



CITY COUNCIL AGENDA REPORT



DEPARTMENT: Administrative Services

MEETING DATE: March 18, 2025

STAFF REFERENCE: Buffy Bullis, Administrative Services Director

AGENDA LOCATION: AR-2

GOVERNMENT CODE SECTION 84308 APPLIES: No

TITLE: Fiscal Year 2024-25 Budget Update, Resolution No. 2025-10;

OBJECTIVE: To provide a quarterly Fiscal Year 2024-25 Budget update, and to authorize proposed budget adjustments

BACKGROUND: In September 2024, the City Council adopted the Fiscal Year 2024-25 Budget. Following formal budget approval in September, staff has closely monitored citywide financial activity. This quarterly report provides the City Council and community with updated budget estimates for the Fiscal Year 2024-25 Budget and proposes budget adjustments, which are attached as Attachment A (for the Operating Budget) and Attachment B (for the Capital Improvement Program, or CIP, Budget). Tonight, staff is requesting the City Council approve Resolution 2025-10 to better align the budget with updated revenue and expenditure projections. Additionally, this report will provide a preliminary financial update for Fiscal Year 2023-24 based on pre-audit numbers.

ANALYSIS: Overall, inflationary growth continues to level out (e.g., inflation for February 2025 was 2.8%) compared to the highs of recent years, and while most revenues remain stable, some revenues continue to be on a declining trend. For example, statewide sales tax revenues are declining, mainly due to reductions in new vehicle purchases. In the City of Monrovia, sales tax receipts for auto sales are also down significantly. Since January 2025, there have been considerable changes happening at the Federal Government level, which can cause ripple effects throughout our local economy. These changes can affect employment, interest rates, lending, capital investments, and even household spending. When there is uncertainty surrounding these issues, including potential tariffs and federal funding freezes, the City must anticipate potential impacts to our local revenue sources, programs, and services. However, the City Council has spent years building a strong fiscal foundation, which puts the City in a good position and allows some flexibility for adjusting to a changing economic environment. As we close out this fiscal year, it will be important for staff to closely monitor the budget and economic environment, so that we can quickly pivot and adjust, if needed.

Based on the considerations noted above, this quarterly budget review resulted in the proposed list of adjustments included in Attachment A and Attachment B to Resolution 2025-10.

Preliminary Review (Pre-Audit Review) of Fiscal Year 2023-24.

The City's Fiscal Year 2023-24 audit is currently underway, and based on pre-audit numbers, the City's General Fund (including Development Services) is expected to close the year in a more positive position than the final Revised Budget for Fiscal Year 2023-24. Due to savings in personnel costs and maintenance and operations budgets, the General Fund is expected to close \$1.39M better than budget. As the City Council will recall, during Fiscal Year 2023-24, the City made a one-time purchase of property (i.e., the 324 Myrtle Building) with General Fund Reserves totaling approximately \$6.00M. This amount is included in the projected deficit of (\$7.69M) included in Table A below.

Table A
FY 2023-24 General Fund *
Revised Budget vs. Estimated Actuals
(Pre-Audit):

General Fund Item	FY 2023-24 Revised Budget	FY 2023-24 Estimated Actuals (Pre-Audit)	Variance With Budget Positive/ (Negative)
Revenues <i>(Includes Transfers In)</i>	\$52,530,055	\$52,176,656	(\$ 353,399)
Expenditures** <i>(Includes Transfers Out)</i>	\$61,616,346	\$59,870,506	\$ 1,745,840
Net General Fund Surplus/(Deficit)	<u>(\$ 9,086,291)</u>	<u>(\$ 7,693,850)</u>	<u>\$ 1,392,441</u>

* Includes Development Services, but does not include Measure K and the Emergency Event Fund, which are part of the General Fund on the ACFR.

** Includes one-time property purchase for approximately \$6.00M.

A comparison of budget to actual performance of General Fund revenues and expenditures for Fiscal Year 2023-24 can be found in Table B and Table C below.

Table B
FY 2023-24 General Fund Revenues *
Revised Budget vs. Estimated Actuals
(Pre-Audit):

General Fund Revenue Category	FY 2023-24 Revised Budget	FY 2023-24 Estimated Actuals (Pre-Audit)	Variance With Budget Positive/ (Negative)
Property Tax	\$16,807,763	\$16,453,643	(\$ 354,120)
Sales Tax	\$12,544,963	\$12,613,077	\$ 68,114
Transient Occupancy Tax	\$ 2,209,423	\$ 2,322,749	\$ 113,326
Other Taxes	\$ 2,415,984	\$ 2,328,427	(\$ 87,557)
All Other Revenues <i>(Includes Transfers In)</i>	<u>\$18,551,922</u>	<u>\$18,458,760</u>	<u>(\$ 93,162)</u>
Total	<u>\$52,530,055</u>	<u>\$52,176,656</u>	<u>(\$ 353,399)</u>

* Includes Development Services, but does not include Measure K and the Emergency Event Fund, which are part of the General Fund on the ACFR.

Table C
FY 2023-24 General Fund Expenditures *
Revised Budget vs. Estimated Actuals
(Pre-Audit):

General Fund Expenditure Category	FY 2023-24 Revised Budget	FY 2023-24 Estimated Actuals (Pre-Audit)	Variance With Budget Positive/ (Negative)
Personnel (Salary and Benefits)	\$37,762,815	\$37,357,077	\$405,738
Maintenance and Operations (M & O)	\$14,211,785	\$ 13,510,677	\$701,108
Project/Program Expenditures**	\$ 7,888,922	\$ 7,303,123	\$585,799
Transfers Out	<u>\$ 1,752,824</u>	<u>\$ 1,699,630</u>	<u>\$53,194</u>
Total	<u>\$61,616,346</u>	<u>\$59,870,507</u>	<u>\$1,745,839</u>

* Includes Development Services, but does not include Measure K and the Emergency Event Fund, which are part of the General Fund on the ACFR.

** Includes one-time property purchase for approximately \$6.00M.

Additionally, most other funds are projected to have positive balances at the end of the year. There are a few funds which will have negative balances, which includes the Lighting and Landscape Assessment District Fund, the Emergency Event Fund, and the City's Grant Funds (due to the timing of expected reimbursements). Once the audit is complete and the Fiscal Year 2023-24 Annual Comprehensive Financial Report (ACFR) has been prepared, staff will return to the City Council to present the results.

Discussion of Fiscal Year 2024-25 Proposed Budget Adjustments

Staff reviewed Fiscal Year 2024-25 revenues and expenditures through the end of February 2025. A listing of all operating budget adjustments is included as Attachment A, and each adjustment includes a description in the Comments Section of the schedule. Below is a discussion of the General Fund adjustments and notable adjustments greater than \$50,000 in the City's Other Funds (Non-General Fund Accounts) for Fiscal Year 2024-25.

General Fund

It is recommended that General Fund revenues be decreased by \$2,047 and General Fund expenditures be increased by \$50,603, for a total net adjustment of \$52,650. Given these adjustments, the year-end General Fund deficit for Fiscal Year 2024-25 is expected to be (\$1.56M).

General Fund Revenues

The General Fund's three key revenues include property tax, sales tax and transient occupancy tax (TOT). In assessing these revenues, staff looked at prior year totals (Fiscal Year 2023-24 pre-audit actuals) now that the data is available. Several budget adjustments are proposed, as shown below.

Property Tax Revenue

Property tax continues to be the most stable and reliable revenue source in the General Fund each year, resulting in consistent growth year-over-year. Property taxes are estimated to be \$354,120 less than budget for Fiscal Year 2023-24, as reflected in Table B. This shortfall is likely due to delinquencies in collections during the year. Overall, Monrovia property values remain strong and demonstrate valuation growth each year. For Fiscal Year 2024-25, there is potential that property tax revenue may be impacted as a result of the recent fires. Countywide, Los Angeles County and the State of California are implementing measures to assist fire victims, which includes property tax payment programs. Staff will watch this closely and provide more information to the City Council at the next quarterly update once a better assessment can be made. Staff is not recommending an adjustment to the secured and unsecured property tax revenue budgets for Fiscal Year 2024-25.

