



JEFF WAGNER  
MAYOR

# CITY OF PASADENA, TEXAS ADOPTED BUDGET FISCAL YEAR 2025





# City of Pasadena

## Budget Cover Page

*Fiscal Year 2025*

This budget will raise more revenue from property taxes than last year’s budget by an amount of \$1,311,164 which is a 1.98 percent increase from last year’s budget. The property tax revenue to be raised from new property added to the tax roll this year is \$387,462.

The members of the governing body voted on the budget as follows:

Ordinance first reading:

**FOR:** Jeff Wagner, Mayor; Ruben Villarreal, District A; Bianca Valerio, District B; Emmanuel Guerrero, District C; Pat Van Houte, District D; Jonathan Estrada, District E; Dolan Dow, District F; Orinaldo Ybarra, District G; Thomas Schoenbein, District H

Ordinance second reading:

**FOR:** Jeff Wagner, Mayor; Ruben Villarreal, District A; Bianca Valerio, District B; Emmanuel Guerrero, District C; Pat Van Houte, District D; Jonathan Estrada, District E; Dolan Dow, District F; Orinaldo Ybarra, District G; Thomas Schoenbein, District H

### Property Tax Rate Comparison:

	<b>2024-2025</b>	<b>2023-2024</b>
Property Tax Rate:	\$0.474834/100	\$0.455514/100
No-New-Revenue Tax Rate:	\$0.467208/100	\$0.451432/100
No-New-Revenue Maintenance & Operations Tax Rate:	\$0.381400/100	\$0.358435/100
Voter-Approval Tax Rate:	\$0.474834/100	\$0.455514/100
Debt Rate:	\$0.080085/100	\$0.084534/100

### Municipal Debt Obligations:

Total debt obligation for City of Pasadena secured by property taxes: \$142,198,141



**FY 2025 ADOPTED BUDGET**  
**Required by Texas Local Government Code 140.0045**

	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ESTIMATE</b>	<b>FY 2025 BUDGET</b>
Notices required to be published in a newspaper			
City Budget	43,556	24,900	42,000
PEDC Budget	1,202	2,500	5,000
Directly or indirectly influencing or attempting to influence outcome of legislation or administrative action	90,000	90,000	90,000
<b>TOTAL</b>	<b>\$ 134,758</b>	<b>\$ 117,400</b>	<b>\$ 137,000</b>



**JEFF WAGNER, MAYOR**  
 CITY OF PASADENA  
 1149 ELLSWORTH DR.  
 PASADENA, TEXAS 77506

October 1, 2024

To Members of City Council:

I am pleased to submit the Adopted Budget for Fiscal Year 2025. All major funds have sound fund reserves, allowing us to meet our current and future financial obligations while also providing a high level of service to our community. This Budget provides a combined total fund balance of approximately \$335.5 million, which includes a combined total of approximately \$146.1 million in Governmental Funds:

- General Fund: \$121.0 million
- Special Revenue Funds: \$19.6 million
- Debt Service Fund: \$5.5 million

General Fund:

The budget's General Fund revenues and expenditures are in balance, with a total revenue/expenditure budget of \$158.6 million. This represents a 5.5% increase over the current FY 2024 Amended Budget.

End-of-year projections for FY 2025 reflect an increase in the General Fund's fund balance to \$121.0 million. In FY 23 the City adopted a 90-day operational/emergency reserve through Ordinance No. 2023-054, which would amount to \$35.5 million of the ending FY 2025 fund balance. Other contingencies that may impact the General Fund balance include costs related to construction projects, litigation costs, term-pay, hurricane preparedness, TBD projects, etc.

Capital Improvement Plan (CIP) Annuals (paving, drainage, sidewalks, and mobility) are budgeted at \$5.5 million for the General Fund, an added \$1 million is going into CIP for S147 Glenmore Ditch Bridge Improvements, and \$500 thousand is budgeted for R055 Preston/Crenshaw Park.

Revenue Sources:

Our primary revenue sources remain stable as we look ahead at FY 2025.

**Property Tax:** The 2024 tax rate adopted is the voter-approval rate at \$0.474834/\$100. The FY 2025 Adopted Budget is based on a property tax rate of \$0.474834/\$100. By selecting this rate, it allows the City to keep the same level of service as in prior years and cover debt payments related to the recent Certificates of Obligation issuance

**Industrial District:** The FY 2025 Budget of \$29.1 million reflects a 7.8% increase in revenue over the FY 2024 Amended Budget. With our Industrial District partners and updated contracts, this provides for future growth and stability for our city.

**Sales Tax:** The FY 2025 estimate for sales tax revenue is projected to be a 1% increase over the FY 2024 projections. The FY 2025 Budget reflects a conservative estimate of sales tax revenue to be collected based on prior year trends and economic metrics. We will monitor revenues and economic conditions throughout the year.



**JEFF WAGNER, MAYOR**  
CITY OF PASADENA  
1149 ELLSWORTH DR.  
PASADENA, TEXAS 77506

Enterprise/System Fund:

The System Fund's fund balance is projected to be approximately \$55.0 million at the end of FY 2025. Included in the FY 2025 Budget is \$2.95 million for FY24 SEWPP CIP True-Up, FY25 and FY 26 SEWPP Estimated CIP. System Fund monies are restricted and can only be spent on water/sanitary sewer related expenses.

CIP Annuals (sanitary sewer and water line improvements/replacements) are budgeted at \$4 million for the System Fund. An additional \$4 million was budgeted in the CIP to fund needed water and/or sewer improvements identified by Public Works.

Maintenance Fund:

Projections for the Maintenance Fund indicate a fund balance of \$11 million as of the end of FY 2025. The FY 2025 Budget includes \$5.5 million be used to purchase/replace vehicles and heavy equipment for various city departments.

Personnel:

Across all funds, the FY 2025 Adopted Personnel Budget has increased 2.0% (\$2.3M) over the FY 2024 Amended Budget. This FY 2025 Budget includes a \$2.8 million 4% cost of living adjustment (COLA) for all eligible employees and an increase to longevity of \$1 a month (\$12 annually) for a cost of \$169 thousand. Collectively, the 4% COLA and increase in longevity will positively impact over 1,000 current employees. For context, the Southwest Consumer Price Index for the 12 months as of June 2024 for the Houston-Woodlands-Sugar Land area was 2.1%. Also, prior to the last longevity increase, it had been over 30 years since the monthly amount was increased. In addition to the COLA and longevity increase, \$30,000 is budgeted for PSO Certificate pay. The Adopted Budget also includes \$385,000 for the continuation of the sick buyback program, which was started in FY 23. The FY 2025 Budget also contains \$158,000 for Police Education Pay. Finally, the Proposed Budget includes 20 new Police Cadet positions for an upcoming Academy.

In summary, I am pleased to report that the City is in sound fiscal condition and the General Fund has an appropriate fund balance, given our financial commitments and desire to meet or exceed city service expectations. We want to continue with high quality day-to-day programs and services that our community is use to and deserves.

Respectfully Submitted,

Jeff Wagner



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Pasadena  
Texas**

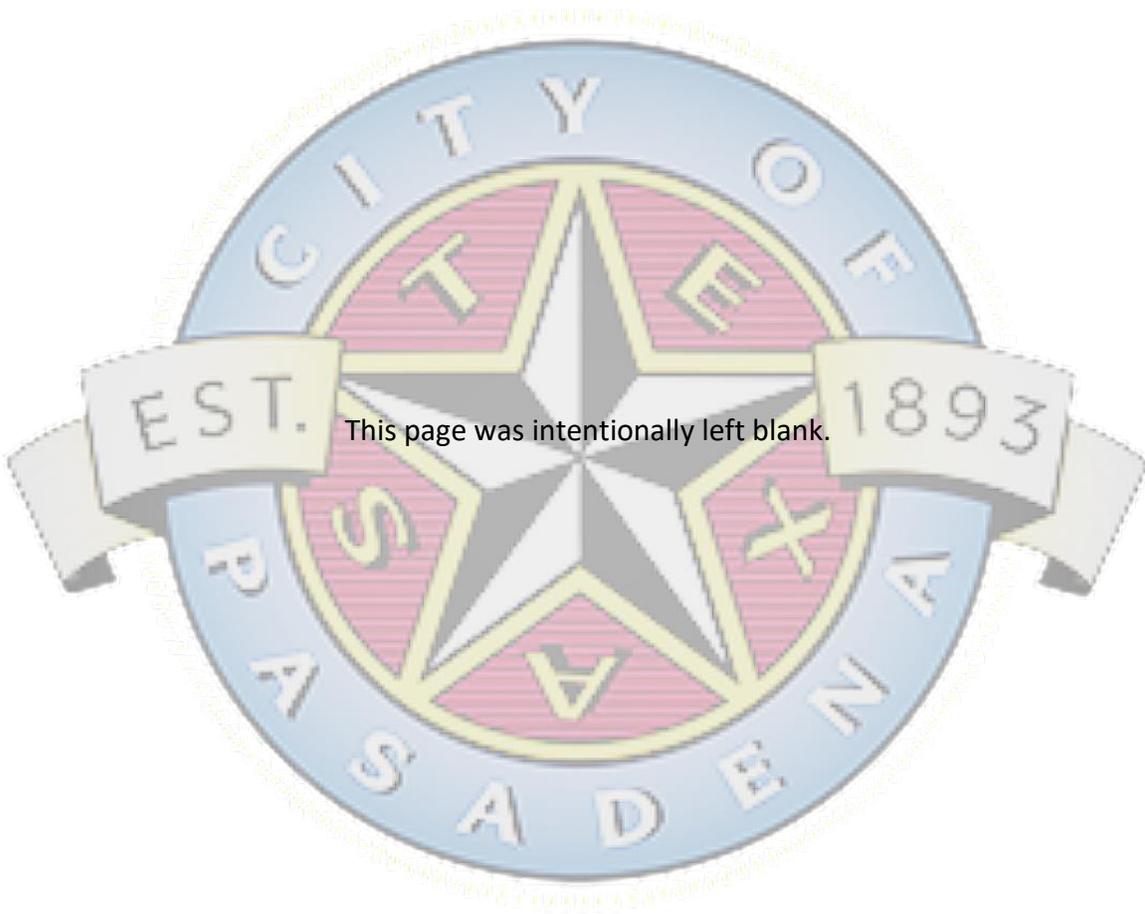
For the Fiscal Year Beginning

**October 01, 2023**

*Christopher P. Morill*

**Executive Director**

*Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Pasadena, Texas, for its Annual Budget for the fiscal year beginning October 01, 2023. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device. This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.*



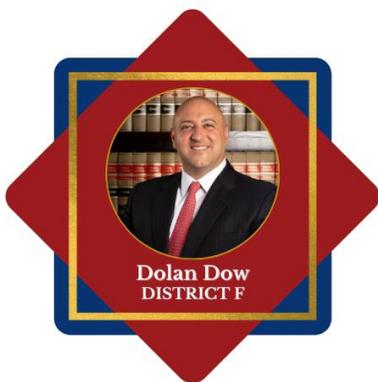
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# CITY OF PASADENA, TEXAS

## FY2025 ADOPTED BUDGET

### PRINCIPAL OFFICIALS





# CITY OF PASADENA, TEXAS

## FY2025 ADOPTED BUDGET

### PRINCIPAL OFFICIALS

**CHIEF OF STAFF**

DANIEL PENNINGTON

**CITY CONTROLLER**

ROBERT CHAMBERS (INTERIM)

**BUDGET & FINANCIAL PLANNING**

SHERRY WOMACK

**CHIEF OF POLICE**

JERRY WRIGHT

**CITY ATTORNEY**

JAY DALE

**CITY SECRETARY**

AMANDA MUELLER

**DIRECTOR OF COMMUNITY RELATIONS**

REX LINDBERG

**DIRECTOR OF ECONOMIC DEVELOPMENT**

RICK GUERRERO

**DIRECTOR OF HEALTH**

KATHY PEREZ

**DIRECTOR OF MAINTENANCE SERVICES**

ALLAN TEAGUE

**DIRECTOR OF PARKS/RECREATION**

JED APLACA

**DIRECTOR OF PERSONNEL**

TRENA WHITE

**DIRECTOR OF PLANNING**

MELISSA TAMEZ

**DIRECTOR OF PUBLIC WORKS**

ROBIN GREEN

**FIRE CHIEF**

LANNY ARMSTRONG

**FIRE MARSHALL**

DAVID BRANNON

**PRESIDING JUDGE, MUNICIPAL COURTS**

RICHARD RISINGER





# CITY OF PASADENA, TEXAS

## MISSION STATEMENT

*Our mission is to inspire pride in Pasadena by Protecting lives and resources; Providing quality services; and Planning for tomorrow.*

[www.PasadenaTx.gov](http://www.PasadenaTx.gov)



## OUR VALUES



### INTEGRITY

We show strong character and constancy of action. We deal honestly and reliably with others at all times.



### RESPECT

We treat others the way we want to be treated. Treating others fairly and with dignity helps create a thriving city.



### PRIDE

We gain personal fulfillment from doing our jobs well. We display in our appearance, behavior, and performance.



### STEWARDSHIP

We act as guardians of the public trust, using financial, human, and physical resources wisely.

## EDUCATION

Pasadena is home to innovative educational institutions such as the University of Houston Clear Lake, San Jacinto College, and Pasadena Independent School District. These institutions offer a wide range of programs, from industry-recognized certifications to university degrees, and are known for producing successful alumni.



## HOUSING

Enjoy affordable living, family-friendly neighborhoods, new builds, and waterfront properties. Plus, get connected to a thriving community through your neighborhood, school, or professional network. Discover Pasadena, the hidden gem of Houston Metro, where you can enjoy comfortable living without breaking the bank.



## HEALTHCARE

HCA Houston Healthcare Southeast provides compassionate care and advanced technology to southeast Harris County communities. With over 404 physicians and 1,500 employees, we're committed to delivering high-quality care and comfort to our patients for over 50 years.



## CULTURE

Pasadena has much to offer, including 50 parks, miles of trails, and family-friendly activities. Explore local restaurants, shops, and cultural sites like the Pasadena Heritage Park & Museum and the Pasadena Little Theatre. Don't miss community festivals like the annual Pasadena Strawberry Festival, Taste of the Town, and Independence Day's 4th Fest.



## WHY PASADENA?

Here is the reason why



Pasadena, Texas offers the best of both worlds: small-town charm and big-city convenience. As the second-largest city in Greater Houston, we're just 20 minutes from downtown Houston and an hour from Galveston. With affordable housing options and family-friendly neighborhoods, Pasadena is a great place to call home. Come see why so many people are proud to call Pasadena home!



[www.PasadenaTx.gov](http://www.PasadenaTx.gov)



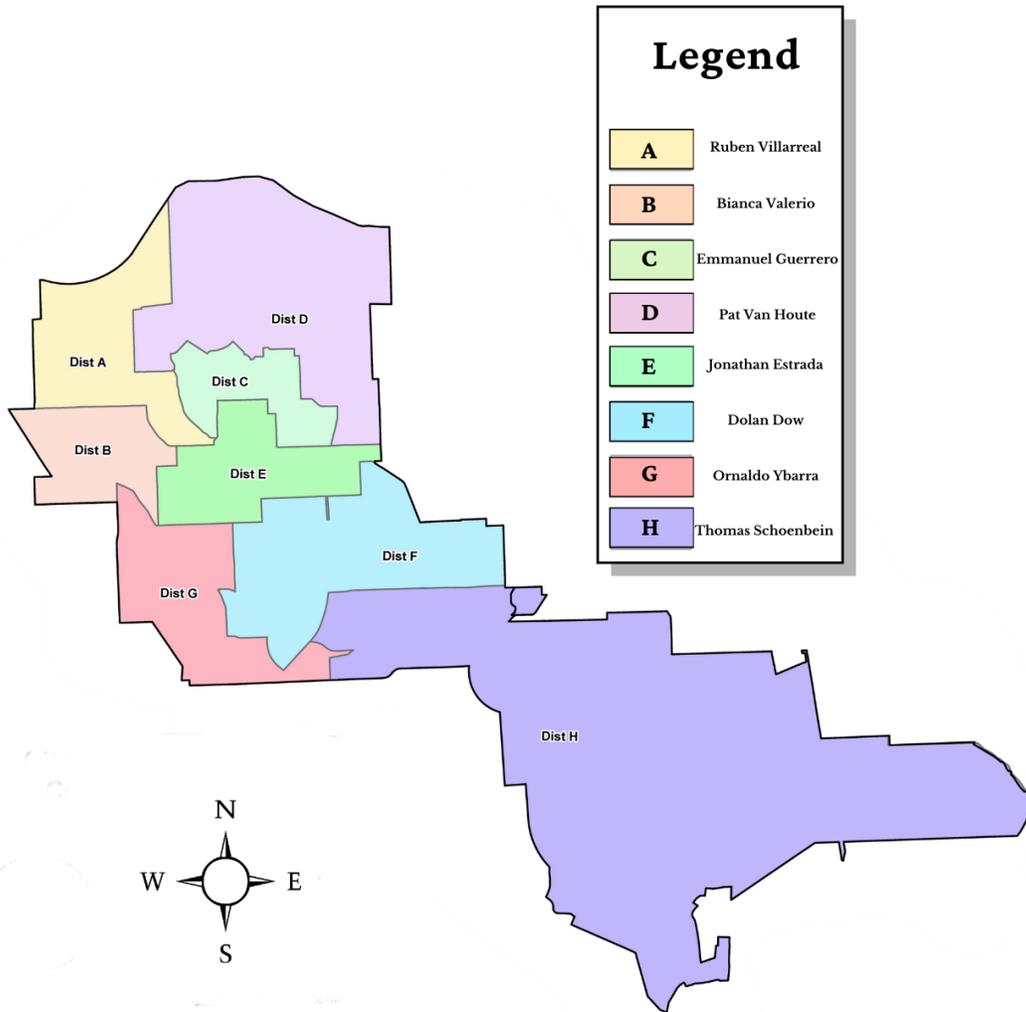
[@pasadenatxgov](https://twitter.com/pasadenatxgov)



**Pasadena City Hall**  
1149 Ellsworth Drive  
Pasadena, TX 77506



# City of Pasadena, Texas Council District Map





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**COMPONENT UNITS**

**Pasadena Economic Development Corporation**

(Board and Council Approved)

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**Crime Control and Prevention District**

(Board and Council Approved)

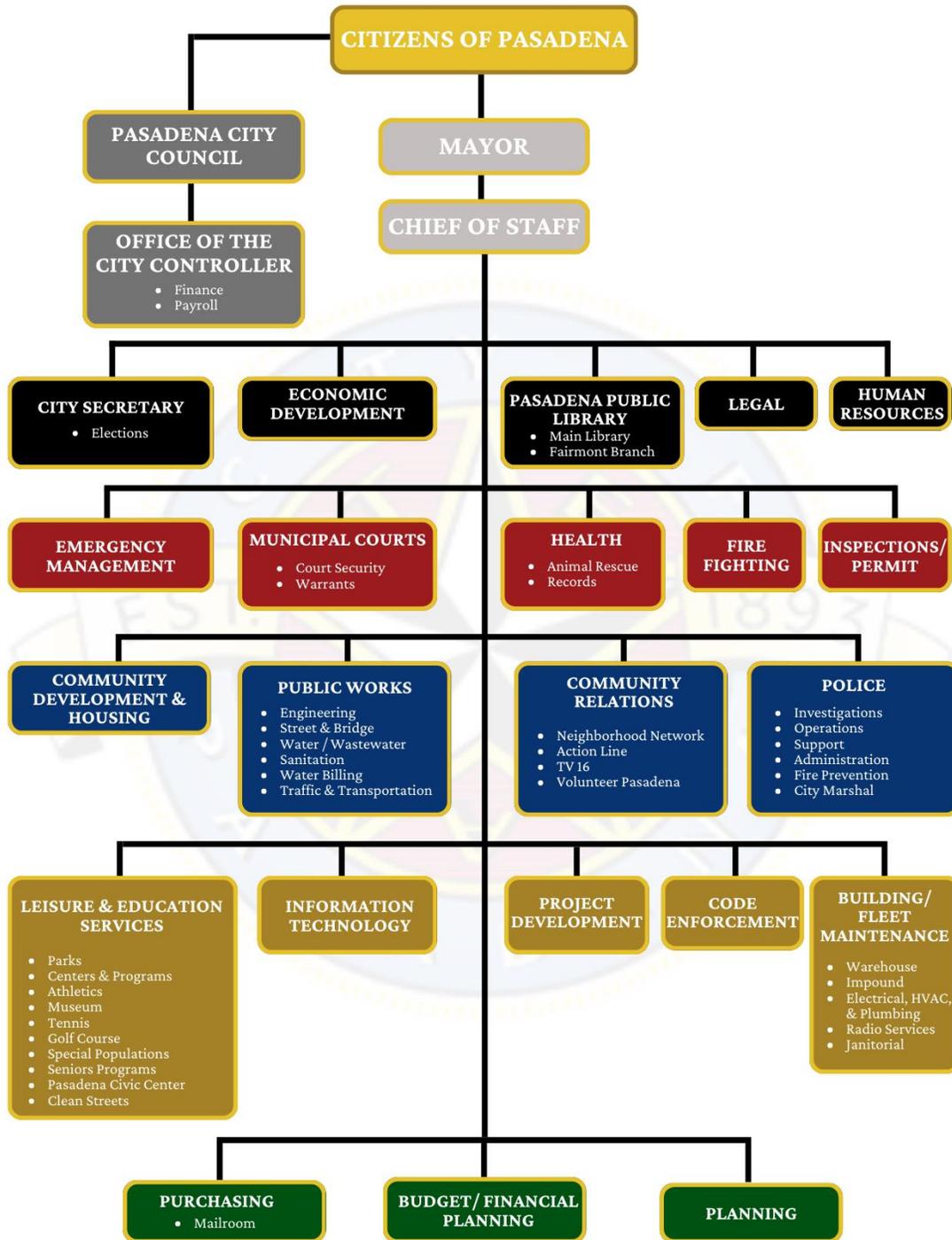
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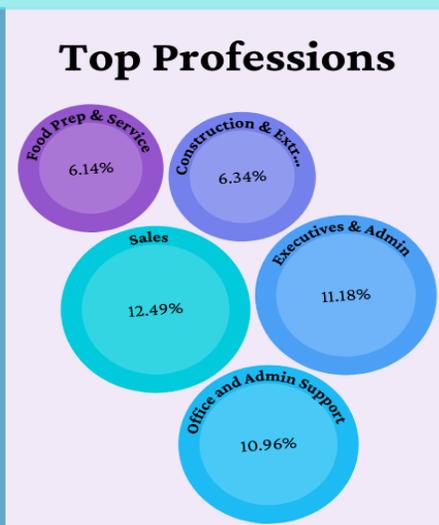
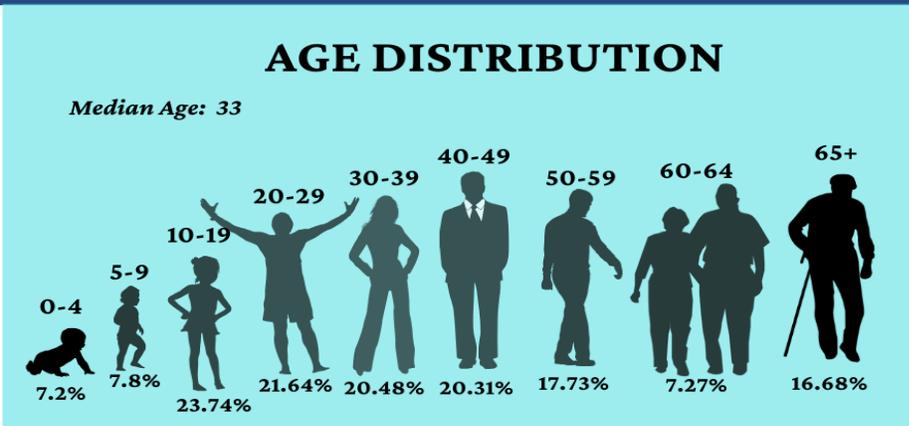
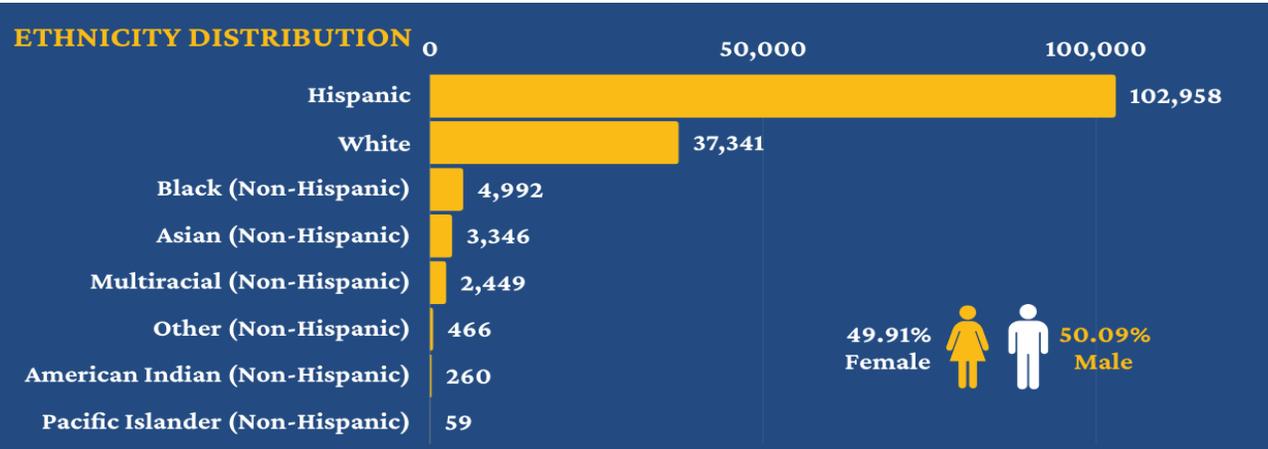
# ORGANIZATION CHART





# Pasadena By Numbers

Total Population: 151,871



Source: Pasadena Economic Development Corporation (PEDC): 2024 Community Profile



# WELCOME TO PASADENA, TEXAS!

## *The City of Pasadena Profile*

Welcome to the City of Pasadena's profile! Although the fiscal year 2024-25 budget is a financial document, we also want to introduce you to some of Pasadena's history, highlights, and facilities. Pasadena is a wonderful city where we work and live, and we are excited to give you a glimpse of what it has to offer.

### CITY GOVERNMENT

Pasadena, Texas follows a Mayor-Council form of government. The Mayor and eight council members are responsible for enacting legislation, adopting budgets, and determining policies of the city. The council members are elected by voters in each of the eight districts, serving two-year terms with a maximum of four consecutive terms. On the other hand, the Mayor is elected by voters of the entire city and serves four-year terms with a limit of two consecutive terms.

The Mayor holds the position of the chief administrator and executive officer of the city, responsible for all its affairs, and is recognized as the head of the city government. The Mayor has the power to veto ordinances and resolutions adopted by the Council, though the City Council may override the Mayor's veto by a majority vote. The Mayor is entitled to vote on all matters that come before the City Council, except in instances where such privilege of vote is specifically denied by the Charter.

The City Council holds meetings on the first and third Tuesday of every month, at 10 a.m. and 6 p.m., respectively. These meetings are open to the public and provide an opportunity for residents to participate in city governance and express their opinions on various city matters.

### HISTORY OF PASADENA

Pasadena, Texas was founded in 1893 by John H. Burnett and has a rich history worth exploring. Notably, after the Galveston hurricane of 1900, the founder of the American Red Cross, Clara Barton, purchased 1.5 million strawberry plants for the farmers living on the Gulf Coast, earning the city the title of the strawberry capital of the region. By the 1920s, the entire southeast Harris County was known as "Pasadena Acres." The educational system in Pasadena is also fascinating, with residents establishing the first independent school system in Harris County in 1899.



Over the years, Pasadena has undergone significant changes, from a farming-based economy to a bustling ship-channel industry and a strong employment base, thanks to the Bayport Industrial District and Lyndon B. Johnson Space Center. Pasadena High School, established in 1924, laid the foundation for this thriving community. During the war in Europe, the ship-channel industries grew, leading to an influx of people and the annexation of neighboring communities. The population grew significantly, and the city expanded from 1.7 square miles in 1893 to 58.6 square miles in 1980.

### PASADENA TODAY

Pasadena is home to many attractions, including the Pasadena Historical Museum, Armand Bayou Nature Center, Pasadena Rodeo, and San Jacinto Strawberry Festival. It also houses San Jacinto College and Texas Chiropractic College, making it a hub of academic activity. With so much to see and do, Pasadena is a city worth checking out!





## HOW TO USE THIS BUDGET DOCUMENT

This document presents the City of Pasadena's budget for the fiscal year 2025, which starts on October 1st, 2024, and ends on September 30th, 2025. This budget is also known as the FY 2025 or FY25 Adopted Budget.

A budget is a financial plan for a city that includes estimates of available resources such as revenues and fund balances, and appropriations, which is the authority to spend money for specific purposes. The Mayor prepares and submits the budget to the City Council for adoption after conducting public hearings as required by the laws of the State of Texas.

The City of Pasadena receives its revenues from various sources, such as taxes, licenses and fees, court fines, and payments for municipal services, including water, sewer, and garbage collection.

This is the City's Operating Budget. It includes operating expenses for the upcoming year, such as providing police and fire protection, repairing sewer lines, maintaining parks, paying off debt, acquiring new library books, and conducting inspections and other city services.

The City must make debt service payments to repay bonds sold to finance significant capital improvement projects, which are also included in the Adopted Budget.

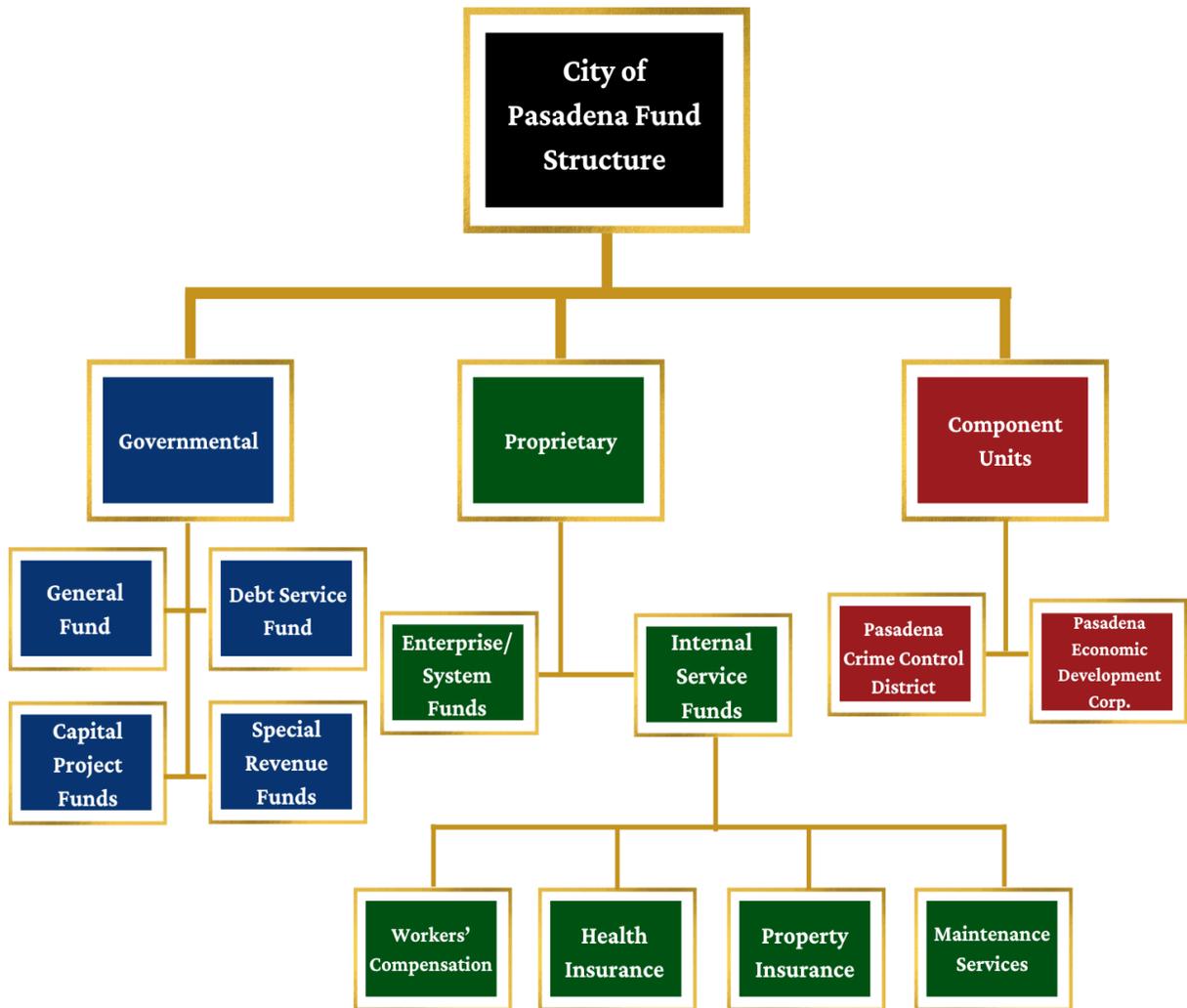
According to governmental accounting and financial reporting standards, the City accounts for its revenues and expenditures in separate funds. This practice ensures that taxes, fees, and charges intended for a specific purpose are used accordingly.

The Budget starts with a message from the Mayor, summarizing the budget's contents and explaining the City Council's justification during the budget development process.



### BUDGETING BY FUND

The City's budget is divided into separate funds, each serving as a distinct accounting entity. These funds have self-balancing accounts that record cash, financial resources, liabilities, equities, and changes in these factors. The City's financial activities are categorized into two major fund groups: Governmental and Proprietary funds. While annual appropriations govern all funds, capital project funds require individual approval. As demonstrated in the following chart, this budgetary accounting system ensures that the City's financial activities are effectively monitored and managed.

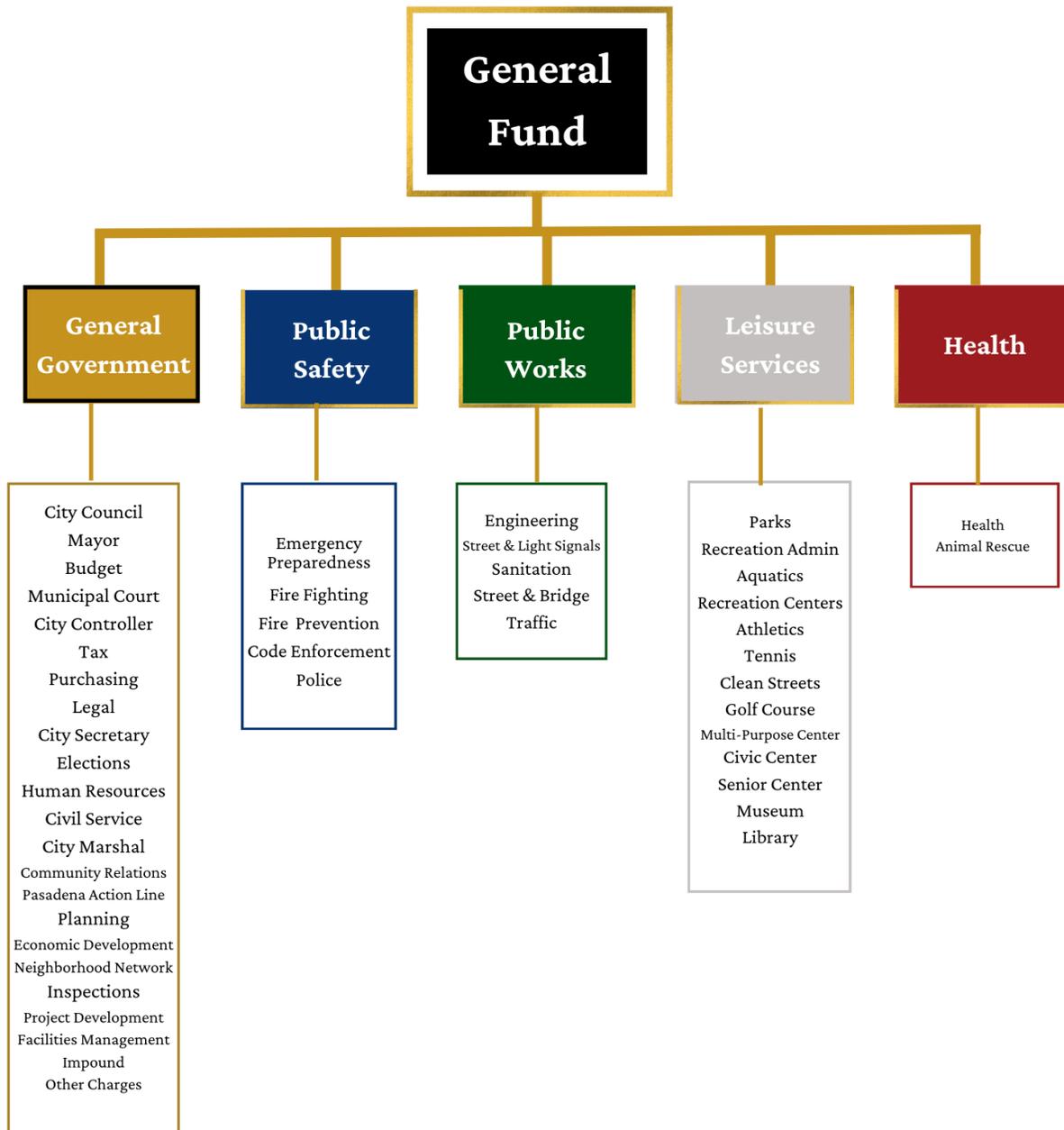


**Governmental Fund** types are budgeted to account for the City's general activities and use the modified accrual basis of accounting. Revenues are recognized when they become measurable and available. Non-salary expenditures are recorded based on the date goods and services are received. Most departments receive operating funding primarily from the General Fund. Several others, including Police, Public Works, and Municipal Courts receive operating revenues from other funds as well.



**Governmental Funds** include:

**General Fund:** The General Fund is the most important of the funds and is used to account for all resources not required to be accounted for in another fund and not otherwise devoted to specific activities. Most of the financial transactions for the City are reported in this fund. Only one General Fund exists and it finances the operations of basic City services such as police, fire, library, parks, recreation, municipal court, community planning/development, and administration. The funding sources are primarily from property taxes, the City’s basic 1% sales tax, and franchise taxes, as well as payments in place of taxes.





**Special Revenue Funds:** These funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. This includes specific municipal court fines dedicated for specific services and programs as designated by state law (i.e., Court Security, Court Technology, Juvenile Manager funds) and monies seized in drug arrests that are dedicated to law enforcement.

**Debt Service Fund:** The Debt Service Fund is budgeted for the repayment of general long-term debt being financed from tax-supported obligations. A specific portion of the property tax levy is set aside to pay legal debt obligations through this fund.

