 8402         | Storm Drain Replacements                        |
| 8405         | Euclid Storm Drain-D to 18th Street             |
| 8408         | Storm Drain MP Improvement- PH1                 |
| 8411         | SP/PE Train Storm Drain Improvement             |
| 8617         | Arrow RTW Wdng                                  |
| 8622         | I-10 & Euclid Ave Interchange                   |
| 8623         | I-10 & Monte Vista Interchange                  |
| 9049         | CW Lat Replacement-Annual                       |
| 9050         | CW Hydrant Replacement-Annual                   |
| 9052         | Waste to Drain Discharge Lines                  |
| 9082         | Onsite Disinf Gnrtn/Design Only                 |
| 9084         | Plant 3 Booster Upgrades                        |
| 9087         | Prev Stns-Zns 5/4 & 4/3                         |
| 9122         | 13th Street Reconstruction (Euclid-Campus)      |
| 9124         | Arrow Whyway Rehab (Mountain-San Antonio)       |
| 9127         | Ground Water Nitrate Treatment                  |
| 9128         | Water Resvior Replacement 17th & Benson         |
| 9132         | Water Interconnect w CVWD Sys                   |
| 9134         | Reservoir 15 Enhancement Inprov                 |

## CHART OF ACCOUNTS

| Division No. | Division Name                                           |
|--------------|---------------------------------------------------------|
| 9135         | Plant 6 Motor Control Center-15th                       |
| 9136         | Plant 3 Booster Install Pump & Mo                       |
| 9137         | Generators at Plant 2-24th                              |
| 9138         | Generators at Plant 6-15th                              |
| 9140         | 17th St. Water Maintenance & Service Replacement        |
| 9141         | 19th St. Water Maintenance & Service Replacement        |
| 9142         | Arrow Highway Water Maint Replacement                   |
| 9143         | Mulberry Ave. Water Main Replacement                    |
| 9144         | Huntington Drive Water Main Replacement                 |
| 9145         | Alpine Street Water Main Replacement                    |
| 9146         | Vernon Drive Water Main Replacement                     |
| 9147         | Palm Ave Water Main Replacement                         |
| 9149         | Storm Water Trash Capt Dev                              |
| 9152         | Grove Ave. Water Main Rpl. (Foothill Blvd. to 15th St.) |
| 9301         | Upland Landfill PST-CLSR Plan                           |
| 9305         | Update Sewer Model                                      |
| 9324         | Landfill Flare Modifications                            |
| 9330         | Richland Street Truck Main Repair                       |

## CHART OF ACCOUNTS

| Object No. | Object Name                                   |
|------------|-----------------------------------------------|
| 5110       | Buy Backs                                     |
| 5111       | Salaries - Full Time                          |
| 5112       | Salaries - Temporary/Part Time                |
| 5113       | Overtime                                      |
| 5114       | Catastrophic Leave Pay                        |
| 5116       | Fringe Benefits                               |
| 5117       | Retirement Contributions                      |
| 5118       | Employee LTD Costs                            |
| 5119       | PERS Unfunded Annual Liability                |
| 5131       | Salaries - Sworn Police                       |
| 5133       | Overtime - Sworn Police                       |
| 5136       | Fringe Benefits - Sworn Police                |
| 5137       | Retirement Contributions - Sworn Police       |
| 5139       | PERS Unfunded Annual Liability - Sworn Police |
| 5150       | OPEB Expense                                  |
| 5210       | City Manager Contingency                      |
| 5211       | Postage                                       |
| 5212       | Advertising                                   |
| 5213       | Dues & Subscriptions                          |
| 5214       | Training - POST                               |
| 5215       | Training/Conferences/Meetings                 |
| 5216       | Office Supplies                               |
| 5217       | Other Supplies/Materials                      |
| 5218       | Uniform Expense                               |
| 5219       | Registration Permits/Licenses                 |
| 5220       | Fuel Usage                                    |
| 5221       | Mileage Reimbursement                         |
| 5222       | Print/Mail Charges                            |
| 5223       | Information Systems Charges                   |
| 5224       | Vehicle Charges                               |
| 5225       | Building Maintenance & Operations Charges     |
| 5227       | Vehicle Parts/Materials                       |
| 5231       | Office Equipment (Under \$5,000)              |
| 5232       | Computer Equipment (Under \$5,000)            |
| 5233       | Other Equipment (Under \$5,000)               |
| 5234       | Other Equipment Rental                        |
| 5235       | Copier Usage Expense                          |
| 5236       | Rent                                          |