Sales Tax Revenue

Based on pre-audit numbers, Bradley Burns sales tax revenue for Fiscal Year 2023-24 was \$12,613,077, which is \$68,114 better than the budget, as reflected in Table B above. This is a reduction of approximately \$395,000 less than the prior year (Fiscal Year 2022-23). Overall, sales tax revenues have been significantly impacted by a slowdown in sales tax receipts from the City's largest sales tax categories - Autos and Transportation and State and County Pools. This slowdown is not unique to Monrovia, but is occurring statewide. Monrovia's Autos and Transportation category has experienced a reduction in receipts for the last six consecutive quarters, likely due to the increasing cost of vehicles and increased costs to finance new vehicle purchases. However, while the Autos and Transportation category has been negatively impacted, other sales tax categories are helping to offset these losses in a positive direction.

Staff worked closely with HDL, the City's sales tax consultants, to determine an updated budget estimate for Fiscal Year 2024-25. At this time, staff is recommending a decrease of \$476,110 for Fiscal Year 2024-25 to better align the budget with latest conservative estimates.

Transient Occupancy Tax (TOT) Revenue

TOT (or “hotel tax”) revenues remain strong and continue to demonstrate growth each year. Further, the recent opening of the Marriott TownePlace Suites has resulted in additional TOT revenue this year. Based on pre-audit numbers, revenue collected for Fiscal Year 2023-24 exceeded the budget by \$113,326, as illustrated in Table B, and was approximately 8% greater than the prior year’s revenue. Staff reviewed the Fiscal Year 2024-25 budget projection for appropriateness as part of this quarterly review, and at this time, staff is not recommending an adjustment to the budget.

Other General Fund Revenue Adjustments

Additional General Fund revenue adjustments are being proposed to adjust revenues up or down based upon staff’s updated projections. This includes several proposed adjustments to reduce revenues at Canyon Park, which are due to the delay in the reopening of the Park. These decreases in Canyon Park revenues are partially offset by reductions in staffing expenditures related to the Park. Additionally, one increase in revenues, totaling \$351,375, is being proposed to adjust the budget for worker’s compensation reimbursements from the City’s insurance provider.

General Fund Expenditures

Proposed General Fund expenditure adjustments are included on Attachment A. These adjustments include increases and decrease for costs, such as professional fees, maintenance and operational supplies, additional program supplies, reductions to personnel costs, as well as other various adjustments. Adjustments \$50,000 and greater are as follows:

- An increase of \$130,000 in the Human Resources budget is being proposed to adjust the budget for additional professional fees related to personnel matters.
- An increase of \$50,000 in the Planning Division is being proposed to cover the cost of legal review for CEQA requirements. This amount is offset by an equivalent increase in corresponding revenues.
- A decrease of \$50,000 to part-time salaries is being proposed in the Library Budget due to savings from vacant positions.
- A decrease of \$130,000 in Planning Division professional fees is being proposed. Due to timing, work is expected to be performed in Fiscal Year 2025-26.
- An increase of \$50,000 is being proposed in the Park Maintenance Division to cover costs for additional landscape maintenance needed during the year.
- An increase of \$55,000 in professional fees for inspections is being proposed. This increase will be offset by a decrease of \$75,262 in full-time salaries, due to vacancy savings in the Public Works Department.

Fiscal Year 2024-25 General Fund Ending Financial Position

When factoring all Fiscal Year 2024-25 General Fund proposed revenue and expenditure adjustments, the General Fund is estimated to close Fiscal Year 2024-25 with a deficit of (\$1.56M). Table D, below, provides a summary of the breakdown of this calculation.

Table D
FY 2024-25 General Fund *
Ending Financial Position

General Fund Budget Item	Amount (\$)
FY 2024-25 GF Beginning Estimated Deficit (Approved September 17, 2024)	(\$ 1,433,439)
FY 2024-25 Proposed Adjustments To Revenues (Includes Transfers In)	(\$ 2,047)
FY 2024-25 Proposed Adjustments To Expenditures (Includes Transfers Out)	(\$ 50,603)
FY 2024-25 Other Adjustments During the Year	<u>(\$ 70,210)</u>
Net FY 2024-25 General Fund Estimated Surplus/(Deficit)	<u>(\$1,556,299)</u>

* Includes Development Services, but does not include Measure K and the Emergency Event Fund, which are part of the General Fund on the ACFR.

As always, staff will continue to monitor the budget and will return to the City Council with General Fund adjustments and updates after the close of the third quarter (quarter ending March 31, 2025).

FY 2024-25 Non-General Fund Adjustments:

Staff is also proposing adjustments to non-General Fund Accounts. A listing of all adjustments is included as Attachment A, and each adjustment includes a description in the Comments Section of the schedule. Below is a discussion of the adjustments \$50,000 and greater for Fiscal Year 2024-25.

Revenue Adjustments

Measure K Fund – A reduction of \$173,000 is being proposed in Measure K revenues. Similar to the reduction in the Bradley Burns 1% sales tax discussed above, Measure K revenues have also been impacted by reductions in consumer spending, especially in the category of Autos and Transportation. This adjustment will align the budget with updated conservative projections.

Expenditure Adjustments

Lighting and Landscape Assessment District Fund – An increase of \$75,000 is being proposed to adjust the budget based on updated projections for landscaping costs in the City’s assessment district.

Water Fund - An increase of \$100,000 in professional fees is being proposed for several large unforeseen mainline leaks on major arterials. In addition, priority repairs to treatment systems were needed at the Wellfield. A decrease of \$67,736 is also being proposed for vacancy savings in full-time salaries.

Corrections for Accounting Adjustments

As part of this quarterly budget update, staff is requesting to correct the budget for several accounting-related budgets, as found on Attachment A (Other Adjustments). When preparing the budget, staff inadvertently included budgets for Governmental Accounting Standards Board (GASB) Statement Nos. 87 and 96, and these budgets are not applicable and should be removed. This adjustment request has no impact on the bottom line (net income) in each fund, as the expenditure budget adjustment in each fund is offset by an equivalent revenue budget adjustment in each fund. These adjustments can be found on the Other Adjustments Schedule of Attachment A.

Capital Improvement Program (CIP) Update:

As part of the Fiscal Year 2024-25 Budget approval, the City Council approved the Fiscal Year 2024-25 CIP Budget. The CIP Plan is a comprehensive, long-term, capital asset replacement plan that seeks to set aside funds, through the annual budgeting process, to ensure that assets can be replaced on a predetermined schedule. As part of this quarterly update, staff thoroughly reviewed each capital project included on the CIP Plan, focusing on anticipated project completion timelines and updated cost estimates. Given the number of projects included on the CIP Plan and the staff time required to manage and oversee each project, this review focused on prioritizing projects based on available staffing resources through the end of the fiscal year. Based on this review, several projects are expected to be completed in Fiscal Year 2024-25 and several have been deferred to Fiscal Year 2025-26 or a future year. As a result of this review, staff is proposing a series of budget adjustments to the CIP Budget (Resolution No. 2025-10, Attachment B), resulting in a proposed decrease of \$3.84M in CIP revenues and \$13.22M in CIP expenditures. The proposed CIP budget adjustments will allow the budget to be better aligned with updated project timelines and cost estimates.

A detailed listing of the CIP projects budgeted for Fiscal Year 2024-25 is attached as Exhibit 1 to this report and includes information for each project, such as project description, budget amount, project status, as well as other information.

Financial Work Plan Items

As part of the Fiscal Year 2024-25 Budget approval in September 2024, the following six work plan items were identified for the year. These work plan items are designed to further strengthen the City's overall fiscal position. The work plan items and a status update have been provided below:

- 1. Complete rate studies for the Assessment Districts and return to the City Council with options.**

Status Update: An initial study session was held in February 2025 to provide the City Council with the initial results of rate study work performed by NBS, the City's assessment district consultant. Staff will return to the City Council in April 2025 with a second study session to further discuss and review additional information and rate options.

- 2. Review and analyze the Go Monrovia and Dial-A-Ride transit programs, and make adjustments, as necessary, to ensure costs are sustainable. Staff will return to the City Council with the results of the analysis and to seek direction.**

Status Update: The City Council has reviewed the program, and adjustments have been made to ensure the program is sustainable. Program adjustments were implemented in February 2025. Staff is also preparing a Request for Proposal (RFP) to continue these programs beyond June 30, 2025, which is when current contracts are set to expire.

- 3. Complete an external comprehensive user fee cost study to ensure fees are capturing the full cost of service delivery.**

Status Update: This work plan item has not yet commenced, as staff's current focus is on the assessment district review project. This project is being postponed and will not happen in Fiscal Year 2024-25, but will happen at a later time.