**Capital Project Fund:** These types of funds are typically used to account for resources restricted for the acquisition or development of major capital equipment and structures. Financing sources are usually provided by transfers from other funds, bond issue proceeds, or grants. Capital projects are generally tracked on a project-length basis. That is, upon project authorization, the required financing is approved at the outset of the project. Funding for these projects is described in detail in the [Capital Improvement Plan \(CIP\)](#).

**Proprietary Fund:** types are accounted for by using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when liabilities are incurred. Funds are held in reserve, therefore, to cover significant liabilities. This includes accrued leave for city employees, incurred but not yet received billings for insurance claims, as well as future vehicle replacements. Proprietary Fund types include the following funds:

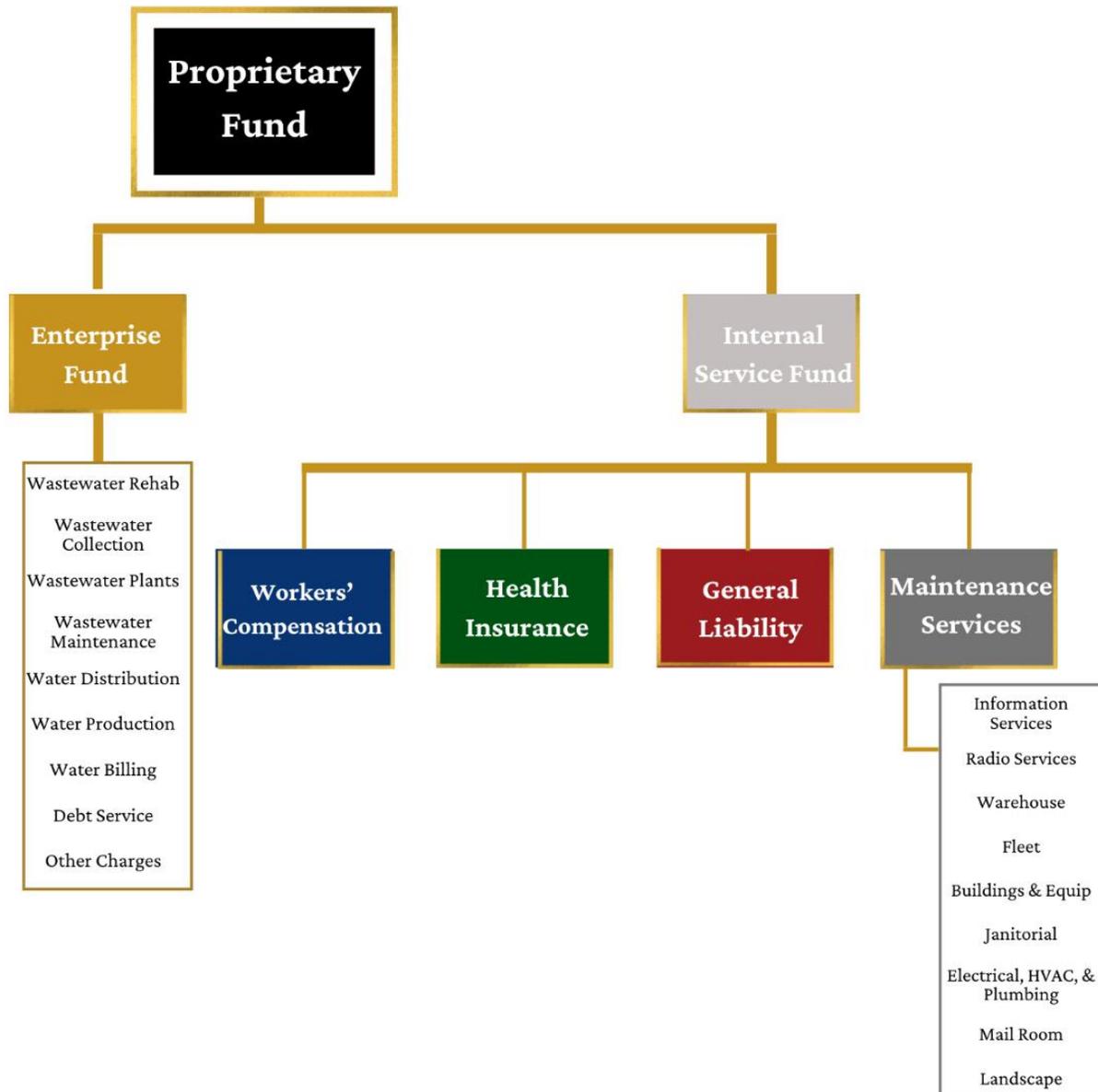
**Enterprise/System Fund:** The City's single enterprise fund, the System fund, is budgeted to account for operations that are financed and operated like private business enterprises, where the intent is that the costs of providing goods or services to the general public be financed primarily through user charges. This budget is presented on a modified accrual basis to enhance understanding of how enterprise fund monies are used.

**Internal Service Fund:** This fund includes four sub-funds (Workers' Compensation, Health Insurance, Property Insurance, and Maintenance funds) that are budgeted to account for the financing of goods or services provided by one department to other departments of the City on a cost-reimbursement basis. The Information Services and Maintenance Services departments receive operating revenues from these funds.

**Component Units** are separate entities from the City. These component units are governed by their own separate Board of Directors. Pasadena's two component units are:

**Pasadena Crime Control District** levies a ½% sales tax dedicated to crime control. This revenue is included under special revenue for presentation purposes. The Pasadena Crime Control District is a separate legal entity with its own Board of Directors.

**Pasadena Economic Development Corporation (PEDC)** is an independent agency under state law and is a Type B Economic Development Corporation. The ½% sales tax is to be used for economic development which is administered by PEDC.





## BASIS OF ACCOUNTING

Basis of accounting refers to the point in time at which revenues and expenditures are recognized in the accounts and reported in the financial statements. The City's basis of accounting is modified accrual in governmental funds and full accrual in proprietary funds. Expenditures are recorded using two methods of accounting: modified accrual and full accrual. Payroll costs are recorded on a modified accrual basis: payroll is recorded when income is earned by employees and are not recorded based on period in which salaries and wages are paid. The costs of goods and services are accrued according to the period in which they are received. Other expenses, including long-term payments for debt service, accrued leave, and replacement of city assets are recorded as they are incurred in proprietary funds.

Income generally is recorded during the period in which the City receives it with the exception of certain tax revenues. Property, sales, and franchise taxes are recorded for thirty days after the end of the fiscal year.

The basis of budgeting is the same as the basis of accounting except for the modified accrual presentation used in the System Fund. Under the Internal Service Funds, the Vehicle Maintenance fund accounts for depreciation of vehicles as a revenue source for future replacement of vehicles.

## BUDGET FORMAT

The information included in the Budget is organized into columns (financial data over time) and budget units (funds and departments). The financial information contained in the Budget is as follows:

**FY 2022 Actual** - Actual revenues, expenditures and fund balances recorded for the period ended September 30, 2022.

**FY 2023 Actual** – Actual revenues, expenditures and fund balances recorded for the period ended September 30, 2023.

**FY 2024 Amended Budget** – Authorized revenues, expenditures and projects fund balances for the period ending September 30, 2024.

**FY 2024 Estimated** – A projection of revenues, expenditures and fund balances for the current fiscal year ending September 30, 2024.

**FY 2025 Adopted** – Estimated revenues, expenditures and projected fund balances for the period ending September 30, 2025.

The budget is divided into four major sections: Summaries, Financial and Operational information by Fund, and Components Units with Appendices and a Glossary.

The **Summaries** section includes City government's organization chart, the Mayor's budget message, this writing, which helps to explain the budget and the budget process, the budget calendar and summaries of citywide financial and operational information. This section also includes a table presenting total city budgeted positions by department/division.



The **Financial and Operations** portion of the FY 2025 Adopted Budget contains information about each fund and the departments within the fund. Summaries for each department include a mission statement, prior year accomplishments, budget year goals and objectives, performance indicators and funding levels.

The **Component Units** section includes the Pasadena Crime Control District and Pasadena Economic Development Corporation.

The **Appendices** section includes a community profile, the budget ordinance, copy of the ordinance establishing the tax rate, tax rate calculation worksheets and other detailed schedules that support summarized schedules shown in the first portions of the budget.

The **Glossary** defines terms used throughout the budget to assist the reader in understanding the terms used.

## BUDGET PROCESS

The City Charter establishes the fiscal year which begins October 1<sup>st</sup> and ends September 30<sup>th</sup>. To have an adopted budget in place by October 1<sup>st</sup> each year, the budget process generally begins several months before. This process began in late spring with estimates of projected revenue and expenditures for fiscal year 2024. Departments were given the opportunity to submit operating budget requests and capital requests. Once all requests were summarized, the Budget Office incorporated the requests in the FY 2025 Proposed Budget with city services staying the same as in the prior year. The Proposed Budget was presented to City Council in August. There was a City Council workshop held on August 15<sup>th</sup> where Councilmembers were able to ask questions to the Budget Department. The final Adopted Budget for FY 2025 includes the results of these discussions.

## BUDGET ADOPTION

State law requires that the budget officer file the proposed budget with the City Secretary at least 15 days before the public hearing. The City is also required to hold a public hearing on the proposed budget where any taxpayer of the municipality may attend and participate in the hearing. The hearing must be set for a date occurring after the 15<sup>th</sup> day after the date the proposed budget is filed with the City Secretary. A notice of the hearing must be published in the local newspaper not later than the 10<sup>th</sup> day before the budget hearing. At the conclusion of the public hearing, City Council must act on the proposed budget. If for some reason the proposed budget is not accepted and formally approved by the City Council no later than September 27<sup>th</sup>, by that date the Proposed Budget will take effect automatically on October 1<sup>st</sup> as provided by the City Charter. The complete Budget review schedule, including key dates for setting the property tax rate is included in this section.

## AMENDING THE BUDGET

As the fiscal year progresses, situations may sometimes arise that were not anticipated that have a fiscal impact to the City. Accordingly, departments are asked to reassess their needs periodically and submit a revision request based on new information or circumstances. These revisions are reviewed and adopted by the Mayor and City Council through ordinance. Together with appropriation changes, new fund balance projections are then forecasted. These steps result in the Amended Budget.



## BUDGET POLICY

Budgeting is an essential element of the financial planning, control, and evaluation process of municipal government. The “operating budget” is the City’s annual financial operating plan. The budget includes all the operating departments of the City, the debt service fund, four of the special revenue funds (state forfeited property fund, special charge allocation fund, hotel and motel tax fund, and abandoned motor vehicles and property fund), equitable sharing of forfeited property grants received from the U.S. Department of Justice and Treasury (accounted for in the grant management fund), enterprise fund, and internal service funds. Annual budgets are adopted on a basis consistent with generally accepted accounting principles, except for the enterprise and internal service funds, which use a modified accrual approach. The capital projects and grant management funds (except equitable sharing of forfeited property grants mentioned earlier) do not have annual appropriated budgets. Instead, control over capital projects is maintained by means of “project-length” budgets, and the grant contract and agreement itself served as a control device over the expenditures of grant proceeds. All annual appropriations lapse at fiscal year-end.

The beginning fund balance reflected in the budget is to be adjusted and agree to the amount of the ending fund balance as reported in the [Annual Comprehensive Financial Report \(ACFR\)](#) for the prior year. This policy applies to all funds for which an annual budget is adopted by the City except for enterprise and internal service funds.

The City will maintain a level of undesignated Operational/Emergency General fund balance of 90 days of actual expenditures and will be disclosed on the budgetary fund balance reports.

Departments will submit their budget requests to the Budget department. These requests will be compiled and reviewed. Availability of funding and overall objectives will be taken into consideration during budget review and the department requested budgets will be adjusted as necessary. The Budget department will prepare a recommended budget with the adjusted requests which will be presented to the Mayor and/or designated individual for review and additional adjustments.

The appropriated budget is prepared by fund, function, and department/division. Within the department/division, it is categorized further by object and subject. The City department heads may make transfers of appropriations between the subject within the same object (e.g., transfer between postage and office supplies within the object of materials and supplies) with approval from the Budget Department and the Controller’s Office, but any other transfers or changes to the appropriations require the approval of the City Council and an amendment to the budget. The legal level of budgetary control is at the object level. Encumbrances represent commitments related to unperformed contracts for goods and services. Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of resources are recorded to designate that portion of the applicable appropriation, is utilized in the governmental funds. Encumbrances or purchases on order outstanding at the fiscal year end are reported as assigned fund balance unless encumbered amounts for specific purposes for which resources already have been restricted and do not constitute expenditures or liabilities because the assignment will be honored during the subsequent year.



## OPERATING BUDGET

1. Balanced Budget. The City's operating budget is considered balanced if each fund's revenues equal expenditures. The City further considers the budget balanced if the ending fund balances projected for the end of the next fiscal year generally meet the requirements delineated herein. (This objective is achieved in this budget.)
2. Undesignated Reserve Fund Balance. Fund balances will be maintained sufficient to provide for temporary financing of unforeseen needs of an emergency nature.
  - a. The City's policy is to maintain a level of undesignated fund balance in the General Fund at a minimum 90 Days of regular operating expenditures.
  - b. The City will strive to maintain special revenue fund balances to cover at least two month's expenditures at approved budget levels.
  - c. Balances in Internal Service funds established for insurance purposes will be maintained at sufficient levels to provide for current liabilities and incurred but not repeated claims.
  - d. Ending balances in the Maintenance Fund will be maintained at a level equal to one year's equipment replacements and two months of operating expenses.
  - e. System Fund equity shall be maintained at sufficient levels to provide for two-month operating expenses in addition to an amount necessary to cover applicable revenue bond covenants.
  - f. The General Debt Service Fund Balance shall be maintained at a level sufficient to pay expenses of the Fund between October 1 and September 30 each fiscal year.
3. One-Time Revenues. One-time income generally will be budgeted for one-time expenses.
4. User Charges and Fees Required. The unit cost of providing each service will be reviewed at least every three years, and compared with the same cost of other similar jurisdictions with fees and charges associated with the service.
5. Appropriations/Transfer of Appropriations (Charter Directive). "From the effective date of the budget, the several amounts stated therein as proposed expenditures shall be and become appropriated to the several objects and purposes named therein. The City Council shall have the authority to transfer appropriation balances from one expenditure account to another within a single office, department, or agency of the City" (Source: City Charter, Article IX, Section 9).



6. Appropriations of this purpose are defined as:
  - a. Personnel Services;
  - b. Contractual Services;
  - c. Materials & Supplies;
  - d. Maintenance Charges;
  - e. Capital Outlay;
  - f. Other Charges;
  - g. Other Uses; and
  - h. Other Financing.
  
7. Positions are created by vote of City Council and added or deleted from the Budget by City Council vote as well.
  
8. A system of performance measurement will be maintained and be used in conjunction with other information to establish budgetary goals, allocations, and standards.
  
9. Budget monitoring reports will be used to monitor projected operating expenditures and revenues versus budgeted amounts.



# FY 2025 BUDGET SCHEDULE

## MARCH 2024

- **1:** FY 2025 Budget Process begins

## APRIL 2024

- **26:** Capital requests due

## MAY 2024

- **1:** Operating budget requests due
- **9-20:** Budget staff and Department Head meetings

## JUNE 2024

- **18:** DRAFT Revenue / Expenditure Details to Council

## JULY 2024

- **23:** Certified Tax Roll due

## AUGUST 2024

- **5:** FY25 Proposed Budget filed with City Secretary (State Law: 15 days before public hearing)
- **20:** Resolution calling for public hearing on the FY25 Proposed Budget for **09/03/2024**
- **14, 21, & 28:** Notice of hearing published in Pasadena Citizen (State Law - Be published no longer than 30 days or 10 days before the public hearing)
- **15:** City Council Budget Workshop

## SEPTEMBER 2024

- **3:** Public hearing on FY25 Proposed Budget (held during council meeting); 1st reading on FY25 Budget Ordinance, Ordinance adopting assessments roll, and Ordinance setting the 2024 property tax
- **5:** 2nd reading on FY25 Budget Ordinance (City Charter requires budget to be approved by Sept. 27th), Ordinance adopting assessments roll, and Ordinance setting the 2024 property tax rate



## FINANCIAL POLICIES

### I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Pasadena, Texas, (“City”) was incorporated December 26, 1928 and adopted the “Home Rule Charter” on December 12, 1964 pursuant to the Laws of the State of Texas. The City is governed by an elected Mayor and eight-member council and provides such services as authorized by the Charter to advance the welfare, health, comfort, safety, and convenience of the City and its citizens.

The financial statements of the City have been prepared in accordance with generally accepted accounting principles (GAAP) as applied to state and local governments. The Governmental Accounting Standards Board (GASB) is the standard-setting body for establishing governmental accounting and financial reporting. The GASB periodically updates its codification of the existing Governmental Accounting and Financial Reporting Standards that, along with subsequent GASB pronouncements (Statements and Interpretations), constitute GAAP for state and local governments.

#### A. Reporting Entity

As required by generally accepted accounting principles, the accompanying basic financial statements present the City (the primary government) and its component units over which the City has significant relationship and influence.

**Blended Component Unit.** The Pasadena Economic Development Corporation (the “Corporation”) is reported as a capital projects fund. The Corporation is managed by a seven-member board of directors appointed by the Mayor and approved by the City Council. Although it is legally separate from the City, the Corporation is reported as if it was part of the City (the primary government) because its sole purpose is to provide economic resources to fund the City’s capital projects such as repair and improvement of streets, sidewalks, sewer and water lines, drainage systems, and parks that stimulate the City’s business climate, promote new and expanded business enterprises, and improve residential quality of life. All completed projects are recorded as the City’s capital assets.



**Discretely Presented Component Unit.** The component unit column in the basic financial statements includes the financial data of the City's other component unit, the Pasadena Crime Control and Prevention District (the "District"). The District is reported in a separate column to emphasize that it is legally separated from the City. The District was established to fund crime control initiatives and public safety programs for the benefit of the citizenries and is managed by a seven-member board of directors appointed by the Mayor and approved by the City Council. The City has the ability to impose its will on the District because it approves the District's budget and the City is legally entitled to and does have complete access to the District's economic resources.

Each component unit is funded by the levy of one-half of one percent sales and use tax approved by the voters on November 3, 1998. Separate financial statements for the two component units are available at the City Controller's office.

## **B. Government-Wide and Fund Financial Statements**

### **Government-Wide Financial Statements**

The government-wide financial statements include the Statement of Net Position and the Statement of Activities.

**The Statement of Net Position** is used to display the financial position of all the activities of the City (the primary government) and its component units. The focus of this statement is on governmental and business-type activities rather than major fund reporting required in the fund financial statements. Governmental activities are normally supported by taxes and intergovernmental revenues and are reported separately from the business-type activities, which are supported mainly on fees and charges to external customers. The City (primary government) is reported separately from certain legally separate component units for which the City has ongoing financial relationships.

The objective of this statement is to provide information needed to evaluate the financial condition; to assess the level of services provided and its ability to meet its obligations as it comes due; to understand the extent of invested capital assets, including roads, bridges, and other infrastructure assets; and to disclose legal or contractual restriction on resources.



**The Statement of Activities** demonstrates the degree to which direct expenses of a given function/program (e.g., general government, public safety, public works, etc.) are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function/program. Indirect expenses are automatically allocated to the applicable function/program and have been included in the program expenses reported for the various function/program activities.

Program revenues are (1) charges for services for specific purposes such as charges for water and sewer services and garbage collections and it also includes user fees for culture and recreational facilities, charges for licenses and permits, and fines and forfeitures; and (2) grants and contributions that are restricted to meet the operational or capital requirement of a particular function/program. Property and business taxes and other revenue sources not included with program revenues are reported as general revenue.

The objective of this statement is not to identify which function/program made or lost money, but rather to report the relative financial burden of each function/program on taxpayers.

### **Fund Financial Statements**

The fund financial statements are used to report additional detailed information about the City (the primary government). Fund financial statements focus on major funds of the City in contrast to governmental and business-type activities reported in the government-wide statements.

Separate financial statements are provided for governmental funds and proprietary funds. Major individual governmental funds and major individual enterprise funds are reported in separate columns in the fund financial statements.

In conclusion, the focus of the government-wide financial statements is on the City as a whole. It emphasizes the operational accountability to the extent that the City has met its operating objectives efficiently and effectively, using all resources available for these purposes, and the sustainability of the City as an entity. The focus on the fund financial statements is on major individual funds of the governmental and business-type categories. Each presentation provides valuable information that can be analyzed and compared to enhance the usefulness of the information.



## C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

### Government-Wide Financial Statements

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, which incorporates long-term assets and receivables, as well as long-term debt and obligations. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. The exception to this general rule is internal services provided by the internal service funds. Elimination of these charges would distort the direct costs reported in the various functions concerned

### Fund Financial Statements

#### **Governmental Funds**

The governmental fund financial statements are presented using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. This is the manner in which these funds (general, debt service, four of the special revenue funds, and two grant management programs) are normally budgeted. This presentation is to demonstrate legal and covenant compliance, the source and use of liquid resources, and to establish that the City's actual performance conforms to the budgeted fiscal plan. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. The City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Revenue is available to finance the expenditures of the same fiscal period for which it is recorded. Expenditures are generally recorded when a liability is incurred. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when the payment is due.

Major revenue sources susceptible to accrual include: property taxes, business taxes (sales, utility, and other types), intergovernmental revenues (federal and state grants) and investment income. In general, other revenues are recognized when cash is received.



## Proprietary Funds

The proprietary funds are reported in the same way that all activities are reported in the government-wide financial statements. It measures economic resources using the full accrual basis of accounting. Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses. The proprietary fund category includes enterprise and internal service fund types.

The principal operating revenues of the City's water and sewer system enterprise fund are charges to customers for sales and services. Operating expenses for the water and sewer system enterprise fund and internal service funds include the cost of sales and services, claims and administrative expenses, and depreciation on capital assets.

### Focus on Major Funds

Under GASB Statement No. 34, the focus of the fund financial statements is on major funds, which generally represent the City's most important funds. Each major governmental and enterprise fund must be presented in its own column in the governmental or proprietary fund statements. Non-major funds are aggregated and presented in a single column.

The City reports the following major funds:

## Governmental Funds

**General fund** accounts for several of the City's primary services (General Government, Public Safety, and Public Works, etc.) and is the primary operating unit of the City. The general fund is always considered a major fund for reporting purposes.

**Debt service fund** accounts for the resources accumulated and payments made for principal and interest on long-term general obligation debt of governmental funds.

**Pasadena Economic Development Corporation fund** accounts for the resources accumulated and payments made for the City's capital improvement projects. Its sole purpose is to provide economic resources to fund the City's capital projects such as repair and improvement of streets, sidewalks, sewer and water lines, drainage systems, and parks that stimulate the City's business climate, promote new and expanded business enterprises, and improve residential quality of life. All completed projects are recorded as the City's capital assets.



**Capital projects fund** accounts for the acquisition of capital assets and construction of major capital projects not being financed by Pasadena Economic Development Corporation or proprietary funds.

**Grant management fund** accounts for the City's federal and state grant programs. Major grants included in the fund are Section 8 Rental Voucher Program, HOME Investment Partnership Program, Community Development Block Grants and Urban Area Security Initiative grants from the Department of Housing and Urban Development, and the Federal Equitable Sharing of Forfeited Property through the Justice and Treasury Departments.

### **Proprietary Funds**

**Water and sewer system enterprise fund** accounts for the operation of the City's water and sewer utility. Activities of the fund include administration, operation and maintenance of the water and sewer system, and billing and collection activities. The fund also accounts for the accumulation of resources for, and the payment of, long-term debt principal and interest for revenue bonds and obligations, when due, throughout the year. All costs are financed through charges made to utility customers. Rates are reviewed periodically and adjusted as necessary to ensure integrity of the fund.

**Internal service funds** account for the financing of goods or services provided by one department to other departments within the City, generally on a cost reimbursement basis. These include the technical services, warehouse, fleet, facilities operation, mail room, and risk management in regards to workers' compensation claims, general liabilities, and health care benefits.

## **D. Assets, Liabilities, and Net Position or Fund Balance (Equity)**

### **Cash, Cash Equivalents, and Investments**

Cash and cash equivalents include cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition. It is the policy of the City to require a full collateralization of all City funds on deposit with a depository bank.

The City's investment policy requires funds on deposit at the depository bank to be collateralized by securities with a collective market value of at least 102%. The pledged securities are held by a third-party custodian in the City's name.

The City follows the Laws of the State of Texas on investment of its funds, which are specifically limited to the following:



- 1) Obligations of the United States or its agencies and instrumentalities
- 2) Direct obligations of the State of Texas or its agencies
- 3) Other obligations, the principal of and interest on, which are unconditionally guaranteed or insured by the State of Texas or the United States
- 4) Obligations of states, agencies, counties, cities, and other political subdivisions of any state having been rated as to investment quality by a nationally recognized investment rating firm and having received a rating of not less than "A" or its equivalent
- 5) Certificates of deposit issued by state and national banks domiciled in this state
- 6) Fully collateralized direct repurchase agreements
- 7) Certificates of deposit issued by savings and loan associations domiciled in this state

An inter-local agreement was approved by the City Council on April 14, 1992 allowing the City Controller, designated and acting as the investment officer for the City, to invest City funds in TexPool, a Texas Local Government Investment Pool, and LOGIC, a Local Government Investment Cooperative. On May 20, 1997, the City Council approved a resolution authorizing the City to participate in Texas CLASS, a Cooperative Liquid Assets Security System that allows Texas municipalities to cooperate in the investment of their available funds.

Investments in TexPool, LOGIC, and CLASS operate like a "2a7-like" pool and are reported at amortized cost and follow the criteria established by GASB Statement No 79.

The State of Texas Comptroller of Public Accounts exercises oversight responsibility over TexPool, the Texas Local Government Investment Pool. Oversight includes the ability to significantly influence operations, designation of management, and accountability for fiscal matters. Additionally, the State Comptroller has established an advisory board composed of participants in TexPool and other persons who do not have a business relationship with TexPool. The Advisory Board members review the investment policy and management fee structure. Finally, TexPool is rated "AAAm" by Standard and Poor's. As a requirement to maintain the rating, weekly portfolio information must be submitted to Standard and Poor's, as well as the State of Texas Comptroller for review.

Local Government Investment Cooperative (LOGIC) and The Cooperative Liquid Assets Securities System - Texas (CLASS) were organized to conform to the Texas Government Code - Interlocal Cooperation Act, Chapter 791 and the Public Funds Investment Act, Chapter 2256.

LOGIC's governing body is a five-member Board of Directors comprised of three government officials or employees and two other persons with expertise in public finance representing the general manager of LOGIC. LOGIC is required by the Public Funds Investment Act to maintain an "AAA" rating. It has an "AAAm" rating from Standard and Poor's, which monitors the fund's compliance with its rating requirements.



CLASS is required by the Public Funds Investment Act to maintain an “AAAm” rating. It has an “AAAm” rating from Moody’s Investors Service and Standard and Poor’s, which monitor the fund’s compliance with its rating requirements.

*Certain External Investment Pools and Pool Participants* for the use of amortized cost. Deposits and withdrawals can be made on any business day of the week. The investment pools have a redemption notice of one day that may be redeemed daily. The investment pools may only impose restrictions on redemptions in the event of a general suspension of trading on major securities markets, general banking moratorium, or a national state of emergency that affects the investment pool’s liquidity. There are no limits on the number of accounts a participant can have or the number of transactions.

*Interest rate risk.* In accordance with its investment policy, the City manages its exposure to declines in fair values by structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity, and by investing operating funds primarily in short-term securities.

**Credit risk.** State law and the City’s investment policy limits the types of investments, as well as the rating of the investments to “A-1”, “P-1”, or equivalent.

**Concentration of credit risk.** The City’s investment policy requires diversification of the portfolio. This is to be achieved by investing in liquid funds or securities, varying the maturity dates of the securities, and avoiding over-concentration of securities in a specific issuer or business sector (excluding US securities).

**Custodial credit risk – deposits.** In the case of deposits, this is the risk that in the event of a bank failure, the City’s deposits may not be returned to it. The City’s investment policy requires funds on deposit at the depository bank to be collateralized by securities with a collective market value of at least 102%.

**Custodial credit risk – investments.** For an investment, this is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The City’s investment policy requires that it will seek to keep securities at a third-party institution, avoiding physical possession. Further, all trades are executed by delivery versus payment to ensure that securities are deposited in the City’s safekeeping account prior to the release of funds.

To satisfy the requirements of the Texas Public Funds Investment Act. The City reviews the investment policy and presents it to council on an annual basis. For additional detail information, please reference the investment policy presented to council on an annual basis.



### **Receivables and Payables**

Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "interfund receivables/payables" or "advances to/from other funds." All other outstanding balances between funds are reported as "due to/from other funds." Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances." All trade and property taxes receivable are shown net of an allowance for uncollectible.

### **Interfund Receivables, Payables, and Transfers**

Generally, outstanding balances between funds reported as "due to/from other funds" include outstanding charges by one fund to another for services or goods and other miscellaneous receivables/payables between funds.

Transfers are used to move unrestricted and restricted funds from the general, grant management, and water and sewer system funds to finance various activities that the City must account for in other funds in accordance with budgetary authorization, including amounts provided as subsidies or matching for various grant programs.

### **Inventories and Prepaid Items**

Inventories of supplies are maintained at the City warehouse for use by all City departments and are accounted for using the consumption method; that is to say, inventories are reported as an asset until consumed, at which time the expenditure would be reported. Inventories are valued at cost using the first-in/first-out (FIFO) method.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

### **Capital Assets**

All fixed Capital assets will be properly accounted for and reported in accordance with Generally Accepted Accounting Principles (GAAP), and the Governmental Accounting Standards Board (GASB) Capital assets, which include land, buildings and building improvements, facilities and other improvements (recreation area and athletic fields, swimming pools, tennis courts, golf courses, pavilions, path and trails, fencing, and landscaping), machinery and equipment, infrastructure (roads, sidewalks, fire hydrants, bridges, traffic light systems, and water and sewer lines and plants), automotive equipment, and construction in progress, are reported in the applicable governmental or business-type activity columns in the government-wide financial statements.



Capital assets are defined by the City as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost. Donated capital assets are recorded at the acquisition value at the date of donation. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets’ lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the constructed assets.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

<u>Capital Assets</u>	<u>Years</u>
Buildings and building improvements	41 to 50
Facilities and other improvements	20 to 75
Machinery and equipment	5 to 10
Infrastructure	10 to 88
Automotive	5 to 12

Individual assets that cost less than \$5,000, but that operates as part of a network system may be capitalized in the aggregate, using the group method, if the estimated average useful life of the individual asset is at least two years. A network is determined to be where individual components may be below \$5,000 but are interdependent and the overriding value to the city is on the entire network and not the individual assets (e.g. computer systems and telephone systems).

Groups of Assets – A group of individual pieces if all the following are true:

- a) Collectively cost a minimum of \$100,000.00
- b) Located in the same room
- c) Used together
- d) Similar purchase dates
- e) The expected useful life should extend beyond the depreciable years.

**Leases**

Lease activity will be reported in the City’s financial statements and footnotes in accordance with the requirements outlined in GASB 87. All lease contracts new or existing entered-into by the City, both as a lessee and lessor, should be reported to the City Controller’s Office 30 days before lease execution/renewal.



Lease Threshold - Intangible right-to-use lease assets (a capital asset category) associated with leases of the City should be capitalized according to the following threshold: \$100,000 or greater in future lease payments through the lease term. If the City is a lessee in a leasing arrangement, the intangible right-to-use lease asset should be capitalized if greater than or equal to the threshold above. Assets with remaining lease payments below the threshold should be expensed as payments are made. This threshold should only be applied once upon entering into a lease agreement as defined by GASB Statement 87.

### **Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time.

Deferred outflows/inflows of resources are amortized as follows:

- Deferred outflows/inflows from pension/OPEB activities are amortized over the average of the expected service lives of pension/OPEB, except for the net differences between the projected and actual investment earnings on the pension/OPEB plan assets, which are amortized over a period of five years.
- For employer pension/OPEB plan contributions that were made after the measurement date through the end of the City's fiscal year, the amount is deferred and recognized as a reduction to the pension liability during the measurement period in which the contributions were made.
- A deferred change on refunding results from the difference in carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunding or refunding debt.

At the fund level, the City has only one type of item, which arises only under a modified accrual basis of accounting that qualifies for reporting in this category. Accordingly, the item, *unavailable revenue*, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from property taxes, industrial district fees, plus other revenues.

These amounts are deferred and recognized as an inflow of resources in the period that the amount becomes available.



### **Pensions**

The City participates as one of 895 plans in the defined benefit cash-balance plan administered by the Texas Municipal Retirement System (TMRS). TMRS is statewide public retirement plan created by the State of Texas and administered in accordance with the TMRS Act, Subtitle G, Title 8, Texas Government Code (the “TMRS Act”) as an agent multi-employer retirement system for employees of Texas participating cities. The TMRS Act places the general administration and management of TMRS with a six-member, Governor-appointed Board of Trustees; however, TMRS is not fiscally dependent on the State of Texas. TMRS issues a publicly available Annual Comprehensive Financial Report that can be obtained at [www.tmr.com](http://www.tmr.com).

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the Fiduciary Net Position of the Texas Municipal Retirement System (TMRS) and additions to/deductions from TMRS’s Fiduciary Net Position have been determined on the same basis as they are reported by TMRS. For this purpose, plan contributions are recognized in the period that compensation is reported for the employee, which is when contributions are legally due. Benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

The fiduciary net position of the Texas Emergency Services Retirement System (TESRS) has been determined using the flow of economic resources measurement focus and full accrual basis of accounting. This includes, for purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, pension expense, and information about assets, liabilities, and additions to/deductions from TESRS’s fiduciary net position. Benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

### **Other Post-Employment Benefits**

The City participates in a single-employer, unfunded, defined benefit group-term life insurance plan operated by TMRS known as the Supplemental Death Benefits Fund (SDBF). The City elected, by ordinance, to provide group-term life insurance coverage to both current and retired employees. The funding policy for the SDBF program is to assure that adequate resources are available to meet all death benefit payments for the upcoming year. Benefit payments are treated as being equal to the employer’s yearly contributions for retirees.

The City administers an additional single-employer defined benefit OPEB plan. The City plan provides certain healthcare benefits for retired employees. Substantially all the City’s employees become eligible for the health benefits if they reach normal retirement age while working for the City. The City is currently following a pay-as-you-go approach, paying an



amount each year equal to the claims paid. This means no assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75. Retiree healthcare is accounted for in the health insurance fund, an internal service fund. A separately, audited GAAP basis post-employment benefit plan is not available for this program.

### **Compensated Absences**

City employees are granted vacation and sick leave in varying amounts. Depending on the hire date, and upon termination, an employee is reimbursed for accumulated vacation and sick leave based on approved guidelines.

Employees must take a minimum of 1 week of vacation per calendar year.

Employees with a hire date after March 3, 1992 are allowed a maximum of 30 days of earned vacation to be paid upon retirement or termination. After three years of employment, an employee is entitled to payment for unused sick leave upon termination of their employment up to 90 days. Any sick leave accrued over 90 days can only be used for illness while in the employment of the City.

Employees with a hire date of March 3, 1992 or prior are allowed payment of all unused sick and vacation days at the time of their termination or retirement.

Accumulated vacation and sick leave are accrued, when incurred, in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in the governmental funds only if they have matured, for example, as a result of employee resignations and retirements, in accordance with GASB Interpretation No. 6.

### **Debt Policy**

Debt is one option that City of Pasadena must pay for a capital asset. Below are the conditions when debt would be a better choice for City of Pasadena:

Low interest rates. Low interest rates mean a lower total cost of borrowing.

Soft construction market. The community can benefit if City of Pasadena uses debt to build more assets while construction costs are low.

The asset has a long, useful life. Assets that last a long time will benefit citizens and taxpayers far into the future. It is fair for these future taxpayers and citizens to help pay the cost of the asset by paying for some of the debt.

City of Pasadena's forecasts show that debt is affordable. Debt adds a long-term cost to the budget.



Use of debt is consistent with legal and other limits. Other levels of government and this policy describe limits that City of Pasadena must observe.

### **Allowable Debt Instruments**

The debt instruments that City of Pasadena is allowed to use are described by state law.

### **General Debt Limitations**

The amount of debt affordability for the City is defined by two measures:

1. Annual debt service as a percent of governmental fund expenditures measures the resources that debt uses in the annual budget. As this percentage increases, regular services to citizens could be impacted. The City's annual debt service percentage limit will be 15% of governmental funds expenditures.
2. Overlapping debt to market values of the properties in the community: This measures the impact that debt will place on the City of Pasadena residents. This includes all issued debt from the City and other government jurisdictions. The City's overlapping debt to market value of properties will not exceed 10%.

### **Fund Balance (Equity)**

#### Fund Balance Descriptions

1. **Non-spendable** – indicates the portion of a fund balance that cannot be spent because it is (1) not in a spendable form (such as inventories and prepaid amounts) or (2) legally or contractually required to be maintained intact.
2. **Restricted** – indicates that portion of a fund balance for which external constraints are placed on the use of resources that are either (1) externally imposed by creditors (such as debt covenants), grantors, contributors, or laws or regulations of other governments or (2) imposed by law through constitutional provisions or enabling legislation.
3. **Committed** – indicates the portion of a fund balance that is internally imposed by the local governmental officials. The highest level of decision-making authority for the City is the Mayor and City Council. The commitment must be made prior to year-end and is through an ordinance.



4. **Assigned** – indicates the portion of a fund balance that sets limits because of the intended use of the funds. This can be expressed by the City Council and/or by department directors to which the City Council delegated the authority through approval of budget appropriation. Assignments can be made at any time.
5. **Unassigned** – represents amounts that are available for any purpose i.e., residual net resources. The general fund is the only fund that reports a positive unassigned fund balance.

When both restricted and unrestricted resources are available for use, it is the City's policy to first use restricted resources, and then use unrestricted resources as they are needed. When unrestricted resources are available for use, it is the City's policy to use resources in the following order (first to last): restricted, committed, assigned, and unassigned.

It is the desire of the City to maintain adequate general fund balance to maintain liquidity and in anticipation of economic downturns or natural disasters. The City will maintain an Operation/Emergency general fund balance of 90 days of actual expenditures. Any usage of this reserve must be appropriated by the City Council. However, the Mayor may utilize these funds when immediate action must be taken to protect the health and safety of residents. When this occurs, the mayor shall provide a summary report to the Council as soon as practical on the usage of these funds. In the event these funds are used, the city shall restore the 90-day minimum balance within 3 fiscal years



**FY 2025 ADOPTED BUDGET  
CITYWIDE SUMMARY**

**OVERVIEW**

Revenues and expenditures are presented both by fund and department/division. Funds include the General Fund, System Fund, Debt Service Fund, Special Revenue Funds and Component Unit Funds. In addition, the Internal Services Funds which include the Maintenance Fund, Worker’s Compensation Fund, Health Insurance Fund, and the Property Insurance Fund are also reflected in this Adopted Budget. The City’s overall financial position is very sound. A fund’s fund balance is the excess of a fund’s current assets over its current liabilities. The reserves in most funds are ample as seen below in the ending fund balance for FY25 of \$335.5 million. Despite these reserves, revenues and expenditures in all funds will be closely monitored.