## CHART OF ACCOUNTS

| Object No. | Object Name                                |
|------------|--------------------------------------------|
| 5240       | Utilities - Trash                          |
| 5241       | Utilities - Electric                       |
| 5242       | Utilities - Gas                            |
| 5243       | Utilities - Telephone                      |
| 5244       | Utilities - Water                          |
| 5245       | Maintenance - Buildings/Structures/Grounds |
| 5246       | Maintenance - Equipment                    |
| 5247       | Maintenance - Vehicles                     |
| 5248       | Maintenance - Other                        |
| 5249       | Other Maintenance                          |
| 5251       | Legal Services                             |
| 5252       | Professional Services                      |
| 5253       | Contract Services                          |
| 5254       | Data Processing Services                   |
| 5255       | Banking Services                           |
| 5256       | Solid Waste Services                       |
| 5257       | Sewer Treatment Disposal Services          |
| 5258       | Other Services                             |
| 5259       | Recycled Water Purchase                    |
| 5261       | Library Books & Digital Materials          |
| 5269       | PTS Center Outcomes Research Fee           |
| 5271       | Insurance Premium                          |
| 5290       | Late Charges                               |
| 5291       | Bad Debts Expense                          |
| 5292       | Administrative Services Expense            |
| 5294       | Sponsor/Contribution/Donation              |
| 5295       | Pump/Diesel Taxes                          |
| 5296       | RDA Pass-Through Expense                   |
| 5297       | Other Expenses                             |
| 5310       | Forgivable Loans                           |
| 5314       | Program Income - HIP Loans                 |
| 5315       | Program Income - FTHB Loans                |
| 5321       | Employee Incentive                         |
| 5322       | Health Premiums - Retirees                 |
| 5323       | PERS Supplement                            |
| 5324       | Other Post-Employment Benefits             |
| 5326       | Medical - Retirees                         |
| 5327       | Dental - Retirees                          |

## CHART OF ACCOUNTS

| Object No. | Object Name                               |
|------------|-------------------------------------------|
| 5328       | Vision - Retirees                         |
| 5410       | ICRMA Liability Program Annual Assessment |
| 5421       | Lease Principal Expense                   |
| 5427       | Issuance Costs                            |
| 5424       | Bond Principal Payment                    |
| 5425       | Bond Interest Expense                     |
| 5521       | Land                                      |
| 5527       | Buildings                                 |
| 5528       | Improvements Other Than Buildings         |
| 5529       | Building Improvements                     |
| 5530       | Machinery & Equipment                     |
| 5531       | Vehicles                                  |
| 5535       | Intangible Software                       |
| 5540       | Capital Improvement Projects              |
| 5701       | Information Systems Allocation Charges    |
| 5702       | Fleet Maint & Repair Allocation Charges   |
| 5703       | Vehicle Acquisition Allocation Charges    |
| 5704       | Building Maint & Ops Allocation Charges   |
| 5705       | Self Funded Liability Allocation Charges  |
| 5706       | OPEB & Employee Benefits Allocation       |
| 5707       | PERS- UAL Allocation                      |
| 5999       | Maintenance and Operations Allowance      |

# **ADOPTED BUDGET**

**FY 2024-25 & 2025-26**

## **APPENDIX**



## Glossary of Terms

**Accrual basis of accounting-** A method of accounting that recognizes the financial effect of transactions, events, and interfund activities when they occur, regardless of the timing of related cash flows.

**Appropriation-** Legal authorization granted to the City Manager by the City Council to expend monies, and/or to incur legal obligations for specific departmental purposes. An appropriation is usually limited in amount, as well as to the time when it may be expended.

**Assessed Valuation-** A dollar value placed upon real estate or other property by San Bernardino County as a basis for levying property taxes.

**Audit-** An examination of systems, procedures, programs and financial data. The end product of an audit is a report issued by an independent auditor describing how well a local government's financial statements describe its financial condition and the results of its operations.

**Balanced Budget-** A budget in which current revenues equal recurring expenditures.

**Beginning Fund Balance-** Fund balance available in a fund at the end of the prior fiscal year for use in the following fiscal year.

**Bond-** A city may raise capital by issuing a written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, together with periodic interest at a specific rate.

**Budget-** A plan of financial operation comprised of estimated expenditures for a given period (usually a single fiscal year) and the proposed means of financing the expenditures (through revenues).

**Budget Amendment-** A revision of the adopted budget that, when approved by the City Council, replaces the original provision. Budget amendments occur frequently throughout the fiscal year, as spending priorities shift.