- 4. Continue to seek additional grant/outside funding for CIP Projects.**

Status Update: This work plan item is currently underway and ongoing. The City is currently working with Evan Brooks Associates on multiple grant applications related to Recreation Park Improvements. The City will also be submitting community project funding requests through our federal representatives.

5. Continue to seek reimbursement for Canyon Park repairs.

Status Update: This work plan item is currently underway and ongoing.

6. Continue to provide quarterly budget updates to the City Council throughout the year.

Status Update: This work plan item is currently underway and ongoing.

Summary

In summary, this quarterly budget update proposes adjustments that continue to ensure a conservative, yet realistic, budget that allows the City to focus resources on building reserves, addressing liabilities, completing CIP projects, providing competitive compensation, and providing premier programs, services and events for our community.

Additionally, based on a pre-audit review, it is expected that the City will close the books for Fiscal Year 2023-24 in a better position than originally planned when the Fiscal Year 2023-24 Revised Budget was developed. Once the Fiscal Year 2023-24 audit is complete, staff will return to the City Council to present the ACFR and final results.

ENVIRONMENTAL IMPACT: There is no environmental impact associated with approving the recommended adjustments.

FISCAL IMPACT: The updated estimates provided in this report are based on the latest information available at this time and include assumptions and forecasts, which may change. Total operating revenues will be adjusted downward by \$164,131, and total operating expenditures will be adjusted upward by \$105,437, for a total net negative operating budget adjustment of \$269,568. Additionally, for the CIP budget, project revenues will be adjusted downward by \$3,848,000 and project expenditures will be adjusted downward by \$13,227,873, for a total net positive adjustment of \$9,379,873.

OPTIONS: The following options are presented for consideration:

1. Adopt Resolution No. 2025-10 to approve the proposed budget adjustments.
2. Reject the staff recommendation and provide staff with additional direction.
3. Seek clarification or further detail on specific items, and refer those items to staff for additional analysis or research.

RECOMMENDATION: Staff recommends that the City Council select Option 1 to authorize the recommended budget adjustments.

COUNCIL ACTION REQUIRED: If the City Council concurs, the appropriate action would be a motion to adopt Resolution No. 2025-10.

Capital Improvement Program (CIP) Tracking Summary
Budgeted Projects - Fiscal Year 2024-25
As of February 2025

Category	TITLE	DESCRIPTION	Updated 5-Year Project Estimate FY 2024 through FY 2028	FY24/25 Current Budget	Q2 Adjustment	FY24/25 Revised Budget	Project Number	Status
Municipal Facilities								
Municipal Facilities	EV Charging Station Pilot Program	Installation of Electric Vehicle (EV) charging stations in Monrovia.	\$79,000	\$79,000	-\$79,000	\$0	91020	Deferred to Future Fiscal Year
Municipal Facilities	Fuel Pump Replacement Project	Provides for the replacement of a fuel pump system that is reaching the end of its useful life. The Public Works Department maintains a two-car fuel station at the Corporate Yard for the refueling of City vehicles and use by local community organizations.	\$70,000	\$70,000	\$0	\$70,000	91070	Preliminary Stage and/or In Progress
Municipal Facilities	HHW Storage Facility	Improvements to the household hazardous waste (HHW) storage space at the Public Works Yard. The proposed improvements will ensure a safe work space for City staff that meets state compliance requirements for storage and handling of HHW materials.	\$25,000	\$25,000	\$0	\$25,000	91093	Preliminary Stage and/or In Progress
Municipal Facilities	Community Center Renovation - Design	Provides for the initial design phase of the renovation of the Monrovia Community Center.	\$21,825,920	\$1,570,536	\$0	\$1,570,536	91113	Preliminary Stage and/or In Progress
Municipal Facilities	Library Facility Enhancements	Development of concepts and design for an expansion of the exterior patio space at the Monrovia Public Library.	\$6,011,504	\$6,011,504	-\$5,000,000	\$1,011,504	91021	Preliminary Stage and/or In Progress
Municipal Facilities	Fire Station 101 Roll Up Door Replacement	Replace Fire Station 101's existing roll up garage doors. Due to the frequency and need for emergency responders, the station's roll up doors are prone to every day wear and tear. Repairs and maintenance are performed on a routine basis to avoid further damages.	\$4,541	\$0	\$4,541	\$4,541	91017	Completed
Municipal Facilities	Emergency Library Repairs	Emergency repairs to the exterior façade of the south west corner of the Library. Repairs were needed after a vehicle damaged the facility.	\$106,370	\$106,370	\$0	\$106,370	91118	Preliminary Stage and/or In Progress
Streets and Streetscapes								
Streets and Streetscapes	Concrete Sidewalk Improvement Program	Provides for concrete sidewalk improvements Citywide. As an ongoing program, annual projects will be designed to repair identified damaged sidewalks and improve pedestrian safety and accessibility.	\$886,825	\$286,825	-\$200,000	\$86,825	91028	Preliminary Stage and/or In Progress
Streets and Streetscapes	Huntington Drive / 5th Avenue	Installation of additional traffic signals, roadway striping, and traffic signage to enhance pedestrian safety around the intersections of Huntington Drive and 5th Avenue, Foothill Boulevard and California Avenue, and Foothill Boulevard and Sunset Avenue.	\$2,524,316	\$2,524,316	\$0	\$2,524,316	25057 / 73030	Preliminary Stage and/or In Progress
Streets and Streetscapes	Huntington Drive Phase II	Provides for the installation of vehicle, public transit, and pedestrian improvements and roadway repairs along Huntington Drive from Magnolia Avenue to Shamrock Avenue.	\$2,380,573	\$1,190,810	\$0	\$1,190,810	25090	Preliminary Stage and/or In Progress
Streets and Streetscapes	LED Street Light Conversion	Pilot of LED streetlights along both major and local streets. The pilot will test the suitability of proposed street light designs.	\$15,000	\$15,000	-\$15,000	\$0	91088	Deferred to Future Fiscal Year
Streets and Streetscapes	Monrovia Comprehensive Streets	Comprehensive project encompassing roadway improvements, concrete replacements, water and sewer improvements, as well as parking lot improvements throughout the City.	\$452,872	\$452,872	\$0	\$452,872	91108	Completed
Streets and Streetscapes	Mountain Avenue Traffic Signal and Safety Improvements Project	Traffic signal and safety improvements on Mountain Avenue	\$3,138,247	\$3,138,247	-\$1,569,124	\$1,569,123	91114	Preliminary Stage and/or In Progress
Streets and Streetscapes	Pedestrian Safety Improvements Construction	Provides for construction of priority improvements identified by the Pedestrian Safety Improvements Study, including Safe Routes to Schools crosswalks, and Old Town mid-block crosswalks.	\$497,365	\$114,730	-\$57,365	\$57,365	91055	Preliminary Stage and/or In Progress
Streets and Streetscapes	SCE meter design and relocation	Provides for the relocations of streetlight and traffic signal electrical meters that do not meet industry best practices.	\$26,720	\$41,720	-\$15,000	\$26,720	91094	Preliminary Stage and/or In Progress
Streets and Streetscapes	Peck Road Street Improvements	Provides for the necessary improvements on Peck Road between Duarte Road and Longden Avenue. This initial phase is for the preliminary design and bid assistance.	\$2,782,210	\$2,782,210	-\$1,391,105	\$1,391,105	91110	Preliminary Stage and/or In Progress
Streets and Streetscapes	Station Square Active Transportation (ACTV) Project	Traffic and pedestrian improvements around Station Square to address future traffic and pedestrian congestion after the large multi-family developments are complete.	\$4,268,000	\$4,268,000	-\$3,848,000	\$420,000	91068	Preliminary Stage and/or In Progress

Capital Improvement Program (CIP) Tracking Summary
Budgeted Projects - Fiscal Year 2024-25
As of February 2025