The FY 2025 Adopted Budget includes expenditures of \$312.9 million for basic city services, a decrease of 1.73% from the FY 2024 Amended Budget. The Budget also includes positions for approximately 1,161 full-time, part-time, and seasonal staff positions.

**BUDGET APPROACH**

The City uses the annual budget to provide quality services and maintain financial health through planning and management combined with common sense. Every city faces decisions to meet these standards—services and financial strength—and it is unrealistic to think otherwise.

Last year, the City made key decisions that supported the budget throughout FY24. Those same strategies will continue to pay dividends into FY25. The FY25 Adopted Budget includes measures that will keep the City’s financial health strong and stable. These measures are necessary for the City to keep providing basic services without over committing available resources and risking long-term financial health.

**FY 2025 ADOPTED BUDGET  
ADOPTED ENDING FUND BALANCES**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
Governmental, water and sewer, crime control district, and Pasadena second century corp. funds	\$ 242,279,613	\$ 269,343,980	\$ 274,490,640	\$ 300,022,955	\$ 310,975,944
Internal service funds	16,655,915	23,333,188	19,093,152	25,740,242	24,521,932
<b>Total ending balances</b>	<b>\$ 258,935,528</b>	<b>\$ 292,677,168</b>	<b>\$ 293,583,792</b>	<b>\$ 325,763,197</b>	<b>\$ 335,497,876</b>



**FY 2025 ADOPTED BUDGET  
GOVERNMENTAL, WATER AND SEWER, SPECIAL FUNDS, AND COMPONENT UNITS**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>BEGINNING FUND BALANCE</b>					
General fund	\$ 86,643,362	\$ 97,993,399	\$ 105,349,784	\$ 105,349,784	\$ 120,983,810
Debt service fund	4,116,848	3,655,356	4,727,545	4,727,545	5,108,545
Water and sewer fund (modified accrual)	26,078,918	37,110,202	48,348,959	48,348,959	55,016,236
Special revenue funds	11,813,918	13,507,577	17,070,869	17,070,869	19,118,147
Crime control district fund	11,709,717	14,785,029	16,034,653	16,034,653	15,455,262
Pasadena second century corporation	69,649,935	78,416,954	77,812,170	77,812,170	84,340,955
<b>TOTAL</b>	<b>210,012,698</b>	<b>245,468,517</b>	<b>269,343,980</b>	<b>269,343,980</b>	<b>300,022,955</b>
<b>REVENUE</b>					
General fund	133,351,493	155,760,256	150,365,061	154,767,222	158,640,976
Debt service fund	10,453,051	13,658,052	12,643,263	12,660,763	11,686,188
Water and sewer fund (modified accrual)	51,495,804	57,811,400	54,188,150	58,299,862	57,467,650
Special revenue funds	4,747,825	11,624,302	21,488,820	28,553,884	8,941,400
Crime control district fund	14,274,070	15,066,058	14,700,000	15,000,000	14,950,000
Pasadena second century corporation	14,927,439	18,151,082	17,650,300	18,706,246	18,200,450
<b>TOTAL</b>	<b>229,249,682</b>	<b>272,071,150</b>	<b>271,035,594</b>	<b>287,987,977</b>	<b>269,886,664</b>
<b>EXPENDITURES</b>					
General fund	122,001,456	148,403,871	151,107,803	139,133,196	158,613,376
Debt service fund	10,914,543	12,585,863	12,279,763	12,279,763	11,282,188
Water and sewer fund (modified accrual)	43,653,424	46,572,643	55,437,421	51,632,585	57,467,650
Special revenue funds	3,054,166	8,061,010	22,190,152	26,506,606	8,509,556
Crime control district fund	11,198,758	13,816,434	17,834,362	15,579,391	16,200,488
Pasadena second century corporation	6,160,420	18,755,866	7,039,433	12,177,461	6,860,417
<b>TOTAL</b>	<b>196,982,767</b>	<b>248,195,687</b>	<b>265,888,934</b>	<b>257,309,002</b>	<b>258,933,675</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>					
General fund	11,350,037	7,356,385	(742,742)	15,634,026	27,600
Debt service fund	(461,492)	1,072,189	363,500	381,000	404,000
Water and sewer fund (modified accrual)	7,842,380	11,238,757	(1,249,271)	6,667,277	-
Special revenue funds	1,693,659	3,563,292	(701,332)	2,047,278	431,844
Crime control district fund	3,075,312	1,249,624	(3,134,362)	(579,391)	(1,250,488)
Pasadena second century corporation	8,767,019	(604,784)	10,610,867	6,528,785	11,340,033
<b>TOTAL</b>	<b>32,266,915</b>	<b>23,875,463</b>	<b>5,146,660</b>	<b>30,678,975</b>	<b>10,952,989</b>
<b>ENDING FUND BALANCE</b>					
General fund	97,993,399	105,349,784	104,607,042	120,983,810	121,011,410
Debt service fund	3,655,356	4,727,545	5,091,045	5,108,545	5,512,545
Water and sewer fund (modified accrual)	33,921,298	48,348,959	47,099,688	55,016,236	55,016,236
Special revenue funds	13,507,577	17,070,869	16,369,537	19,118,147	19,549,991
Crime control district fund	14,785,029	16,034,653	12,900,291	15,455,262	14,204,774
Pasadena second century corporation *	78,416,954	77,812,170	88,423,037	84,340,955	95,680,988
<b>TOTAL \$</b>	<b>242,279,613</b>	<b>\$ 269,343,980</b>	<b>\$ 274,490,640</b>	<b>\$ 300,022,955</b>	<b>\$ 310,975,944</b>

\* Includes expenditures and reclassification of fund balance to capital projects.



**FY 2025 ADOPTED BUDGET  
GENERAL FUND SUMMARY**

	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2025</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>AMENDED</b>	<b>ESTIMATED</b>	<b>ADOPTED</b>
<b>BEGINNING FUND BALANCE</b>	<b>86,643,362</b>	<b>97,993,399</b>	<b>105,349,784</b>	<b>105,349,784</b>	<b>120,983,810</b>
REVENUES	133,351,493	155,760,256	150,365,061	154,767,222	158,640,976
EXPENDITURES	122,001,456	148,403,871	151,107,803	139,133,196	158,613,376
REVENUES OVER/(UNDER) EXPENDITURES	11,350,037	7,356,385	(742,742)	15,634,026	27,600
<b>ENDING FUND BALANCE</b>	<b>97,993,399</b>	<b>105,349,784</b>	<b>104,607,042</b>	<b>120,983,810</b>	<b>121,011,410</b>
<b>RESERVE REQUIREMENT *</b>	<b>27,598,748</b>	<b>29,136,470</b>	<b>29,557,268</b>	<b>26,563,617</b>	<b>35,489,162</b>
<b>OVER/(UNDER) REQUIREMENT</b>	<b>70,394,651</b>	<b>76,213,314</b>	<b>75,049,774</b>	<b>94,420,193</b>	<b>85,522,248</b>

\* The reserve requirement is reduced by the interfund transfers and capital improvement projects amounts after the computation of the reserve requirement amount.

	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2025</b>
<b>REVENUE CATEGORY</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>AMENDED</b>	<b>ESTIMATED</b>	<b>ADOPTED</b>
General property taxes	\$46,807,753	\$51,888,412	\$54,464,541	\$54,374,541	\$57,367,902
Industrial district fees	23,926,598	27,897,512	27,607,000	29,823,000	29,955,000
Sales tax	28,739,060	29,252,653	30,200,000	29,300,000	30,500,000
Utility taxes	8,422,163	8,586,351	8,332,600	8,771,300	8,771,300
Mixed drink tax	347,972	368,178	325,000	350,000	350,000
Business licenses and permits	2,301,812	2,121,919	2,212,300	2,275,150	2,187,800
Occupational licenses and permits	115,533	112,364	105,850	107,130	109,150
Non-business licenses and permits	65,210	46,067	66,350	58,200	58,000
Municipal court fines and fees	3,129,283	3,240,577	2,670,000	2,862,800	2,964,000
Solid waste collection	9,882,578	10,802,935	10,024,600	10,022,200	10,022,300
Health services	360,172	543,763	614,100	602,200	600,100
Library services	9,773	2,150	5,000	3,000	3,000
Property management	324,714	264,337	278,000	344,295	347,000
Recreation	140,525	148,355	149,000	147,580	147,500
Golf	1,082,084	1,145,337	1,080,000	1,207,000	1,232,000
Swimming pools	70,738	266,674	77,000	212,000	233,000
Tennis	5,881	5,868	5,000	6,000	6,000
Other centers	100,704	148,482	100,000	106,750	118,000
Civic center	484,978	561,670	466,000	456,000	456,000
Miscellaneous	592,853	635,339	573,200	713,200	666,200
Intergovernmental revenues	254,404	416,117	245,500	226,140	224,500
Sale of capital assets	95,838	4,670,243	40,000	36,000	40,000
Other revenues	1,284,959	1,756,896	1,192,925	1,250,456	1,272,224
Investment income	1,068,733	7,211,750	6,512,000	8,512,000	8,010,000
Interfund transfers	3,737,175	3,666,307	3,019,095	3,000,000	3,000,000
<b>TOTAL</b>	<b>\$133,351,493</b>	<b>\$155,760,256</b>	<b>\$150,365,061</b>	<b>\$154,767,222</b>	<b>\$158,640,976</b>



**FY 2025 ADOPTED BUDGET  
GENERAL FUND SUMMARY (Cont.)**

<b>EXPENDITURE CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
Personnel services	\$75,430,924	\$79,965,788	\$74,976,519	\$66,192,185	\$95,398,025
Contractual services	15,406,036	17,206,365	21,165,385	18,888,692	21,353,490
Materials and supplies	3,642,268	4,121,602	5,185,872	4,232,357	5,150,565
Maintenance charges	11,890,042	12,077,347	12,692,344	12,735,791	13,141,005
Other charges	169,361	182,408	856,213	843,288	1,292,069
Other uses	76,229	222,487	100,000	174,806	280,000
Other financing uses	11,606,466	31,857,991	32,878,730	32,878,730	16,656,729
Capital outlay	3,780,130	2,769,883	3,252,740	3,187,347	5,341,493
<b>TOTAL</b>	<b>\$122,001,456</b>	<b>\$148,403,871</b>	<b>\$151,107,803</b>	<b>\$139,133,196</b>	<b>\$158,613,376</b>


**FY 2025 ADOPTED BUDGET  
INTERNAL SERVICE FUNDS**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>BEGINNING FUND BALANCE</b>					
Maintenance fund	\$ (763,481)	\$ 4,431,823	\$ 8,669,428	\$ 8,669,428	\$ 10,986,589
Health insurance fund	4,719,576	4,499,057	5,229,825	5,229,825	5,879,325
Workers' compensation fund	3,357,129	3,579,929	3,879,277	3,879,277	3,819,670
General liability insurance fund	6,104,223	5,299,008	5,554,658	5,554,658	5,054,658
<b>TOTAL</b>	<b>13,417,447</b>	<b>17,809,817</b>	<b>23,333,188</b>	<b>23,333,188</b>	<b>25,740,242</b>
<b>REVENUE</b>					
Maintenance fund	20,291,560	21,596,987	23,087,758	23,556,758	25,704,721
Health insurance fund	21,664,923	21,419,758	21,462,000	22,794,000	23,241,000
Workers' compensation fund	1,138,606	1,519,179	1,535,000	1,509,000	1,450,000
General liability insurance fund	2,066,103	3,370,480	2,220,000	2,636,000	2,351,500
<b>TOTAL</b>	<b>45,161,192</b>	<b>47,906,404</b>	<b>48,304,758</b>	<b>50,495,758</b>	<b>52,747,221</b>
<b>EXPENDITURES</b>					
Maintenance fund	16,250,158	17,359,382	24,519,369	21,239,597	25,704,721
Health insurance fund	21,885,442	20,688,990	23,243,600	22,144,500	23,548,600
Workers' compensation fund	915,806	1,219,831	1,611,560	1,568,607	1,522,210
General liability insurance fund	2,871,318	3,114,830	3,170,265	3,136,000	3,190,000
<b>TOTAL</b>	<b>41,922,724</b>	<b>42,383,033</b>	<b>52,544,794</b>	<b>48,088,704</b>	<b>53,965,531</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>					
Maintenance fund	4,041,402	4,237,605	(1,431,611)	2,317,161	-
Health insurance fund	(220,519)	730,768	(1,781,600)	649,500	(307,600)
Workers' compensation fund	222,800	299,348	(76,560)	(59,607)	(72,210)
General liability insurance fund	(805,215)	255,650	(950,265)	(500,000)	(838,500)
<b>TOTAL</b>	<b>3,238,468</b>	<b>5,523,371</b>	<b>(4,240,036)</b>	<b>2,407,054</b>	<b>(1,218,310)</b>
<b>ENDING FUND BALANCE</b>					
Maintenance fund	3,277,921	8,669,428	7,237,817	10,986,589	10,986,589
Health insurance fund	4,499,057	5,229,825	3,448,225	5,879,325	5,571,725
Workers' compensation fund	3,579,929	3,879,277	3,802,717	3,819,670	3,747,460
General liability insurance fund	5,299,008	5,554,658	4,604,393	5,054,658	4,216,158
<b>TOTAL</b>	<b>\$ 16,655,915</b>	<b>\$ 23,333,188</b>	<b>\$ 19,093,152</b>	<b>\$ 25,740,242</b>	<b>\$ 24,521,932</b>



**FY 2025 ADOPTED BUDGET ENDING FUND BALANCES**

Fund #	Fund Title	Estimated Beginning Balance	Revenues and Transfers In	Expenditures and Transfers Out	Revenues Over/(Under) Expenditures	Estimated Ending Balance	Balance Percent Change
<b>Governmental Funds:</b>							
<b>General fund</b>							
001	General fund	\$120,983,810	\$158,640,976	\$158,613,376	\$27,600	\$121,011,410	0.02%
<b>Debt service fund</b>							
041	Debt service fund	5,108,545	11,686,188	11,282,188	404,000	5,512,545	7.91%
<b>Special revenue funds</b>							
030	Municipal jury fund	8,353	2,100	-	2,100	10,453	25.14%
040	Equity sharing - treasury fund	443,864	25,000	137,000	(112,000)	331,864	-25.23%
042	Juvenile case manager fund	327,545	119,900	90,811	29,089	356,634	8.88%
043	Child safety fund	617,579	250,000	573,243	(323,243)	294,336	-52.34%
044	Equity sharing - justice fund	2,582,193	145,000	387,000	(242,000)	2,340,193	-9.37%
045	Municipal courts security fund	267,868	110,500	-	110,500	378,368	41.25%
046	State forfeited and property fund	436,176	32,000	400,000	(368,000)	68,176	-84.37%
047	Law enforcement training fund	106,493	21,300	17,500	3,800	110,293	3.57%
048	Judicial efficiency fund	307,791	48,500	17,670	30,830	338,621	10.02%
049	Court technology fund	93,851	93,000	145,000	(52,000)	41,851	-55.41%
064	Hotel and motel tax fund	8,596,062	1,980,000	929,332	1,050,668	9,646,730	12.22%
080	Preservation of vital statistics fund	75,232	8,900	13,000	(4,100)	71,132	-5.45%
081	1% public, ed and gov (peg) fund	1,163,644	160,000	371,000	(211,000)	952,644	-18.13%
200	Abandoned motor vehicle and property fund	233,966	441,500	426,500	15,000	248,966	6.41%
201	Sign removal fund	28,417	3,700	1,500	2,200	30,617	7.74%
950	American rescue plan	3,829,113	5,500,000	5,000,000	500,000	4,329,113	13.06%
	<b>Total special revenue funds</b>	<b>19,118,147</b>	<b>8,941,400</b>	<b>8,509,556</b>	<b>431,844</b>	<b>19,549,991</b>	<b>2.26%</b>
	<b>Total governmental funds</b>	<b>145,210,502</b>	<b>179,268,564</b>	<b>178,405,120</b>	<b>863,444</b>	<b>146,073,946</b>	<b>0.59%</b>
<b>Proprietary Funds:</b>							
<b>Enterprise fund</b>							
003	Water and sewer fund	55,016,236	57,467,650	57,467,650	-	55,016,236	0.00%
<b>Internal service funds</b>							
002	Maintenance fund	10,986,589	25,704,721	25,704,721	-	10,986,589	0.00%
067	Workers' compensation fund	3,819,670	1,450,000	1,522,210	(72,210)	3,747,460	-1.89%
069	Health benefits fund	5,879,325	23,241,000	23,548,600	(307,600)	5,571,725	-5.23%
070	General liability insurance fund	5,054,658	2,351,500	3,190,000	(838,500)	4,216,158	-16.59%
	<b>Total internal service funds</b>	<b>25,740,242</b>	<b>52,747,221</b>	<b>53,965,531</b>	<b>(1,218,310)</b>	<b>24,521,932</b>	<b>-4.73%</b>
	<b>Total proprietary funds</b>	<b>80,756,478</b>	<b>110,214,871</b>	<b>111,433,181</b>	<b>(1,218,310)</b>	<b>79,538,168</b>	<b>-1.51%</b>
<b>Component Units:</b>							
<b>Pasadena economic development corporation</b>							
9950	fund	84,340,955	18,200,450	6,860,417	11,340,033	95,680,988	13.45%
210	Crime control district fund	15,455,262	14,950,000	16,200,488	(1,250,488)	14,204,774	-8.09%
	<b>Total component units</b>	<b>99,796,217</b>	<b>33,150,450</b>	<b>23,060,905</b>	<b>10,089,545</b>	<b>109,885,762</b>	<b>10.11%</b>
	<b>Total all funds</b>	<b>\$325,763,197</b>	<b>\$322,633,885</b>	<b>\$312,899,206</b>	<b>\$9,734,679</b>	<b>\$335,497,876</b>	<b>2.99%</b>



### SIGNIFICANT CHANGES IN FUND BALANCES

The **Municipal Jury Fund** balance is anticipated to increase 25.14% in FY25 due to this being a new fund established by new legislation and because of the low beginning fund balance, no expenditures have been budgeted for this fiscal year.

The **Equity Sharing – Treasury Fund** balance is anticipated to decrease 25.23% in FY25 due to the uncertain nature of federal seizure revenue to be collected. The fund's revenue is budgeted conservatively and will be adjusted if revenues are collected.

The **Child Safety Fund** balance is anticipated to decrease by 52.34% in FY25 due to expenditures exceeding anticipated revenues. These expenditures will be monitored and evaluated for efficiency.

The **Equity Sharing – Justice Fund** balance is anticipated to decrease 9.31% in FY25 due to the uncertain nature of federal seizure revenue to be collected. The fund's revenue is budgeted conservatively and will be adjusted if revenues are collected.

The **Municipal Courts Security Fund** balance is anticipated to increase 41.25% in FY25 due to revenue exceeding expenditures for FY24. This fund has a low beginning fund balance and therefore no expenditures have been budgeted for this fiscal year mainly due to change in state laws governing how fund is to be funded.

The **State Forfeited and Property Fund** balance is anticipated to decrease 84.37% in FY25 due to the uncertain nature of state seizure revenue to be collected. The fund's revenue is budgeted conservatively and will be adjusted if revenues are collected.

The **Court Technology Fund** balance is anticipated to decrease 55.4% in FY25 due to expenditures exceeding revenues for FY25. This change is mainly due to changes in state laws governing how fund is to be funded. These expenditures will be monitored and evaluated for efficiency.

The **Public, education, and grant fund (PEG)** balance is anticipated to decrease by 18.13% in FY25 due to increasing expenditures due to continued remodeling studio/equipment for municipal television station and vehicle replacement.

The **Pasadena Economic Development Fund** balance is anticipated to increase 13.45% in FY25 due to revenues exceeding expenditures for FY25 and unappropriated funds for EDC related projects.



**FY 2025 ADOPTED BUDGET  
OVERVIEW OF THE ECONOMY**

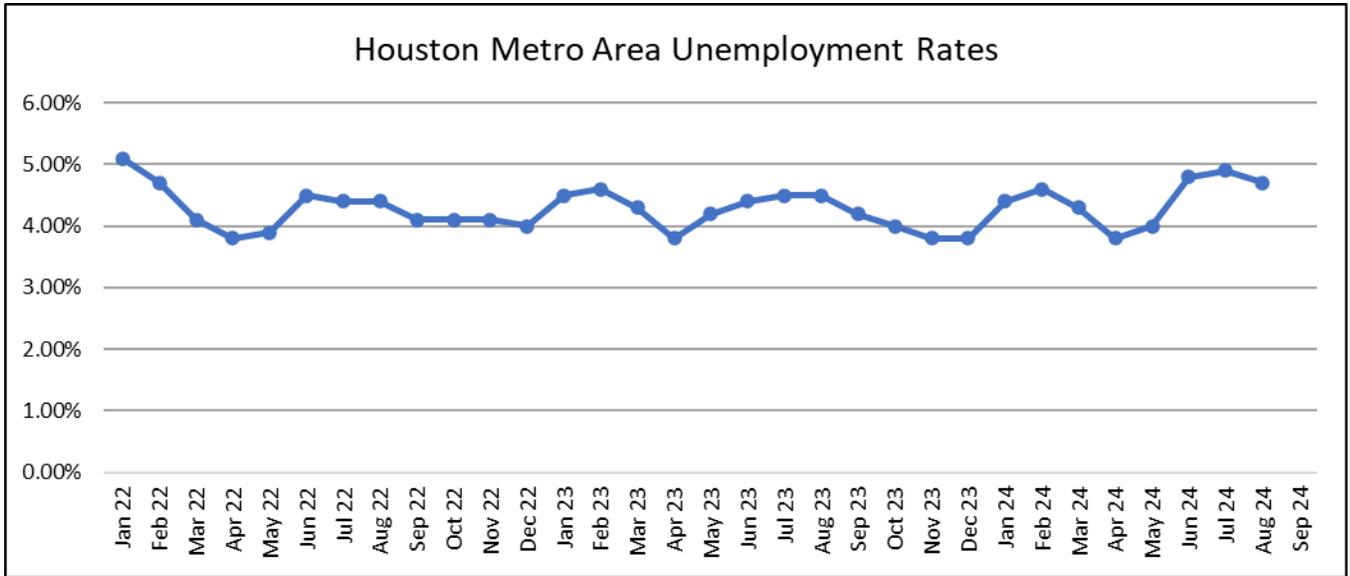
The City of Pasadena is a rich industrial area and its leaders have taken a combination of abundant natural resources, an advantageous location, and a determination to succeed and have built a community of strong families and successful businesses. The metropolitan area offers various opportunities to serve the citizens in their professions and amenities for their leisure time. The City has connections to the energy sector, industry and manufacturing, aeronautics, and medicine creating a diversity that stabilizes the swings of the nation's economy. The City also has strong connections to other industries such as petrochemicals and construction materials. Pasadena borders the Houston Ship Channel and benefits from its proximity, which is a huge employment generator in the area.

The Port of Houston is the Gulf Coast's leading gateway to North America's fast-growing markets between the Mississippi River and the Rocky Mountains. The Port of Houston is the nation's largest port for foreign waterborne tonnage; first in U.S. petroleum, steel, and project cargo; sixth in U.S. container port by loaded TEUs and the sixteenth busiest port in world by tonnage. The modern container terminals and multipurpose facilities can handle virtually any size and type of cargo, connecting world markets to America's heartland quickly and efficiently. It is an essential economic engine for the Houston region, the state of Texas, and the nation. Based on a study conducted by The Port of Houston in 2022, it supports the creation of nearly 1.54 million jobs in Texas and 3.37 million jobs nationwide, and economic activity is totaling almost \$439 billion in Texas and more than \$906 billion in economic impact across the nation. The Houston Ship Channel contributes nearly \$10.6 B in state and local tax revenue and \$62.8 B in national tax revenue.

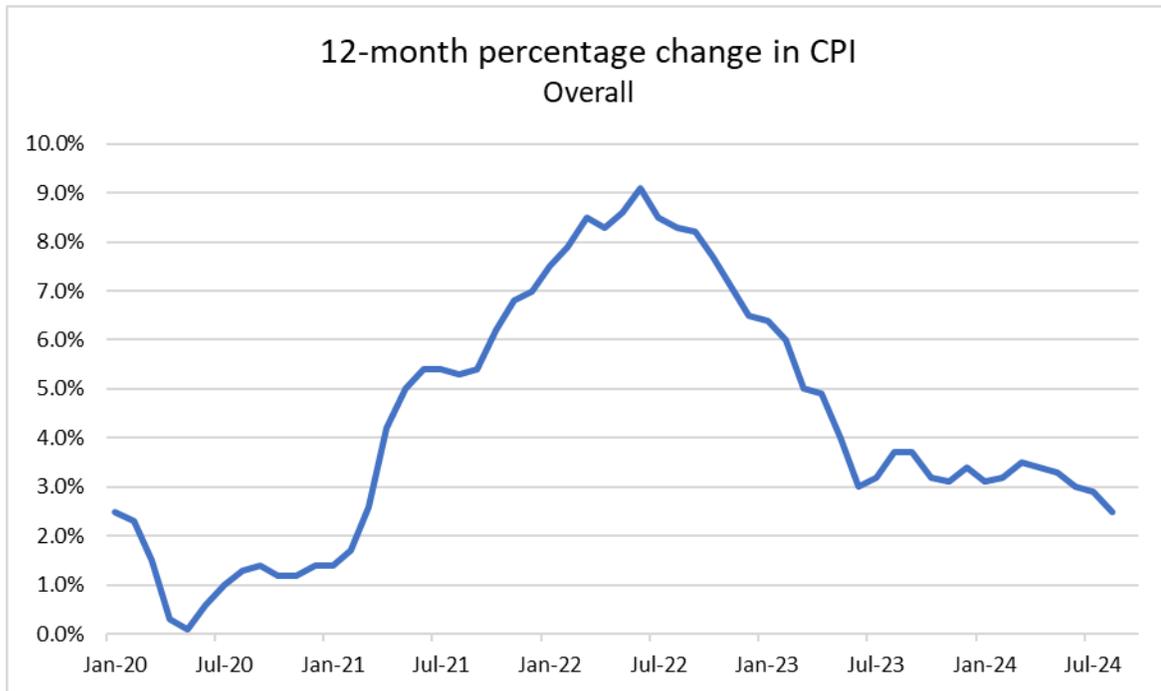
The City is continuing to grow by attracting new industry and development and continues to position itself to increase attractiveness as a destination of choice for new businesses along with several existing company expansions planned. Companies have relocated to Pasadena due in part to the benefits from the ready accessibility of location to international shipments, as well as to gas companies on the Gulf Coast. Retailers and restaurants are moving into Pasadena to serve the community, which leads to increased sales tax revenues.



Significant indicators that impact the economic condition are the employment and unemployment statistics. In August 2024 the Houston-Woodlands-Sugarland (Houston Metro) area had an unemployment rate of 4.7%. This is up slightly from the rate for August 2023 of 4.5%.

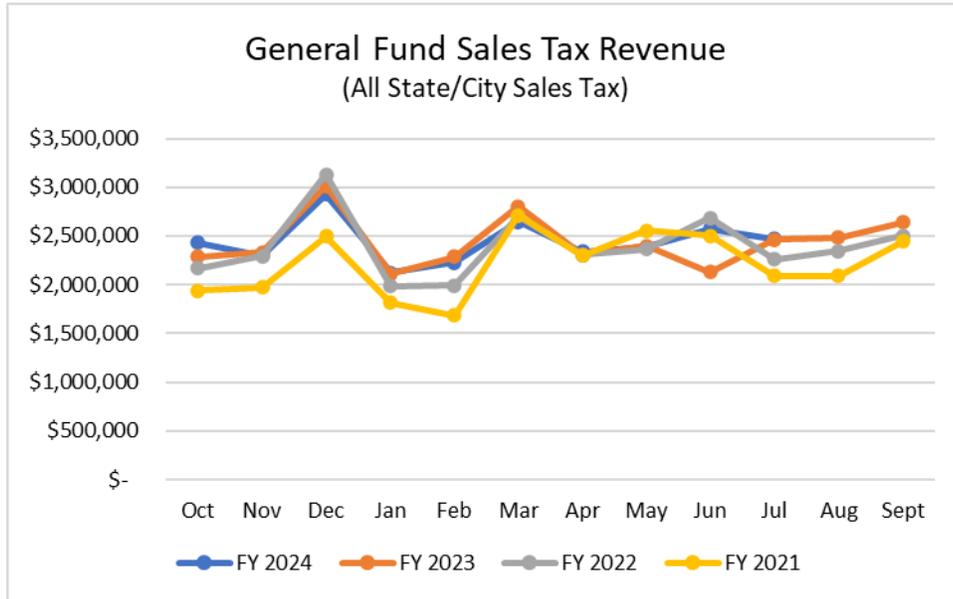


Another significant economic indicator is the Consumer Price Index (CPI) and inflation rate. The CPI tracks the rate of change in U.S. inflation over time. Over the last year, we have experienced a continued decline in inflation rates to 2.5% in August 2024. This a 1.2% decrease year over year. As this is beneficial to the City, our policy will continue to be conservative with expenditures but the City will explore more opportunities with the CIP.





Another significant economic indicator that impacts the City’s financial condition is sales tax revenues. Below we have sales tax revenue collections for the past four years. The City has seen incremental increases year over year post COVID. We estimate that FY25 will remain consistent with the trends from prior year we are seeing but will be monitored closely if economic conditions change.





### 5-Year Financial Forecast – General Fund

The City of Pasadena, Texas, is committed to a conservative approach in projecting our 5-year financial outlook for the General Fund. This forecast aims to maintain a healthy fund balance while ensuring fiscal responsibility and sustainability.

We anticipate that the Consumer Price Index (CPI) will remain in the 2-3% range over the next several years, reflecting moderate inflationary pressures. Additionally, we expect property values to level off following the recent surge, stabilizing over the forecast period.

Sales tax revenue has shown steady, incremental growth year over year, and we project this trend to continue with similar gradual increases through Fiscal Year 2029. These projections reflect our confidence in a stable local economy while acknowledging potential fluctuations due to broader economic factors.

Our department will continue to monitor economic data and adjust the forecast accordingly to ensure the city’s financial position remains strong and adaptable to any changes in the economic landscape. We are dedicated to transparency and will provide regular updates to ensure that all stakeholders are informed of any significant adjustments to the forecast.

#### FY 2025 ADOPTED BUDGET LONG RANGE PLANNING: 5-YEAR FORECAST (GENERAL FUND)

REVENUE CATEGORY	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ESTIMATED	FY 2025 BUDGET	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED	FY 2029 PROJECTED
General property taxes	46,807,753	51,888,412	54,374,541	57,367,902	59,375,779	61,453,931	63,604,818	65,830,987
Industrial district fees	23,926,598	27,897,512	29,823,000	29,955,000	30,853,650	31,779,260	32,732,637	33,714,616
Sales tax	28,739,060	29,252,653	29,300,000	30,500,000	31,262,500	32,200,375	33,166,386	34,327,210
Other Revenues	33,878,082	46,721,679	41,269,681	40,818,074	40,815,488	40,892,786	41,436,298	44,796,437
<b>TOTAL</b>	<b>133,351,493</b>	<b>155,760,256</b>	<b>154,767,222</b>	<b>158,640,976</b>	<b>162,307,417</b>	<b>166,326,351</b>	<b>170,940,140</b>	<b>178,669,250</b>



**FY 2025 ADOPTED BUDGET  
LONG RANGE PLANNING: 5-YEAR FORECAST (GENERAL FUND) (Cont.)**

EXPENDITURE CATEGORY	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ESTIMATED	FY 2025 BUDGET	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED	FY 2029 PROJECTED
Personnel services	75,430,924	79,965,788	66,192,185	95,398,025	98,259,966	101,207,765	104,243,998	107,371,318
Contractual services	15,406,036	17,206,365	18,888,692	21,353,490	22,421,165	23,542,223	24,719,334	25,955,301
Materials and supplies	3,642,268	4,121,602	4,232,357	5,150,565	5,305,082	5,464,234	5,628,161	5,797,006
Maintenance charges	11,890,042	12,077,347	12,735,791	13,141,005	13,535,235	13,941,292	14,359,531	14,790,317
Other charges	169,361	182,408	843,288	1,292,069	300,000	307,500	316,725	326,227
Other uses	76,229	222,487	174,806	280,000	250,000	256,250	263,938	271,856
Other financing uses	11,606,466	31,857,991	32,878,730	16,656,729	7,500,000	8,000,000	10,000,000	10,000,000
Capital outlay	3,780,130	2,769,883	3,187,347	5,341,493	4,000,000	4,000,000	4,000,000	4,000,000
<b>TOTAL</b>	<b>122,001,456</b>	<b>148,403,871</b>	<b>139,133,196</b>	<b>158,613,376</b>	<b>151,571,447</b>	<b>156,719,264</b>	<b>163,531,686</b>	<b>168,512,024</b>
<b>BEGINNING FUND BALANCE</b>	<b>86,643,362</b>	<b>97,993,399</b>	<b>105,349,784</b>	<b>120,983,810</b>	<b>121,011,410</b>	<b>131,747,379</b>	<b>141,354,466</b>	<b>148,762,920</b>
REVENUES OVER/(UNDER)								
EXPENDITURES	11,350,037	7,356,385	15,634,026	27,600	10,735,969	9,607,087	7,408,454	10,157,226
<b>ENDING FUND BALANCE</b>	<b>97,993,399</b>	<b>105,349,784</b>	<b>120,983,810</b>	<b>121,011,410</b>	<b>131,747,379</b>	<b>141,354,466</b>	<b>148,762,920</b>	<b>158,920,147</b>
RESERVE REQUIREMENT *	27,598,748	29,136,470	26,563,617	35,489,162	36,731,283	38,016,878	39,347,468	40,724,630
OVER/(UNDER) REQUIREMENT	70,394,651	76,213,314	94,420,193	85,522,248	95,016,097	103,337,589	109,415,452	118,195,517



## CITY OF PASADENA STRATEGIC PLAN

The strategic plan articulates a vision for the future and establishes a direction for decision making and allocating resources to achieve desired outcomes. The strategic plan establishes six broad areas of strategic initiatives with key objectives for implementation. These board areas were identified as most important initiatives identified internally and through a citizen survey. This plan is meant to serve as a guide for City staff to develop the annual budget for Council consideration and to provide Council with a method of articulating to staff the policy direction for the City of Pasadena, both as a community and an organization. The strategic plan was passed by City Council. This is a flexible document that will be periodically reviewed for updates.



### FISCAL RESPONSIBILITY

The City of Pasadena's plan of action of ensuring financial responsibility will focus on the following:

- Maintain a competitively low property tax rate relative to our benchmark cities
- Continually invest in infrastructure
- Maintain a strong bond rating
- Monitor budgets and follow long-term financial plan



### INFRASTRUCTURE

The City of Pasadena's plan of action of ensuring reliable infrastructure will be to focus on the following:

- Participate in The National Flood Insurance Program: NFIP's Community Rating System (CRS) incentive
- Limit floodplain development
- Improve flood mitigation and traffic mobility
- Continue prioritize and invest in upgrades to aging streets, sidewalks, drainage infrastructure, sewer systems and overloaded stormwater systems

### NEIGHBORHOOD INTEGRITY AND PRESERVATION

The City of Pasadena's plan of action of ensuring Neighborhood Integrity and Preservation will be to focus on the following:

- Neighborhood Network Programs
- Code Enforcement
- Permitting
- Community Impact Officer Program

### ECONOMIC DEVELOPMENT

The City of Pasadena's plan of action of ensuring Economic Development will focus on the following:

- Continue implementation of strategic plan developed for the Pasadena Economic Development Corporation (PEDC)
- Continue redevelopment efforts on the north side of Pasadena
- Apply concepts from the HGAC Livable Centers Study

### PUBLIC SAFETY

The City of Pasadena's plan of action of ensuring Public Safety will focus on the following:

- Continue enhancing programs within the City's Crime Control District (CCD)
- Continue effort to increase the number of police officers
- Provide volunteer Fire Department with updated equipment/facilities
- Provide high level of service with City's Emergency Management department for natural and man-made disasters

### AMENITIES & CITY SERVICES

The City of Pasadena's plan of action of ensuring quality public amenities and City services will focus on the following:

- Ensure community services meet the needs of community residents
- Review and modify programs and services as needed to respond to changing community values, interests, and resources



## FY 2025 ADOPTED BUDGET PRIORITIES

1. The City's top priority is its citizens and how they can be better served. This budget's top priority is targeting efficiencies and savings city-wide that free up resources necessary for delivery of the high-quality services our citizens expect and deserve.
2. Prioritize employee compensation and benefits to attract and retain the best qualified applicants and employees to demonstrate the City's commitment to its workforce. The City is currently under contract with a consulting firm to evaluate current positions within the organization, make comparisons to other comparative entities, and make recommendations on pay structures and compensation.
3. Prioritize personnel efficiencies by eliminating vacant positions and monitoring and evaluating part-time employee utilization and convert to full-time if deemed necessary.
4. The City will continue its vehicle and equipment replacement program, ensuring that the general condition of fleet, communications and computer equipment is kept at a serviceable level.
5. The City will maintain its financial reserves at the current level to ensure that each city fund has sufficient cash to continue operating for two months without the ability to receive income. This is to ensure our ability to provide uninterrupted services during times when our citizens would need us most.
6. Prioritize capital improvement funding strategies through issuance of certificates of obligation, grant funding, and inter-local agreements with Harris County for much needed infrastructure improvements to streets and drainage facilities, new municipal facilities, and various improvements to City parks. As a result of Hurricane Harvey, the City is aggressive in providing improved flooding mitigation to protect its citizens and property owners.
7. Provide transparency in all budget documents, proposals, and activities to ensure public trust.



**FY 2025 ADOPTED BUDGET  
REVENUE SUMMARY**

Revenues include property taxes, sales taxes, industrial district payments, charges for service, fines, interest revenue and other miscellaneous revenues.

For every annual budget, the City levies two property tax rates: operations and maintenance and debt service. The debt service levy shall be sufficient for meeting all principal and interest payments associated with the City's outstanding tax-supported debt for that budget year. The debt service levy and related debt service expenditures shall be accounted for in the Debt Service Fund. The operations and maintenance levy shall be accounted for in the General Fund.

Revenues are budgeted conservatively using an objective approach to analyze historical data and inherent trends. Adjustments are made to account for known events and projected economic activity within the city and surrounding areas. These revenue estimates have been developed using a combination of historical trend analysis and statistical modeling that ties economic forces to the City's major economically sensitive revenue sources.

Revenue from "one-time" or limited duration sources will not be used to pay for recurring expenditures within the City's budget.

Restricted revenue shall only be used for the purposes legally permissible and in a fiscally responsible manner.

On an annual basis, the City will set fees and rates for the proprietary funds at levels to recover total operating costs, including capital outlay and debt service.

The City will follow an aggressive policy of collecting all revenues by reviewing its receivables annually and implementing collection procedures to obtain all revenues due to the City in a timely manner.

Fees for recreational activities will be set at levels determined by City Council to provide the activity in an economical manner for citizens.