**Budget Calendar-** A timetable showing when particular tasks must be completed in order for the City Council to approve the spending plan before the beginning of the next fiscal year.

**Budget Message-** A general discussion of the proposed budget as presented in writing by the City Manager to the City Council. The message contains an explanation of the principal budget items and summarizes the proposed budget relative to the current year adopted budget.

**Capital Improvement Program-** A financial plan of proposed capital improvement projects and the means of financing them for a given period of time.

**Capital Expenditures-** A budget category which budgets all equipment having a unit cost of more than \$5,000. Capital outlay items are budgeted in the operating budget.

**Cash Basis of Accounting-** A method of accounting in which revenues are recorded only when cash is received, and expenditures are recorded only when payments are made. Since payments can be delayed to the next fiscal year, cash basis can result in an inaccurate picture of the financial condition of a fund. To be in conformance with GAAP, local governments must use the accrual basis, rather than the cash basis of accounting.

**Chart of Accounts-** A chart that assigns a unique number to each type of transaction and to each budgetary unit in the organization. The chart of accounts provides a system for recording revenues and expenditures that fits the organizational structure.

**Debt Service-** Annual principal and interest payments owed on money that has been borrowed.

**Department-** An organizational unit comprised of divisions or programs. It is possible for a department to be comprised of only one division.

**Disbursement-** Payment for goods or services that have been delivered and invoiced.

**Division-** An organizational unit consisting of programs and/or activities within a department which furthers the objectives of the City Council by providing services or products.

**Encumbrance-** Financial commitments related to unperformed contracts for goods or services for which part of an appropriation is reserved. They cease to be encumbrances when the obligations are paid or otherwise terminated.

**Enterprise Fund-** A type of fund established to account for the total costs of those governmental facilities and services which are operated in a manner similar to private enterprises. These funds are entirely or predominately self-supporting.

**Fiscal Year-** A twelve-month period of time to which the budget applies. For the City of Upland, it is July 1 through June 30.

**Fund-** An independent fiscal and accounting entity used to record all financial transactions related to the specific purposes for which the fund was created. There are five major types of funds: General, Special Revenue, Capital Project, Enterprise Funds, and Fiduciary Funds.

**Fund Balance-** The amount of financial resources immediately available for use. Generally, this represents the excess of current assets over current liabilities.

**Gann Appropriations Limit-** Article XIII B of the State constitution was amended by Proposition 4 (Gann initiative) in 1979. Article XIII B limits growth in the spending of tax proceeds appropriated in the “base year” of 1978-79 times the product of the allowable annual percentage change in a cost-of-living factor and the allowable annual percentage change in a population change factor. The cost-of-living factor is the larger of the annual percentage change in the State per capita personal income or the annual percentage change in the local non-residential assessed valuation due to new construction. The population change factor is the

larger of the annual percentage change of the jurisdiction's population or the annual percentage change of the county in which the jurisdiction is located.

**Generally Accepted Accounting Principles-** Uniform minimum standards used by state and local governments for financial recording and reporting; established by the accounting profession through the Governmental Accounting Standards Board (GASB).

**General Fund-** The primary fund of the City used to account for all revenues and expenditures of the City not legally restricted as to use. Examples of departments financed by the General Fund include City Council, Finance, Police and Fire Departments.

**Grant-** Contributions or gifts of cash or other assets from another governmental entity to be used or expended for a specific purpose, activity, or facility.

**Infrastructure-** The underlying foundation or basic framework of a system or organization, such as the roads, sewers, water lines, and storm drains.

**Interfund Transactions-** These budgetary transactions consist of quasi-external transactions which would be treated as revenues and expenditures if they involved organizations external to the governmental unit, reimbursements of expenditures initially made in one fund which are attributable to another fund, and transfers where monies are appropriated from one fund to another fund to reimburse expenses which are of benefit to the first fund.

**Interim Financial Reports-** Quarterly or monthly comparisons of budgeted with actual revenues and expenditures to date. These reports provide decision makers with an early warning of impending expenditure overruns or revenue shortfalls.

**Major fund-** A governmental fund or enterprise fund reported as a separate column in the basic fund financial statements. The general fund is always a major fund. Otherwise, major funds are funds whose revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) are at least 10 percent of corresponding totals for all governmental or enterprise funds and at least 5 percent of the aggregate amount for all governmental and enterprise funds for the same item. Any other government or enterprise fund may be reported as a major fund if the government's officials believe that fund is particularly important to financial statement users.