Category	TITLE	DESCRIPTION	Updated 5-Year Project Estimate FY 2024 through FY 2028	FY24/25 Current Budget	Q2 Adjustment	FY24/25 Revised Budget	Project Number	Status
Streets and Streetscapes	Comprehensive Safety Action Plan	Provides for agreement with LACMTA and DOT for the development of a Monrovia Action Plan to strategize and improve roadway safety	\$220,700	\$220,700	\$0	\$220,700	91112	Preliminary Stage and/or In Progress
Parks and Trails								
Parks and Trails	Canyon Park and Nature Center Facilities and Furniture Upgrades	Upgrades to public facilities in Canyon Park, such as the Nature Center. These upgrades will support the outdoor educational programs provided for the community.	\$67,040	\$67,040	\$0	\$67,040	91097	Preliminary Stage and/or In Progress
Parks and Trails	Canyon Park Repairs *	Repair and restoration following the debris and mudflow that took place on December 14, 2021 and December 2022, from the Bobcat Fire burn area. The debris flow caused catastrophic damage to park facilities, including roadways, parking lots, handrails, water systems, fencing, trails, and many other improved areas of the park.	\$10,768,853	\$10,768,853	\$0	\$10,768,853	25301 25303	Preliminary Stage and/or In Progress
Parks and Trails	Satoru Tsuneishi Park Design & Construction	Develop concept designs for the park land on Encino Avenue donated by Dick Hale. Additional \$55K was appropriated CC-7, 7/18/23.	\$1,665,641	\$1,665,641	-\$832,821	\$832,820	91039	Preliminary Stage and/or In Progress
Parks and Trails	Park Monument Sign - Design & Construction	Provides for installation of park monuments at Parks Citywide.	\$72,720	\$62,720	\$10,000	\$72,720	91036	Preliminary Stage and/or In Progress
Parks and Trails	Pedestrian Trail Counter Installation	Installation of a pedestrian trail counter to track average daily use and demand for parks and trails.	\$11,000	\$11,000	\$0	\$11,000	91069	Preliminary Stage and/or In Progress
Parks and Trails	Playground Equipment Replacement Program	Provides for the removal and replacement of the playground equipment at Kiwanis and Rotary Parks.	\$488,110	\$488,110	\$0	\$488,110	91035	Completed
Parks and Trails	Wilderness Management Program Furniture and Equipment Upgrades	Provides for upgrades at Station 103 to support the staff and volunteers working in the Hillside Wilderness Preserve.	\$9,000	\$9,000	\$0	\$9,000	91098	Preliminary Stage and/or In Progress
Trees								
Trees	Citywide Tree Replacement / Planting Program	Provides for the replacement, planting, and watering of public trees citywide. In order to continually replenish the City's public tree vacancies and increase the urban forest canopy, trees need to be planted on an annual, ongoing basis.	\$75,000	\$75,000	\$0	\$75,000	91040	Completed
Water System and Utilities								
Water System and Utilities	Citywide Pump & Motor Replacement Program	Provides for the assessment, repair and/or replacement of three pump and motor assemblies.	\$150,000	\$150,000	\$0	\$150,000	91058	Preliminary Stage and/or In Progress
Water System and Utilities	Meter Replacement Program	Provides for the annual replacement of water meters throughout the City's water system. In FY2021-22 and FY2022-23, Utilities staff deployed a pilot installation of smart meters along two meter routes in preparation for a phased transition to smart meters.	\$3,399,078	\$629,300	\$0	\$629,300	91041	Preliminary Stage and/or In Progress
Water System and Utilities	PFAS Treatment	Provides for the design and construction of a water treatment system to remove PFAS from water produced by three of the City's five groundwater wells. Per- and polyfluoroalkyl substances (collectively known as "PFAS") are a group of man-made chemicals that the CDC has associated with certain reproductive, developmental and immunological concerns.	\$17,912,059	\$267,000	\$0	\$267,000	91064	Preliminary Stage and/or In Progress
Water System and Utilities	SCADA System Reconstruction	Provides for reconstruction of portions of the City's Supervisory Control and Data Acquisition system, the primary computer system that Utilities staff use to operate the City's water system.	\$283,328	\$103,328	\$0	\$103,328	91047	Preliminary Stage and/or In Progress
Water System and Utilities	Sewer System CCTV & Jetting	Provides for the annual cleaning and inspection of portions of the City's sewer pipelines. Regular inspection of sewer pipeline assists with the identification of pipelines that require repair before they fail.	\$300,607	\$300,607	\$0	\$300,607	91057	Preliminary Stage and/or In Progress

Capital Improvement Program (CIP) Tracking Summary
Budgeted Projects - Fiscal Year 2024-25
As of February 2025

Category	TITLE	DESCRIPTION	Updated 5-Year Project Estimate FY 2024 through FY 2028	FY24/25 Current Budget	Q2 Adjustment	FY24/25 Revised Budget	Project Number	Status
Water System and Utilities	Station Square Booster Pump Construction	Construction of a new booster pump to meet the projected increase in water demand from new development around the Station Square Transit Village. The project is funded by development impact fees paid by each developer, and costs are proportioned based on the number of additional market-rate housing units constructed.	\$1,040,992	\$386,126	\$0	\$386,126	74067	Preliminary Stage and/or In Progress
Water System and Utilities	Valve Replacement Program FY23-FY26	Provides for the regular replacement of water valves throughout the water system. Valves allow City staff to isolate specific section of the water system for local repairs of facilities and sections of water pipeline.	\$500,000	\$126,170	\$0	\$126,170	91060	Preliminary Stage and/or In Progress
Water System and Utilities	Wellfield Electrical Project	Replacement and upgrade of critical electrical systems at the Wellfield that have reached the end of their useful life.	\$2,639,921	\$2,639,921	\$0	\$2,639,921	74102	Preliminary Stage and/or In Progress
Stormwater								
Stormwater	Encanto Park	This is a regional project that will be carried out in conjunction with the Rio Hondo/San Gabriel River Water Quality Group as part of the revised Enhanced Watershed Management Program. This project provides for the construction of storm water drain diversion, installation of a water treatment unit, and construction of a subsurface storm water infiltration facility.	\$509,761	\$221,489	\$0	\$221,489	73043	Preliminary Stage and/or In Progress
Stormwater	Flood Control Channel Repairs	Flood Control channel wall repair adjacent to 346 Genoa Street. Repairs were required after a unique and historic rain event in Spring 2024 damaged a specific section of the flood control channel.	\$72,381	\$72,381	\$0	\$72,381	91117	Completed
Stormwater	Slope Stabilization - Cloverleaf	Slope Stabilization adjacent to the 400 block of Cloverleaf Drive. Repairs and stabilization is needed after historic rain events have caused significant erosion to the hillside.	\$145,640	\$145,640	\$0	\$145,640	91119	Preliminary Stage and/or In Progress
Information Technology								
Information Technology	Annual Computer Replacement Program	Planning and ongoing replacement of computer workstations for City staff.	\$525,000	\$105,000	\$0	\$105,000	91062	Preliminary Stage and/or In Progress
Information Technology	Police Body Worn Cameras	Purchase and initiate use of Body Worn Cameras by the Monrovia Police Department. This project funds both the initial purchase and first set of replacement camera units for the Department.	\$127,300	\$127,300	\$0	\$127,300	91050	Preliminary Stage and/or In Progress
Information Technology	SAN (Storage Area Network) Replacement Program	This provides for the lifecycle replacement of the City's primary network SAN unit.	\$75,000	\$75,000	\$0	\$75,000	91063	Completed
Information Technology	Server Lifecycle Replacement Program	Network infrastructure is best maintained with a systematic approach to replacing outdated equipment. To reduce the need for large, one-time purchases, replacing servers and network equipment on an annual basis spreads out costs over time and limits risk of multiple servers failing simultaneously.	\$45,000	\$67,500	-\$67,500	\$0	91061	Deferred to Future Fiscal Year
Information Technology	Police Dispatch Console	Replacement of the computer systems and workspace utilized by Police Dispatchers to ensure the needed reliability, functionality, and workflow to maintain a round-the-clock service for critical operations.	\$405,000	\$405,000	\$0	\$405,000	91096	Preliminary Stage and/or In Progress
Fleet and Equipment Replacement								
Fleet and Equipment Replacement	Vehicle Replacement Schedule - Fire Vehicles **	Replacement of Fire Department's fleet.	\$2,590,000	\$400,000	-\$110,000	\$290,000	91101	Preliminary Stage and/or In Progress

Capital Improvement Program (CIP) Tracking Summary
Budgeted Projects - Fiscal Year 2024-25
As of February 2025

Category	TITLE	DESCRIPTION	Updated 5-Year Project Estimate FY 2024 through FY 2028	FY24/25 Current Budget	Q2 Adjustment	FY24/25 Revised Budget	Project Number	Status
Fleet and Equipment Replacement	Vehicle Replacement Schedule - PD Patrol **	Replacement of Police Department's fleet.	\$467,185	\$175,685	-\$12,500	\$163,185	91102	Preliminary Stage and/or In Progress
Fleet and Equipment Replacement	Vehicle Replacement Schedule - PD Non Patrol **	Replacement of Police Department's fleet.	\$453,000	\$171,000	-\$45,000	\$126,000	91103	Preliminary Stage and/or In Progress

* Total project estimate for Canyon Park Repairs is \$21.67M
 ** Figures reflect planned acquisition, and excludes the annual reserve set-aside allocation.