**FY 2025 ADOPTED BUDGET  
TOTAL REVENUES BY FUND**

FUND	FY 2022	FY 2023	FY 2024	FY 2025	Inc/Dec FY25 to FY24	
	ACTUAL	ACTUAL	ESTIMATE	ADOPTED	AMOUNT	PERCENT
General fund	\$133,351,493	\$155,760,256	\$154,767,222	\$158,640,976	\$3,873,754	2.50%
Debt service fund	\$10,453,051	\$13,658,052	\$12,660,763	\$11,686,188	(\$974,575)	-7.70%
Water and sewer fund	\$51,495,804	\$57,811,400	\$58,299,862	\$57,467,650	(\$832,212)	-1.43%
Special revenue funds	\$4,747,825	\$11,624,302	\$28,553,884	\$8,941,400	(\$19,612,484)	-68.69%
Crime control district fund	\$14,274,070	\$15,066,058	\$15,000,000	\$14,950,000	(\$50,000)	-0.33%
Pasadena second century corp	\$14,927,439	\$18,151,082	\$18,706,246	\$18,200,450	(\$505,796)	-2.70%
<b>Total revenue by fund</b>	<b>\$229,249,682</b>	<b>\$272,071,150</b>	<b>\$287,987,977</b>	<b>\$269,886,664</b>	<b>(\$18,101,313)</b>	<b>-6.29%</b>

**FY 2025 ADOPTED BUDGET  
TOTAL REVENUE BY SOURCE (GOVERNMENTAL, WATER AND SEWER, PEDC, AND CCD FUNDS)**

SOURCE	FY 2022	FY 2023	FY 2024	FY 2025	Inc/Dec FY25 to FY24	
	ACTUAL	ACTUAL	ESTIMATE	ADOPTED	AMOUNT	PERCENT
Property taxes	\$57,233,927	\$65,375,642	\$66,827,304	\$68,879,090	\$2,051,786	3.07%
Sales taxes	57,288,893	58,261,277	58,100,000	59,250,000	1,150,000	1.98%
Industrial district	23,926,598	27,897,512	29,823,000	29,955,000	132,000	0.44%
Utility taxes	8,422,163	8,586,351	8,771,300	8,771,300	-	0.00%
Other taxes	2,170,131	2,156,228	2,125,000	2,160,000	35,000	1.65%
Water and sewer	50,455,137	55,415,991	54,422,925	55,265,000	842,075	1.55%
Fees & permits	15,540,185	16,808,000	16,263,305	16,188,750	(74,555)	-0.46%
Fines	3,457,151	3,589,910	3,199,100	3,295,400	96,300	3.01%
Other	7,018,322	30,313,932	45,455,763	23,122,124	(22,333,639)	-49.13%
Other financing sources	3,737,175	3,666,307	3,000,280	3,000,000	(280)	-0.01%
<b>Total revenue by source</b>	<b>\$229,249,682</b>	<b>\$272,071,150</b>	<b>\$287,987,977</b>	<b>\$269,886,664</b>	<b>(\$18,101,313)</b>	<b>-6.29%</b>



**FY 2025 ADOPTED BUDGET  
REVENUE SUMMARY**

**Property Taxes**

Total property taxes (including penalties and interest) are budgeted at \$67,608,090 for FY25. The FY25 property tax rate is the voter-approval rate. Property (ad valorem) taxes are assessed or levied on real and personal property as of January 1 of each year. City Council adopted a property tax rate of \$0.474834 per \$100 assessed value for the 2024 tax year; being higher than the 2023 property tax rate of \$0.455514 per \$100 assessed value.

The tax rate is comprised of a “maintenance and operations” (M&O) component (\$0.394749 or 83.13% of the total rate) which is allocated to the general fund and a “debt service” component (\$0.080085 or 16.87% of the total rate) which is allocated to the debt service fund.

<b>Fiscal Year</b>		<b>M&amp;O Rate</b>		<b>Debt Service Rate</b>		<b>Total Tax Rate</b>
2015	\$	0.4253	\$	0.1515	\$	0.5768
2016	\$	0.4336	\$	0.1417	\$	0.5753
2017	\$	0.4483	\$	0.1276	\$	0.5759
2018	\$	0.4483	\$	0.1270	\$	0.5753
2019	\$	0.4805	\$	0.1349	\$	0.6154
2020	\$	0.4507	\$	0.1196	\$	0.5703
2021	\$	0.4233	\$	0.1103	\$	0.5336
2022	\$	0.4214	\$	0.0945	\$	0.5159
2023	\$	0.3943	\$	0.1032	\$	0.4976
2024	\$	0.3710	\$	0.0845	\$	0.4555
2025	\$	0.3947	\$	0.0801	\$	0.4748

**Sales Tax**

Sales tax revenue included in the operating budget comes from three sources: a 1% tax that comes to the City of Pasadena’s General Fund, a ½% tax that goes to the Crime Control and Prevention District, and an additional ½% tax is garnered by the Pasadena Economic Development Corporation. Together these three portions of sales tax total 2% of retail sales for local purposes. The State of Texas receives income from a 6.25% sales tax on retail sales in Pasadena, bringing the total tax rate to 8.25%.

Sales tax revenue estimates are based largely on historical trends and key economic indicators tied to sales tax revenue. According to these efforts, it appears that regional economic base employment and inflation are key determinants of local retail sales. Projections are conservative due to the elastic nature of this economically sensitive revenue source. Sales tax revenue is the second largest source of income for the City (21.96%). Sales tax has been budgeted conservatively despite growth in prior years due to current trends and the uncertainty of the economy in the coming months.

**Industrial District Payments**

Industrial District businesses and industry pay the City an amount in lieu of property taxes that would be paid were the District within City limits. These payments provide the fourth largest source of income for the City's operating budget (11.10%). The District's status as a separate entity outside of the city's boundaries is predicated on agreements that use an assessment and appraisal process similar to that used for property taxes to calculate payment amounts due from each facility located inside the District. The Industrial District includes properties along the Ship Channel and in the southern portion of the city east of Red Bluff Road, south of Fairmont Parkway and west of State Highway 146. Revenues have steadily grown in prior fiscal years. The FY25 Adopted Budget anticipates receiving nearly the same industrial revenue as FY24.

**Utility and Other Taxes**

These categories primarily include franchise taxes (electricity, telephone, gas, and cable television) and hotel/motel taxes. Utility companies that use the City's streets and rights-of-way in the course of conducting their business pay franchise fees to the City. The fee is generally computed as a percentage of gross receipts and the percentages vary among the franchisees. FY 2025 revenues are projected using the current year's receipts as a benchmark. It is anticipated that utility and other taxes will increase slightly in FY25.

**Water and Sewer**

Water and sewer revenues are the third largest source of income for the City (20.48%). FY25 water and sewer revenues for the City are budgeted at \$55.3 million, which is consistent compared to estimated revenues for FY24 in the amount of \$54.5 million. Projections are based on potential weather and customer usage being similar year over year. Adopted FY 2025 water revenues are projected to increase to \$30.7 million which is slightly higher than the FY 2024 projected amount of \$30.0 million. Sewer revenues are budgeted at \$18.6 million in FY 2025. This is in line as compared to the FY24 estimate of \$18.4 million.

**Fees and Permits**

This includes a variety of charges for services provided by the City. The fees are set by city ordinance, and are limited under state law to the actual cost of services provided. FY25 permit revenue is expected to decrease slightly compared to the FY24 estimated amount as these services due to slower economy.

**Fines**

Municipal Court fines for FY25 are anticipated to remain flat at FY24 levels.

**Miscellaneous**

This category includes other revenues from investment income, property sales, and recovery of costs from grants and a variety of sources. These revenues for FY25 are anticipated to be less than FY24 estimated revenues.

**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

The priorities in the FY 2025 Adopted Budget are the same as in previous budgets – employee compensation and benefits, maintaining and improving the City’s streets, sewers, facilities, and other physical assets, while maintaining the City’s low property tax rate. The FY 2025 Adopted Budget also emphasizes accountability for performance and results. Every city department continues to provide specific quantitative indicators against which they propose to be measured in the future. Those indicators appear in each budget unit’s presentation, and include measures of service demand, efficiency, and productivity.

The General Fund includes half of city expenditures and provides the operating budget for most of the City’s basic services, including police, fire, streets, parks, health, and libraries. The System Fund, the second largest fund, is home for water and wastewater services provided by the City. The System Fund includes debt service payments for water and wastewater bonds and notes, unlike the General Fund. General Fund debt service has its own fund, the Debt Service Fund.

The Maintenance Fund includes all in-house maintenance and operating costs associated with the City’s capital assets – buildings, vehicles and equipment, communications equipment, and computer systems. This fund is largely funded with General Fund revenues, although the System Fund also pays for Maintenance Fund services as required by System Fund operations. General Fund and System Fund revenues are passed through these funds to the Maintenance Fund as part of the Maintenance Charges budget mentioned previously. The transfers to the Maintenance Fund are based on standard cost allocation criteria and are usually calculated to include an amount to provide for replacement of the assets maintained.

In addition to the Maintenance Fund, Pasadena has three other Internal Service Funds which include the Workers’ Compensation Fund, Health Benefits/Insurance Fund, and General Liability Insurance Fund. These funds provide the City the ability for charging citywide costs to other funds.

Special revenue funds are sources of revenue that are dedicated to be used for certain purposes.

The City also has two component units: the Pasadena Economic Development Corporation and the Crime Control and Prevention District whose revenues derive from one-half of one percent of sales tax revenue collected by the City.



**FY 2025 ADOPTED BUDGET  
CITYWIDE EXPENDITURES BY FUND**

FUND	FY2022 ACTUAL	FY2023 ACTUAL	FY2024 AMENDED	FY2024 ESTIMATED	FY2025 ADOPTED	FY25 vs. FY24 EST	% OF TOTAL
General fund	\$122,001,456	\$148,403,871	\$151,107,803	\$139,133,196	\$158,613,376	14.0%	50.7%
Debt service fund	10,914,543	12,585,863	12,279,763	12,279,763	11,282,188	-8.1%	3.6%
Maintenance fund	16,250,158	17,359,382	24,519,369	21,239,597	25,704,721	21.0%	8.2%
Workers' compensation fund	915,806	1,219,831	1,611,560	1,568,607	1,522,210	-3.0%	0.5%
Health benefits fund	21,885,442	20,688,990	23,243,600	22,144,500	23,548,600	6.3%	7.5%
General liability insurance fund	2,871,318	3,114,830	3,170,265	3,136,000	3,190,000	1.7%	1.0%
Water and sewer fund	43,653,424	46,572,643	55,437,421	51,632,585	57,467,650	11.3%	18.4%
Special revenue funds	3,054,166	8,061,010	22,190,152	26,506,606	8,509,556	67.9%	2.7%
Crime control district fund	11,198,758	13,816,434	17,834,362	15,579,391	16,200,488	4.0%	5.2%
Pasadena second century corporation	6,160,420	18,755,866	7,039,433	12,177,461	6,860,417	43.7%	2.2%
<b>TOTAL</b>	<b>\$238,905,491</b>	<b>\$290,578,720</b>	<b>\$318,433,728</b>	<b>\$305,397,706</b>	<b>\$312,899,206</b>	<b>2.5%</b>	<b>100.0%</b>

**FY 2025 ADOPTED BUDGET  
CITYWIDE EXPENDITURES BY CATEGORY**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED	% OF TOTAL
Personnel Services	97,357,731	103,548,534	119,556,732	107,037,335	121,947,295	35.0%
Contractual Services	28,322,316	33,060,844	43,970,834	37,981,674	43,967,945	12.4%
Materials & Supplies	10,014,731	11,070,868	16,722,118	13,080,085	16,227,221	4.3%
Maintenance Charges	14,936,624	15,211,449	16,159,650	16,207,395	16,725,557	5.3%
Other Charges	5,931,886	7,085,260	9,629,473	9,382,371	10,463,475	3.1%
Capital Outlay	14,500,097	33,446,836	18,749,439	29,169,673	24,546,614	9.6%
Other Uses	36,456,579	37,393,920	42,832,654	41,726,345	42,562,976	13.7%
Other Financing Uses	31,385,527	49,761,009	50,812,828	50,812,828	36,458,123	16.6%
<b>TOTAL</b>	<b>\$238,905,491</b>	<b>\$290,578,720</b>	<b>\$318,433,728</b>	<b>\$305,397,706</b>	<b>\$312,899,206</b>	<b>100.00%</b>

**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY****Personnel Services**

Personnel services is the largest city-wide expenditure accounting for 35.0% of all city expenditures. Total increase is driven primarily by the annual cost of living adjustment and increase in the City's police officer's education pay. The FY25 budget includes a 4.0% cost of living adjustment to begin in January 2025 for all employees.

**Contractual Services**

City-wide contractual services are the third largest expenditure category and account for 12.4% of the citywide expenditure budget. Expenditures are expected to increase in FY25 over FY24 estimates due to the increased cost in contractual services with our trash service and waste water treatment plants.

**Materials and Supplies**

Material and supplies expenditures are anticipated to remain stable in FY25. Materials and supplies accounts for nearly 4.3% of the City's expenditure budget.

**Maintenance Charges**

Maintenance charges are used to capture costs billable to other City departments. The cost of departments that provide service internally to other city departments is billed based on standard cost allocation criteria. These internal charges account for 5.3% of the city-wide expenditure budget and is anticipated to increase slightly as seen in prior years' trends.

**Other Charges**

Other charges are predominantly expenditures related to water purchases from the City of Houston. Water purchases account for 63.08% of Other Charges. Other charges also consist of any contingencies.

**Capital Outlay**

Capital outlay are expenditures for the acquisition of fixed assets which have a useful life of more than two years and a purchase cost greater than \$5,000. Capital outlay includes the City's vehicle and equipment replacement program, new and replacement computer equipment, cost of land, buildings, permanent improvements, large tools, and machinery. Capital improvement projects are discussed in more detail in the "Capital Improvement Program" section.

**Other Uses**

Other uses are expenditures that cover debt and interest payments. FY25 Other Uses expenditures consists of debt and interest payments for the System Fund, Debt Service Fund, and Pasadena Economic Development Corporation. Other Uses also encompasses employee health insurance related expenditures.

**Other Financing Uses**

Other Financing Uses are predominantly interfund transfers (see page 69).



## INTERFUND TRANSFERS

The Adopted Budget includes revenue to individual funds that is transferred from other funds for services or simply for subsidy purposes. These transfers are shown as expenditures in the fund or funds that are making the transfer. The most significant inter-fund transfers and the assumptions behind each are listed here.

### **Group Insurance**

The City's contributions to the health benefits plan on behalf of employees are budgeted as expenditures in each operating department within the General, Maintenance and System funds. The Adopted Budget assumes that the current employee and retiree contribution rates established for the last five benefit plan years, which coincides with the calendar year, will remain the same for the 2025 plan year. The result shows in the Health Insurance Fund as "City Contributions." Transfers to the Health Insurance Fund have not been budgeted for FY25 but will be evaluated throughout the fiscal year and may be necessary if medical claims are higher than projected.

### **System Fund Franchise and Internal Service Fees**

The System Fund has traditionally made a transfer to the General fund in the form of a franchise fee that is based on the same concept as franchise fees paid by private utility companies for use of city easements and rights of way. The transfer is designed to reimburse the General fund for services it provides to the System fund such as financial services, administrative services, engineering services, office space and various other services and benefits. The FY25 budget will transfer \$3 million as in FY24.

### **Maintenance Services**

The Maintenance Fund provides services to all city departments primarily associated with operation and maintenance of City assets. Each operating budget includes expenditure amounts categorized as "Maintenance Charges" that become income in the Maintenance fund. These amounts are based on a standard cost allocation to operating departments. Likewise, actual billings are based on actual costs and actual allocation criteria as described in the Maintenance fund summary. The full cost of replacing City vehicles each year from the Maintenance fund needs to be charged to the various operating funds to ensure sufficient funds exist in the Maintenance fund for future replacement of existing vehicles.

### **Other Transfers**

Other significant transfers include transfers from the General and System funds to the General Liability and Workers' Compensation funds. These transfers are derived annually based on the anticipated costs of the General Liability and Workers' Compensation funds during the upcoming year. The Workers' Compensation costs are budgeted as a part of each department's "Personnel Services" category and are based on scheduled amounts for each type of city employee depending on the risk of injury associated with that employee job.



**SUMMARY OF AMENDED AND ADOPTED POSITIONS  
FISCAL YEAR 2023 THROUGH FISCAL YEAR 2025**

Staffing levels in FY 2025 are consistent with FY 2024 levels with a slight increase in Police Department personnel.

FUND/DEPARTMENT/DIVISION	FY 2023 AMENDED	FY 2024 AMENDED	FY 2025 ADOPTED
<b>GENERAL FUND PERSONNEL</b>			
City Council	8	8	8
Mayor	4	4	4
Budget and Financial Planning	6	6	6
Municipal Court	37	37	37
City Controller's Office	17	17	17
Purchasing	5	5	5
Legal	7	7	7
City Secretary	4	4	3
Human Resources	9	9	9
City Marshal	11	11	9
Community Relations	8	8	8
Mayor's Action Line	6	6	6
Planning	5	5	5
Economic Development	4	4	5
Neighborhood Network	5	5	5
Inspections/Permit	18	18	18
Property Development	3	4	4
Impound	5	5	5
Engineering	17	17	15
Sanitation	40	40	40
Street and Bridge	31	31	31
Traffic and Transportation	12	12	12
Emergency Preparedness	6	6	6
Fire Department	3	3	3
Fire Prevention	13	13	13
Code Enforcement	12	12	13
<i>Police Department :</i>			
Administration	37	39	38
Investigations	59	62	62
Operations	223	223	229
Support	91	87	79
<b>Police Department Subtotal</b>	<b>410</b>	<b>411</b>	<b>408</b>



**SUMMARY OF AMENDED AND ADOPTED POSITIONS  
FISCAL YEAR 2023 THROUGH FISCAL YEAR 2025 (Cont.)**

FUND/DEPARTMENT/DIVISION	FY 2023 AMENDED	FY 2024 AMENDED	FY 2025 ADOPTED
Parks	38	38	38
Clean Streets	19	19	19
Recreation	38	38	38
Golf Course	12	12	13
Multi-Purpose Center	9	9	9
Convention Center	8	8	8
Senior Center	8	8	8
Museum	3	3	3
Health	15	16	16
Animal Control and Adoption	40	40	40
Library	43	43	43
<b>GENERAL FUND TOTAL</b>	<b>939</b>	<b>942</b>	<b>937</b>

<b>MAINTENANCE FUND</b>			
Information Services	17	17	17
Radio Services	1	1	1
Warehouse	3	3	3
Fleet	26	26	26
Building & Equipment Maintenance	4	4	4
Janitorial	14	14	14
Electrical	12	12	12
Mail Room	1	1	1
Landscaping & Beautification	11	11	11
<b>MAINTENANCE FUND TOTAL</b>	<b>89</b>	<b>89</b>	<b>89</b>

<b>SYSTEM FUND</b>			
Wastewater Rehabilitation	17	17	17
Wastewater Collections	27	27	27
Wastewater Maintenance	10	12	13
Water Distribution	27	27	27
Water Production	11	11	11
Water Billing	25	24	24
<b>SYSTEM FUND TOTAL</b>	<b>117</b>	<b>118</b>	<b>119</b>

<b>WORKER'S COMP FUND</b>			
Safety Coordinator	1	1	1
<b>WORKER'S COMP FUND TOTAL</b>	<b>1</b>	<b>1</b>	<b>1</b>



**SUMMARY OF AMENDED AND ADOPTED POSITIONS  
FISCAL YEAR 2023 THROUGH FISCAL YEAR 2025 (Cont.)**

FUND/DEPARTMENT/DIVISION	FY 2023 AMENDED	FY 2024 AMENDED	FY 2025 ADOPTED
<b>COURT SECURITY FUND</b>			
Municipal Court Security	0	0	0
<b>COURT SECURITY FUND TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>HOUSING FUND</b>			
Section 8/Housing Assistance	10	11	11
<b>HOUSING FUND TOTAL</b>	<b>10</b>	<b>11</b>	<b>11</b>

<b>HOUSING GRANTS</b>			
CDBG/Home Programs	6	4	4
<b>HOUSING GRANTS FUND TOTAL</b>	<b>6</b>	<b>4</b>	<b>4</b>

<b>GRAND TOTAL</b>	<b>1,162</b>	<b>1,165</b>	<b>1,161</b>
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## CAPITAL IMPROVEMENT PROGRAM

[The City of Pasadena's Capital Improvement Plan \(CIP\)](#) is a plan for acquisition and development of the City's physical assets. The CIP includes those items typically thought of as "infrastructure"—streets, sewer, and water lines, as well as facilities through which City government provides services directly to citizens or in support of City operations. The CIP is a multi-year fiscal plan identifying long-term improvements to the City's infrastructure and facilities as well as a program for prioritizing, scheduling, and funding.

While the CIP covers a five-year planning perspective, it is revised every year to accommodate new projects, reflect changes in ongoing projects and extend the program an additional year. The CIP is largely based on prior plans which indicated the need for major long-term improvement in the City's streets, drainage, sewers, water lines, and facilities. Major, lasting improvements that require years to plan, design, finance and complete provide the foci for the capital planning effort. Capital expenditures are considered assets of a long-term character which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery, and equipment.

### Impact on the Operating Budget

The fiscal impact of the CIP on the budget is known and measurable with some projects and anticipated but immeasurable for other projects. However, in most cases increased costs are often absorbed by departments within their current budget allocations. Various facilities, water and wastewater projects will reduce maintenance and repair work. Moreover, several street projects are expected to reduce emergency maintenance requirements while increasing preventative and routine maintenance efforts.

### Funded Project Selection

The CIP often exceeds funds available and therefore a need for a selection process and prioritization of projects is developed. Identifying the participants needed in establishing the process is the first step. These participants will bring forward all the needs in their respective areas based on strategic plans developed and a project's future operating and maintenance costs. From here projects will be prioritized based on health and safety needs, required projects due to mandates, replacement projects that are near the end of their useful life and projects costs and appropriate funding sources available.

### Streets Program

The CIP includes \$27.6 million for streets in FY 2025. Many street projects identified were not only included because of diminished road surface quality, but because of the need to replace water and sewer lines and/or address drainage issues. The Street Program includes collector streets, residential streets, and major thoroughfares.



**FY 2025 CAPITAL BUDGETED PROGRAMS**

<b>Program</b>	<b>Amount</b>
Streets	\$ 27,529,584
Public Safety	\$ 8,391,514
Wastewater	\$ 24,914,480
Water	\$ 14,076,000
Municipal Facilities	\$ 8,760,000
Drainage	\$ 93,302,393
Parks	\$ 14,724,616
Traffic	\$ 530,000
<b>TOTAL</b>	<b>\$ 192,228,587</b>

**Drainage Program**

As an important topic of public concern, the City is dedicated to make drainage improvements a high priority. The Drainage Program includes \$93.3 million in funding for drainage projects for FY 2025. While virtually every proposed street project in the CIP includes a drainage component, there are many drainage problems that cannot be accomplished through a street project. Because Harris County Flood Control District (HCFCD) is responsible for the bayous and drainage ways into which Pasadena’s storm water eventually flows, the projects in the CIP reflect a conscious attempt to address the City’s major drainage problems in conjunction with HCFCD. FEMA Hazard Mitigation Grant Program (HMGP) is providing grant funds to complete \$79.4 million worth of drainage projects in FY 2025.

**Traffic Program**

The Traffic Program includes \$530,000 in funding for FY 2025 CIP. Annual mobility projects are included in future fiscal years in the 5-year plan also. These projects typically include intersection redesign, continuation of upgrades to the City’s traffic signal system, and installation of new traffic signals.

**Public Safety**

The CIP includes \$8.4 million for the Police and Fire Departments for FY 2025. This will fund the construction of a new Fire Services Administration Building, Police Station Remodel, Special Ops Garage Building and Police Range Improvements.

**Municipal Facilities**

The Facilities Program includes \$8.7M for Renovation of Campbell Hall, Convention Center Site Improvements Phase V and other improvements to City Hall.

**Park Improvements**

The Park Improvements Program includes \$14.7 million approved for FY 2025. These projects are a balanced effort to improve the City’s Park system, hike and bike trails, renovation or reconstruction of existing facilities, new park facilities, and beautification projects to enhance the City’s image.

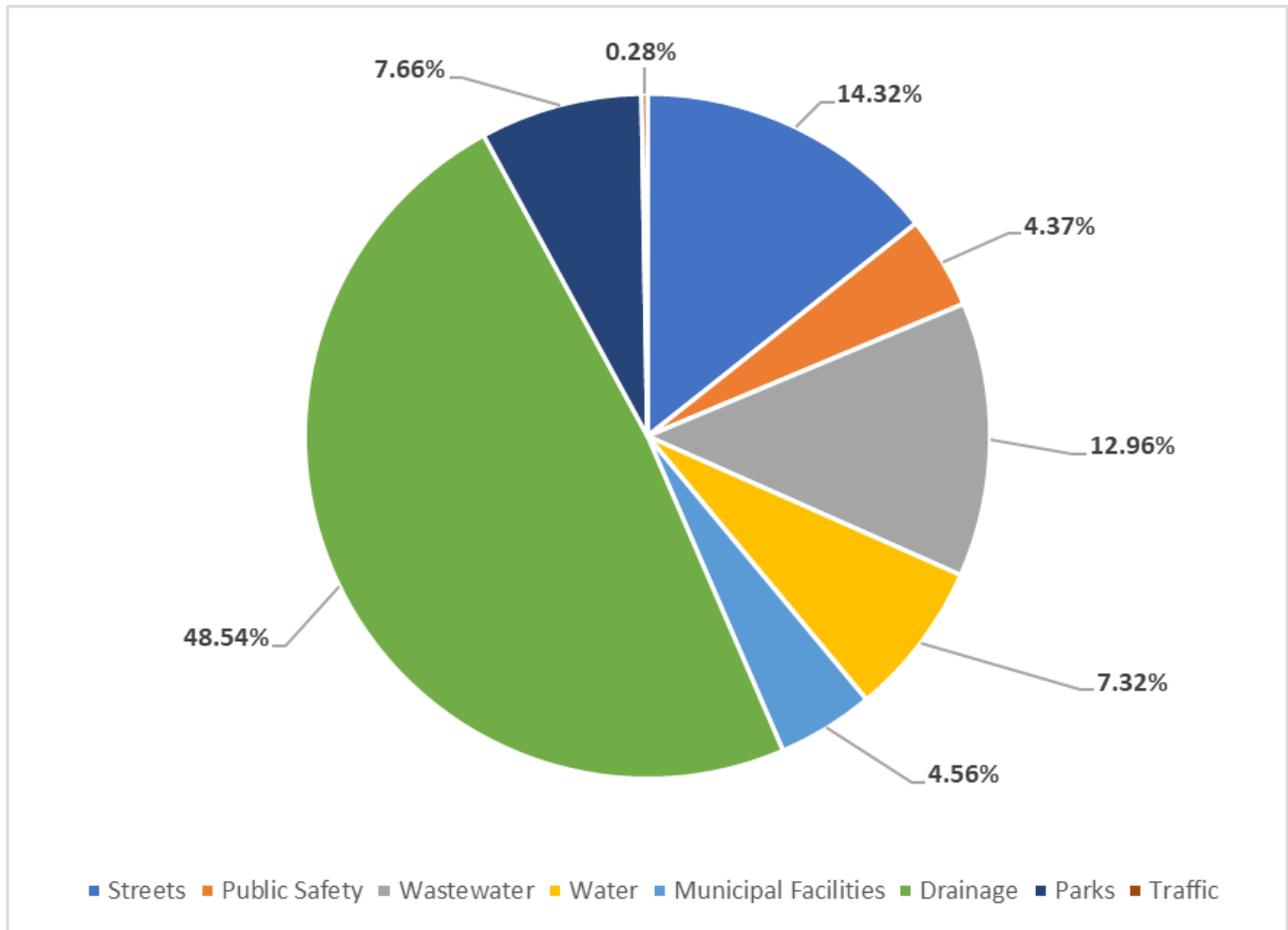


**Water Improvements**

The Water Program for FY 2025 includes \$14 million for various waterline, plant and well improvements.

**Wastewater Improvements**

The Wastewater Program includes nearly \$25 million for FY 2025. These projects will include sanitary sewer line rehabilitations and the construction of lift stations and force mains.



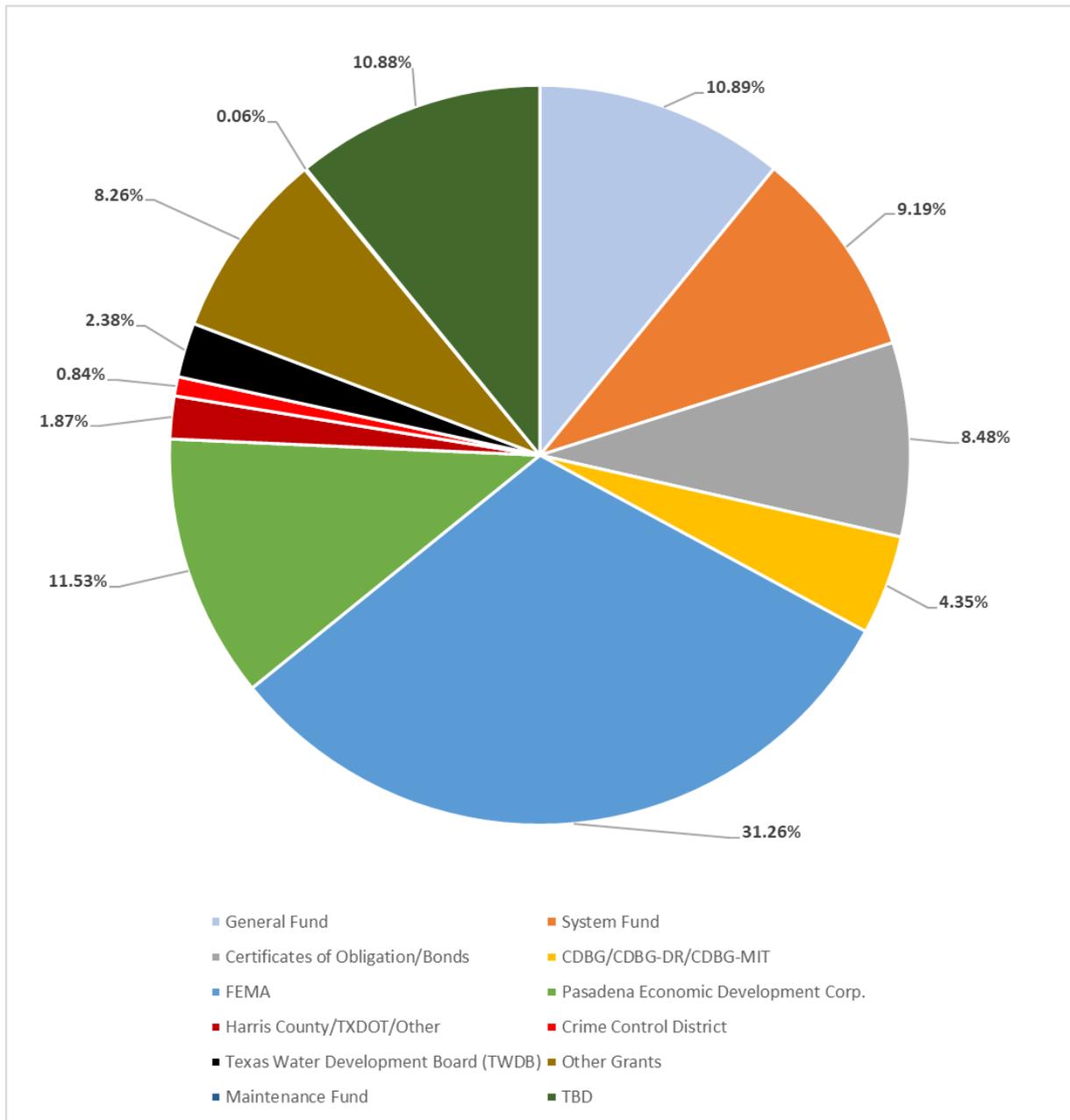


<b>Funding Source</b>	<b>Amount</b>
General Fund	\$ 20,932,229
System Fund	\$ 17,660,088
Certificates of Obligation/Bonds	\$ 16,300,000
CDBG/CDBG-DR/CDBG-MIT	\$ 8,362,401
FEMA	\$ 60,084,827
Pasadena Economic Development Corp.	\$ 22,172,781
Harris County/TXDOT/Other	\$ 3,595,823
Crime Control District	\$ 1,610,000
Texas Water Development Board (TWDB)	\$ 4,579,650
Other Grants	\$ 15,887,488
Maintenance Fund	\$ 120,000
TBD	\$ 20,923,300
<b>TOTAL</b>	<b>\$ 192,228,587</b>



### CIP FINANCING PLAN

FY 2025 capital improvement expenditures will be funded with a combination of funding sources including the General Fund, System Fund, Certificates of Obligations, Community Development Block Grant (CDBG), Community Development Block Grant – Disaster Recovery (CDBG-DR), Community Development Block Grant – Mitigation (CDBG-MIT), FEMA, the Pasadena Economic Development Corporation, Harris County, TXDOT, the American Rescue Plan Act (ARPA), SB7 and the Hotel-Motel Fund. The table and chart below provide a summary of funding sources for FY 2025 CIP expenditures.

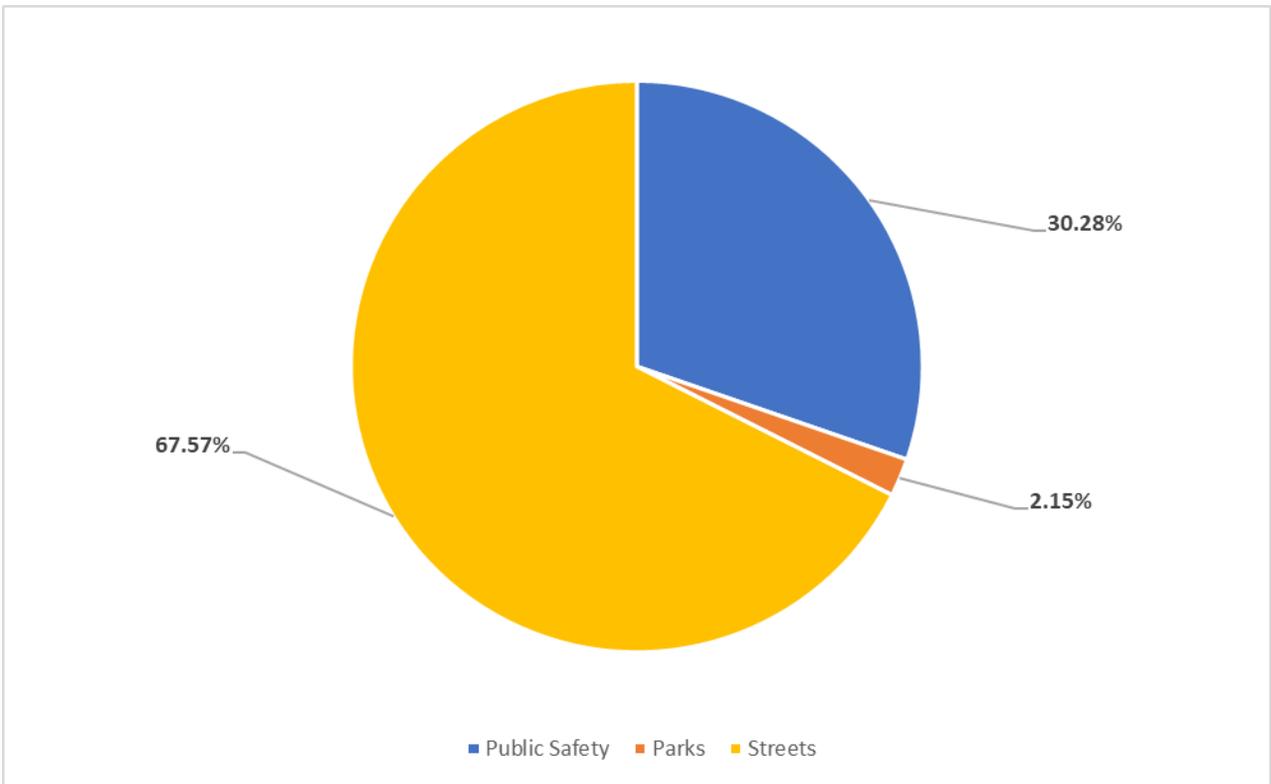


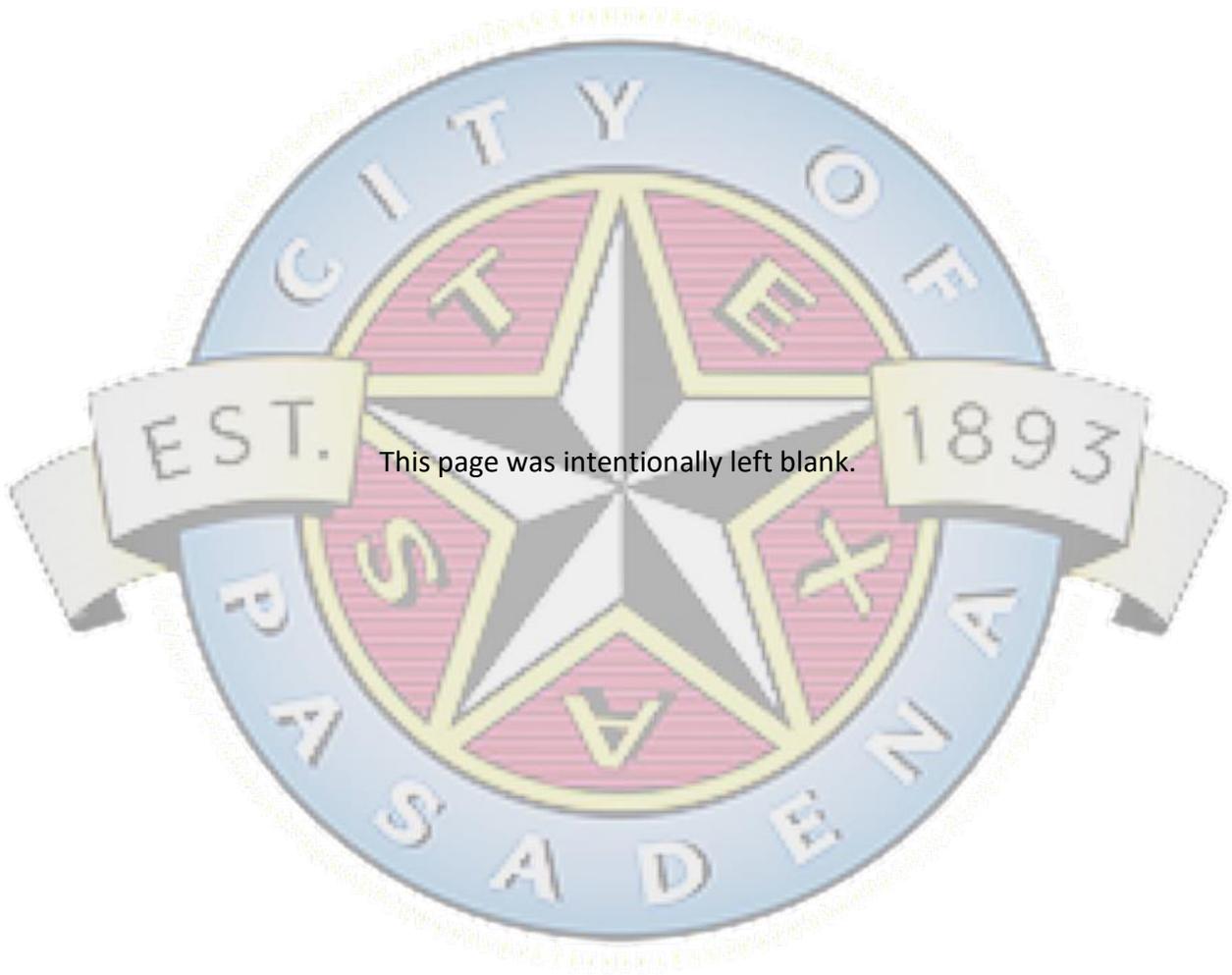


**Certificates of Obligation**

City Council authorized the issuance of certificates of obligation in the amount of \$37,000,000 in 2017, \$36,000,000 in 2018 and \$52,900,000 in 2022. The projects listed below are to be funded in FY 2025 with CO funds.