**Modified accrual basis of accounting-** A form of accrual accounting in which (1) the expenditures are recognized when the goods or services are received and (2) revenues, such as taxes, are recognized when measurable and available to pay expenditures in the current accounting period.

**Non-major fund-** All other funds that are not a major fund.

**Operating Budget-** A financial, programmatic and organizational plan for furthering the goals of the City Council through the departments of the City, which does not include one-time capital improvement projects.

**Performance Budget-** A budget that includes (1) performance goals and objectives (2) demand, workload, efficiency, and effectiveness measures for each government program.

**Performance Measures-** Indicators used in budgets to show, for example, (1) the amount of work accomplished, (2) the efficiency with which tasks were completed, and (3) the effectiveness of a program.

**Proprietary fund-** A fund that focuses on the determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. There are two different types of proprietary funds: enterprise funds and internal service funds.

**Purchase Order-** An agreement to buy goods and services from a specific vendor, with a promise to pay on delivery.

**Reimbursements-** Payments of amounts remitted on behalf of another party, department, or fund. They are recorded as expenditures or expenses in the reimbursement fund and as reductions of the expenditure or expense in the fund that is reimbursed.

**Reserve-** An account that is used to earmark a portion of the fund balance as legally segregated for a specific use.

**Salary Savings-** The reduced expenditures for salaries that result when a position remains unfilled for part of the year or when a more senior employee is replaced by a newer employee at a lower salary.

**Unreserved Fund Balance-** Money left over from prior years that is not committed for other purposes and can be allocated in the upcoming budget.

## List of Acronyms

ACFR- Annual Comprehensive Financial Report.

ADA- American Disabilities Act. The Federal Americans with Disability Act requires accessibility of public facilities for handicap persons and various accommodations for persons with disabilities.

ALS- Advanced Life Support.

AMI- Advanced Metering Infrastructure.

ANF- Authorized, not funded.

ARPA- The American Rescue Plan Act.

AQMD- Air Quality Management District.

BLAST- Bonds, Lease Investments, Additional Discretionary Payments, Savings, and Transfers.

BLS- Basic Life Support.

CALTRANS- State of California Department of Transportation.

CARES- The Coronavirus Aid, Relief, and Economic Security Act.

CDBG- The Community Development Block Grant program is funded by the Federal Department of Housing and Urban Development.

CEQA- California Environmental Quality Act.

CFD- Community Facilities Districts are established as funding mechanisms for capital improvements for a specific area of development.

CIP- Capital Improvements Program or Plan. The CIP identifies the infrastructure capital improvements of the city.

CNG- Compressed Natural Gas.

COPS- Community Oriented Policing Services.

DDA- Disposition Development Agreement.

DIF- Developer Impact Fee.

EIR- Environmental Impact Report.

EOC- Emergency Operations Center.

EMS- Emergency Medical Response.

ERAF- Educational Revenue Augmentation Fund is a state mandated property tax shift to schools.

FEMA- Federal Emergency Management Agency is the governing agency for emergency services nationwide.

FTE- Full Time Equivalent. The FTE is a term used to measure staffing and is 2,080 hours per year (FTE = 1.0) or for 1040 hours (FTE = 0.5).

GAAP- Generally Accepted Accounting Principles.

GASB- Governmental Accounting Standards Board.

GFOA- Government Finance Officers Association.

GIS- Geographic Information System.

HAZMAT- Hazardous Materials.

HOME- Home Investment Partnership Program.

HVAC- Heating, Ventilation, and Air Conditioning system.

HUD- Housing and Urban Development.

IEUA- Inland Empire Utilities Agency.

ISTEA- Intermodal Surface Transportation Efficiency Act. ISTEA federal funds provide the city funding for various street and traffic signal projects.

LAIF- Local Agency Investment Fund.

LMI- Low-Moderate Income – Affordable Housing programs.

MOU- Memorandum of Understanding- typically a contractual agreement between the city and an employee union or association.

NPDES- National Pollutant Discharge Elimination System.

OSHA- Occupational Safety and Health Administration.

PARS- Public Agency Retirement Services.

POST- Peace Officer Standards and Training Act; regulates law enforcement standards.

ROPS- Recognized Obligation Payment Schedule.

SBCTA- San Bernardino County Transportation Authority (formerly SANBAG). SBCTA is the clearinghouse for the intergovernmental agency review of capital facilities and other local government activities.

SMASH- San Bernardino Movement Against Street Hoodlums. SMASH is a gang sweep team that works with other agencies in the San Bernardino County.

TPA- Third Party Administrator.

UMC- Upland Municipal Code.