RESOLUTION NO. 2025-10

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONROVIA, CALIFORNIA, ADOPTING FISCAL YEAR 2024- 2025 BUDGET ADJUSTMENTS

RECITALS

WHEREAS, the City Manager and Administrative Services Director prepared and submitted to the City Council the 2024-2025 Proposed Program Budget for the fiscal year commencing July 1, 2024, and ending June 30, 2025; and

WHEREAS, public meetings were held on the Proposed Budget, where all interested persons were heard; and

WHEREAS, the City Council reviewed and adopted the City's Proposed Budget; and

WHEREAS, the Administrative Services Director has provided quarterly budget updates, and the City Council has considered additional budget adjustments and determined for the efficient management of the City that certain amendments, as set forth in Attachment A and Attachment B, are necessary and will be appropriated from certain sums of revenues;

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

SECTION 1. The budget for the City of Monrovia for the fiscal year July 1, 2024, through June 30, 2025, is hereby amended to include the budget adjustments included on Attachment A and Attachment B, incorporated herein by this reference.

SECTION 2. As amended, the revised budget "City of Monrovia, Fiscal Year 2024-25 Revised Budget," is hereby adopted and incorporated herein by reference as though set forth in full. The Revised Budget shall be shall remain in full force and effect until amended or modified by the City Council.

SECTION 3. The sums of money therein set forth are hereby appropriated from the revenues of the City to the departments, functions, and funds therein set forth for expenditure during the 2024-2025 Fiscal Year.

SECTION 4. The City Manager is hereby authorized and directed to arrange for the performance in accordance with the terms and provisions of law, of all specific projects enumerated in said budget, and the Mayor or his/her designee is directed to execute all necessary contracts to carry out the same.

SECTION 5. The City Manager is authorized to make transfers of budget appropriations between classifications and activities within a fund.

SECTION 6. The City Clerk shall certify to the adoption of this Resolution, and the same shall be effective March 18, 2025.

PASSED, APPROVED and ADOPTED this 18th day of March, 2025.

Becky A. Shevlin, Mayor
City of Monrovia

ATTEST:

APPROVED AS TO FORM:

Alice D. Atkins, MMC, City Clerk
City of Monrovia

Craig A. Steele, City Attorney
City of Monrovia

ATTACHMENT A
(FY 2024-25 Budget Adjustments – Operating Budget)

ATTACHMENT B
(FY 2024-25 Budget Adjustments – CIP Budget)

City of Monrovia
 Fiscal Year 2024-25
 Budget Adjustments - Operating Budget
 Resolution # 2025-10
 March 18, 2025

Revenues										
Fund Name	Fund #	Dept Name	Dept #	Description	Object Code	Project	FY 2024-25 Current Budget	FY 2024-25 Revised Budget	Increase (Decrease)	Comment
GENERAL	111	LIBRARY ADMINISTRATION	640	CONTRIBUTION	3362	64039	-	12,926	12,926	To adjust budget for additional funding from Low Trust.
GENERAL	111	PARKS MAINTENANCE	771	PARK BENCH CONTRIBUTION	3363	77006	16,725	11,725	(5,000)	To adjust budget for fewer benches requested.
GENERAL	111	COMM CENTER OPERATIONS	615	ROOM RENTALS	3283		20,000	30,000	10,000	To adjust budget for increased room rentals.
GENERAL	111	COMMUNITY SERVICES ADMIN	610	SOFTWARE CST RECOVERY	3284	61009	4,000	9,500	5,500	To adjust budget for additional revenue from increased class enrollment and rentals.
GENERAL	111	SPECIAL ACTIVITIES	620	YOUTH COMM REV	3278	62003	-	1,000	1,000	To adjust budget for Youth Commission hot cocoa sales at events.
GENERAL	111	COMMUNITY SERVICES ADMIN	610	REIMBURSEMENT	3357		-	4,020	4,020	To adjust budget for reimbursement for staff time at Voting Center.
GENERAL	111	SENIOR PROGRAM	612	PROGRAM INCOME & FEES	3285		10,000	500	(9,500)	To adjust budget for Senior Programming (Senior Stretch/Lunch and Learns).
GENERAL	111	HISTORICAL MUSEUM	614	ROOM RENTALS	3283		10,000	30,000	20,000	To adjust budget for increased room rentals.
GENERAL	111	CONTRACT CLASSES	619	NON-RES. FEES	3276		1,200	2,700	1,500	To adjust budget for increased non-resident program registration.
GENERAL	111	CANYON PARK	622	CYNPK SPECIAL ACTVTIES & EVNTS	3460		5,000	1,000	(4,000)	To adjust budget for Canyon Park Closure.
GENERAL	111	CANYON PARK	622	CYN PK RENTAL	3279		8,000	2,000	(6,000)	To adjust budget for Canyon Park Closure.
GENERAL	111	CANYON PARK	622	TAXABLE SALES	3282		500	100	(400)	To adjust budget for Canyon Park Closure.
GENERAL	111	CANYON PARK	622	PARKS-OUTDOOR ED PROGRA	3292		1,500	500	(1,000)	To adjust budget for Canyon Park Closure.
GENERAL	111	CANYON PARK	622	OUTDOOR ED-MUSD	3293		5,000	1,000	(4,000)	To adjust budget for Canyon Park Closure.
GENERAL	111	CANYON PARK	622	CYN PK ADMISSION FEE	3300		50,000	10,000	(40,000)	To adjust budget for Canyon Park Closure.
GENERAL	111	CANYON PARK	622	STAFF RECOVERY FEE	3421		2,000	500	(1,500)	To adjust budget for Canyon Park Closure.
GENERAL	111	LIBRARY ADMINISTRATION	640	ROOM RENTALS	3283		2,000	5,000	3,000	To adjust budget for an increase in room rentals.
GENERAL	111	LIBRARY ADMINISTRATION	640	CONTRIBUTION	3362	64001	16,000	20,442	4,442	To adjust budget for \$4,342 from SCLC for Overdrive and \$100 donation for AS Fantasy collection. This amount is offset by an equivalent amount of expenditures.
GENERAL	111	PLANNING DEPARTMENT	530	CONSULTANT TECHNICAL REVIEW	3525	53018	100,000	150,000	50,000	To adjust budget to cover the cost of legal review for CEQA. This amount is offset by an equivalent amount of expenditures.
GENERAL	111	PLANNING DEPARTMENT	530	CONSULTANT TECHNICAL REVIEW	3525	53018	150,000	198,000	48,000	To adjust budget to cover the cost of CEQA review of 701 S. Myrtle Ave Project. This amount is offset by an equivalent amount of expenditures.
GENERAL	111	PLANNING DEPARTMENT	530	TECHNICAL REPORT REVIEW	3499		7,000	14,500	7,500	To adjust budget to cover the cost of legal review for CEQA.
GENERAL	111	PLANNING DEPARTMENT	530	TECHNICAL REPORT REVIEW	3499		14,500	21,700	7,200	To adjust budget to cover the cost of CEQA review of 701 S. Myrtle Ave Project.
GENERAL	111	NON-DEPARTMENTAL	251	SALES TAXES	3023		12,195,000	11,718,890	(476,110)	To adjust sales tax based on latest estimates for FY 24-25.
GENERAL	111	NON-DEPARTMENTAL	251	REIMBURSEMENT	3357		-	19,000	19,000	To adjust the revenue budget for escheat checks.
GENERAL	111	NON-DEPARTMENTAL	251	REIMBURSEMENT	3357		19,000	370,375	351,375	To adjust revenue related to Workers' Compensation reimbursements.
GENERAL FUND	111						12,637,425	12,635,378	(2,047)	
MEASURE K	112	NON-DEPARTMENTAL	251	SALES TAXES	3023		6,839,000	6,666,000	(173,000)	To adjust Measure K sales tax based on latest estimates for FY 24-25.
MEASURE K FUND	112						6,839,000	6,666,000	(173,000)	
PUBLIC LIB	234	LIBRARY GRANTS	641	PUBLIC LIBRARY GRANT FUNDS	3132	64041	-	5,416	5,416	To adjust budget for the Lunch at the Library Grant Award. This amount is offset by an equal amount of expenditures.
PUBLIC LIB	234	LIBRARY GRANTS	641	PUBLIC LIBRARY GRANT FUNDS	3132	64045	-	5,000	5,000	To adjust budget for the Save the Children-Winter Literacy Grant Award. This amount is offset by an equal amount of expenditures.
PUBLIC LIB FUND	234						-	10,416	10,416	
FIRE GRANT	244	FIRE GRANTS	450	HOME LAND SECURITY GRANT	3405	45015	49,500	50,000	500	To adjust budget, since total 2022 SHSP Grant fund is \$50,000.
FIRE GRANT FUND	244						49,500	50,000	500	
Total Revenue Adjustments (Operating Budget)									(164,131)	