<b>Program</b>	<b>Project</b>	<b>Amount</b>
Public Safety	Fire Services Administration Building	\$ 4,930,000
Parks	Burke/Crenshaw Restroom	\$ 200,000
Parks	Southmore Ave Park	\$ 150,000
Streets	Shaver Street Phase II	\$ 11,000,000
<b>Total Certificates of Obligation</b>		<b>\$ 16,280,000</b>







## FY 2025 ADOPTED BUDGET GENERAL FUND SUMMARY

### OVERVIEW

The FY 2025 Adopted Budget for the General Fund provides sufficient services to meet emergency and unforeseen contingencies with a projected ending fund balance of \$121.0 million. The General Fund provides the financing for all the City of Pasadena's basic services except water and wastewater, which are accounted for through the System Fund. General Fund services include all 9-1-1 services, including police and fire, and emergency medical services. Street, drainage, and park maintenance are also provided through the General Fund, as are recreation, health, and library programs. The City's main governmental buildings are maintained and operated through the General Fund, including City Hall, the Police Station, Library, fire stations, and other facilities owned by the City. Also, the main governmental functions including the offices of the City's Mayor and City Council, are operated through the General Fund.

## FY 2025 ADOPTED BUDGET GENERAL FUND SUMMARY

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>BEGINNING FUND BALANCE</b>	<b>86,643,362</b>	<b>97,993,399</b>	<b>105,349,784</b>	<b>105,349,784</b>	<b>120,983,810</b>
REVENUES	133,351,493	155,760,256	150,365,061	154,767,222	158,640,976
EXPENDITURES	122,001,456	148,403,871	151,107,803	139,133,196	158,613,376
REVENUES OVER/(UNDER) EXPENDITURES	11,350,037	7,356,385	(742,742)	15,634,026	27,600
<b>ENDING FUND BALANCE</b>	<b>97,993,399</b>	<b>105,349,784</b>	<b>104,607,042</b>	<b>120,983,810</b>	<b>121,011,410</b>
<b>RESERVE REQUIREMENT *</b>	<b>27,598,748</b>	<b>29,136,470</b>	<b>29,557,268</b>	<b>26,563,617</b>	<b>35,489,162</b>
<b>OVER/(UNDER) REQUIREMENT</b>	<b>70,394,651</b>	<b>76,213,314</b>	<b>75,049,774</b>	<b>94,420,193</b>	<b>85,522,248</b>

\* The reserve requirement is reduced by the interfund transfers and capital improvement projects amounts after the computation of the reserve requirement amount.



**FY 2025 ADOPTED BUDGET  
GENERAL FUND REVENUE SUMMARY**

REVENUE CATEGORY	FY 2022	FY 2023	FY 2024	FY 2024	FY 2025
	ACTUAL	ACTUAL	AMENDED	ESTIMATED	ADOPTED
General property taxes	\$46,807,753	\$51,888,412	\$54,464,541	\$54,374,541	\$57,367,902
Industrial district fees	23,926,598	27,897,512	27,607,000	29,823,000	29,955,000
Sales tax	28,739,060	29,252,653	30,200,000	29,300,000	30,500,000
Utility taxes	8,422,163	8,586,351	8,332,600	8,771,300	8,771,300
Mixed drink tax	347,972	368,178	325,000	350,000	350,000
Business licenses and permits	2,301,812	2,121,919	2,212,300	2,275,150	2,187,800
Occupational licenses and permits	115,533	112,364	105,850	107,130	109,150
Non-business licenses and permits	65,210	46,067	66,350	58,200	58,000
Municipal court fines and fees	3,129,283	3,240,577	2,670,000	2,862,800	2,964,000
Solid waste collection	9,882,578	10,802,935	10,024,600	10,022,200	10,022,300
Health services	360,172	543,763	614,100	602,200	600,100
Library services	9,773	2,150	5,000	3,000	3,000
Property management	324,714	264,337	278,000	344,295	347,000
Recreation	140,525	148,355	149,000	147,580	147,500
Golf	1,082,084	1,145,337	1,080,000	1,207,000	1,232,000
Swimming pools	70,738	266,674	77,000	212,000	233,000
Tennis	5,881	5,868	5,000	6,000	6,000
Other centers	100,704	148,482	100,000	106,750	118,000
Civic center	484,978	561,670	466,000	456,000	456,000
Miscellaneous	592,853	635,339	573,200	713,200	666,200
Intergovernmental revenues	254,404	416,117	245,500	226,140	224,500
Sale of capital assets	95,838	4,670,243	40,000	36,000	40,000
Other revenues	1,284,959	1,756,896	1,192,925	1,250,456	1,272,224
Investment income	1,068,733	7,211,750	6,512,000	8,512,000	8,010,000
Interfund transfers	3,737,175	3,666,307	3,019,095	3,000,000	3,000,000
<b>TOTAL</b>	<b>\$133,351,493</b>	<b>\$155,760,256</b>	<b>\$150,365,061</b>	<b>\$154,767,222</b>	<b>\$158,640,976</b>

EXPENDITURE CATEGORY	FY 2022	FY 2023	FY 2024	FY 2024	FY 2025
	ACTUAL	ACTUAL	AMENDED	ESTIMATED	ADOPTED
Personnel services	\$75,430,924	\$79,965,788	\$74,976,519	\$66,192,185	\$95,398,025
Contractual services	15,406,036	17,206,365	21,165,385	18,888,692	21,353,490
Materials and supplies	3,642,268	4,121,602	5,185,872	4,232,357	5,150,565
Maintenance charges	11,890,042	12,077,347	12,692,344	12,735,791	13,141,005
Other charges	169,361	182,408	856,213	843,288	1,292,069
Other uses	76,229	222,487	100,000	174,806	280,000
Other financing uses	11,606,466	31,857,991	32,878,730	32,878,730	16,656,729
Capital outlay	3,780,130	2,769,883	3,252,740	3,187,347	5,341,493
<b>TOTAL</b>	<b>\$122,001,456</b>	<b>\$148,403,871</b>	<b>\$151,107,803</b>	<b>\$139,133,196</b>	<b>\$158,613,376</b>

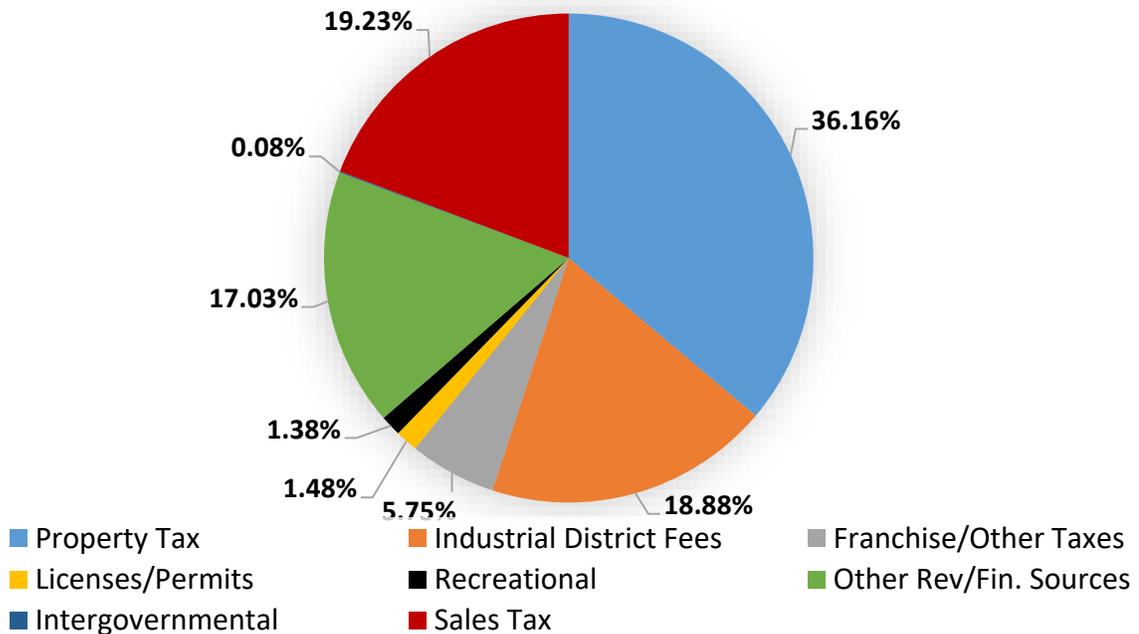
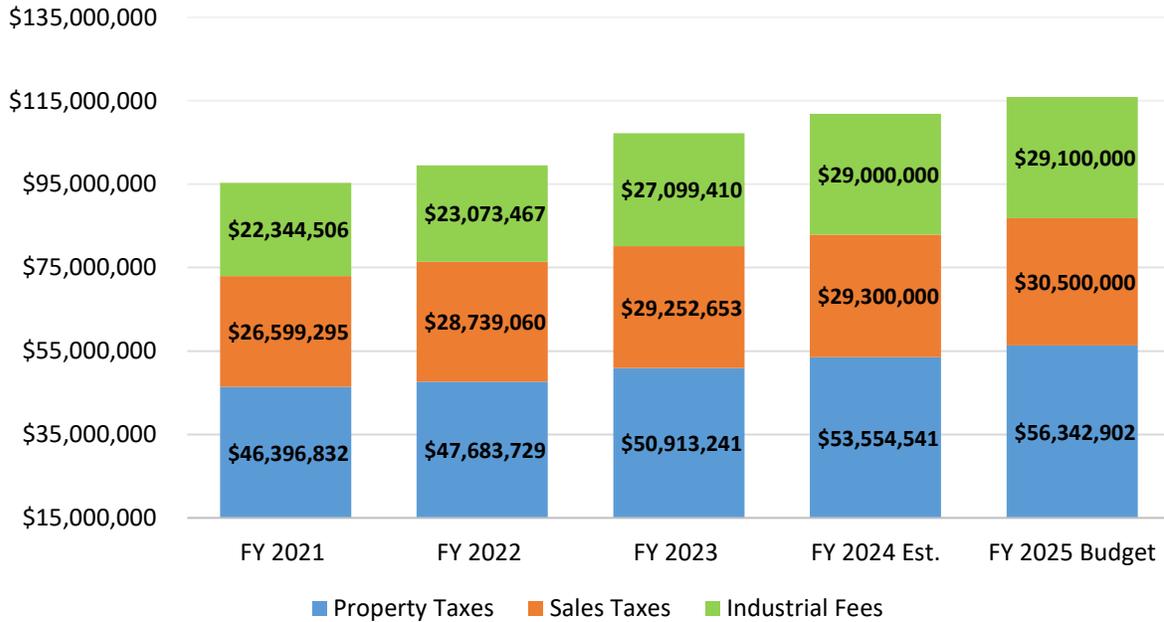


**GENERAL FUND REVENUE SUMMARY**

REVENUE CATEGORY	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADPOTED
<b>TAXES</b>					
<b>General property taxes</b>					
Ad valorem taxes	\$46,269,991	\$51,300,132	\$53,984,541	\$53,849,541	\$56,842,902
Penalty and interest	537,762	588,280	480,000	525,000	525,000
<b>General property taxes</b>	<b>46,807,753</b>	<b>51,888,412</b>	<b>54,464,541</b>	<b>54,374,541</b>	<b>57,367,902</b>
<b>Business taxes</b>					
<b>Industrial district fees</b>	<b>23,926,598</b>	<b>27,897,512</b>	<b>27,607,000</b>	<b>29,823,000</b>	<b>29,955,000</b>
<b>Sales tax</b>	<b>28,739,060</b>	<b>29,252,653</b>	<b>30,200,000</b>	<b>29,300,000</b>	<b>30,500,000</b>
<b>Utility taxes</b>					
Electric franchise	4,598,991	4,695,640	4,610,000	4,971,000	4,971,000
Gas franchise	823,227	926,383	700,000	950,000	950,000
Telecommunications franchise	423,289	371,991	400,000	370,000	385,000
Cable TV franchise	827,125	735,515	810,000	650,000	650,000
Commercial services	1,499,286	1,600,692	1,550,000	1,550,000	1,550,000
Other franchises	250,245	256,130	262,600	280,300	265,300
<b>Utility taxes</b>	<b>8,422,163</b>	<b>8,586,351</b>	<b>8,332,600</b>	<b>8,771,300</b>	<b>8,771,300</b>
<b>Other taxes</b>					
Mixed drink tax	347,972	368,178	325,000	350,000	350,000
Bingo tax	-	-	-	-	-
<b>Other taxes</b>	<b>347,972</b>	<b>368,178</b>	<b>325,000</b>	<b>350,000</b>	<b>350,000</b>
<b>Business taxes</b>	<b>61,435,793</b>	<b>66,104,694</b>	<b>66,464,600</b>	<b>68,244,300</b>	<b>69,576,300</b>
<b>TAXES TOTAL</b>	<b>108,243,546</b>	<b>117,993,106</b>	<b>120,929,141</b>	<b>122,618,841</b>	<b>126,944,202</b>
<b>LICENSES AND PERMITS</b>					
Business types	2,301,812	2,121,919	2,212,300	2,275,150	2,187,800
Occupational types	115,533	112,364	105,850	107,130	109,150
Non-business types	65,210	46,067	66,350	58,200	58,000
<b>LICENSES AND PERMITS TOTAL</b>	<b>2,482,555</b>	<b>2,280,350</b>	<b>2,384,500</b>	<b>2,440,480</b>	<b>2,354,950</b>
<b>MUNICIPAL COURT FINES AND FEES</b>					
Fines	3,083,427	3,193,318	2,620,000	2,812,800	2,914,000
Administrative fees	45,856	47,259	50,000	50,000	50,000
<b>MUNICIPAL COURT FINES TOTAL</b>	<b>3,129,283</b>	<b>3,240,577</b>	<b>2,670,000</b>	<b>2,862,800</b>	<b>2,964,000</b>
<b>CHARGES FOR SERVICES</b>					
<b>Solid waste collection</b>	<b>9,882,578</b>	<b>10,802,935</b>	<b>10,024,600</b>	<b>10,022,200</b>	<b>10,022,300</b>
Health services	360,172	543,763	614,100	602,200	600,100
Library services	9,773	2,150	5,000	3,000	3,000
Property management	324,714	264,337	278,000	344,295	347,000
<b>Parks and recreation fees</b>					
Recreation	140,525	148,355	149,000	147,580	147,500
Golf	1,082,084	1,145,337	1,080,000	1,207,000	1,232,000
Swimming pools	70,738	266,674	77,000	212,000	233,000
Tennis	5,881	5,868	5,000	6,000	6,000
Other centers	100,704	148,482	100,000	106,750	118,000
<b>Parks and recreation fees subtotal</b>	<b>1,399,932</b>	<b>1,714,716</b>	<b>1,411,000</b>	<b>1,679,330</b>	<b>1,736,500</b>
Civic center	484,978	561,670	466,000	456,000	456,000
Miscellaneous	592,853	635,339	573,200	713,200	666,200
<b>CHARGES FOR SERVICES TOTAL</b>	<b>13,055,000</b>	<b>14,524,910</b>	<b>13,371,900</b>	<b>13,820,225</b>	<b>13,831,100</b>
<b>OTHER REVENUE</b>					
Intergovernmental revenues	254,404	416,117	245,500	226,140	224,500
Sale of capital assets	95,838	4,670,243	40,000	36,000	40,000
Other revenues	1,284,959	1,756,896	1,192,925	1,250,456	1,272,224
Investment income	1,068,733	7,211,750	6,512,000	8,512,000	8,010,000
<b>OTHER REVENUE TOTAL</b>	<b>2,703,934</b>	<b>14,055,006</b>	<b>7,990,425</b>	<b>10,024,596</b>	<b>9,546,724</b>
<b>OTHER FINANCING SOURCES</b>					
Insurance recovery	-	-	-	280	-
Interfund transfers	3,737,175	3,666,307	3,019,095	3,000,000	3,000,000
<b>OTHER FINANCING SOURCES TOTAL</b>	<b>3,737,175</b>	<b>3,666,307</b>	<b>3,019,095</b>	<b>3,000,280</b>	<b>3,000,000</b>
<b>TOTAL</b>	<b>\$133,351,493</b>	<b>\$155,760,256</b>	<b>\$150,365,061</b>	<b>\$154,767,222</b>	<b>\$158,640,976</b>



General Fund revenues come primarily from broad-based taxes, including property, sales, and franchise taxes. Business taxes, including instead of tax payments made by industrial district companies that are outside the City, provide another major source of revenue. Below are graphical representations of the City's revenue sources.

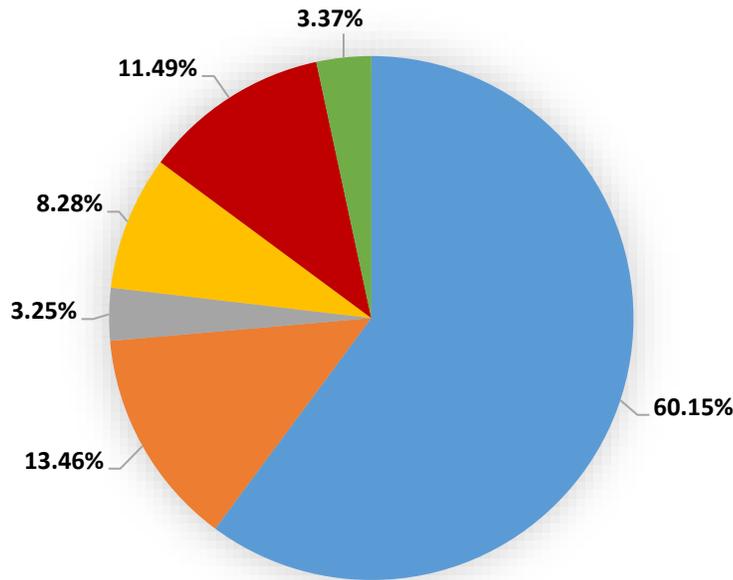




**FY 2025 ADOPTED BUDGET  
GENERAL FUND EXPENDITURE SUMMARY**

CATEGORY	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
Personnel services	75,430,924	79,965,788	74,976,519	66,192,185	95,398,025
Contractual services	15,406,036	17,206,365	21,165,385	18,888,692	21,353,490
Materials and supplies	3,642,268	4,121,602	5,185,872	4,232,357	5,150,565
Maintenance charges	11,890,042	12,077,347	12,692,344	12,735,791	13,141,005
Other charges	169,361	182,408	856,213	843,288	1,292,069
Other Uses	76,229	222,487	100,000	174,806	280,000
Other financing uses	11,606,466	31,857,991	32,878,730	32,878,730	16,656,729
Capital outlay	3,780,130	2,769,883	3,252,740	3,187,347	5,341,493
<b>TOTAL</b>	<b>122,001,456</b>	<b>148,403,871</b>	<b>151,107,803</b>	<b>139,133,196</b>	<b>158,613,376</b>

**FY 2025 GENERAL FUND EXPENDITURES BY CATEGORY**



- Personnel Services
- Contractual Services
- Materials and Supplies
- Maintenance Charges
- Other Charges/ Financing
- Capital Outlay



**GENERAL FUND SUMMARY EXPENDITURE REPORT BY DEPARTMENT/DIVISION**

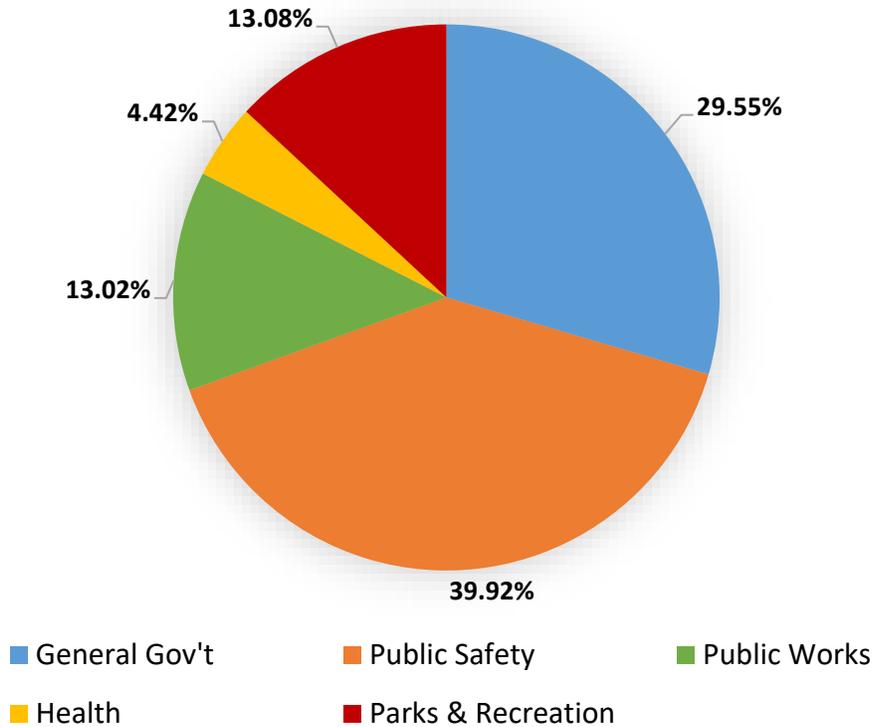
DEPT #	DEPARTMENT NAME	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b><u>General Government</u></b>						
10100	City Council	192,099	207,337	215,979	207,610	230,840
10200	Mayor	738,317	708,270	749,947	730,853	772,031
10300	Budget and Financial Planning	790,941	866,882	581,282	512,750	988,229
10400	Municipal court	2,352,562	2,300,194	2,805,370	2,368,747	2,822,140
10500	City controller	2,204,539	2,068,848	1,677,925	1,396,882	2,593,990
10600	Tax	603,032	657,553	718,470	718,470	718,470
10700	Purchasing	562,442	579,848	620,348	609,441	638,152
10800	Legal	1,362,847	1,228,877	1,873,039	1,427,726	1,927,347
10900	City secretary	482,980	372,291	498,558	399,221	474,448
11000	Elections	938	151,239	179,650	29,650	259,150
11100	Human resources	1,014,064	1,032,062	709,764	614,279	1,161,852
11200	Civil service	38,238	43,600	62,238	29,725	55,500
11300	City marshal	1,440,960	1,485,743	1,672,694	1,682,591	1,413,794
11350	Code enforcement	-	-	-	-	-
11400	Community relations	1,234,615	1,243,337	1,435,635	1,250,244	1,534,217
11410	Pasadena action line	451,714	499,074	539,549	489,234	558,787
11500	Planning	525,224	550,720	680,614	557,800	726,295
11501	Planning/development administration	-	-	159,247	152,978	166,611
11505	Economic development	477,288	521,922	581,112	553,803	717,704
11510	Neighborhood network	557,570	488,575	692,389	608,182	694,918
11600	Inspections	1,697,605	2,134,303	2,323,730	2,215,031	2,295,843
11700	Property management\special purposes	649,233	758,360	1,311,747	974,174	1,507,112
11725	New city hall	809,351	619,693	834,517	716,764	812,763
11726	New courts	-	-	-	-	-
11727	Facilities management	131,400	195,677	286,548	148,052	862,060
11740	Impound/storage	284,824	318,141	360,661	346,892	378,090
11800	Other charges	262,824	1,094,394	5,547,060	2,341,332	5,906,983
00071	Technology	-	-	-	-	-
00900	Hurricane Ike	-	8,415,829	-	-	-
11801	Other charges\transfers out	11,606,466	23,442,162	32,878,730	32,878,730	16,656,729
00920	Hurricane Harvey (FEMA)	-	-	-	-	-
00920	Hurricane Harvey\transfers out	-	-	-	-	-
00925	Hurricane Harvey Insurance Claims	117,528	-	-	-	-
<b>TOTAL GENERAL GOVERNMENT</b>		<b>\$30,589,601</b>	<b>\$51,984,931</b>	<b>\$59,996,803</b>	<b>\$53,961,161</b>	<b>\$46,874,055</b>

**GENERAL FUND SUMMARY EXPENDITURE REPORT BY DEPARTMENT/DIVISION (Cont.)**

DEPT #	DEPARTMENT NAME	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
13100	Emergency preparedness	1,019,973	1,088,317	1,156,011	1,125,597	1,212,152
13200	Fire fighting	5,586,412	3,196,183	4,985,501	4,858,408	6,603,797
13300	Fire prevention	1,762,588	1,825,885	1,961,520	1,779,510	2,050,319
13350	Code enforcement	685,416	838,546	869,918	817,092	825,290
13400	Police	44,139,693	48,252,301	34,806,215	33,178,335	52,634,747
	<b>TOTAL PUBLIC SAFETY</b>	<b>\$53,194,082</b>	<b>\$55,201,232</b>	<b>\$43,779,165</b>	<b>\$41,758,942</b>	<b>\$63,326,305</b>
<b>Public Works</b>						
14001	Public works administration	-	-	-	-	-
14100	Engineering	2,250,161	2,471,771	2,859,103	2,555,887	2,887,988
14200	Street lighting and signals	1,137,754	1,095,946	1,250,000	1,160,000	1,250,000
14300	Sanitation	9,116,893	9,562,183	10,561,039	10,051,703	10,923,553
14400	Street and drainage	2,763,915	2,885,816	3,470,204	3,221,347	3,624,851
14500	Traffic and transportation	1,375,747	1,854,689	1,920,509	1,777,213	1,959,767
14600	Environmental services	-	-	-	-	-
	<b>TOTAL PUBLIC WORKS</b>	<b>\$16,644,470</b>	<b>\$17,870,405</b>	<b>\$20,060,855</b>	<b>\$18,766,150</b>	<b>\$20,646,159</b>
<b>Health</b>						
16100	Health	2,573,157	2,824,870	3,161,406	2,891,437	3,189,898
16200	Animal rescue and assistance	3,311,480	3,276,591	3,714,127	3,298,299	3,822,810
16300	Environmental services	-	-	-	-	-
	<b>TOTAL HEALTH</b>	<b>\$5,884,637</b>	<b>\$6,101,461</b>	<b>\$6,875,533</b>	<b>\$6,189,736</b>	<b>\$7,012,708</b>
<b>Culture and Recreation</b>						
15001	Leisure services administration	-	-	-	-	-
15100	Parks	3,537,237	4,022,276	4,206,448	3,990,132	4,460,337
15200	Recreation	3,220,930	3,900,436	5,376,872	5,081,447	5,112,605
15300	Clean streets	1,952,476	1,946,339	2,340,614	2,110,910	2,477,685
15400	Golf course	969,170	1,186,817	1,589,154	1,310,496	1,601,139
15500	Multi-purpose center	496,095	575,844	636,255	525,671	775,849
15600	Civic center	813,065	817,651	827,814	757,598	851,597
15700	Senior center-Madison Jobe	714,968	762,297	955,681	847,624	921,515
15700	Museums	127,604	117,609	177,041	141,408	184,904
17010	Library	3,857,121	3,916,573	4,285,568	3,691,921	4,368,518
	<b>TOTAL CULTURE AND RECREATION</b>	<b>\$15,688,666</b>	<b>\$17,245,842</b>	<b>\$20,395,447</b>	<b>\$18,457,207</b>	<b>\$20,754,149</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$122,001,456</b>	<b>\$148,403,871</b>	<b>\$151,107,803</b>	<b>\$139,133,196</b>	<b>\$158,613,376</b>



General Fund expenditures are divided into five divisions: General Government, Public Safety, Public Works, Health, and Parks & Recreation. Each division is comprised of multiple City departments. Public Safety accounts for the highest expenditures in the General Fund followed by General Government and Recreation. The graphic below illustrates each division's percentage of General Fund expenditures.



The remainder of this General Fund section provides an overview of each department which includes a mission statement, prior year achievements, budget year goals and objectives, expenditure summary, key performance indicators, and personnel position counts. The departments are organized by the aforementioned divisions.



**GENERAL GOVERNMENT  
CITY COUNCIL**

**MISSION STATEMENT**

The City Council is responsible for providing representative leadership to the citizens of Pasadena ensuring that the City efficiently and effectively dedicates its resources with a focus on providing a safe and enjoyable environment for the community’s residents, businesses, and visitors. The City Council is composed of eight members elected by district.

**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>CITY COUNCIL</b>					
Personnel services	96,212	96,246	98,930	98,849	99,800
Contractual services	36,981	39,320	56,861	47,750	64,990
Materials and supplies	8,580	16,987	11,625	9,550	15,180
Maintenance charges	50,326	54,784	48,563	51,461	50,870
<b>TOTAL</b>	<b>192,099</b>	<b>207,337</b>	<b>215,979</b>	<b>207,610</b>	<b>230,840</b>

**CITY COUNCIL STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1530	Council Member - District A	1	1	1
1540	Council Member - District B	1	1	1
1550	Council Member - District C	1	1	1
1560	Council Member - District D	1	1	1
1570	Council Member - District E	1	1	1
1580	Council Member - District F	1	1	1
1590	Council Member - District G	1	1	1
1600	Council Member - District H	1	1	1
<b>TOTAL:</b>		<b>8</b>	<b>8</b>	<b>8</b>



**GENERAL GOVERNMENT  
MAYOR**

**MISSION STATEMENT**

As Chief Administrator and Executive Officer of the City, the Mayor devotes his full time and efforts to and is responsible for the proper administration of Pasadena’s local government. This responsibility includes pursuing constant improvement of the welfare, health, comfort, safety, and convenience of the community and its citizens while presenting an annual budget that achieves these goals and advising the City Council as to the financial status of the City.

**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>MAYOR</b>					
Personnel services	651,223	606,858	642,276	644,122	662,273
Contractual services	30,628	36,487	35,634	19,010	34,884
Materials and supplies	7,134	3,225	10,826	6,510	10,950
Maintenance charges	49,332	61,700	61,211	61,211	63,924
<b>TOTAL</b>	<b>738,317</b>	<b>708,270</b>	<b>749,947</b>	<b>730,853</b>	<b>772,031</b>

**MAYOR’S OFFICE STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1412	Chief of Staff	1	1	1
1811	Executive Office Assistant	1	1	1
2340	Mayor	1	1	1
2859	PT Projects Coordinator	1	1	1
	<b>TOTAL:</b>	<b>4</b>	<b>4</b>	<b>4</b>



## GENERAL GOVERNMENT BUDGET AND FINANCIAL PLANNING

### MISSION STATEMENT

Develop and administer the City's financial plans, capital, and operating budgets to support the Mayor and City Council in policy decisions, assist city departments in delivering services and providing infrastructure to meet community needs, and provide a sound financial basis for city endeavors.



### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Adopted the annual operating and capital budgets
- Assisted departments with development of key performance metrics
- Received GFOA's Budget Presentation Award



### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Develop improved forecasting tools for revenues/expenditures
- Continue to improve and implement efficiencies for the budget process
- Develop quarterly department reporting
- Develop benchmarks to compare our City's performance metrics to industry best
- Assist in implementation of Tyler Munis



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>BUDGET AND FINANCIAL PLANNING</b>					
Personnel services	745,455	824,807	503,534	468,913	906,613
Contractual services	16,138	17,743	49,100	20,690	54,300
Materials and supplies	13,057	9,218	13,101	7,600	11,100
Maintenance charges	16,291	15,114	15,547	15,547	16,216
<b>TOTAL</b>	<b>790,941</b>	<b>866,882</b>	<b>581,282</b>	<b>512,750</b>	<b>988,229</b>

**PERFORMANCE INDICATORS**

CATEGORY	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ESTIMATE	FY 2025 BUDGET
Department expenditures as a % of city exp	0.33%	0.30%	0.17%	0.31%
General fund actual rev as a % of bud	99%	112%	103%	100%
General fund actual exp as a % of bud	90%	95%	92%	100%

**BUDGET AND FINANCIAL PLANNING STAFFING**

Job Code	Job Title	2023 Amended	2024 Amended	2025 Adopted
1325	Budget Administrator	1	1	2
1515	Compliance Officer	1	1	1
1720	Director of Financial Planning	1	1	1
2380	Management Analyst III	2	2	2
2382	Sr Mgmt. Analyst	1	1	0
	<b>TOTAL:</b>	<b>6</b>	<b>6</b>	<b>6</b>



## GENERAL GOVERNMENT

### MUNICIPAL COURT

#### MISSION STATEMENT

The mission of the Municipal Court is to secure the Municipal Court building for the safety of the citizens and employees and to ensure that justice is done fairly and efficiently, which includes applying the Texas Code of Criminal Procedure, Chapter 45, to achieve the following objectives, as set forth in Article 45.001:

1. To provide fair notice to a person charged with an offense within the jurisdiction of the court and a meaningful opportunity for that person to be heard,
2. To ensure appropriate dignity in court procedure without undue formalism,
3. To promote adherence to rules with sufficient flexibility to serve the ends of justice, and
4. To process cases without unnecessary expense or delay.



#### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Provided training for judges and clerks
- Planned and prioritized the general expenses
- Worked towards enhancing levels of compliance with the orders of the court



#### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Security of the Municipal Court building for the safety of the citizens and employees
- Ensure that justice is done fairly and efficiently.
- Provide training for judges and clerks.
- Plan and prioritize the general expenses.
- Continue working towards enhancing levels of compliance with the orders of the court.
- Conduct AD comp Kiosk maintenance annually.
- Conduct Nemo Kiosk maintenance annually.
- Conduct Tyler – AdComp interface maintenance.
- Provide additional options to resolve cases (i.e., Payments online/IVR)



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>MUNICIPAL COURT</b>					
Personnel services	1,827,100	1,828,522	2,196,348	1,871,876	2,237,736
Contractual services	227,920	196,233	306,601	216,610	275,300
Materials and supplies	52,163	43,308	62,160	40,000	67,160
Maintenance charges	245,379	232,131	240,261	240,261	241,944
<b>TOTAL</b>	<b>2,352,562</b>	<b>2,300,194</b>	<b>2,805,370</b>	<b>2,368,747</b>	<b>2,822,140</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Number of cases filed per fiscal year	41,611	45,027	47,836	47,836
Warrants Issued: Capias/Warrants	4,894	16,539	13,364	13,364
Number of traffic cases	36,238	36,413	47,863	47,863
Annual Gross Revenue	\$ 5,616,052	\$ 5,377,018	\$ 6,032,313	\$ 6,032,313
Number of cases on appearance dockets	37,287	28,681	53,715	53,715
Number of cases on motion dockets	3,124	13,403	16,448	16,448

**MUNICIPAL COURT STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1140	Associate Judge	8	8	8
1610	Court Clerk	1	1	1
1660	Deputy Clerk I	14	14	14
1670	Deputy Clerk II	8	8	8
2065	Juvenile Case Manager	1	1	1
2395	Municipal Court Coordinator	2	2	2
2400	Municipal Court Judge	1	1	1
2731	PT Deputy Clerk I	2	2	2
<b>TOTAL:</b>		<b>37</b>	<b>37</b>	<b>37</b>



## GENERAL GOVERNMENT

### CITY CONTROLLER'S OFFICE

#### MISSION STATEMENT

The City Controller's Office provides professional and sound guidance in City financial matters; supports the business operations of the City; maintains accurate accounting records; and administers financial policy supported by applicable City, State, and Federal laws.



#### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Provided an annual financial report that fully discloses the City's financial condition and contains an "unmodified opinion "(clean) in a timely manner
- Received the Certificate of Excellence in Financial Reporting for the 30th consecutive year
- Provided the best and most professional financial services available to the City of Pasadena
- Reviewed the City's procedures and its system of internal controls to preserve and protect resources and identify means of improving those controls and revising procedures as required
- Monitored Federal and State regulations to ensure continued compliance
- Implemented changing professional standards to comply with GASB and received the Governmental Finance Officers Association award for the Annual Comprehensive Financial Report (ACFR)
- Maintained complete documentation on reports for Federal Grants including ARPA funds and Mitigation funds
- \$49.5M Sales Tax Revenue Bonds issuance in collaboration with the PEDC, the financial advisor, and bond counsel



#### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Provide an annual financial report that fully discloses the City's financial condition and contains an "unmodified opinion "(clean) in a timely manner.
- Receive the Certificate of Excellence in Financial Reporting for the 31st consecutive year.
- Continue the ongoing review of the City's procedures and its system of internal controls to preserve and protect resources and identify means of improving those controls and revising procedures as required.
- Continue to monitor Federal and State regulations to ensure continued compliance.
- Implementation of Munis software.
- Continue to maintain complete documentation on reports for Federal Grants including ARPA funds and Mitigation funds.
- Continue implementing changing professional standards to comply with GASB and receive the Governmental Finance Officers Association award for the Annual Comprehensive Financial Report (ACFR).



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>CITY CONTROLLER</b>					
Personnel services	1,969,596	1,854,913	1,357,750	1,186,973	2,281,080
Contractual services	108,032	99,155	193,471	99,582	172,719
Materials and supplies	36,926	35,643	44,251	27,820	54,251
Maintenance charges	89,985	79,137	82,453	82,507	85,940
<b>TOTAL</b>	<b>2,204,539</b>	<b>2,068,848</b>	<b>1,677,925</b>	<b>1,396,882</b>	<b>2,593,990</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Number of years received the GFOA Award	28	29	30	31
ACFR awarded "clean opinion"	YES	Yes	Yes	Yes
Number of Grants	35	45	43	43
Grants annual expenditures	\$ 15,622,933	\$ 16,103,744	\$ 21,863,338	\$ 17,449,672

**CITY CONTROLLER'S OFFICE STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1011	Accounts Payable Manager	1	1	1
1012	Acct Payable Asst	2	2	2
1013	Acct Receivable Supervisor	1	1	1
1020	Accountant II	1	1	1
1030	Accountant III	1	1	1
1031	Accountant IV	3	3	3
1042	Sr. Accounting Assistant	1	1	1
1043	Central Cashier	1	1	1
1050	Accounting Manager	1	1	1
1070	Admin Asst	1	1	1
1100	Assistant City Controller	1	1	1
1440	City Controller	1	1	1
2510	Payroll Manager	1	1	1
3200	Financial Report Lead	1	1	1
<b>TOTAL:</b>		<b>17</b>	<b>17</b>	<b>17</b>



**GENERAL GOVERNMENT  
TAX**

**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>TAX</b>					
Contractual services	603,032	657,553	718,450	718,450	718,450
Materials and supplies	-	-	20	20	20
<b>TOTAL</b>	<b>603,032</b>	<b>657,553</b>	<b>718,470</b>	<b>718,470</b>	<b>718,470</b>



## GENERAL GOVERNMENT PURCHASING

### MISSION STATEMENT

The mission of the Purchasing Department is to conduct the public procurement process lawfully, ensuring competition, and enabling City departments to perform their duties more efficiently by establishing sound policies and procedures. Purchasing serves the public by acquiring goods and services required by City departments through informal and formal bids at the lowest prices and best value for monies spent.



### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Conducted annual Purchasing training for all departments
- Arranged over 415 trips for City employees
- Solicited bids and proposals and utilized cooperative purchasing resulting in 52 new and renewed contracts



### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Revise and update Procurement Guide.
- Continue to work on Tyler Technologies Munis implementation.
- Conduct training on the new version of Finance Plus.
- Improve overall contract administration.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>PURCHASING</b>					
Personnel services	496,570	516,567	549,029	544,874	562,644
Contractual services	11,432	8,318	14,287	8,268	15,368
Materials and supplies	5,691	7,488	8,525	7,792	9,620
Maintenance charges	48,749	47,475	48,507	48,507	50,520
<b>TOTAL</b>	<b>562,442</b>	<b>579,848</b>	<b>620,348</b>	<b>609,441</b>	<b>638,152</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Total Purchase Orders Processed	3,301	3,515	3,875	4,200
Total Value of Purchase Orders	\$30,335,387	\$33,519,381	\$44,521,919	\$50,000,000
Total Procurement Card Purchases	\$1,604,129	\$1,620,046	\$1,703,037	\$1,800,000

**PURCHASING STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1355	Buyer III	2	2	2
2440	Office Asst II	1	1	1
2995	Purchasing Coord	1	1	1
3000	Purchasing Manager	1	1	1
<b>TOTAL:</b>		<b>5</b>	<b>5</b>	<b>5</b>



## GENERAL GOVERNMENT

### LEGAL

#### MISSION STATEMENT

It is the objective of the Department of Law to provide counsel and services addressing the range of municipal legal and administrative matters affecting the City.

The City Attorney and his supporting staff (Assistant City Attorneys, Administrative Coordinator, and Legal Assistant) work to provide legal advice to the Mayor, City Council, Boards & Commissions, and the various City Departments; to prosecute and defend the City in civil matters and lawsuits; to prepare many of the agreements and documents used by the City and its departments; to prepare and enforce ordinances and resolutions to the City Council Agenda for consideration; and to provide support to City departments in matters related to all legal issues, open records requests, emergency disaster preparation & planning, capital improvement projects, and the handling of claims & recoveries that affect the City. The office has two dedicated full-time attorneys who are responsible for the prosecution of all misdemeanor offenses that are brought before the City's Municipal Court.



#### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Support citizens by assisting and representing related to residential deed restrictions and code enforcement concerns.
- Support City departments in matters related to open records requests, emergency disaster preparation, plans, and response, legal analysis, and guidance on issues including capital improvement projects, property management, real estate, eminent domain, and recovery of monies owed to the City for property damage, fees, and other debts, attendance at City Council meetings and advice to all departments concerning ordinances and resolutions presented for City Council agenda.
- Legal research, preparation, and representation in pretrial, trial, and appellate matters before Federal, State, and Local courts, administrative agencies, and various commissions and other bodies on issues including TCEQ, EPA, FCC, Civil Service, Building and Standards, Planning, and Human Resources.
- Monitor and evaluate legislation that may affect the City, and maintain active membership in State and Local Bar Associations, the Texas Municipal League, the International Municipal Law Association, the Texas City Attorneys' Association, and other organizations to keep abreast of such matters.
- Provided Legal Counsel and review of over 300 combined Ordinances and Resolutions
- Drafted and provided a legal review for multiple agreements
- Reviewed contracts and legal requests for multiple City departments
- Provided legal counsel to City Departments

**PRIORITIES, GOALS, AND OBJECTIVES FOR FISCAL YEAR 2025**

- Continue representing the City in legal and administrative matters and implementing City policies and programs that benefit the City and its citizens.
- Implement appropriate file maintenance and management systems to allow for records retention in an easily accessible and efficient manner.
- Evaluate and assist the Code Enforcement division with neighborhood protection and integrity issues.
- Facilitate improved City contract administration. Continue legal education for attorneys to keep abreast of current law(s) related to municipal legal practices and to enhance representation and counsel in legal matters for Fiscal Year 2025'
- Continue to support citizens by assisting and representing related residential deed restrictions and code enforcement concerns.
- Support City departments in matters related to open records requests, emergency disaster preparation, plans, and response, legal analysis, and guidance on issues including capital improvement projects, property management, real estate, eminent domain, and recovery of monies owed to the City for property damage, fees and other debts, attendance at City Council meetings and advice to all departments concerning ordinances and resolutions presented for City Council agenda.
- Legal research, preparation, and representation in pretrial, trial, and appellate matters before Federal, State, and Local courts, administrative agencies, and various commissions and other bodies on issues including TCEQ, EPA, FCC, Civil Service, Building and Standards, Planning, and Human Resources.
- Monitor and evaluate legislation that may affect the City, and maintain active membership in State and Local Bar Associations, the Texas Municipal League, the International Municipal Law Association, the Texas City Attorneys' Association, and other organizations to keep abreast of such matters.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>LEGAL</b>					
Personnel services	919,914	995,499	1,058,069	1,011,509	1,113,490
Contractual services	363,777	161,812	710,657	339,868	706,707
Materials and supplies	11,408	5,459	37,240	9,075	37,411
Maintenance charges	67,748	66,107	67,073	67,274	69,739
Other charges	-	-	-	-	-
<b>TOTAL</b>	<b>1,362,847</b>	<b>1,228,877</b>	<b>1,873,039</b>	<b>1,427,726</b>	<b>1,927,347</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Ordinances	218	263	245	245
Resolutions	226	270	266	266
Non-jury cases handled	5,905	44,349	32,979	32,979
Non-jury trials	98	477	419	419
Jury Trails	7	449	286	286

**LEGAL STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1000	1st Assistant City Attorney	1	1	1
1075	Administrative Coordinator	1	1	1
1180	Assistant City Attorney II	2	2	2
1182	Assistant City Attorney III	1	1	1
1430	City Attorney	1	1	1
3340	Sr Legal Assistant	1	1	1
<b>TOTAL:</b>		<b>7</b>	<b>7</b>	<b>7</b>



## GENERAL GOVERNMENT CITY SECRETARY

### MISSION STATEMENT

The City Secretary's mission is to serve as the custodian for all official and permanent records for the City of Pasadena by processing all documents associated with the implementation and final disposition of City ordinances and resolutions; codifying amendments to the City's Code of Ordinances and revision of the City's Charter; preparing and conducting City elections; and serving as an ambassador for the City to the general public, conducting all affairs as mandated by the City Charter, City Ordinances, and State Laws.



### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Attended GovQA training
- Completed the implementation of GovQA – Records Request System
- Provided Departments with current schedules and forms relating to the retention of City records
- Set up a shred day for City departments to dispose of unnecessary documents according to records retention laws
- Attended OMA and PIA training
- Attended TMCA Election Law Workshop for 2025 Mayor & Council election



### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Complete the final phase of recodification of the City's Code of Ordinances consisting of working in conjunction with the Legal Department and MuniCode so that the newly revised Code of Ordinances for the City can be adopted for printing and distribution.
- Schedule and conduct a shred day for all departments at City to discard any documents no longer required to be retained, under state laws and any other laws applicable to records retention.
- Attend Public Information Act seminar(s).
- Print minutes from council meetings on archival paper to be placed in leather-bound books for City archives.
- Review files maintained in the City Secretary's Office and purge those documents no longer required by the Texas State Library and Archives Commission or any state law to be retained.
- Prepare for and conduct the 2025 General Election and any Runoff Elections for the election of Mayor and eight Council positions, in conjunction with Harris County.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE BUDGET**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>CITY SECRETARY</b>					
Personnel services	410,412	290,823	346,092	308,846	332,009
Contractual services	22,216	13,039	97,950	39,570	85,950
Materials and supplies	1,943	1,903	7,264	3,553	7,280
Maintenance charges	48,409	45,799	47,252	47,252	49,209
<b>TOTAL</b>	<b>482,980</b>	<b>351,564</b>	<b>498,558</b>	<b>399,221</b>	<b>474,448</b>

**PERFORMANCE INDICATORS**

Council Meetings	28	Agendas	28	Minutes	28	Posted Workshops	19
Public Information Requests	854	Process Subpoenas	2	Records Management Shred Boxes	280	Scanned Ordinances, Resolutions, Minutes	O - 293 R - 295 M - 29
Process City Contracts	O - 439 R - 57	Process Release of Liens	169	Publications	60	Public Notices	17
Process Claims	63	Bid Openings	35	Process Liquor License Applications	47	Lawsuits	12
Route and Process Ords & Resos following adoption by Council	O - 273 R - 262	Notarize Documents	121	Franchise Publications and Process Reimbursement Fees for the City	14	Create Agenda Lists & Distribute to Departments	28

**CITY SECRETARY STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1070	Admin Asst	1	0	0
1460	City Secretary	1	1	1
2687	PT Clerical Assistant II	0	1	0
3280	Sr City Secretary Assistant	2	2	2
<b>TOTAL:</b>		<b>4</b>	<b>4</b>	<b>3</b>



**GENERAL GOVERNMENT  
ELECTIONS**

**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>ELECTIONS</b>					
Contractual services	938	151,101	178,500	28,500	258,000
Materials and supplies	-	138	1,150	1,150	1,150
<b>TOTAL</b>	<b>938</b>	<b>151,239</b>	<b>179,650</b>	<b>29,650</b>	<b>259,150</b>



## GENERAL GOVERNMENT HUMAN RESOURCES

### MISSION STATEMENT

The mission of the Human Resources Department is to help provide organizational structure by managing employee benefits, training and development, talent management, compensation, compliance, and workplace safety to support the vision of the City.



### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Implemented a third-party intake and investigation service to handle violations of Title VII and harassment complaints
- Launched an online requisition through Applicant Pro to reduce the distribution time for approvals
- Attended job fairs to recruit for high-demand and hard-to-fill jobs more effectively
- Launched a new biometric screening form to streamline annual physical completion reporting
- Replaced all old AEDs throughout the City to ensure all AEDs are in compliance and functioning for the safety of citizens and employees
- Launched a new online service award program for employees



### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Upload all personnel and confidential files into Laserfiche for a paperless file management system.
- Create a supervisor leadership training series for newly promoted supervisors.
- Continue expanding the wellness program and health initiatives by partnering with the City's on-site health clinic.
- Partner with the City's Employee Activities Committee to establish new employee engagement initiatives.
- Review and improve recruitment strategies to build a better talent pipeline of candidates.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

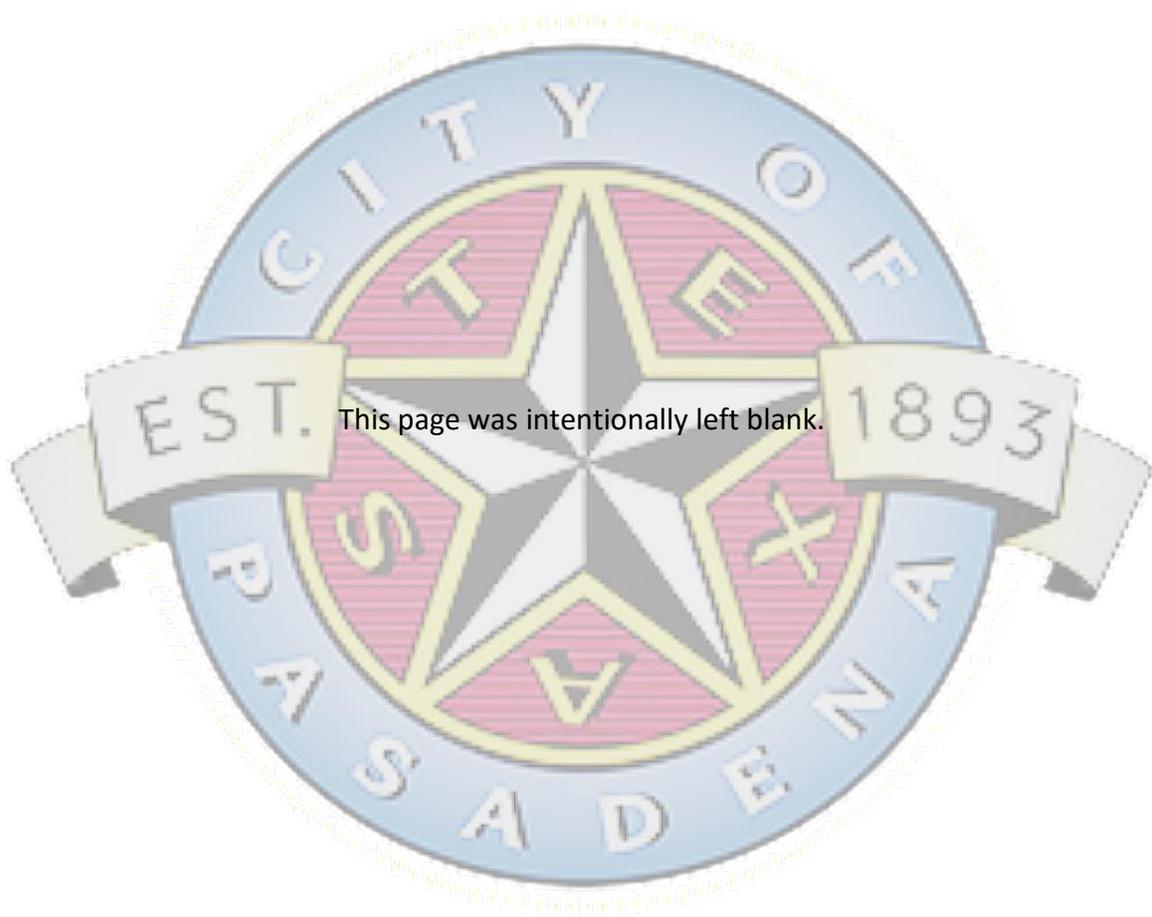
	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>HUMAN RESOURCES</b>					
Personnel services	820,750	870,893	495,271	451,365	927,500
Contractual services	57,105	43,491	94,515	58,180	107,841
Materials and supplies	49,327	31,340	33,944	18,700	38,143
Maintenance charges	86,882	86,338	86,034	86,034	88,368
<b>TOTAL</b>	<b>1,014,064</b>	<b>1,032,062</b>	<b>709,764</b>	<b>614,279</b>	<b>1,161,852</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Experience Modification Rate (EMR)	0.35	0.32	0.38	0.39
City employee turnover rate	15.01%	13.54%	14.13%	12.91%
Average number of applicants per job posting	85.90	81.42	82.30	80.26

**HUMAN RESOURCES STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1222	Assistant HR Director	1	1	1
1263	Benefits Manager	1	1	1
1989	HR Generalist	2	2	2
1999	HR Assistant I	1	1	1
2001	PT Pooled HR	1	1	1
2005	Insurance Coordinator	1	1	1
2010	HR Director	1	1	1
3370	Sr Office Asst	1	1	1
<b>TOTAL:</b>		<b>9</b>	<b>9</b>	<b>9</b>





**GENERAL GOVERNMENT  
CIVIL SERVICE**

**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2025</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>AMENDED</b>	<b>ESTIMATED</b>	<b>ADOPTED</b>
<b>CIVIL SERVICE</b>					
Contractual services	36,132	41,257	59,138	27,200	52,950
Materials and supplies	2,106	2,343	3,100	2,525	2,550
<b>TOTAL</b>	<b>38,238</b>	<b>43,600</b>	<b>62,238</b>	<b>29,725</b>	<b>55,500</b>



## GENERAL GOVERNMENT

### CITY MARSHAL

#### MISSION STATEMENT

The main mission of the Pasadena City Marshal's Office is to apprehend individuals with outstanding warrants issued by the Municipal Court, maintain order and security at all City of Pasadena facilities, and ensure the safety of citizens as they travel within the city. We also support the Code Enforcement, Health, Permits, and Water Departments. In addition to these responsibilities, the City Marshal's Office assists other bureaus of the Pasadena Police Department by responding to service calls, transporting prisoners, conducting proactive patrols, and carrying out Bicycle and ATV patrols of City parks and special events. We take pride in our professionalism and carry out our daily duties with updated, relevant training and high standards.



#### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Executed 4,091 City of Pasadena Municipal Warrants
- Divisional arrests totaling 1,569
- Total warrant amount \$1,422,877.87
- Citations issued 1,782
- Provided security detail for the Municipal Court, judge, and staff without incidents
- Continued with the e-bike program and bicycle training for personnel
- Continued with Park Patrol Program in city parks and bicycle patrol of hot spots identified by police crime analysis
- Certified two officers from the department as I.P.M.B.A. instructors
- Instructors have certified over twenty PPD officers on bicycles



#### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Execute warrants issued by the City of Pasadena Municipal Court.
- Continue working with Lt. Murray to link the Tyler court warrant list to the handheld ticket writers.
- Transport individuals in custody while providing a safe and secure environment, utilizing professionalism and respect.
- Continue with the assignment of police personnel at City Parks and bike trails.
- Partner with the Pasadena Police Department's Academy Alumni to restore the warrant phone banking assignment.
- Proactive patrol in high crime areas as identified by Crime Analysis.

**PRIORITIES, GOALS, AND OBJECTIVES FOR 2025 (Cont.)**

- Receive ongoing advanced training as required by the Texas Commission on Law Enforcement (TCOLE) and the police department.
- Install License Plate Reader equipment in police units as a tool for marshals in clearing warrants.
- Continue to help the Pasadena Police Department grow the bicycle program by hosting I.P.M.B.A. certification courses for officers.
- Certify both of our bicycle instructors as bicycle mechanics.
- Certify both of our bicycle instructors in bicycle SRT to train current and future bicycle officers



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>CITY MARSHAL</b>					
Personnel services	1,213,704	1,254,205	1,384,950	1,426,954	1,118,354
Contractual services	11,160	12,562	19,455	17,300	23,460
Materials and supplies	17,128	20,864	47,052	17,100	43,047
Maintenance charges	198,968	198,112	221,237	221,237	228,933
<b>TOTAL</b>	<b>1,440,960</b>	<b>1,485,743</b>	<b>1,672,694</b>	<b>1,682,591</b>	<b>1,413,794</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Warrants issued	5,783	16,448	9,352	9,726
Warrants served per marshal	782	634	736	765
Arrests	2,087	1,905	1,713	1,782
Arrests made per marshal	298	238	261	272

**CITY MARSHAL STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1390	Chief City Marshal	1	1	0
1450	City Marshal	8	8	8
1453	Lt City Marshal	1	1	0
1455	Sgt City Marshal	1	1	1
	<b>TOTAL:</b>	<b>11</b>	<b>11</b>	<b>9</b>



## GENERAL GOVERNMENT COMMUNITY RELATIONS

### MISSION STATEMENT

The Community Relations Department strives to create an informational bridge between the City of Pasadena and the community through social media, online & broadcast technology, volunteer opportunities, educational workshops, direct interaction, and professional media relationships.



### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Successful Fill the Bus school supply drive
- Pasadena Food Drive collected enough non-perishable goods to stock 6 local pantries for almost a calendar year.
- Completion of Pasadena Channel studio rebuild
- Successfully co-hosted and marketed the annual Holiday Lighted Parade to record-breaking crowds
- Coordinated programming for State of the City, with record breaking attendance
- Implementation of the new Rosterfy software program for Volunteer Pasadena
- Pasadena Channel absorbed responsibilities of the big screen in the City Hall lobby and smaller screens on each floor; the Producer trained in implementation.
- Working with PPD to onboard new Media Relations team
- Oversaw communications for Hurricane Beryl, including Spanish translation



### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Continue to organize and coordinate an expanded emergency messaging response team utilizing current social media staff for future crisis communications.
- Begin department transition to more digital media content creation.
- Plan and execute a Community Relations podcast.
- Plan, organize, and produce Mayor Wagner's final State of the City presentation.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>COMMUNITY RELATIONS</b>					
Personnel services	910,394	971,009	1,023,620	981,674	1,076,049
Contractual services	125,778	104,968	197,730	91,710	216,430
Materials and supplies	28,681	16,639	58,550	21,125	71,350
Maintenance charges	169,762	150,721	155,735	155,735	164,388
<b>TOTAL</b>	<b>1,234,615</b>	<b>1,243,337</b>	<b>1,435,635</b>	<b>1,250,244</b>	<b>1,534,217</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Number of social media subscribers (Community Relations Admin)	72,019	166,632	171,919	180,000
City of Pasadena Police Department Admin Social Media Subscribers		68,739	114,120	125,532
City of Pasadena Website Visits/Views		1,985,715	2,232,582	2,232,582
Pasadena Channel on-line views	202,000	159,052	100,550	110,000
Volunteer Pasadena Number of hours	41,000	44,026	46,127	49,000

**COMMUNITY RELATIONS STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1303	Broadcast Engineer	1	1	1
1500	Comm Info Manager	1	1	1
1701	Director of Community Relations	1	1	1
2885	Special Project Coord	1	1	1
3730	Video Production Specialist I	1	1	1
3740	Video Production Specialist II	1	1	1
3745	Video Production Specialist III	1	1	1
3750	Volunteer Pasadena Manager	1	1	1
	<b>TOTAL:</b>	<b>8</b>	<b>8</b>	<b>8</b>



## GENERAL GOVERNMENT MAYOR'S ACTION LINE

### MISSION STATEMENT

The mission of the Action Line is to ensure the delivery of prompt, quality service to the citizens of Pasadena by providing a centralized means of receiving, processing, and seeking solutions for questions, comments, and suggestions concerning the City's operation and services while assisting departments with continuous improvement efforts through solicitation and dissemination of customer input.



### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Processed and responded to approximately 19,919 citizen requests from October 1, 2023, through September 30, 2024, achieving closer to approximately 17,754
- Monitored all call takers' service levels to increase customer service and satisfaction levels
- Worked closely with departments/supervisors to ensure citizen requests were addressed promptly



### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Work with City staff to improve the percentage of completed service requests.
- Continue monitoring call takers' service levels to improve customer service and satisfaction.
- Provide the necessary tools, training, and assistance for all departments as needed with the Tyler program, which is used city-wide.
- Meet with the department supervisors utilizing the Tyler Program to address potential issues and apprise them of specific areas within Tyler to ensure accurate and timely entries for each request.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>PASADENA ACTION LINE</b>					
Personnel services	422,099	457,590	488,333	443,386	508,861
Contractual services	3,708	3,860	23,928	20,400	21,350
Materials and supplies	2,365	15,006	4,342	2,502	4,600
Maintenance charges	23,542	22,618	22,946	22,946	23,976
<b>TOTAL</b>	<b>451,714</b>	<b>499,074</b>	<b>539,549</b>	<b>489,234</b>	<b>558,787</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Number of Service Requests	19,293	20,529	19,919	20,000

**MAYOR'S ACTION LINE STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1357	Call Center Manager	1	1	1
1358	Asst Call Center Supr	1	1	1
1632	Customer Service Asst I	4	4	4
	<b>TOTAL:</b>	<b>6</b>	<b>6</b>	<b>6</b>



## GENERAL GOVERNMENT PLANNING

### MISSION STATEMENT

The Planning Department strives to make Pasadena a great place to live, work, and play by advancing and implementing plans; fostering excellent design; preserving our unique heritage; encouraging a broad range of housing and a diverse job base; and enforcing the planning code.



### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Reviewed over two hundred and fifty (250) commercial site plans and five hundred and fifty (550) land use compliance reviews
- Provided over two hundred (200) pre-development meetings
- Administered seven (7) Planning and Zoning Commission meetings and presented over fifteen (15) department reports to the commission
- Completed over forty-five (45) Public Information Requests



### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Continue the implementation of the Energov online permitting system.
- Work collaboratively with the Public Works Department to analyze the current development code and draft code amendments for adoption by the City Council.
- Continue to provide guidance and support to residents, businesses, and developers to address their land use goals within the framework of the City's Code of Ordinances.
- Promote quality land development through the plat, land use, and site plan review processes.
- Support the Economic Development Corporation with multiple planning initiatives, including the Pasadena Arena & Convention Center and Pasadena Boulevard Corridor projects.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>PLANNING</b>					
Personnel services	416,311	466,073	492,599	472,761	514,282
Contractual services	46,971	23,718	115,971	19,410	110,171
Materials and supplies	8,015	6,122	15,440	9,025	18,240
Maintenance charges	53,927	54,807	56,604	56,604	58,602
<b>TOTAL</b>	<b>525,224</b>	<b>550,720</b>	<b>680,614</b>	<b>557,800</b>	<b>726,295</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Percentage of subdivision plats processed within 30 days	100%	100%	100%	100%
Subdivision Plats Reviewed	25	36	24	30
Residential Lots and Commercial Reserves Created	34	110	22	30
Acres Platted	71.48	91	115	120
Multi-family Units Approved	242	200	0	20
Site Plan Reviews	298	180	381	375
Site Inspections	774	759	554	575
TABC Inspections	40	57	43	45
Land Use Compliance Reviews	528	566	550	560
Public Information Request	47	25	57	65
Planning Commission Meetings	11	6	7	6
Pre-Development Meetings	63	159	200	225

**PLANNING STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
2540	Planner II	1	1	1
2543	Planning Coordinator	1	1	1
2560	Planning Director	1	1	1
3035	Real Estate Coordinator	1	1	1
3115	Planning Technician	1	1	1
	<b>TOTAL:</b>	<b>5</b>	<b>5</b>	<b>5</b>



## GENERAL GOVERNMENT ECONOMIC DEVELOPMENT

### MISSION STATEMENT

Pasadena's business-friendly policies and Capital Improvement Program (CIP) aims to promote quality growth and improve infrastructure, ultimately enhancing the Quality of Life (QOL) for all residents. The Pasadena Economic Development Corporation (PEDC) works to attract and retain businesses, providing resources for commercial and industrial development that benefit the dynamic economy, growing labor force, and advanced medical care in Pasadena, Texas.



### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Pasadena Arena & Convention Entertainment District Established
  - Parking Lot – Completed new RV parking area which includes amenities for families and pets; Expanded parking capacity for future use by the Convention Center, the Strawberry Festival, the Pasadena Livestock Show & Rodeo as well as the future Arena.
  - Commenced design/build of the new arena that will add +/- 150,000 sq. ft. and approximately 7,500 seating capacity to form a complex totaling +/- 190,000 sq. ft.
- Chevron Phillips Chemical Company LLC
  - Assisted with nomination and submission of project application to the Office of the Governor Economic Development and Tourism through the Texas Economic Development Bank as an Enterprise Project. The project focused on infrastructure improvements of machinery and equipment over \$200M over the next 5 years. The investment aided in the retention of 350+ full-time employees.
- Continued Redevelopment Initiatives and Projects
  - Pasadena Blvd. – Completed design & engineering and awarded construction for pavement and pedestrian improvements from SH 225 Frontage Rd. to Harris Ave. Improvements included widening the Right of Way along some segments of the road, new traffic signals, and sidewalks, as well as enhanced pedestrian crossings.

**ACHIEVEMENTS FOR FISCAL YEAR 2024 (Cont.)**

- Continued Redevelopment Initiatives and Projects (Cont.)
  - Richey Street - Completed the Roadway and Pedestrian Improvements project. Improvements included landscape architecture, median and sidewalk improvements, pedestrian lighting, and additional amenities.

**PRIORITIES, GOALS, AND OBJECTIVES FOR 2025**

- Develop initiatives/programs designed to encourage growth through business attraction, retention, and expansion programs that result in the creation of jobs and capital investment.
- Find innovative ways to support small businesses via the Pasadena Loves Local campaign.
- Advance redevelopment priorities defined by the community and codified in the PEDC Strategic Plan Update, including, but not limited to, policy and code recommendations; orchestrating multi-faceted revitalization efforts in key commercial areas; and supporting and developing key quality of life initiatives.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>ECONOMIC DEVELOPMENT LIAISON</b>					
Personnel services	436,679	479,585	529,893	509,634	667,229
Contractual services	3,598	3,380	6,100	3,850	6,000
Materials and supplies	1,033	1,369	6,500	1,700	4,500
Maintenance charges	35,978	37,588	38,619	38,619	39,975
<b>TOTAL</b>	<b>477,288</b>	<b>521,922</b>	<b>581,112</b>	<b>553,803</b>	<b>717,704</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
New Business (Projects valued at \$1M+)	12	5	6	8
Business Retention/Expansion (Projects valued at \$1M+)	6	10	9	11
Job Creation	425	400	425	500
Job Retention	600	1200	700	800

**ECONOMIC DEVELOPMENT STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1681	Economic Devel Manager	1	1	2
1703	Director of Economic Development	1	1	1
2339	Marketing Manager	1	1	1
3370	Sr Office Asst	1	1	1
<b>TOTAL:</b>		<b>4</b>	<b>4</b>	<b>5</b>



## GENERAL GOVERNMENT

### NEIGHBORHOOD NETWORK

#### MISSION STATEMENT

The City of Pasadena Neighborhood Network is dedicated to enhancing the quality of life for our citizens by providing impactful resources, programs, and partnerships. With our residents, community leaders, businesses, schools, and local industry, we seek to create a more vibrant and thriving neighborhood for all.



#### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Our Matching Grants Review Board met and approved 69 Neighborhood Matching Grant projects totaling an estimated \$273,082.24 for public safety, beautification, and improvement projects across our community.
- Hosted a Community Shred Day where citizens shredded their sensitive documents; With over 250 vehicles participating in the biannual event setting a new record.
- Participated in several events with the Pasadena Chamber of Commerce, including the Taste of the Town, The Industrial Appreciation Golf Tournament, and the State of the City.
- Collaborated with Pasadena I.S.D. on projects such as Fill the Bus, New Teacher Welcome Event, Pasadena Hall of Fame Celebration, and the Pasadena I.S.D. Golf Tournament.
- Hosted our Matching Grant Workshop that saw several new Neighborhood Groups attend for the first time to learn more about the program with over 40 attendees.
- Attended numerous HOAs, Civic Clubs, and various Neighborhood Groups to spread the word about all our programs and city activities throughout the year to enhance community involvement.
- Regularly attended the Pasadena Citizen's Advisory Committee (PCAC) and Bay Area Community Advisory Panel meetings to grow our networking opportunities.
- Facilitated our 6th Annual Team Up for Clean Up Project with over 200 volunteers and 9 projects.
- Partnered with Volunteer Pasadena on the annual Food Drive that saw a major increase in cash donations and canned goods donated.

**PRIORITIES, GOALS, AND OBJECTIVES FOR 2025**

- Continue to encourage the involvement of HOA's and Civic Groups to help beautify the city and develop neighborhood pride.
- Engage the Pasadena Industrial Community Network (PICN) and work together to keep things local and help our community thrive.
- Support our Neighborhood Organizations by providing input, networking with neighbors, and participating in community events.
- Participate in local meetings, assist at city events, and network with Community Service and Liaison Officers with the Pasadena Police Department.
- Increase participation in our existing programs by 10% by analyzing past setbacks, working with staff, and promoting events via social media.
- Coordinate efforts with the Pasadena Economic Development Corporation in recruiting new business to Pasadena.
- Develop an electronic disposal day for our citizens by collaborating with the various city departments, potential industry sponsors, and companies skilled in such disposal.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>NEIGHBORHOOD NETWORK</b>					
Personnel services	393,388	313,611	377,427	374,526	414,696
Contractual services	119,665	138,443	254,152	187,755	218,120
Materials and supplies	13,694	5,175	27,809	12,900	27,809
Maintenance charges	30,823	31,346	33,001	33,001	34,293
<b>TOTAL</b>	<b>557,570</b>	<b>488,575</b>	<b>692,389</b>	<b>608,182</b>	<b>694,918</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Grant Projects	50	66	69	75
Grant Amount Awarded	\$ 107,607	\$ 159,131	\$ 133,154	\$ 162,500
Grant Project Value	\$ 215,216	\$ 318,262	\$ 266,308	\$ 325,000
PICN	13	12	11	15
PICN Project Value	\$ 84,804	\$ 99,338	\$ 92,871	\$ 112,500

**NEIGHBORHOOD NETWORK STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
2418	Neighborhood Network Specialist	2	2	2
2420	Neighborhood Program Manager	1	1	1
2698	PT Event Coordinator	1	1	1
3370	Sr Office Assistant	1	1	1
<b>TOTAL:</b>		<b>5</b>	<b>5</b>	<b>5</b>



## GENERAL GOVERNMENT INSPECTIONS/PERMITS

### MISSION STATEMENT

Our goal is to ensure a safe living and working environment for all citizens of Pasadena by providing permits and inspections that comply with all adopted codes and ordinances. We aim to assist architects, builders, and contractors in implementing and enforcing City Building Codes and the Code of Ordinances adopted by City Council. Our commitment to exceptional customer service extends to everyone we serve.



### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Completed testing of EnerGov
- Hired four inspectors and are now fully staffed in the inspector positions
- Completed damage assessments of the tornado event
- Coordinated with contractors and other City departments to complete the repair of the Animal Shelter
- Analyzed multi-family business license accounts, invoiced past-due accounts, and continued to collect over-due fees.



### PRIORITIES, GOALS, AND OBJECTIVES FOR FISCAL YEAR 2025

- Train staff on EnerGov and Bluebeam software
- Go Live with EnerGov software
- Continue coordination with IT to build EnerGov forms (invoices, receipts, permits, certificates, and licenses)
- Continue to develop/train staff



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>INSPECTIONS</b>					
Personnel services	1,343,525	1,352,386	1,660,901	1,574,306	1,723,965
Contractual services	41,321	519,826	335,459	318,100	316,559
Materials and supplies	13,262	19,838	33,945	29,200	33,945
Maintenance charges	197,842	203,948	214,865	214,865	221,374
Capital outlay	101,655	38,305	78,560	78,560	-
<b>TOTAL</b>	<b>1,697,605</b>	<b>2,134,303</b>	<b>2,323,730</b>	<b>2,215,031</b>	<b>2,295,843</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Inspections performed	19,785	18,296	17,036	18,372
Plans Reviewed	6,254	5,054	4,783	5,364
Permits Sold	11,458	12,631	9,992	11,360
Average Work Unit per Inspector	3,720	3,050	2,130	2,967

**INSPECTIONS/PERMITS STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1150	Assistant Building Official	1	1	1
1330	Building Official	1	1	1
1498	Sr Inspector	1	1	1
2050	Inspector IV	1	1	1
2060	Inspector V	7	7	7
2430	Office Assistant I	2	2	2
2513	Permit Technician	1	1	1
2514	Permit Administrator	1	1	1
2515	Permit Services Superintendent	1	1	1
3370	Sr Office Assistant	2	2	2
<b>TOTAL:</b>		<b>18</b>	<b>18</b>	<b>18</b>



## GENERAL GOVERNMENT PROJECT DEVELOPMENT & MANAGEMENT

### MISSION STATEMENT

The Project Development Division is responsible for leading, developing, and delivering projects that align with the City of Pasadena's strategic plan by planning, designing, and constructing real estate for the City.



### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Facilitated the renewal of building insurance for all City-owned buildings.
- Complete adding Center Point Services to the Police Annex Building.
- Complete adding Center Point Services to the Storage and SIM TAC Buildings.
- Complete the Construction of the Police Academy Storage Building.
- Complete the Construction of the SIM TAC Building.
- Complete the placement of an 8" waterline for the Police Annex Building.
- Complete the Design of the New Golf Course Kitchen.
- Complete the Design of the New Golf Course Pavilion.
- Complete the Design of the Golf Course Parking Lot.
- Complete the Design of the New Fire Administration Building.
- Complete the Design of the New Police Special OPS Building.



### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Complete the Construction of the Police Annex Building.
- Complete the Construction of the New Golf Course Kitchen.
- Complete the Construction of the New Golf Course Pavilion.
- Complete the Construction of the Golf Course Parking Lot.
- Complete the Construction of the New Fire Administration Building.
- Complete the Construction of the New Police Special OPS Building.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>PROPERTY MANAGEMENT/ SPECIAL PURPOSES</b>					
Personnel services	365,997	426,443	470,897	444,035	482,861
Contractual services	193,794	272,540	741,575	467,800	923,480
Materials and supplies	48,526	25,078	56,838	18,150	56,800
Maintenance charges	40,916	41,874	42,437	44,189	43,971
Capital outlay	-	15,000	-	-	-
<b>TOTAL</b>	<b>649,233</b>	<b>780,935</b>	<b>1,311,747</b>	<b>974,174</b>	<b>1,507,112</b>

**PROJECT DEVELOPMENT STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1525	Construction Manager	1	1	1
1706	Director Project Devel & Mgmt	1	1	1
2050	Inspector IV	0	1	1
2060	Inspector V	1	1	1
<b>TOTAL:</b>		<b>3</b>	<b>4</b>	<b>4</b>



**FY 2025 ADOPTED BUDGET**

**EXPENDITURE SUMMARY – NEW CITY HALL**

	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2025</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>AMENDED</b>	<b>ESTIMATED</b>	<b>ADOPTED</b>
<b>NEW CITY HALL</b>					
Personnel services	-	-	-	-	-
Contractual services	414,475	455,840	591,230	510,000	569,725
Materials and supplies	64,798	63,711	109,523	73,000	105,023
Maintenance charges	154,039	94,533	133,764	133,764	138,015
Capital outlay	176,039	5,609	-	-	-
<b>TOTAL</b>	<b>809,351</b>	<b>619,693</b>	<b>834,517</b>	<b>716,764</b>	<b>812,763</b>



## GENERAL GOVERNMENT FACILITIES MANAGEMENT

### MISSION STATEMENT

The goal of the Facilities Management Division is to maximize the value and productivity of the City's real property and facilities. This division also manages the required divisions to assure facility operations are at their optimum. This is achieved by the identification and sale of surplus properties and the renovation and maintenance of the City of Pasadena facilities.



### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Upgraded elevators at City Hall
- Renovation of City Hall Lobby
- Renovation of Fire Station #2 and #10
- Renovation of PD Academy Restrooms
- Completed repairs to Animal Shelter due to tornado
- Renovation of Tennis Center



### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Installation of generator at Public Works Operation building
- Continue Phase II replacement of Air handlers at City Hall
- Replacement of overhead doors at the Warehouse
- Repair and replace underground wiring and lighting at Tennis Courts
- Install electrical to Tee Box #1 at the Golf Course
- Replacement of fence around Maintenance Service



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>FACILITIES MANAGEMENT</b>					
Personnel services	-	-	-	-	-
Contractual services	68,325	122,288	192,727	77,375	192,727
Materials and supplies	40,511	62,990	76,394	53,250	76,387
Maintenance charges	22,564	10,399	17,427	17,427	17,946
Capital outlay	-	-	-	-	575,000
<b>TOTAL</b>	<b>131,400</b>	<b>195,677</b>	<b>286,548</b>	<b>148,052</b>	<b>862,060</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
# of Facilities Maintained	67	54	54	54
Facilities Maintained (Square Feet)	1,045,127	1,275,259	1,275,259	1,275,259



## GENERAL GOVERNMENT

### IMPOUND/STORAGE

#### MISSION STATEMENT

The goal of the fuel island and impound/storage facility is to provide a safe/clean fueling area for all employees fueling the City of Pasadena vehicles and equipment while maintaining all records on fuel delivery and usage. Provide a secure, clean, and orderly location for all impounded, stolen recovery, or held vehicles under investigation by the Pasadena Police Department, while maintaining all records on impounded, released, and auctioned vehicles. The facility also provides safe and quality towing service for all impounded vehicles and equipment.



#### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Organized vehicles in the back of the Impound Lot and Warehouse
- Received several destruction orders for impounded trailers
- Worked closely with the Police Department to release holds on impounded vehicles
- Installed fence privacy screen
- Auctioned (384) impounded vehicles and (69) retired City vehicles/equipment
- Purchased a Wheel Lift Wrecker



#### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Continue maintaining a safe and clean fueling area for all City of Pasadena employees.
- Work closely with the Records Department to dispose of wrecked and burnt vehicles.
- Replace old lights and add more lighting in the impound lot.
- Update security camera outside impound office.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>IMPOUNDED VEHICLES</b>					
Personnel services	263,569	296,052	338,634	326,719	356,225
Contractual services	3,762	3,020	4,909	3,490	3,949
Materials and supplies	4,147	3,564	5,085	4,650	5,485
Maintenance charges	13,346	15,505	12,033	12,033	12,431
<b>TOTAL</b>	<b>284,824</b>	<b>318,141</b>	<b>360,661</b>	<b>346,892</b>	<b>378,090</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Vehicles towed by City	929	570	627	652
Vehicles towed by Contractor	1,422	1,488	1,878	1,915
Number of vehicles impounded	2,351	2,058	2,505	2,567

**IMPOUND/STORAGE STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
2250	Maintenance Tech I	3	3	3
2260	Maintenance Tech II	2	2	2
<b>TOTAL:</b>		<b>5</b>	<b>5</b>	<b>5</b>



**GENERAL GOVERNMENT  
OTHER CHARGES/FINANCING & SPECIAL FUNDS**

**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY – OTHER CHARGES**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>OTHER CHARGES</b>					
Personnel services	-	-	4,513,412	1,232,878	4,263,339
Contractual services	145,676	160,824	292,500	292,500	292,500
Other charges	40,919	20,346	641,148	641,148	1,071,144
Other uses	76,229	222,487	100,000	174,806	280,000
Other financing uses	11,606,466	23,442,162	32,878,730	32,878,730	16,656,729
<b>TOTAL</b>	<b>11,869,290</b>	<b>24,513,981</b>	<b>38,425,790</b>	<b>35,220,062</b>	<b>22,563,712</b>
<b>TOTAL GENERAL GOVERNMENT</b>	<b>30,589,601</b>	<b>43,548,375</b>	<b>59,996,803</b>	<b>53,961,161</b>	<b>46,874,055</b>

**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY – SPECIAL FUNDS**

	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATE	FY 2025 ADOPTED
724510 Miscellaneous - GEN	22,575	-	-	-
724513 Miscellaneous - PUB SFTY	52,647	-	-	-
724514 Miscellaneous - PUB WRKS	25,000	-	-	-
724515 Miscellaneous - P&R	78,837	-	-	-
724516 Miscellaneous - Health	135,817	-	-	-
724517 Miscellaneous - Library	322,000	-	-	-
<b>TOTAL SPECIAL PURPOSE (006)</b>	<b>636,876</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATE</b>	<b>FY 2025 ADOPTED</b>
790391 DESIGN AND ENGINEERING	788,371	-	102,339	-
<b>TOTAL HURRICANE HARVEY (925)</b>	<b>788,371</b>	<b>-</b>	<b>102,339</b>	<b>-</b>
	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATE</b>	<b>FY 2025 ADOPTED</b>
9190 GEN CIP FUND	8,415,829	-	-	-
<b>TOTAL US TREASURY CRF (21.019)</b>	<b>8,415,829</b>	<b>-</b>	<b>-</b>	<b>-</b>



## PUBLIC SAFETY

The Pasadena Public Safety Department is responsible for maintaining the safety and security of the city. It is comprised of several departments, including the Police, Fire Fighting, Fire Prevention, Code Enforcement, and Emergency Management departments. These departments work together to ensure that the citizens of Pasadena experience a high level of public safety, which enhances their quality of life and makes the City a desirable place to live and work.

The Emergency Management Department is responsible for preparing for, responding to, and recovering from emergencies and disasters. It focuses on training City employees, educating the public, and enhancing response and recovery capabilities. The department also works closely with Harris County and other local agencies to ensure that the City and surrounding areas are well-prepared for any potential threats.

The Fire Fighting Department and Fire Prevention Department work tirelessly to ensure the safety of Pasadena's residents. The City boasts one of the largest volunteer fire departments in the United States, with nine fire stations and a fire training facility. The Fire Prevention Department also plays a vital role in ensuring that citizens are protected from fire and related hazards.

The Police Department has played a significant role in keeping Pasadena's crime rate low. This is due in large part to the collaborative partnerships that have been established between the police and the community. The department's primary focus is to protect people and their property. It ensures that patrol areas always receive adequate coverage and maintains highly specialized divisions including SWAT, Narcotics, Gangs, Motors, DWI, and K-9. The Juvenile and Domestic Divisions are also responsible for handling juvenile matters, offenses committed by adults against juveniles and family matters.



## PUBLIC SAFETY

### EMERGENCY PREPAREDNESS

#### MISSION STATEMENT

The City of Pasadena Office of Emergency Management's (OEM) mission is to improve coordination among the city, state, and federal organizations to help save lives and protect our community by increasing the speed, effectiveness, and efficiency of our collective emergency management response.



#### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Pasadena OEM was awarded the President's Award from the Emergency Management Associations of Texas (EMAT) for their recovery efforts during the EF-3 tornado.
- The Emergency Management Coordinator (EMC) was awarded the Texas Emergency Management Leadership Award from The Texas Division of Emergency Management (TDEM) and selected to be a part of the TDEM Incident Support Task Force (ISTF).
- Deputy EMC and staff passed the Federal Aviation Administration (FAA) Aviation Unmanned Aircraft System (aUAS) pilot exam and obtained their license.
- Awarded a UASI multiple grants:
  - \$44,846.00 – EOC sustainment and technology upgrades; \$55,485.37 – Public Safety Video Initiative (PSVI) upgrades; \$227,500.00 – Bay Area Bomb Squad sustainment; \$140,786.00 – Regional Intelligence Analyst/Fusion Center sustainment
- Awarded a Motiva grant for \$5,000.00 – Portable Emergency Response Center (PERC)
- Completed the buildout of the OEM Mobile Emergency Response Command (MERC) vehicle and the OEM Drone Response vehicle.
- Initiated the Early Warning Alerting (Siren) Project
- Provided NIMS training to (60) City employees
- Updated (6) annexes:
  - ESF #5 – Annex A and Annex E; ESF #6 – Annex C and Annex O; ESF #13 – Annex E, Annex G, and Annex V; ESF #16 – Annex J and Annex P

**PRIORITIES, GOALS, AND OBJECTIVES FOR 2025**

- Continuing to secure funding to build up our Unmanned Aircraft System (UAS) program
- Continue to provide National Incident Management System (NIMS) and Incident Command System (ICS) training to all City employees.
- Designated staff will complete the following:
  - Advanced Professional Development Series (APS) certification
  - Associate Emergency Manager (AEM) certification
  - Texas Emergency Management-Basic (TEM-B) certification
  - Infrastructure Protection certification from Texas A&M Engineering Extension Service (TEEX)
- Continue to secure funding for Emergency Operations Center (EOC) sustainment and enhancements to supplement the department's operational and capital improvement project budget.
- Work with the other Public Safety departments to develop drills and emergency response exercises outside of weather and hazmat response.
- Continue to convert Emergency Annexes - Emergency Support Functions (ESF).



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2025</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>AMENDED</b>	<b>ESTIMATED</b>	<b>ADOPTED</b>
<b>EMERGENCY PREPAREDNESS</b>					
Personnel services	667,628	715,309	749,800	720,968	783,142
Contractual services	71,470	91,613	103,393	96,079	122,541
Materials and supplies	14,652	18,384	24,747	19,179	25,543
Maintenance charges	266,223	263,011	272,171	283,471	280,926
Capital Outlay	-	-	-	-	-
<b>TOTAL</b>	<b>1,019,973</b>	<b>1,088,317</b>	<b>1,150,111</b>	<b>1,119,697</b>	<b>1,212,152</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>
<b>Training</b>				
NIMS New Hire Training	99	140	118	125
Drill/Exercise/Training – Personnel	50	0	100	100
Public Information/Public Outreach	1200	800	875	1000
Tier II Facility Reports	175	304	238	300
Emergency Plans Updated	4	4	6	3
<b>Hazardous Materials Incidents Reported</b>				
Level 1 – Courtesy notification	189	290	288	300
Level 2 – Watch potential off site impact	5	12	6	10
Level 3 – Warning off-site impact	1	4	1	3
<b>EOC Activations</b>				
Partial	0	0	0	1
Full	0	1	1	1

**EMERGENCY PREPAREDNESS STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
		<b>Amended</b>	<b>Amended</b>	<b>Adopted</b>
1625	Emergency Mgmt Coordinator	1	1	1
1755	Emergency Prep Planner	1	1	1
3031	Radio Tech IV	2	2	2
3300	Sr Deputy Coordinator	1	1	1
3370	Sr Office Assistant	1	1	1
	<b>TOTAL:</b>	<b>6</b>	<b>6</b>	<b>6</b>



## **PUBLIC SAFETY FIRE FIGHTING**

### **MISSION STATEMENT**

The mission of the Pasadena Fire Department is to prevent the loss of life and protect the property of the citizens of Pasadena from fire; to mitigate the consequences of natural and man-made emergencies efficiently and effectively; to impart emergency and non-emergency support services to the public; and to safeguard the environmental and economic base of our community.



### **ACHIEVEMENTS FOR FISCAL YEAR 2024**

- Replaced one (1) Command fleet vehicle
- Delivered two (2) engines (E42 and E82)
- Delivered one (1) aerial ladder (L4)
- Maintained the Department's Class I Insurance Services Office (ISO) rating, which represents superior fire protection for the community
- Completed Academy 2024 A
- Completed four (4) quarters of the Officer Development program
- Oversaw the architectural design, construction bids, and groundbreaking for Fire Stations 6 and 7



### **PRIORITIES, GOALS, AND OBJECTIVES FOR 2025**

- Continue to maintain the Department's Class I ISO rating.
- Continue to recruit and conduct retention initiatives.
- Continue to collaborate with Public Works for the replacement and installation of fire hydrants.
- Grand opening of the new Fire Stations 6 and 7
- Complete the construction of the Fire Administration Building.
- Continue the Officer Development program.
- Implement a Driver/Operator training course and certification program.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>FIRE FIGHTING</b>					
Personnel services	330,827	343,414	371,734	358,290	386,811
Contractual services	1,155,373	1,246,474	1,499,304	1,394,700	1,318,668
Materials and supplies	301,448	474,480	834,761	822,621	822,725
Maintenance charges	988,990	1,002,522	1,037,652	1,040,747	1,075,593
Capital outlay	2,809,774	129,293	1,242,050	1,242,050	3,000,000
<b>TOTAL</b>	<b>5,586,412</b>	<b>3,196,183</b>	<b>4,985,501</b>	<b>4,858,408</b>	<b>6,603,797</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Total Emergency incidents	2,471	2,604	2,420	2,437
False alarms - (percent of responses)	71.80%	74.00%	76.0%	74.0%
Number of Volunteers Firefighters	141	151	169	175
ISO Required Equipment testing	yes	yes	Yes	Yes
Response time average	10.8	11.1	11.2	10.0

**FIRE FIGHTING STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1210	PT Assistant Fire Chief	1	1	1
1850	Fire Chief	1	1	1
3370	Sr Office Assistant	1	1	1
	<b>TOTAL:</b>	<b>3</b>	<b>3</b>	<b>3</b>



## **PUBLIC SAFETY FIRE PREVENTION**

### **MISSION STATEMENT**

The mission of the Fire Marshal’s Office is to ensure that the lives and property of the public are protected from fire, arson, environmental crimes, and related hazards; to provide high-quality services utilizing innovative technology and equipment; to maintain professionalism and enhance the capabilities of our workforce; to maximize operational efficiency; and to establish a positive connection with our community, ensuring that the City of Pasadena continues to be a safe place to live, work, and play.



### **ACHIEVEMENTS FOR FISCAL YEAR 2024**

- We conducted over 9,850 annual Fire and Life safety inspections of commercial properties and conducted over 700 Construction Plan reviews.
- An Ordinance was created to adopt the 2021 International Fire Code for fiscal year 2024.
- The Fire Prevention Division, between January 01, 2024, and September 30, 2024, continues to generate a steady revenue based on the fee schedule adopted in 2018, surpassing previous years.
- The Arson Division, which encompasses Fire Investigations, Environmental Crimes, Code Compliance, Illegal Dumping, Public Education, and Juvenile Fire Intervention for Fiscal Year 2024, has handled over 800 cases. These cases have resulted in several arrests for Arson and the issuance of several citations for Code Violations.



### **PRIORITIES, GOALS, AND OBJECTIVES FOR 2025**

- Continue to stay abreast of innovative technology and training.
- Continue to provide unrivaled Fire Protection programs and Community Outreach programs.
- Ensure that each commercial property in the City receives an Annual Fire and Life Safety Inspection.
- Continue to provide excellent customer service in a friendly atmosphere.
- Maintain a professional working relationship with the community and other City departments.
- Increase revenue to help offset the overall cost of the Fire Marshal’s Office through our Annual Fire and Life Safety Inspection fee schedule.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>FIRE PREVENTION</b>					
Personnel services	1,278,282	1,330,188	1,414,734	1,258,186	1,494,081
Contractual services	95,233	86,325	106,591	91,380	102,548
Materials and supplies	52,052	51,542	61,227	50,127	61,746
Maintenance charges	337,021	357,830	378,968	379,817	391,944
Capital outlay	-	-	-	-	-
<b>TOTAL</b>	<b>1,762,588</b>	<b>1,825,885</b>	<b>1,961,520</b>	<b>1,779,510</b>	<b>2,050,319</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Number of life safety & fire inspections	3,944	3,500	3,196	3,300
Inspections per inspector	3,944	3,500	3,196	3,300
Public educational activities	1	2	43	50
Number of investigations	830	860	813	900

**FIRE PREVENTION STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1220	Lt Fire Marshal	1	1	1
1650	Deputy Fire Marshal	7	7	7
1870	Chief Fire Marshal	1	1	1
1875	Sgt Fire Marshal	1	1	1
2700	PT Pooled Dep Fire Marshal	1	1	1
2855	PT Office Assistant	1	1	1
3370	Sr Office Assistant	1	1	1
	<b>TOTAL:</b>	<b>13</b>	<b>13</b>	<b>13</b>



**PUBLIC SAFETY  
POLICE DEPARTMENT**

**MISSION STATEMENT**

The mission of the Pasadena Police Department is to prevent harm, reduce crime, and protect the public by developing innovative approaches to crime and traffic safety while remaining committed to forging strong community partnerships. The department contains four sections: Administration, Investigations, Operations, and Support.

**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

<b>BY CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
Personnel services	38,740,886	41,906,680	28,985,779	27,276,336	46,633,828
Contractual services	529,406	435,063	526,992	501,725	513,546
Materials and supplies	304,579	377,460	341,440	341,118	361,440
Maintenance charges	4,483,454	4,734,742	4,952,004	4,956,817	5,125,933
Capital outlay	81,368	798,356	-	102,339	-
<b>TOTAL</b>	<b>44,139,693</b>	<b>48,252,301</b>	<b>34,806,215</b>	<b>33,178,335</b>	<b>52,634,747</b>
<b>BY DEPARTMENT/DIVISION</b>					
Administration	5,251,230	5,038,137	3,743,146	4,457,777	5,383,367
Investigations	6,666,875	7,216,250	4,771,745	4,685,003	8,088,284
Operations	27,240,040	30,066,421	22,087,775	20,253,524	33,244,001
Support	4,981,548	5,931,493	4,203,549	3,782,031	5,919,095
<b>TOTAL</b>	<b>44,139,693</b>	<b>48,252,301</b>	<b>34,806,215</b>	<b>33,178,335</b>	<b>52,634,747</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Incident-Based Reporting - Crimes Against Property	5,664	5,540	5,682	5,780
Incident-Based Reporting - Crimes Against Persons	2,282	2,567	2,551	2,626
Incident-Based Reporting - Crimes Against Society	2,243	2,253	2,196	2,129
Calls for Service	116,231	117,297	110,384	108,377
Response Time – Priority 1	3:38 minutes	3:27 minutes	3:41 minutes	3:45 minutes



## **PUBLIC SAFETY**

### **POLICE ADMINISTRATION DIVISION**



#### **ACHIEVEMENTS FOR FISCAL YEAR 2024**

- Enhanced recruiting efforts have seen great results with a 25% increase in individuals taking the Civil Service Exam from the last cycle. Continued interest can be attributed to our exemplary reputation, generous pay and benefits, and our focus on quality service to the community with an eye toward the future of policing.
- The Digital Intelligence Unit was formed in late 2023 and began operations in January 2024. The unit combines the specialized components of Digital Forensics, Crime Analysis, and Real-Time Crime Center capabilities under one roof as the department's central intelligence hub. The unit has supported the investigation of over 250 cases and provided investigators with over a terabyte of data collected from mobile devices related to major cases.
- The Community Improvement Unit was created by Chief Wright to spearhead the department's efforts to address quality-of-life issues with a specific focus on combining and directing the efforts of other city departments toward a common goal. The unit has been successfully addressing homeless encampments, leading proactive enforcement efforts in high-crime apartment complexes, and developing partnerships with other city departments to unite efforts in improving the quality of life for our citizens.
- The Media Relations division has increased efforts in outreach to grow our social media following and develop new partnerships with the community. The department's social media pages are a critical tool to inform the public about safety issues, as well as how the department is utilizing the resources we are given transparently and productively. Partnerships with the Chamber of Commerce and the business community reflect the support we receive from the community and are a reminder of our duty to provide the highest quality service possible.
- In 2024, Chief Wright created the Resiliency and Mentoring Program (RAMP) Coordinator position, a civilian position assigned at the police academy. The RAMP Coordinator will assist in all aspects of officer wellness and resiliency by informing police department employees about the available resources and programs and synchronizing our efforts toward providing a healthy work environment.



## PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Collaboration between patrol, specialized divisions, and new partnerships between the Community Improvement Unit and other city departments yielded tremendous results and significantly reduced crime in the targeted areas. We look to build on this success by adding additional personnel to focus full-time efforts toward addressing the quality-of-life issues that create an environment where criminals thrive. By utilizing our shared skills and resources, we plan to continue to lead the efforts toward creating a safer Pasadena.
- A new program that will be rolled out and featured by the department is a premier multi-unit dwelling certification program. Still, in the planning stages in the Community Improvement Unit, this program will allow our team to partner with multi-unit housing properties and provide a checklist of quality-of-life and safety issues to address. After completing the checklist and inspecting the property, it will be awarded a prestigious honor to be displayed and marketed. This program will improve the quality of life, create safer living conditions for the tenants, and benefit the property by attracting residents looking for a family-friendly place.
- The Digital Intelligence Unit will continue growth by adding new live-view cameras around the city which will be monitored to provide real-time information to our dispatchers and patrol officers. Five cameras are currently placed in higher-crime areas which also benefit investigators who can search the recent video feeds to identify and locate suspects in reported crimes. The unit has partnered with the Parks Department to fund additional cameras to be placed at city parks to provide security and assist in the apprehension of criminals targeting citizens who are enjoying our city parks.
- The Media Relations Unit will continue its growth trajectory by adding part-time team members from different areas of the department who can provide updates to be shared through the department's social media platforms. Additional emphasis on recruiting and retention with a focus on employment benefits and our wellness and resiliency offerings will attract modern applicants who are more concerned with work-life balance and peripheral benefits than pay alone.
- Several special interest teams have already proven valuable within the department and serve as an important recruitment tool with high visibility in the local community and the greater Houston area. The Department Fitness Team, Competition Shooting Team, and a team created to design and build out a Jeep for community service and recruiting events have already captured the attention of current employees. Participation in events in the surrounding area will demonstrate our commitment to employee wellness and interests outside of work while building camaraderie and focusing on recruitment.

**PRIORITIES, GOALS, AND OBJECTIVES FOR 2025 (Cont.)**

- The Resiliency and Mentoring Program will continue to grow as we renew our focus on building a healthy longevity-minded work environment. By consolidating all our wellness and resiliency programs to operate through the RAMP coordinator, we can provide excellent resources and scale up our efforts to proactively address issues that may affect employee health and wellness. The physical and mental resiliency of our employees is a high priority and by offering this service, we will position ourselves as one of the premier law enforcement agencies in the state.
- The department will begin transitioning to offer the Lexipol suite of law enforcement administration products. The Lexipol Knowledge Management System (KMS) involves a thorough review of current policies and procedures and a partnership with Lexipol to provide a complete policy and procedure manual that protects the employee, the department, and the city. The Lexipol PoliceOne Academy service allows officers to complete mandatory training online which will enable our academy and range staff to utilize time and resources more efficiently to provide critical in-person training. The Cordico app provided by Lexipol will be built out specifically for the Pasadena Police Department. It will be available to all police department employees and retirees and provide immediate help lines, wellness self-assessments, peer support team contact, and city-provided wellness resources.
- The Department anticipates the completion or near completion of a Special Operations Garage, state-of-the-art Tactical Training Building, and Police Annex Building.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>ADMINISTRATION</b>					
Personnel services	3,998,063	3,804,892	2,468,782	3,222,352	4,082,148
Contractual services	373,038	307,669	348,974	310,415	335,528
Materials and supplies	56,893	72,275	65,822	65,335	65,822
Maintenance charges	823,236	843,316	859,568	859,675	899,869
<b>TOTAL</b>	<b>5,251,230</b>	<b>5,038,137</b>	<b>3,743,146</b>	<b>4,457,777</b>	<b>5,383,367</b>

**POLICE ADMINISTRATION STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1160	Assistant Police Chief	3	3	3
1410	Police Chief	1	1	1
1615	Crime Analyst	3	3	3
2015	Info Sys Coordinator	1	1	1
2064	Regional Intelligence Coordinator	1	1	1
2200	Lieutenant	1	1	1
2565	Police Admin II	1	1	1
2567	Police IT Manager	1	1	1
2570	Police Officer	15	19	18
2775	Pooled Police Civilian	1	1	1
2976	Public Safety Oper Manger	1	1	1
3220	Sergeant	5	3	3
3370	Sr. Office Assistant	1	1	1
3515	PD Systems Support	1	1	1
3521	Tech Support Analyst II	1	1	1
	<b>TOTAL:</b>	<b>37</b>	<b>39</b>	<b>38</b>



## **PUBLIC SAFETY**

### **POLICE INVESTIGATION DIVISION**

The Investigations Division has the second largest number of officers in the department. The primary responsibility of investigative units is to follow-up on reports generated by patrol to identify suspects and file criminal charges when appropriate. Investigators routinely interview witnesses, victims, and suspects as well as recover property that may have been appropriated unlawfully. Investigations are sub-divided into three divisions; Criminal Investigations, Specialized Investigations, and Proactive Investigations.

The Criminal Investigations division includes Auto Crimes, Property Crimes, Domestic Violence, and Person Crimes.

The Auto Crimes Unit is responsible for investigating burglaries to motor vehicles and theft of vehicles, trailers, and recreational vehicles. They also conduct investigations on the unauthorized use of motor vehicles and on criminals who disassemble stolen vehicles to sell the parts. The Auto Crimes Unit is proactive in apprehending auto theft suspects by using a bait vehicle equipped with surveillance cameras and GPS.

The Property Crimes Unit is responsible for thefts, burglaries, and criminal mischief investigations. Their investigations may range from a simple shoplifting or broken residential window to an elaborate organized retail theft ring. The investigators work with local pawn shops and recycling centers to educate the owners/employees on local and state law with the intent of preventing stolen property from being sold at these locations.

The Domestic Violence Unit conducts follow-up investigations on assaults and sexual assaults that involve family members, dating violence, and violence between persons who currently or previously cohabitated. In addition to conducting interviews and filing criminal charges, investigators file magistrates' orders for emergency protection to discourage future assaults from occurring. Investigators also help victims of family violence obtain access to support centers and victim services.

The Person Crimes Unit is responsible for investigating robberies, assaults, kidnappings, homicides, sexual assaults, and harassment complaints. Investigators have a strong working relationship with the Crime Scene Unit as they are instrumental in obtaining evidence that may be used to identify and prosecute suspects.

The Special Investigations division includes Juvenile Crimes, Financial Crimes, and Internal Affairs. Investigators assigned to Juveniles specialize in investigating criminal offenses where the suspect or victim may be a juvenile. Several of the investigators are assigned to work at the Children's Assessment Center where they work with medical professionals and forensic interviewers who interview juvenile victims of sex crimes. The Juvenile Division also manages the Sex Offender Registry Program for the City of Pasadena.



The Financial Crimes Unit is responsible for investigating all white-collar crimes reported in the City of Pasadena. These crimes include identity theft, forgery, credit/debit card abuse, and stealing or receiving stolen checks. Investigators work closely with local banks, credit unions, and retail stores to quickly identify and criminally charge suspects.

Internal Affairs is responsible for conducting independent investigations of complaints or allegations of misconduct against members of the police department.

Proactive Investigations include the Narcotic Division and the Proactive Policing Unit.

The Narcotic Division conducts investigations involving individuals who possess, buy, sell, or transport illegal drugs in the City of Pasadena. Narcotic investigators work with members of the Drug Enforcement Agency and other local agencies to enhance their investigative abilities to prosecute complex and multijurisdictional cases.

The Proactive Policing Unit is a uniformed unit that is responsible for inputting and maintaining the gang database that contains information on documented gang members in the City of Pasadena, concentrating on gun violence and combating crime.



#### **ACHIEVEMENTS FOR FISCAL YEAR 2024**

- The Proactive Policing Unit assisted with a major proactive operation, and in conjunction with Narcotics Investigators, made numerous arrests and served several warrants in a targeted high-crime area, which greatly contributed to removing the highest volume call area from our current top ten hot spots.
- The Violent Offenders Task Force working with the US Marshals was assigned 274 warrants which resulted in 91 arrests with 143 of the assigned warrants cleared by arrest. These represent some of the more violent offenders in the greater Houston area.
- The Crime Victims Liaison provided training sessions to the public through Pasadena Police Department scheduled programs, along with public outreach in conjunction with The Bridge Over Troubled Waters during sexual assault awareness month
- Quarterly inspections and education opportunities were conducted by the Burglary and Theft Unit at each scrapyard within the City of Pasadena, Texas.



**PRIORITIES, GOALS, AND OBJECTIVES FOR 2025**

- Create and implement a Digital Retrieval Unit for the extraction and analysis of digital evidence
- Pursue and reduce auto crimes through apprehension and deterrence by utilizing new technology (FLOCK).
- Reduce the occurrence of Financial Crimes in the community by identifying and investigating fraudulent activities, prosecuting offenders, and providing education to potential victims and resources to prevent future incidents.
- Purchase and install appropriate safety and ventilation equipment to allow for the safe detection, handling, and preliminary analysis of substances believed to contain deadly fentanyl or other illicit narcotics.

**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>INVESTIGATIONS</b>					
Personnel services	6,092,216	6,591,974	4,096,464	3,996,905	7,391,174
Contractual services	35,399	15,983	28,428	41,245	28,428
Materials and supplies	10,616	16,465	20,504	20,504	20,504
Maintenance charges	528,644	591,828	626,349	626,349	648,178
<b>TOTAL</b>	<b>6,666,875</b>	<b>7,216,250</b>	<b>4,771,745</b>	<b>4,685,003</b>	<b>8,088,284</b>

**POLICE INVESTIGATIONS STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1472	Civilian Victim Liason	1	1	1
2200	Lieutenant	2	2	2
2440	Office Assistant II	2	2	2
2570	Police Officer	43	46	46
2696	PT Crime Vic Liaison	1	1	1
3220	Sergeant	9	9	9
3370	Sr Office Assistant	1	1	1
	<b>TOTAL</b>	<b>59</b>	<b>62</b>	<b>62</b>



## **PUBLIC SAFETY**

### **POLICE OPERATIONS DIVISION**

The Patrol Division is responsible for answering calls for service from citizens and businesses. Additionally, officers proactively patrol areas of high crime to prevent crime and disorder and apprehend offenders. Traffic enforcement and crash investigations are also conducted by patrol. Since patrol is staffed 24 hours a day and seven days a week, it comprises the largest number of officers. K-9s, Traffic Unit, DWI Task Force, and D.O.T./C.V.E. supplement patrol.

K-9 units support all three patrol shifts by responding to service calls and aiding officers in locating concealed narcotics within vehicles or buildings. Furthermore, canines may be used to search for missing children or apprehend suspects who flee the crime scene.

The Traffic Unit assists patrol by enforcing traffic law and responding to citizens' requests for patrol where traffic violations occur. The Traffic Unit primarily responds to crash scenes.

The DWI Task Force assists patrol during the evening and night hours by providing backup for calls for service and traffic enforcement for intoxicated drivers. The DWI Task Force members are certified breath test operators and drug recognition experts who have interviewed hundreds of impaired drivers.

D.O.T. /C.V.E. assist patrol by enforcing traffic laws on the S.H. 225 and major thoroughfares where commercial vehicles travel. These officers routinely perform commercial vehicle inspections to ensure that they are safe to operate on public roads.



#### **ACHIEVEMENTS FOR FISCAL YEAR 2024**

- FLOCK Safety license plate reader cameras assisted in recovering over 34 stolen vehicles, locating a kidnapping suspect, and two missing children
- Directed patrols in densely populated areas reduced violent crimes by over 50% and nuisance crimes by 60% over three months
- Increased drone fleet and number of licensed pilots to expand situational awareness to emergency responders during critical incidents



**PRIORITIES, GOALS, AND OBJECTIVES FOR 2025**

- Expand bicycle patrol by purchasing new equipment and directing patrols in high pedestrian, traffic areas to deter crime and engage the community.
- Reduce repeat discharge of firearms and celebratory gunfire calls through public education and increased patrols in identified areas.
- Explore using drones as first responders to the scene of in-progress felony crimes and provide real-time information to improve officer safety.

**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>OPERATIONS</b>					
Personnel services	24,113,337	26,016,934	18,672,435	16,731,113	29,708,910
Contractual services	76,857	79,615	108,133	108,154	108,133
Materials and supplies	218,023	264,859	223,185	223,190	243,185
Maintenance charges	2,750,455	2,916,642	3,084,022	3,088,728	3,183,773
Capital outlay	81,368	788,371	-	102,339	-
<b>TOTAL</b>	<b>27,240,040</b>	<b>30,066,421</b>	<b>22,087,775</b>	<b>20,253,524</b>	<b>33,244,001</b>

**POLICE OPERATIONS STAFFING**

Job Code	Job Title	2023 Amended	2024 Amended	2025 Adopted
2200	Lieutenant	5	6	6
2570	Police Officer	149	147	153
2575	PSO Manager	1	1	1
2578	PT Police Services Officer - Pool	1	1	1
2579	Police Services Officer I	18	10	10
2580	Police Services Officer II	12	18	16
2581	Police Services Officer III	8	10	12
2582	PSO Shift Supervisor	6	6	6
3220	Sergeant	23	24	24
	<b>TOTAL:</b>	<b>223</b>	<b>223</b>	<b>229</b>



## **PUBLIC SAFETY**

### **POLICE SUPPORT DIVISION**

The Professional Standards (Police Academy) Division is responsible for recruiting and training police cadets and civilian dispatchers/jailers. Additionally, members provide annual in-service training to current police officers to improve their skills, abilities, and knowledge on an array of critical law enforcement-related topics.

The Police Service Officer (PSO) Command is responsible for Dispatch and Jail operations 24 hours a day, 365 days a year. More than 80,000 emergency 911 calls and non-emergency calls for service are received annually by PSO staff. Jail staff fingerprint and process more than 11,000 prisoners yearly.

The Records Division is comprised of a team of 17 dedicated professionals and provides essential administrative support for the everyday operations of the Pasadena Police Department. The division maintains all records generated by the Department while processing approximately 11,000+ public information requests, 150 subpoenas, and 100 expunctions annually.

The Community Services Division interacts with members of the community regularly through multiple crime prevention programs. Currently, officers provide instruction during the Citizens Police Academy and Junior Citizens Police Academy. In addition, they oversee the Citizens on Patrol volunteers and the department's Chaplain Corps. The unit is also responsible for ongoing events such as Officer Santa and Trunk or Treat, which are two of the department's most significant community outreach events.

The Media Relations division is responsible for developing and maintaining a positive department image through the implementation of a Public Information Program. The division is also responsible for keeping the police department's website up-to-date. They are also instrumental in creating advertisements and brochures for the recruitment of both sworn officers and civilian police service officers. As members of the Public Information Officer team, they are assigned to work in the Emergency Operations Center during activation periods. The division also produces social media content containing important information relating to crime trends or general public safety announcements to aid in keeping the community informed.

The department's Evidence Control Unit is responsible for maintaining the integrity and security of all case evidence, and other property that comes into police custody. This unit is staffed by a mixture of certified Police Officers and civilian Evidence Technicians. This work requires specific knowledge of state laws and departmental rules and regulations.



### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Efforts in recruiting netted an increase in applicants signing up to test from 657 the year before, to 814 on the current test. Follow-up testing is still ongoing.
- In 2023 the Academy staff conducted two full Academy classes in a single calendar year without a decrease in division staffing. This is the second consecutive year for that division to run two full hiring cycles and academy classes.
- The adoption of Lexipol will add a vast library of online training classes, freeing officers to conduct more critical, hands-on training.
- The Community Services Division facilitated our department's signature community events, including summer camps, National Night Out, Trunk or Treat, Blue Thanksgiving, and Officer Santa - serving over 8,000 community members.
- The Data Services Unit made notable progress toward the implementation of the Motorola Premier 1 CAD/RMS. The unit also transitioned to a new 911, radio, and phone recording system.



### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Reach full staffing of PSOs by condensing the easier workstation training to allow more time to train on call-taking and dispatch.
- Complete site improvements including the new storage facility and Simmunition Training facility currently under development.
- Complete construction and move-in of the new Police Annex building holding the Property Warehouse, Community Services, City Marshals, and Fire Marshals.
- The Data Services Unit will complete the implementation and go live with the Motorola Premier 1 suite.
- Complete the creation of a Wellness and Resiliency program for department personnel. This houses all aspects of police wellness and resiliency in a single unit housed at the Police Academy.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>SUPPORT</b>					
Personnel services	4,537,270	5,492,880	3,748,098	3,325,966	5,451,596
Contractual services	44,112	31,796	41,457	41,911	41,457
Materials and supplies	19,047	23,861	31,929	32,089	31,929
Maintenance charges	381,119	382,956	382,065	382,065	394,113
Capital Outlay	-	-	-	-	-
<b>TOTAL</b>	<b>4,981,548</b>	<b>5,931,493</b>	<b>4,203,549</b>	<b>3,782,031</b>	<b>5,919,095</b>

**POLICE SUPPORT STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1305	Police Facility Supervisor	1	1	1
1306	Police Records Supervisor	1	1	1
1805	Evidence Tech	7	6	8
2200	Lieutenant	2	1	1
2385	Motor Pool Attendant	1	1	1
2386	Motor Pool Supervisor	1	1	1
2430	Office Assistant I	5	5	5
2440	Office Assistant II	5	5	5
2568	Police Coordinator	1	1	1
2570	Police Officer	20	24	23
2600	Police Cadet	37	29	20
3015	RAMP Coordinator	0	1	1
3040	Record Manager	1	1	1
3220	Sergeant	3	4	4
3370	Sr Office Assistant	6	6	6
	<b>TOTAL:</b>	<b>91</b>	<b>87</b>	<b>79</b>



## PUBLIC SAFETY

### CODE ENFORCEMENT

#### MISSION STATEMENT

The mission of the Code Enforcement Division is to enhance the quality of life within the City of Pasadena while preserving the integrity of neighborhoods and the community through unbiased enforcement, education, and voluntary compliance with city codes.



#### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Staff is on track to average 293 code violation inspections each month or approximately 3,526 inspections for the year. The Mayor's Action Line is on pace to submit 1,366 complaints of the 3,526 inspections performed, the staff anticipates 2,160 proactive inspections in the community. Our staff anticipates averaging 50 inspections per month and maintains consistent previous yearly averages with high employee turnovers.
- As voluntary compliance is our main objective in code enforcement our staff will coordinate with property owners on approximately 96% of all violations. The City will remove around 56 junk motor vehicles and boats from private property which will be demolished according to State law and will impound an estimated 106 abandoned vehicles from public streets which will generate approximately \$28,978.41 (Fiscal year up to May) in towing/storage fees and revenue from the sale of unclaimed vehicles at the City of Pasadena auctions;
- We anticipate procuring and awarding contracts for the securing of approximately 24 open, vacant structures, the cleanup of 50 overgrown and/or trash and debris-cluttered properties, and the demolition of 17 dilapidated structures. Our dangerous building program so far, this fiscal year has led to the repair and rehab by the owner of 16 unsafe structures and another 16 unsafe structures were demolished by the owner. Code Enforcement has received \$125,112.96 from property owners paying off liens that were filed on their property due to Code Enforcement abating nuisance violations there as of May this fiscal year. Code Enforcement anticipates 245 lien/lien releases. The staff has issued 4 taxi driver permits and inspected each taxi for compliance with the applicable city ordinance this fiscal year, so far. Staff is on pace to respond to 54 public information requests (PIR) from the City Secretary;



### ACHIEVEMENTS FOR FISCAL YEAR 2024 (Cont.)

- The Code Enforcement Office dedicated a part-time inspector to removing illegal signage throughout the city, and we anticipate the removal of approximately 6,202 “bandit signs”



### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- To investigate all citizen complaints and communicate the findings to the citizen promptly; to take the required action to correct or abate the violations investigated from complaints through the Mayor’s Action Line or identified during the Code Enforcement’s Officers’ proactive enforcement throughout their assigned areas;
- To improve public safety by ensuring that our neighborhood roadways within the city are kept free of obstructions including abandoned or illegally parked vehicles that may hinder the response times for emergency vehicles;
- To assist in neighborhood improvement activities through code compliance by removing any signs of blight, decay, and disorder (such as junk vehicles, high weeds/grass, dilapidated structures, accumulations of refuse, etc.) within the community;
- Attend Homeowners and Civic Club meetings to establish a consistent presence within the community and educate residents about the functions and activities of Code Enforcement
- To provide the necessary resources and opportunities for each staff member to participate in continuing education classes to maintain their State Code Enforcement Certifications and to enhance their abilities as Code Enforcement Officers; The training also provides legislative updates concerning changes in applicable State law.
- Add 2 full-time inspectors to increase our production and visibility throughout the city.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>CODE ENFORCEMENT</b>					
Personnel services	258,566	284,968	327,585	293,820	295,217
Contractual services	194,923	319,386	288,513	271,800	271,670
Materials and supplies	25,963	24,919	25,048	22,700	22,512
Maintenance charges	205,964	209,273	228,772	228,772	235,891
<b>TOTAL</b>	<b>685,416</b>	<b>838,546</b>	<b>869,918</b>	<b>817,092</b>	<b>825,290</b>

**PERFORMANCE INDICATORS**

CATEGORY	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET
Yearly Number of Investigations	5,760	4,071	3,985	4,605
Yearly Number of Violations	5,597	3,894	3,769	4,408
Monthly Investigations per Code Enforcement Officer	68	57	55	60
City Ordinances administered by code enforcement	21	21	21	21

**CODE ENFORCEMENT STAFFING**

Job Code	Job Title	2023 Amended	2024 Amended	2025 Adopted
1642	PT - Code Enforcement Officer	2	2	1
1644	Code Enforcement Supervisor	1	1	1
1645	Deputy Code Enforcement Inspc.	1	1	1
2040	Inspector III	6	6	7
2050	Inspector IV	0	0	1
2440	Office Assistant II	1	1	1
3370	Sr Office Assistant	1	1	1
	<b>TOTAL:</b>	<b>12</b>	<b>12</b>	<b>13</b>



## PUBLIC WORKS

The City's infrastructure, which includes roadways, stormwater, traffic mobility, and utilities, is planned, designed, developed, constructed, and maintained by Public Works. The department oversees all Capital Improvement Projects and is responsible for divisions that provide everyday maintenance such as Engineering, Sanitation, Street & Bridge, and Traffic & Transportation.