City of Monrovia
 Fiscal Year 2024-25
 Budget Adjustments - Operating Budget
 Resolution # 2025-10
 March 18, 2025

Expenditures										
Fund Name	Fund #	Dept Name	Dept #	Object Code Description	Object Code	Project	FY 2024-25	FY 2024-25	Increase	Comments
							Current Budget	Revised Budget	(Decrease)	
GENERAL	111	HUMAN RESOURCES	231	LEGAL FEES	4269		30,000	160,000	130,000	To adjust budget for additional professional fees for personnel matters during the year.
GENERAL	111	CITY MANAGER	120	EVENT SUPPLIES	4144		3,550	6,550	3,000	To adjust budget for an increase in State of the City expenses this year.
GENERAL	111	NON-DEPARTMENTAL	251	TRVL, CONFER/MTG	4137	25113	-	1,425	1,425	To adjust budget for All-America Plaques.
GENERAL	111	NON-DEPARTMENTAL	251	EVENT SUPPLIES	4144	25113	-	8,400	8,400	To adjust budget for All-America t-shirts and polos for FT/PT staff and volunteers.
GENERAL	111	CITY CLERK	130	PROF FEES	4028		22,966	21,966	(1,000)	To reduce budget for professional fees.
GENERAL	111	CITY CLERK	130	TRVL, CONFER/MTG	4137		6,400	4,900	(1,500)	To reduce budget for travel or meeting expenses.
GENERAL	111	CITY CLERK	130	ADVERTISING	4022		3,500	2,000	(1,500)	To reduce budget for advertising.
GENERAL	111	HUMAN RESOURCES	231	ADVERTISING	4022		10,500	3,550	(6,950)	To reduce budget for advertising.
GENERAL	111	HUMAN RESOURCES	231	WELLNESS PROGRAM	4184		114,160	107,660	(6,500)	To reduce budget for savings for certain City programs.
GENERAL	111	HUMAN RESOURCES	231	MEALS & FOOD	4375		28,800	16,800	(12,000)	To reduce budget for food and meals.
GENERAL	111	CITY MANAGER	120	PROF FEES	4028		32,600	12,600	(20,000)	To reduce budget for professional fees.
GENERAL	111	CITY MANAGER	120	TRVL, CONFER/MTG	4137		40,500	29,500	(11,000)	To reduce budget for travel or meeting expenses.
GENERAL	111	PLANNING DEPARTMENT	530	CONSULTANT TECHNICAL REVIEW	4352	53018	100,000	150,000	50,000	To adjust budget to cover the cost of legal review for CEQA. This amount is offset by an equivalent amount of revenue.
GENERAL	111	PLANNING DEPARTMENT	530	CONSULTANT TECHNICAL REVIEW	4352	53018	150,000	198,000	48,000	To adjust budget to cover the cost of CEQA review of 701 S. Myrtle Ave Project. This amount is offset by an equivalent amount of revenue.
GENERAL	111	PLANNING DEPARTMENT	530	PROF FEES	4028	53003	201,570	71,570	(130,000)	To adjust budget for a reduction in planning professional fees.
GENERAL	111	SPECIAL ACTIVITIES	620	MAINTENANCE SUPPLIES	4124		40,500	50,500	10,000	To adjust budget for additional funding to support enhanced Thankful and Grateful event to recognize the All America City Award.
GENERAL	111	CANYON PARK	622	MAINTENANCE SUPPLIES	4124		20,000	21,500	1,500	To adjust budget for additional funding to support annual Camp Out event.
GENERAL	111	CANYON PARK	622	PROGRAM SUPPLIES	4276		3,400	13,400	10,000	To adjust budget for Canyon Park Opening.
GENERAL	111	LIBRARY ADMINISTRATION	640	PROGRAM SUPPLIES	4276	64001	7,400	17,230	9,830	To adjust budget for Tangram tables and for Brainfuse.
GENERAL	111	LIBRARY ADMINISTRATION	640	BOOKS/SUBSCRPTN	4108	64001	-	4,442	4,442	To adjust budget for \$4,342 from SCLC for Overdrive and \$100 donation for AS Fantasy collection. This amount is offset by an equivalent amount of revenue.
GENERAL	111	LIBRARY ADMINISTRATION	640	MAINTENANCE SUPPLIES	4124	64023	7,260	8,760	1,500	To adjust budget for Bambalab 3D printer.
GENERAL	111	LIBRARY ADMINISTRATION	640	MACHINERY & EQUIPMENT	4216	64023	-	11,500	11,500	To adjust budget for Computer upgrade.
GENERAL	111	LIBRARY ADMINISTRATION	640	BOOKS/SUBSCRPTN	4108	64039	40,000	52,926	12,926	To adjust budget for the Low Trust supplemental distribution. This increase in expenditures will be offset by an equal increase in revenues.
GENERAL	111	LIBRARY - ADULT SERVICES	642	PROGRAM SUPPLIES	4276	64024	3,900	8,900	5,000	To adjust budget for funding for enhanced volunteer recognition.
GENERAL	111	COMMUNITY SERVICES ADMIN	610	OVERTIME SALARIES	4005		3,000	8,000	5,000	To adjust budget for additional overtime needed to staff community events.
GENERAL	111	HISTORICAL MUSEUM	614	PROF FEES	4028		-	9,000	9,000	To adjust budget for additional cleaning and security charges. This increase in expenditures will be offset by additional revenue.
GENERAL	111	COMM CENTER OPERATIONS	615	PROF FEES	4028		6,630	22,630	16,000	To adjust budget for additional cleaning and security charges. This increase in expenditures will be offset by additional revenue.
GENERAL	111	COMM CENTER OPERATIONS	615	PROGRAM FOOD/SUPPLIES	4378		2,832	3,332	500	To adjust budget for staff holiday meal.
GENERAL	111	CANYON PARK	622	PART-TIME SALARIES	4004		205,031	180,031	(25,000)	To reduce budget due to vacant positions.
GENERAL	111	WILDERNESS MGMNT PROGRAM	628	PART-TIME SALARIES	4004		205,032	165,032	(40,000)	To reduce budget due to vacant positions.
GENERAL	111	LIBRARY ADMINISTRATION	640	PART-TIME SALARIES	4004		466,787	416,787	(50,000)	To reduce budget due to vacant positions.

City of Monrovia
 Fiscal Year 2024-25
 Budget Adjustments - Operating Budget
 Resolution # 2025-10
 March 18, 2025

Expenditures										
Fund Name	Fund #	Dept Name	Dept #	Object Code Description	Object Code	Project	FY 2024-25 Current Budget	FY 2024-25 Revised Budget	Increase (Decrease)	Comments
GENERAL	111	PARKS MAINTENANCE	771	MAINTENANCE SUPPLIES	4124	77006	11,030	6,030	(5,000)	To adjust budget for fewer benches ordered.
GENERAL	111	POLICE SERVICES	320	BOARD & CARE	4024		20,000	21,000	1,000	To adjust budget to clean and sanitize jail and police vehicle.
GENERAL	111	COMMUNICATION CRIME ANALYSIS	342	PROF FEES	4028		121,650	154,837	33,187	To adjust budget for WT Consulting and City CCTV Build (Designed System & Set Up).
GENERAL	111	POLICE SERVICES	320	MISC EXPENSE	4160		3,000	3,550	550	To adjust budget for replacement chairs for EOC.
GENERAL	111	POLICE SERVICES	320	BOARD & CARE	4024		21,000	23,000	2,000	To adjust budget for board and care expenditures.
GENERAL	111	PARKS MAINTENANCE	771	PROF FEES	4028		125,362	175,362	50,000	To adjust budget for Mariposa not-to-exceed contract adjustment.
GENERAL	111	PUBLIC WORKS ADMINISTRATION	710	ADVERTISING	4022		1,000	500	(500)	To reduce budget for advertising costs.
GENERAL	111	PUBLIC WORKS ADMINISTRATION	710	EDU & TRAINING	4071		3,000	1,500	(1,500)	To reduce budget for education and training.
GENERAL	111	ENGINEERING	720	PROF FEES	4028		300,000	355,000	55,000	To adjust budget for professional fees for inspections.
GENERAL	111	ENGINEERING	720	BOOKS/SUBSCRPTN	4108		1,000	-	(1,000)	To reduce budget for books and subscription.
GENERAL	111	ENGINEERING	720	MAINTENANCE SUPPLIES	4124		10,000	5,000	(5,000)	To reduce budget for maintenance supplies.
GENERAL	111	ENGINEERING	720	TRVL, CONFER/MTG	4137		2,000	1,000	(1,000)	To reduce budget for travel and meeting related expenses.
GENERAL	111	FIRE ADMINISTRATION	410	PRINTING	4135		7,250	4,250	(3,000)	To reduce the budget for printing.
GENERAL	111	FIRE ADMINISTRATION	410	TRVL, CONFER/MTG	4137		9,500	7,000	(2,500)	To reduce budget for travel and meeting related expenses.
GENERAL	111	FIRE ADMINISTRATION	410	MISC EXPENSE	4160		7,100	5,000	(2,100)	To reduce budget for miscellaneous expense.
GENERAL	111	FIRE ADMINISTRATION	410	PERSONNEL SERVICES	4259		6,200	5,000	(1,200)	To reduced budget for personnel services.
GENERAL	111	PREVENTION	430	PRINTING	4135		4,400	3,400	(1,000)	To reduce the budget on printing.
GENERAL	111	PREVENTION	430	MISC EXPENSE	4160		4,025	3,025	(1,000)	To reduce budget on miscellaneous expense.
GENERAL	111	COMMUNITY RISK REDUCTION	442	EDU & TRAINING	4071		2,900	2,400	(500)	To reduce budget for training expenses.
GENERAL	111	COMMUNITY RISK REDUCTION	442	ADVERTISING	4022		-	2,200	2,200	To adjust budget for additional publication costs.
GENERAL	111	NON-DEPARTMENTAL	251	PROF FEES	4028		468,117	437,117	(31,000)	To adjust budget for professional service costs not needed during FY 23-24.
GENERAL	111	NON-DEPARTMENTAL	251	PROP TAX ADM COST	4180		133,000	139,654	6,654	To adjust budget based on actual property tax administration costs for FY 23-24.
GENERAL	111	NON-DEPARTMENTAL	251	TRVL, CONFER/MTG	4137		5,380	4,380	(1,000)	To adjust conference and travel budget based on updated estimates.
GENERAL	111	ENGINEERING	720	FULL TIME SALARIES	4000		93,997	18,735	(75,262)	To adjust budget based for vacancy savings.
GENERAL FUND	111						3,117,229	3,167,832	50,603	
L&L ASS	212	EMPLOYEE RETIREMENT	252	PERS REPLACEMENT BEN FUND PYMT	4311		180,000	155,000	(25,000)	To adjust expense based on historical actuals.
L&L ASS FUND	212						180,000	155,000	(25,000)	
PUBLIC LIB	234	LIBRARY GRANTS	641	PROGRAM SUPPLIES	4276	64041	-	5,416	5,416	To adjust budget for the Lunch at the Library Grant Award. This expenditure is offset by an equivalent amount of revenue.
PUBLIC LIB	234	LIBRARY GRANTS	641	PROGRAM SUPPLIES	4276	64045	-	5,000	5,000	To adjust budget for the Save the Children-Winter Literacy Grant Award. This expenditure is offset by an equivalent amount of revenue.
PUBLIC LIB FUND	234						-	10,416	10,416	
L&L ASS	261	STREET TREE & PARK MAINT DIST	773	PROF FEES	4028		461,405	536,405	75,000	To adjust budget for Mariposa and WCA annual contracts.
L&L ASS FUND	261						461,405	536,405	75,000	
PARK MAINT	266	PARK ASSESSMENT MAINTENANCE	772	PROF FEES	4028		98,806	103,806	5,000	To adjust budget for Mariposa not-to-exceed contract adjustment.
PARK MAINT FUND	266						98,806	103,806	5,000	
WATER UTIL	411	WATER SERVICES	741	PROF FEES	4028		446,883	546,883	100,000	To adjust budget for several large unforeseen mainline leaks on major arterials. In addition, priority repairs to treatment systems were needed at the Wellfield.
WATER UTIL	411	WATER SERVICES	741	MAINTENANCE SUPPLIES	4124		271,629	291,629	20,000	To adjust budget for replacement of 5 fire hydrants that were stolen.

City of Monrovia
 Fiscal Year 2024-25
 Budget Adjustments - Operating Budget
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 March 18, 2025

Expenditures										
Fund Name	Fund #	Dept Name	Dept #	Object Code Description	Object Code	Project	FY 2024-25 Current Budget	FY 2024-25 Revised Budget	Increase (Decrease)	Comments
WATER UTIL	411	WATER SERVICES	741	ADVERTISING	4022		42,000	72,000	30,000	To adjust budget for co-funding payments for completed turf replacement projects and remaining applications that have been approved by MWD and Upper District.
WATER UTIL	411	UTILITY BILLING & COLLECTION	227	PRINTING	4135		50,540	52,340	1,800	To adjust budget for additional UB inserts needed for rate increase and late fee/shut off notice.
WATER UTIL	411	WATER SERVICES	741	FULL TIME SALARIES	4000		1,399,024	1,331,288	(67,736)	To adjust budget for vacancy savings.
WATER UTIL FUND	411						2,210,076	2,294,140	84,064	
SAN FUND	421	SEWER AND SANITATION	746	EQUIPMENT MAINTENANCE	4096		20,000	15,000	(5,000)	To reduce budget for equipment maintenance costs.
SAN FUND	421	SEWER AND SANITATION	746	MEMBERSHIP & DUES	4105		2,000	-	(2,000)	To reduce budget for membership and dues.
SAN FUND	421	SEWER AND SANITATION	746	COMPUTER MTCE	4120		33,304	28,304	(5,000)	To reduce budget for computer system maintenance costs.
SAN FUND	421	WATER SERVICES	741	FULL TIME SALARIES	4000		119,912	112,385	(7,527)	To adjust budget for vacancy savings.
SAN FUND	421						175,216	155,689	(19,527)	
STORM DRN	423	STORM DRAIN MAINTENANCE	737	PROF FEES	4028		17,000	12,000	(5,000)	To reduce budget for professional fees.
STORM DRN	423	STORM DRAIN MAINTENANCE	737	EDU & TRAINING	4071		2,000	-	(2,000)	To reduce budget for education and training.
STORM DRN	423	STORM DRAIN MAINTENANCE	737	TRVL, CONFER/MTG	4137		1,500	500	(1,000)	To reduce budget for travel or meeting expenses.
STORM DRN FUND	423						20,500	12,500	(8,000)	
ENVRMN SVC	431	ENVIRONMENTAL SVCS-WST MGMNT	712	PROF FEES	4028		52,400	42,400	(10,000)	To reduce budget for professional fees.
ENVRMN SVC	431	ENVIRONMENTAL SVCS-WST MGMNT	712	ADVERTISING	4022		4,000	1,800	(2,200)	To reduce budget for advertising costs.
ENVRMN SVC FUND	431						56,400	44,200	(12,200)	
FAC MAINT	511	FACILITIES MAINTENANCE	755	ELECTRICITY	4146	75084	5,150	39,150	34,000	To increase budget for additional electricity costs at 324-328 S. Myrtle Ave.
FAC MAINT	511	FACILITIES MAINTENANCE	755	FIRE SYSM MTCE	4034		20,000	15,000	(5,000)	To reduce budget for Fire System Maintenance Costs.
FAC MAINT	511	FACILITIES MAINTENANCE	755	ELECTRICAL MAINT	4035		30,000	25,000	(5,000)	To reduce budget for electric maintenance costs.
FAC MAINT	511	FACILITIES MAINTENANCE	755	ROOF MAINT.	4043		30,000	20,000	(10,000)	To reduce budget for roof maintenance costs.
FAC MAINT	511	FACILITIES MAINTENANCE	755	COMM O/H DOOR MTCE	4048		45,000	35,000	(10,000)	To reduce budget for common overhead door maintenance costs.
FAC MAINT	511	FACILITIES MAINTENANCE	755	STRUCTURAL MTCE	4057		10,000	5,000	(5,000)	To reduce budget for structural maintenance costs.
FAC MAINT FUND	511						140,150	139,150	(1,000)	
EQUIP REP	512	FIRE EQUIPMENT/RADIOS MAINT	460	RADIO EQUIPMENT & PARTS	4214		10,000	10,958	958	To adjust budget for Motorola increase pricing on cellular data service.
EQUIP REP FUND	512						10,000	10,958	958	
CENTRL SVC	521	TELEPHONE MAINTENANCE	224	INTERNET SVC	4121		44,700	46,200	1,500	To adjust budget to add POST Alarm for 324 Building.
CENTRL SVC	521	INFORMATION SYSTEMS	223	CMPTR SOFTWARE MTCE	4134		176,650	184,150	7,500	To adjust budget for due to Microsoft 365 software.
CENTRL SVC	521	INFORMATION SYSTEMS	223	CMPTR SOFTWARE MTCE	4134		184,150	139,350	(44,800)	To reduce budget for computer system maintenance costs.
CENTRL SVC	521	CENTRAL STORES	222	CAPITAL OUTLAY < 5K	4122		-	1,923	1,923	To adjust budget for the replacement of postage machine, due to unplanned obsolescence.
CENTRL SVC FUND	521						405,500	371,623	(33,877)	
LIABILITY	531	LIABILITY INSURANCE	234	PREMIUM EXPENSES	4077		340,181	349,181	9,000	To adjust budget for unexpected property invoice from prior year.
LIABILITY	531	LIABILITY INSURANCE	234	CONTRACT SERVICES	4080		1,644,420	1,614,420	(30,000)	To reduce budget for contract services.
LIABILITY FUND	531						1,984,601	1,963,601	(21,000)	
								Total Expenditure Adjustments (Operating Budget)	105,437	

City of Monrovia
 Fiscal Year 2024-25
 Budget Adjustments - Capital Improvement Budget
 Resolution # 2025-10
 March 18, 2025

Revenues											
Fund Name	Fund #	Dept Name	Dept #	Description	Object Code	Project	Project Name	FY 2024-25		Increase (Decrease)	Comments
								Current Budget	Revised Budget		
OTHRGRANTS	241	NON DEPARTMENTAL GRANTS	260	MEASURE "M" REVENUE	3513	91068	CIP - STATION SQUARE ACTIVE TRANSP	3,880,000	32,000	(3,848,000)	To adjust budget based on updated project timing. Roll over budget to future year. Staff is seeking proposals for the design of the project. Majority of funds will be spent in FY25-26.
OTHRGRANTS FUND	241							3,880,000	32,000	(3,848,000)	

Total Revenue Adjustments (CIP Budget) (3,848,000)

City of Monrovia
 Fiscal Year 2024-25
 Budget Adjustments - Capital Improvement Budget
 Resolution # 2025-10
 March 18, 2025

Expenditures											
Fund Name	Fund #	Dept Name	Dept #	Object Code Description	Object Code#	Project	Project Name	FY 2024-25 Current Budget	FY 2024-25 Revised Budget	Increase (Decrease)	Comments
MEASURE K	112	NON-DEPARTMENTAL	251	PROF FEES	4028	91021	CIP-LIBRARY FACILITY ENHANCEMENT PR	6,000,000	1,000,000	(5,000,000)	To adjust budget based on updated project timing. Processing final plan check. Project will go out to bid by April 2025.
MEASURE K	112	NON-DEPARTMENTAL	251	PROF FEES	4028	91114	CIP-MOUNTAIN AVENUE TRAFFIC SIG & S	2,500,000	930,877	(1,569,124)	To adjust budget based on updated project timing. Project will be publicly bid March 2025, and construction will take place between FY24-25 and FY25-26.
MEASURE K	112	NON-DEPARTMENTAL	251	PROF FEES	4028	91110	CIP-PMP-PECK ROAD STREET IMPROVE	2,782,210	1,391,105	(1,391,105)	To adjust budget based on updated project timing. Project will be publicly bid in March 2025, and construction will take place between FY24-25 and FY25-26.
MEASURE K	112	NON-DEPARTMENTAL	251	PROF FEES	4028	91039	CIP-SATORU TSUNEISHI	1,600,000	767,180	(832,821)	To adjust budget based on updated project timing. Project is out to bid. Construction will taking place between April/May 2025 - October 2025.
MEASURE K	112							12,882,210	4,089,161	(8,793,049)	
STREET MNT	213	STREET MAINTENANCE	731	CONSTRUCTION	4203	91028	CIP-CONCRETE SIDEWALK IMPROVEMENT	286,825	86,825	(200,000)	To adjust budget based on updated project timing. Processing one round fo concrete improvements (to be complete by April 2025). Second round of concrete improvements to be done before end of fiscal year.
STREET MNT FUND	213							286,825	86,825	(200,000)	
AB 2766	223	REGIONAL AIR QUALITY IMPR	533	ELECTRICITY	4146	91020	CIP-EV CHARGING STATIONS	79,000	-	(79,000)	To adjust budget based on updated project timing. Deferred to Future Fiscal Year.
AB 2766 FUND	223							79,000	-	(79,000)	
MEASURE M	227	MEASURE "M"	540	CONSTRUCTION	4203	91055	CIP-PEDESTRIAN SAFETY IMP CONSTRUCT	64,730	7,365	(57,365)	To adjust budget based on updated project timing. Staff is seeking quotes, but will only utilize a portion of budget in this FY24-25
MEASURE M FUND	227							64,730	7,365	(57,365)	
OTHRGRANTS	241	NON DEPARTMENTAL GRANTS	260	PROF FEES	4028	91068	CIP - STATION SQUARE ACTIVE TRANSP	3,880,000	32,000	(3,848,000)	To adjust budget based on updated project timing. Roll over budget to future year. Staff is seeking proposals for the design of the project. Majority of funds will be spent in FY25-26.
OTHRGRANTS FUND	241							3,880,000	32,000	(3,848,000)	
L&L ASS	261	STREET LIGHTING/TRAFF SIGNALS	735	MAINTENANCE SUPPLIES	4124	91088	CIP-LED STREETLIGHT CONVERSION PROJ	15,000	-	(15,000)	To adjust budget based on updated project timing. Roll over budget to future year.
L&L ASS	261	STREET LIGHTING/TRAFF SIGNALS	735	CONSTRUCTION	4203	91094	CIP-SCE METER DESIGN AND RELOCATION	41,720	26,720	(15,000)	To adjust budget based on updated project timing. Staff is working with SCE on relocating 1 meter.
L&L ASS	261							56,720	26,720	(30,000)	
CAP IMPROV	311	CAPITAL IMPROVEMENT PROJECTS	250	CAPITAL OUTLAY > 5K	4363	91036	CIP-PARK MONUMENT SIGN	62,720	72,720	10,000	To adjust budget for the installation of solar panels for Monument Sign lights.
CAP IMPROV	311	CAPITAL IMPROVEMENT PROJECTS	250	FURNITURE/FIXTURE	4215	91017	CIP-FS 101 ROLL UP DOOR REPLACE	-	4,541	4,541	To adjust budget for the retention payment for the roll up doors.
CAP IMPROV	311							62,720	77,261	14,541	
EQUIP REP	512	PATROL VEHICLES REPLACEMENT	390	AUTOS & TRUCKS	4213	91102	CIP-PD PATROL VEHICLE PURCHASE	175,685	163,185	(12,500)	To adjust budget based on updated project timing. Roll over budget to future year.
EQUIP REP	512	PD NON-PATROL VEH & MAINT.	384	AUTOS & TRUCKS	4213	91103	CIP-PD NON-PATROL VEHICLE PURCHASE	171,000	126,000	(45,000)	To adjust budget based on updated project timing. Roll over budget to future year.
EQUIP REP	512	FIRE VEHICLE REPLACEMENT	461	AUTOS & TRUCKS	4213	91101	CIP-FIRE VEHICLE PURCHASE	400,000	290,000	(110,000)	To adjust budget for vehicle purchase savings.
EQUIP REP	512							746,685	579,185	(167,500)	
CENTRL SVC	521	INFORMATION SYSTEMS	223	MACHINERY & EQUIPMENT	4216	91061	CIP-SERVER LIFECYCLE REPLACEMENT PR	67,500	-	(67,500)	To adjust budget to zero out unused balance from project code.
CENTRL SVCFUND	521							67,500	-	(67,500)	
Total Expenditure Adjustments (CIP Budget)										(13,227,873)	