The Engineering Division ensures the regulation of development in the City by reviewing plans and elevation certificates. Additionally, it provides engineering services for the construction of infrastructure facilities and maintains the database for capital improvement projects, GIS, elevation certificates, and utility availability letters. The Sanitation Division collects garbage and recyclable materials from households and businesses in the City. Additionally, it responds to customer complaints and delivers garbage bags to its customers.

The Street & Bridge Division is responsible for the inspection, repair, and maintenance of streets, sidewalks, bridges, drainage channels, and storm sewers. The division covers an extensive network of approximately 360 miles of streets, both concrete and asphalt and approximately 121 miles of open channel drainage systems including roadside ditches and bayous in the City.

The Traffic and Transportation Division handles traffic signal maintenance, installs signal pre-emption devices and communication systems to reduce emergency response time and overall delay, congestion, and collisions.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

<b>BY CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
Personnel services	7,302,801	7,308,298	8,338,091	7,581,301	8,803,990
Contractual services	7,586,038	8,440,355	9,252,534	9,025,900	9,488,305
Materials and supplies	794,769	898,170	1,100,065	923,724	1,100,750
Maintenance charges	929,578	1,004,566	1,074,445	1,074,445	1,112,114
Capital outlay	31,284	219,016	295,720	160,780	141,000
<b>TOTAL</b>	<b>16,644,470</b>	<b>17,870,405</b>	<b>20,060,855</b>	<b>18,766,150</b>	<b>20,646,159</b>
<b>BY DEPARTMENT/DIVISION</b>					
Engineering	2,250,161	2,471,771	2,859,103	2,555,887	2,887,988
Sanitation	9,116,893	9,562,183	10,561,039	10,051,703	10,923,553
Street and bridge	2,763,915	2,885,816	3,470,204	3,221,347	3,624,851
Traffic and transportation	1,375,747	1,854,689	1,920,509	1,777,213	1,959,767
Street lights and signals	1,137,754	1,095,946	1,250,000	1,160,000	1,250,000
<b>TOTAL</b>	<b>16,644,470</b>	<b>17,870,405</b>	<b>20,060,855</b>	<b>18,766,150</b>	<b>20,646,159</b>



## PUBLIC WORKS ENGINEERING

### MISSION STATEMENT

The mission of the Engineering Department is to design and/or review the design of the construction or reconstruction of all City infrastructure projects; to review plans for all private commercial projects and subdivisions; to maintain and update city maps; to support the implementation of all construction projects; and to maintain and provide necessary data and reports to state and federal agencies.



### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Awarded construction agreements for the following projects:
  - Cotton Patch Bayou Drainage Improvements (CDBG-MIT)
  - Large Diameter Storm Sewer Rehab (CDBG-MIT)
  - Armand Bayou Drainage Improvements
  - Red Bluff Road Drainage Improvements
  - 2024 Annual Traffic Mobility Improvements
  - Rebuild Fire Station No. 6
  - Rebuild Fire Station No. 7
  - Preston/Fairmont Lift Station Rehabilitation
  - Jana Lift Station Rehabilitation
  - El Jardin Lift Station Replacement
- Awarded \$1M in 2019 Disaster funds from the TX GLO for the Vince Bayou Wastewater Treatment Plant project
- Received application approval from Community Development for Community Development Block Grant (CDBG) funds for the Dabney Storm Interconnect project totaling \$1,164,863.20
- Awarded professional services agreement to meet the Lead and Copper Rule Improvements from the U.S. EPA
- Awarded design agreement for the Center Street Paving & Drainage Improvements project



### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Award construction agreement for the Little Vince – Armand Bayou Separation (CDBG-MIT)
- Receive approval of Phase II of the Hazard Mitigation Grant Program (HMGP) by the Texas Division of Emergency Management (TDEM) /Federal Emergency Management Agency (FEMA) and begin construction of approximately 25 miles of roadways.
- Continue to manage Capital Improvement Projects and grant activities to maximize city resources.
- Continue to improve activities in meeting all requirements for the Municipal Storm Sewer Separate System (MS4) permit and Community Rating System (CRS) Program.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>ENGINEERING</b>					
Personnel services	1,714,043	1,767,329	1,987,119	1,736,955	1,920,367
Contractual services	325,868	467,258	637,067	599,725	726,645
Materials and supplies	26,534	53,094	43,559	27,849	43,750
Maintenance charges	183,716	184,090	191,358	191,358	197,226
Capital outlay	-	-	-	-	-
<b>TOTAL</b>	<b>2,250,161</b>	<b>2,471,771</b>	<b>2,859,103</b>	<b>2,555,887</b>	<b>2,887,988</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Utility Availability/Flood Plain Letters	198	204	199	205
Construction Projects Inspected	28	32	34	33
Professional Contract Oversight	38	40	39	40
Map and data files maintained	1,255	1,553	20,554	21,582

**ENGINEERING STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1230	Sr Asst Public Works Director	2	2	2
1525	Construction Manager	1	1	1
1683	Deputy Dir Public Works	1	1	1
1705	Director of Public Works	1	1	1
1764	Engineering Coordinator	1	1	1
1765	Engineering Tech	1	1	1
1918	GIS Tech I	1	1	0
1919	GIS Tech II	1	1	0
2040	Inspector III	1	1	1
2050	Inspector IV	1	1	1
2430	Office Assistant I	1	1	1
2440	Office Assistant II	1	1	1
2886	Project Manager	2	2	2
2973	Public Works Facilitator	1	1	1
3375	Sr Plans Examiner	1	1	1
	<b>TOTAL:</b>	<b>17</b>	<b>17</b>	<b>15</b>



## **PUBLIC WORKS**

### **SANITATION**

#### **MISSION STATEMENT**

The purpose of the Sanitation Division of the Public Works Department is to provide comprehensive, cost-effective, and environmentally sound collection, processing, and disposal of solid waste in the form of household garbage, brush, and heavy trash pick-up while removing recyclable items from the waste stream in an efficient manner.



#### **ACHIEVEMENTS FOR FISCAL YEAR 2024**

- Filled job vacancies for the department to operate as required
- Utilized other strategies to effectively manage garbage and heavy trash pickup
- Continued to issue and deliver 64-gallon garbage carts
- Utilized resources to continue operating the department as required
- Maintained an updated database for compressed natural gas (CNG) vehicles
- Assisted Frontier Waste Solutions with heavy trash



#### **PRIORITIES, GOALS, AND OBJECTIVES FOR 2025**

- Utilize resources to continue operating the department as required.
- Continue to explore other strategies of recycling for the City.
- Utilize other equipment to improve and manage ways to pick up garbage.
- Continue to issue and deliver 64-gallon garbage carts.
- Fill job vacancies for the department to operate as required.
- Utilize new CNG vehicles for garbage and heavy trash.
- Utilize other equipment to assist Frontier Waste Solutions with Heavy Trash.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>SANITATION</b>					
Personnel services	2,716,804	2,604,354	2,985,846	2,670,161	3,188,921
Contractual services	5,863,171	6,471,801	6,914,783	6,833,825	7,060,400
Materials and supplies	269,874	186,493	332,793	220,100	334,900
Maintenance charges	267,044	299,535	327,617	327,617	339,332
<b>TOTAL</b>	<b>9,116,893</b>	<b>9,562,183</b>	<b>10,561,039</b>	<b>10,051,703</b>	<b>10,923,553</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Customers	32,530	32,744	32,746	33,000
Tons of refuse collected per month	3,631	3,748	4,215	4,500
Units served per month	336,143	338,355	327,384	340,000
Cost per unit per month	\$2.31	\$3.94	\$2.81	\$3.00

**SANITATION STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1790	Equipment Operator II	3	3	3
1800	Equipment Operator III	2	2	2
2040	Inspector III	1	1	1
2430	Office Asst I	1	1	1
2895	PT Pooled Sanitation	1	1	1
3010	Public Works Superintendent	1	1	1
3140	Sanitation Route Supervisor	2	2	2
3160	Sanitation Truck Driver	15	15	15
3170	Sanitation Worker I	13	13	13
3370	Sr. Office Assistant	1	1	1
<b>TOTAL:</b>		<b>40</b>	<b>40</b>	<b>40</b>



## PUBLIC WORKS

### STREET & BRIDGE

#### MISSION STATEMENT

The mission of the Street and Bridge Division is to protect the public by maintaining the streets, sidewalks, storm sewers, roadside ditches, and drainage channels by keeping them free of debris and functioning properly, including overlay of asphalt streets, section repairs of concrete streets, and replacement of curbs, sidewalks, and storm sewers.



#### ACHIEVEMENTS FOR FISCAL YEAR 2024

- **Asphalt Overlay:** 1300 Richard, 5121 Old Vista
- **Major Street Repairs Blacktop:** 501 Glenmore, 3616 Washington
- **Major Section Repairs – Concrete:** 3202 Preston Ave, 908 Austin, 3606 Guthrie, Fox Meadow, and Fox Trail
- Several driveway, sidewalk, and curb repairs; sewer line repairs; drainage repairs and replacements
- **Special Projects:** 4115 Pasadena Blvd clean sidewalks, 8500 Fairmont (relocating dirt), 6052 Genoa Red Bluff (road repair), 5150 Burke Rd (relocate flower pots), 1700 Thomas (clean yard, clean floatable gates), 4831 Preston (build gates)
- **Major Drainage Improvements:** Park St. (El Jardin), Todville Rd., Youpon St., 4700 Oleander, 4915 Louise, Andrea & Sophia St., 3100 Lusanne, 2911 Sinclair, 4700 Charles, 716 Perla St.
- Several drain repairs and replacements and cave-in repairs



#### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Carry out annual street maintenance plan by maintaining and repairing street surfaces
- Reduce sidewalk maintenance with reconstruction
- Work with the IT Department to utilize the City Works program as citizens requested street and drainage servicing
- Improve employee safety knowledge on equipment through training
- Continue collaborating with other divisions of Public Works and City departments to achieve goals
- Repair and reinforce streets for utility cuts made by other City departments



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>STREET AND BRIDGE</b>					
Personnel services	2,020,400	1,982,265	2,315,996	2,217,009	2,613,775
Contractual services	56,641	54,931	83,610	77,760	84,810
Materials and supplies	312,467	374,236	446,350	421,550	461,850
Maintenance charges	359,173	399,936	424,248	424,248	439,416
Capital Outlay	15,234	74,448	200,000	80,780	25,000
<b>TOTAL</b>	<b>2,763,915</b>	<b>2,885,816</b>	<b>3,470,204</b>	<b>3,221,347</b>	<b>3,624,851</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Street Improvements (Linear feet)	8,169	1,938	5,615	6,000
Sidewalk Improvements (Linear feet)	6,361	9,615	5,259	6,500
Drainage Improvements (Linear feet)	20,534	18,987	6,383	10,000

**STREET & BRIDGE STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1130	Asst Superintendent	2	2	2
1780	Equipment Operator I	3	3	3
1790	Equipment Operator II	5	5	5
1800	Equipment Operator III	1	1	1
2955	PT Pooled Street & Bridge	1	1	1
3010	PW Superintendent	1	1	1
3370	Sr Office Assistant	1	1	1
3690	Utility Worker I	7	7	9
3700	Utility Worker II	6	6	6
3705	Utility Worker III	2	2	2
3710	Utility Worker IV	2	2	2
<b>TOTAL:</b>		<b>31</b>	<b>31</b>	<b>33</b>



## PUBLIC WORKS

### TRAFFIC & TRANSPORTATION

#### MISSION STATEMENT

The mission of the Traffic and Transportation Division is to expedite the safe, effective movement of persons and goods through a well-planned construction operation and maintain traffic control devices, signs, pavement markings, and traffic signal systems in accordance with state and federal standards.



#### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Continued monitoring and retiming signals on major thoroughfares
- Responded to several lightning strikes, power losses, and knockdowns
- Completed Traffic Mobility Project T018 – Reconstruction of 5 traffic signal intersections (Red Bluff @ Kingsdale, Pasadena Blvd. @ Houston, Shaver @ West, Fairmont @ Burke, Queens @ So. Houston)
- Performed Pasadena Freeway lighting maintenance from Scarborough to east city limits
- Completed TXDOT traffic signal intersection maintenance along Beltway 8 and Pasadena Freeway
- Maintained street signs throughout the City
- Maintained pavement markings throughout the City
- Installed speed cushions in high-speed volume roadways throughout the City when warranted
- Upgraded traffic signals at two intersections (Fairmont @ Shaver, Vista @ Shaver)
- Installed battery backup systems at 7 intersections with pole-mount cabinets



#### PRIORITIES, GOALS, AND OBJECTIVES FOR FISCAL YEAR 2025

- Continue upgrading traffic signals at intersections that need signal heads replaced
- Continue installing battery backup systems at intersections with pole-mount cabinets
- Maintain Pasadena freeway lighting from Scarborough to east city limits
- Continue installing speed cushions in high-speed volume roadways when warranted
- Traffic Mobility Project T019 – Reconstruction of 2 traffic signal intersections (Red Bluff @ Southmore, Shaver @ Allen-Genoa, install pedestrian Hawk signal at 3601 ½ Red Bluff)
- Maintain all sign fabrications and installations
- Continue remarking streets, curbs, medians, and City parking lots
- Continue converting intersections with protected left turn movements into flashing yellow arrow operation where applicable
- Continue intersection maintenance on TXDOT signals along Beltway 8 & Pasadena Freeway



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>TRAFFIC AND TRANSPORTATION</b>					
Personnel services	851,554	954,350	1,049,130	957,176	1,080,927
Contractual services	202,604	350,419	367,074	354,590	366,450
Materials and supplies	185,894	284,347	277,363	254,225	260,250
Maintenance charges	119,645	121,005	131,222	131,222	136,140
Capital Outlay	16,050	144,568	95,720	80,000	116,000
<b>TOTAL</b>	<b>1,375,747</b>	<b>1,854,689</b>	<b>1,920,509</b>	<b>1,777,213</b>	<b>1,959,767</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Lane-miles of streets striped	27%	35%	17%	25%
Traffic signs installed, replaced or removed	6%	8%	8%	3%
Controllers replaced	5%	19%	16%	10%

**TRAFFIC & TRANSPORTATION STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
3230	Sign Markings Tech I	2	2	2
3240	Sign Markings Tech II	2	2	2
3250	Sign Markings Tech IV	2	2	2
3370	Sr Office Assistant	1	1	1
3590	Traffic Signal Tech I	1	0	0
3600	Traffic Signal Tech II	0	2	2
3601	Traffic Signal Tech III	2	2	2
3605	Lead Traffic Sign Tech	1	0	0
3610	Traffic Superintendent	1	1	1
<b>TOTAL:</b>		<b>12</b>	<b>12</b>	<b>12</b>



**PUBLIC WORKS  
STREET LIGHTS/SIGNALS**

**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>STREET LIGHTS AND SIGNALS</b>					
Contractual services	1,137,754	1,095,946	1,250,000	1,160,000	1,250,000
<b>TOTAL</b>	<b>1,137,754</b>	<b>1,095,946</b>	<b>1,250,000</b>	<b>1,160,000</b>	<b>1,250,000</b>

**PARKS & RECREATION**

The Pasadena Parks and Recreation Department's goal is to improve the quality of life for its citizens by providing exceptional parks, programs, and activities. The department is dedicated to creating a safe environment for everyone while enriching and enlightening families' lives, creating a strong foundation for the future.

The Parks and Recreation Department offers a wide range of programs and activities suitable for all ages, from youth activities to discounted classes for senior citizens. The department also caters to people living with disabilities.

Pasadena's city parks and recreation centers have amenities suitable for almost any recreational activity. Strawberry Park, Burke Crenshaw Park, Southmore Park, and Ben Briar Park have excellent fields for little league and adult league baseball. If you are a fisherman, Crenshaw Park is the perfect spot, with its pond amply stocked with catfish and rainbow trout during wintertime. In addition, the area has several playgrounds, botanical parks, and beautiful gardens.

<b>BY CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
Personnel services	9,712,584	10,609,540	12,000,282	10,621,108	12,325,102
Contractual services	1,509,337	1,678,696	2,108,839	1,993,749	2,140,327
Materials and supplies	1,371,062	1,487,168	1,827,849	1,408,061	1,757,467
Maintenance charges	2,695,950	2,670,717	2,833,759	2,836,571	2,936,760
Capital outlay	399,733	799,721	1,624,718	1,597,718	1,594,493
<b>TOTAL</b>	<b>15,688,666</b>	<b>17,245,842</b>	<b>20,395,447</b>	<b>18,457,207</b>	<b>20,754,149</b>
<b>BY DEPARTMENT/DIVISION</b>					
Leisure services administration	-	-	-	-	-
Parks	3,537,237	4,022,276	4,206,448	3,990,132	4,460,337
Recreation	3,220,930	3,900,436	5,376,872	5,081,447	5,112,605
Clean streets	1,952,476	1,946,339	2,340,614	2,110,910	2,477,685
Golf course	969,170	1,186,817	1,589,154	1,310,496	1,601,139
Multi-purpose center	496,095	575,844	636,255	525,671	775,849
Civic center	813,065	817,651	827,814	757,598	851,597
Senior center - Madison Jobe	714,968	762,297	955,681	847,624	921,515
Museums	127,604	117,609	177,041	141,408	184,904
Library	3,857,121	3,916,573	4,285,568	3,691,921	4,368,518
<b>TOTAL</b>	<b>15,688,666</b>	<b>17,245,842</b>	<b>20,395,447</b>	<b>18,457,207</b>	<b>20,754,149</b>



## PARKS & RECREATION

### PARKS

#### MISSION STATEMENT

The mission of the Parks Department is to provide safe, well-maintained parks and facilities that support a diverse variety of recreational and leisure activities while monitoring future trends and standards.



#### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Implemented a every other day schedule for trash and litter removal in parks
- Replaced playgrounds and equipment at Bliss Meadows, Crane, Bowling Green, Parkgate North, Memorial Park Skate Park, and Revlon Park
- Expanded the Vince Bayou Community Garden with 5 additional beds, 10 educational plots, and a Zen Garden for patrons
- Accepted properties along Vince Bayou in the leadup to construction of the Vince Bayou Greenway
- Enhanced the Armand Bayou hike and bike trail through increased maintenance cycles and expanded volunteer participation
- Planted over 1,000 trees in collaboration with more than 5 organizations and numerous community volunteers
- Improved safety in parks by installing and repairing lighting in various areas
- Enhanced playing conditions on ballfields by adding dirt and clay
- Installed 8 new drinking fountains across our park system



#### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Implement and streamline a parks, playgrounds, and trails inspection system.
- Create Phase 2 of Vince Bayou Community Garden that focuses on an education space and community outreach.
- Replace 3 playgrounds throughout the City.
- Enhance trail systems by implementing more features to allow patrons to better connect with nature.
- Identify new areas to plant 250+ trees.
- Develop and regularly update emergency response plans for park facilities and events.
- Provide training for staff on emergency procedures and first aid certification classes.
- Improve signage and wayfinding in parks.
- Build a new restroom at Burke Crenshaw Park.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>PARKS</b>					
Personnel services	1,889,828	2,110,931	2,344,145	2,119,129	2,433,408
Contractual services	349,255	500,028	357,160	358,360	369,460
Materials and supplies	362,464	350,941	292,282	299,782	314,250
Maintenance charges	811,614	781,582	879,209	879,209	913,219
Capital outlay	124,076	278,794	333,652	333,652	430,000
<b>TOTAL</b>	<b>3,537,237</b>	<b>4,022,276</b>	<b>4,206,448</b>	<b>3,990,132</b>	<b>4,460,337</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Acres mowed by Parks Weekly	492	507	509	509
Acres mowed per worker weekly	35	36	36	36
Sports fields maintained per week	28	28	28	28
Sports fields maintained per worker per week	9	9	9	9
Average mow cycle (days)	12	10	10	10

**PARKS STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1620	Custodian I	5	5	5
2260	Maintenance Technician II	1	1	1
2270	Maintenance Technician III	1	1	1
2460	Parks Superintendent	1	1	1
2470	Parks Foreman	2	2	2
2480	Parks Worker I	18	18	18
2490	Parks Worker II	6	6	6
2500	Parks Worker III	2	2	2
2857	PT Pooled Parks	1	1	1
2858	PT Pooled Park Custodians	1	1	1
<b>TOTAL:</b>		<b>38</b>	<b>38</b>	<b>38</b>



## PARKS & RECREATION

### RECREATION ADMINISTRATION, AQUATICS, RECREATION CENTERS, ATHLETICS AND TENNIS

#### MISSION STATEMENT

To promote positive youth development through the provision of safe well-organized recreation, aquatic, and athletic programs and facilities.



#### ACHIEVEMENTS FOR FISCAL YEAR 2024

##### Rec Admin

- Adopted Standards of Care for the afterschool and other youth recreational programs at the various recreation centers
- Created and published a Parks and Recreation Annual Report highlighting the department's strategic accomplishments, performance indicators, and overview of the past year
- Developed, reviewed, and updated several departmental policies and procedures
- Completed a Financial Sustainability Study that analyzed departmental revenue and expenses, subsidy levels, and pricing policies and, ultimately, provided a recommendation for financially sustainable approaches for the delivery of Parks and Recreation services
- Increased social media followers on Facebook and Instagram by 20%
- Successfully planned and hosted several large special events including the 4th Fest, Christmas Tree Lighting, and Music & Movie in the Park
- Hosted the first Department Strategic Retreat in January 2024 that helped build a strong departmental culture and provided staff with professional development experiences
- Conducted a SOFIT Analysis of the Parks and Recreation department to improve overall operations and service delivery to the public

##### Aquatics

- Oversaw Capital Improvement Projects focused on preventative maintenance for Strawberry Water Park; These projects included replastering, changing the existing sand filters, installation of a new pool chiller, and a new speaker system for Strawberry Water Park.
- Expanded Strawberry Water Park amenities to include an inflatable obstacle course called the Aqua Glide



### ACHIEVEMENTS FOR FISCAL YEAR 2024 (Cont.)

- Partnered with the YMCA of Greater Houston to provide free Safety Around Water lessons to over 90 participants, meeting the Healthy Parks and Recreation Plan standard of offering more free programming to the public
- Expanded on the recruitment of part-time seasonal staff leading to the training and hiring of 76 seasonal staff, 51 of which were lifeguards and 3 of which were swim instructors
- Increased hours of operations at Sunset and Red Bluff Pool to include Saturdays
- Oversaw the renovation of the Sunset and Red Bluff Splashpads piping; This will allow for ease of preventative maintenance and winterization for both splash pads.
- Reintroduced Swim Lessons to the Pasadena community, leading to 180 participants serving over two sessions of lessons
- Aquatics Recreation Manager was accepted into the Texas Recreation and Parks Society's Leadership Academy.

### Rec Centers

- Moved Recreation Centers registration to Rec Desk memberships, eliminating the need for paper registration forms
- Offered first Magical Mile Community Event at Crenshaw Park
- Offered Solar Eclipse Party for April 8th's Partial Solar Eclipse in partnership with Pasadena Public Library
- Offered Senior App Class in partnership with Madison Jobe Senior Center
- Offered and hosted the first Beginner's Guide to the Outdoors Program
- Increased role of Texas Parks and Wildlife at Crenshaw Classic event
- Increased role of Parks at the garden behind Peter C. Fogo Recreation Center to offer more detailed programming to participants
- Sent staff to NRPA conference in Dallas and TRAPS state institute in Galveston for continuing education

### Athletics

- The Pasadena Athletics (PAL) gym floor was completely refinished, enhancing its appearance and functionality. As part of the refinishing, we added permanent pickleball lines, making the facility more versatile and accommodating for pickleball players.
- Hosted the South zone baseball tournament at Gardner Field, spearheaded by the Pasadena Pony League



### ACHIEVEMENTS FOR FISCAL YEAR 2024 (Cont.)

- Achieved a record high of 87 youth track participant registrations with 16 on the waiting list
- Eight youth track participants qualified for the Regional TAAF Track Meet at Goose Creek Memorial High School.
- Two youth track participants qualified for the 2024 TAAF Summer Games in Brownsville, TX, to compete in the 100-meter and 200-meter events.

### Tennis

- Hired a new Tennis Pro to conduct tennis programs and lessons at Harry Taylor Tennis Center
- Added both full-time and part-time employees to the tennis staff
- Successfully hosted the Junior Advancement Group (JAG) tennis program, an introductory program designed for new tennis players; This program focuses on teaching the fundamentals of tennis, including basic techniques, rules of the game, and sportsmanship. It provides a solid foundation for beginners to build their skills and develop a love for the sport.
- Installed new LED lighting to courts 1-7 at the Tennis Center



### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

#### Recreation Admin

- Complete a Facility Feasibility Study on all Parks and Recreation facilities to analyze the community's needs and current facility conditions by the summer of 2025.
- Develop a Parks and Recreation Programming and Services Plan guiding the agency to deliver programs, events, and services to constituents by the summer of 2025.
- Establish departmental benchmarks to measure our performance against comparable local and national parks and recreation agencies by the end of the fiscal year.
- Establish a CAPRA Task Force to review standards and work to move the agency towards compliance and accreditation.
- Continue to expand the social media presence and public outreach by increasing the number of followers by at least 15%.

**PRIORITIES, GOALS, AND OBJECTIVES FOR 2025 (Cont.)****Aquatics**

- Perform a 3-phase Aquatic Study to assess current facility infrastructure, future conceptual planning for facilities, and operational planning by the summer of 2025.
- Increase lifeguard and swim instructor recruitment to increase participation and operational hours by the summer of 2025.
- Restore Strawberry Water Park's existing shade structures to provide better shade by the spring of 2025.
- Maintain an 85% retention rate for all staff from FY24 to FY25 through incentive programs sponsored by aquatic organizations.
- Increase the operational season for Strawberry Water Park by opening on weekends during May before Memorial Day for summer 2025.
- Switch all Chemical Feeder systems for Red Bluff and Sunset Pools to liquid bleach and muriatic acid to increase cost savings by December 2024

**Athletics**

- Boost participation in men's basketball leagues and provide 3 different leagues for 35 & Up and 18 & Up age divisions by the end of summer 2025.
- Develop and launch a kickball program targeting adults aged 18 & Up in our community no later than Spring 2025.
- Collaborate with PISD to develop and launch basketball programs for middle school teams within our community by the Spring of 2025.
- Enhance operational efficiency and improve program delivery by hiring three additional part-time employees by Spring 2025.

**Recreation Centers**

- Increase game room sign-ins by 10% from FY24.
- Build a fence behind Peter C. Fogo Recreation Center to
- Erect a fence behind the Peter C. Fogo Recreation Center to secure recently planted fruit trees, garden beds, and air conditioner units that have been the target of vandalism.
- Complete the disposal of old equipment by the end of FY25 by working with Facilities and Sanitation.



**PRIORITIES, GOALS, AND OBJECTIVES FOR 2025 (Cont.)**

- Increase training opportunities for all staff by the end of FY25 by exploring training opportunities outside typical Parks and Recreation organizations.

**Tennis**

- Work with Tennis Pro to launch and host 3 or more Universal Tennis Rating (UTR) Matches at Harry Taylor Tennis Center. This will be attained by promoting tournaments on UTR platforms and through social media.
- Launch and host a youth special needs day in the fall, where youth with disabilities can come and learn about tennis from the Tennis Pro.
- Develop match-play day programs on Saturdays to help promote tennis play in the area starting in the fall. This will be attained through promoting through social media platforms.

**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>RECREATION</b>					
Personnel services	1,921,666	2,242,812	2,742,828	2,562,332	2,802,861
Contractual services	365,685	402,561	639,510	588,162	648,812
Materials and supplies	331,645	375,568	473,694	422,053	418,095
Maintenance charges	501,481	499,848	552,774	567,834	571,837
Capital outlay	100,453	379,647	968,066	941,066	671,000
<b>TOTAL</b>	<b>3,220,930</b>	<b>3,900,436</b>	<b>5,376,872</b>	<b>5,081,447</b>	<b>5,112,605</b>



**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Athletics Program Registrations	3,763	3,843	2,413	2,550
PAL Gym Drop-in Visits	37,504	39,679	42,200	43,000
Recreation Center Visits	10,228	15,000	12,546	12,000
Aquatics Admissions	11,829	32,269	25,406	30,000
Aquatics Program Participation	105	202	411	796
Tennis Center Visits	4,000	4,172	4,542	4,700
Tennis Program Participation	2,000	2,472	2,556	2,600
Multipurpose Center Attendees	3008	3,632	6,678	7,000
Multipurpose Center Program Hours	12,878	13,921	14,432	15,000

**PARKS & RECREATION STAFFING**

**RECREATION ADMINISTRATION, AQUATICS, RECREATION CENTERS, ATHLETICS AND TENNIS**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1704	Director of Parks and Recreation	1	1	1
1945	Grant Writer	1	1	1
2337	Marketing Specialist	1	1	1
2430	Office Assistant I	2	2	2
2440	Office Assistant II	2	2	2
2585	Pool Technician	2	2	2
2650	PT Athletic Pooled Position	1	1	1
2741	PT Recreation Attendant	10	10	10
2840	PT Aquatics Pooled Position	1	1	1
2851	PT Recreation Pooled Position	1	1	1
3060	Recreation Assistant	1	1	1
3064	Recreation Attendant	6	6	6
3070	Recreation Manager	3	3	3
3080	Recreation Specialist I	4	4	4
3100	Recreation Superintendent	1	1	1
2667	PT Tennis Pooled Position	1	1	1
<b>TOTAL:</b>		<b>38</b>	<b>38</b>	<b>38</b>



## PARKS & RECREATION

### CLEAN STREETS

#### MISSION STATEMENT

The mission of the Clean Streets division is to maintain City properties, alleys, ditches, and rights-of-way efficiently and professionally and to utilize community service participants provided by the courts within Harris County to clean City properties and rights-of-way.



#### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Facilitate the promotion and development of multiple staff members, fostering a productive and positive work environment.
- Added new small equipment to the inventory to significantly increase efficiency in daily tasks and completing work orders.
- Conduct monthly staff training alongside Parks and Landscaping employees to improve skills, knowledge, and camaraderie.
- Implement a systematic approach to manage properties maintained by City contractors.
- Maintained a 48-hour response time for service requests throughout the year.



#### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Add new tractors and flail mowers to help improve efficiency.
- Continue to cross-train and train employees to enhance the knowledge and skills of the team.
- Make necessary repairs to the Clean Streets maintenance building to improve workspace conditions.
- Provide enhanced training for management to improve leadership skills.
- Continue to maintain a 48-hour response time for service requests.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>CLEAN STREETS</b>					
Personnel services	1,372,992	1,352,637	1,465,584	1,256,589	1,515,471
Contractual services	214,178	233,091	455,213	451,263	381,800
Materials and supplies	55,553	69,757	90,044	73,285	90,950
Maintenance charges	276,042	284,904	329,773	329,773	341,316
Capital outlay	33,711	5,950	-	-	148,148
<b>TOTAL</b>	<b>1,952,476</b>	<b>1,946,339</b>	<b>2,340,614</b>	<b>2,110,910</b>	<b>2,477,685</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Number of participants worked Community Service	1,283	1,356	1,376	1,366
Quantity of trash removal (cubic feet)	59,893	65,249	55,975	60,612
Street sweeper - streets cleaned	418	402	305	375
Street sweeper - miles cleaned	1,975	2,289	2,349	2,204

**CLEAN STREETS STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1480	Clean Streets Manager	1	1	1
1482	Clean Streets Foreman	2	2	2
1780	Equipment Operator I	3	3	3
1790	Equipment Operator II	2	2	2
2430	Office Assistant I	1	1	1
2440	Office Assistant II	1	1	1
3470	Street Cleaner I	2	2	2
3480	Street Cleaner II	6	6	6
3481	Street Cleaner III	1	1	1
<b>TOTAL:</b>		<b>19</b>	<b>19</b>	<b>19</b>



## PARKS & RECREATION

### MUNICIPAL GOLF COURSE

#### MISSION STATEMENT

The mission of the Municipal Golf Course is to provide customers with a friendly atmosphere, a course in good condition, a pro shop, and knowledgeable staff for an enjoyable golfing experience.



#### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Hosted Texas Golf Association Medalist Series which highlighted the PGC to amateur players.
- Reworked 5 tee boxes and several sand traps.
- Added 10 additional lithium-ion powered golf carts.
- Increased the number of schools using the Pasadena Golf Course.
- Increased the driving range revenue due to improvements made.
- Increased the number of rounds of golf played despite having more closed days because of weather.



#### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Design and begin construction on the pro shop improvements such as the kitchen and additional pavilion.
- Repair and repave cart paths throughout the golf course.
- Add shade structure to the driving range.
- Add a new entrance sign to improve visibility.
- Implement a new POS system to improve sales and accountability.
- Continue to increase revenue and rounds of golf played.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>GOLF COURSE</b>					
Personnel Services	493,877	670,351	783,512	735,571	869,013
Contractual services	124,807	102,795	150,300	121,850	152,100
Materials and supplies	151,790	235,719	367,612	165,420	391,900
Maintenance charges	135,031	177,952	142,730	142,655	148,126
Capital outlay	63,665	-	145,000	145,000	40,000
<b>TOTAL</b>	<b>969,170</b>	<b>1,186,817</b>	<b>1,589,154</b>	<b>1,310,496</b>	<b>1,601,139</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Number of rounds of golf played	34,901	34,471	30,624	35,000

**GOLF COURSE STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1930	Golf Course Superintendent	1	1	1
1932	Golf Course Worker I	2	2	2
1934	Golf Course Worker III	1	1	1
1938	Golf Course General Manager	1	1	1
2590	Pro Shop Specialist I	1	1	1
2765	PT Pooled Golf Course	1	1	1
2591	PT Pro Shop Worker	2	2	2
2880	Pro Shop Worker I	2	2	3
3325	Sr Grounds Keeper	1	1	1
<b>TOTAL:</b>		<b>12</b>	<b>12</b>	<b>13</b>



## PARKS & RECREATION

### MULTI-PURPOSE CENTER

#### MISSION STATEMENT

The Verne Cox Multipurpose Recreation Center provides affordable recreation programming, innovative therapeutic recreation services, and an outlet to promote healthy use of leisure time for people with disabilities.



#### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Collaborated with the Parks & Recreation Department's Garden Manager to develop and launch gardening initiatives for participants, including the establishment of a vegetable garden program called "Farm to Fork"
- In response to overwhelming interest, we expanded our specialized youth camp for individuals with disabilities by adding an extra week. This extension accommodates more participants and meets the growing demand for inclusive recreational opportunities.
- Increased participant-in-take meetings for new Verne Cox participants by 21%
- Successfully expanded the summer workforce by 80%, growing from 5 to 9 seasonal employees; Notably, all new hires demonstrated exceptional commitment by completing their full term of employment, contributing to improved operational efficiency and team stability throughout the peak season.
- The 2024 Wheelchair Wind Up event saw a significant boost in participation, with a 60% increase in team entries. The expanded reach of the event attracted teams from across Texas and even welcomed a team from Arizona.
- Increased the number of Pasadena Independent School District (PISD) students attending our after-school programs by 20%
- Successfully offered two Leisure Education events for participants and their families focusing on health and wellness practices relevant to the disability community



#### PRIORITIES, GOALS, AND OBJECTIVES FOR FISCAL YEAR 2025

- Complete Verne Cox foundation repair.
- Collaborate with Pasadena Public Libraries to provide two sensory-friendly early literacy and reading programs at the library for youth with disabilities.

**PRIORITIES, GOALS, AND OBJECTIVES FOR FISCAL YEAR 2025 (Cont.)**

- Maintain high-quality programs that can accommodate the growing number of participants.
- Complete the backyard sensory garden specifically tailored for individuals with various disabilities. This garden will provide a therapeutic and engaging outdoor space while encouraging life skills.
- Complete a two-night out-of-town camp experience with select participants of the Verne Cox Center.
- Develop and implement a series of six innovative sensory-focused events to broaden the scope of therapeutic recreation offerings and increase community engagement.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>MULTI-PURPOSE CENTER</b>					
Personnel services	343,548	400,784	465,650	383,485	467,895
Contractual services	35,487	30,776	42,405	36,197	43,000
Materials and supplies	35,373	36,159	49,029	34,251	48,422
Maintenance charges	81,687	66,649	79,171	71,738	81,532
Capital outlay	-	41,476	-	-	135,000
<b>TOTAL</b>	<b>496,095</b>	<b>575,844</b>	<b>636,255</b>	<b>525,671</b>	<b>775,849</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Multipurpose center participation - Attendees	3,008	3,632	6,678	7,000
Multipurpose center participation - Hours	12,878	13,921	14,432	15,000

**MULTI-PURPOSE CENTER STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
2430	Office Assistant I	1	1	1
2741	PT Recreation Attendant	2	2	2
2930	PT Therapeutic Aid	1	1	1
2931	PT Center Pooled Position	1	1	1
3060	Recreation Assistant	1	1	1
3064	Recreation Attendant I	1	1	1
3070	Recreation Manager	1	1	1
3090	Recreation Specialist III	1	1	1
<b>TOTAL:</b>		<b>9</b>	<b>9</b>	<b>9</b>



## **PARKS & RECREATION CIVIC CENTER OPERATIONS**

### **MISSION STATEMENT**

The mission of the Civic Center Operations is to offer excellent convention facilities and services to the public, while ensuring that our guests have a memorable experience that exceeds their expectations. We prioritize customer satisfaction and anticipate their needs to ensure a successful event.



### **ACHIEVEMENTS FOR FISCAL YEAR 2024**

- Addition of 40 RV parking spaces
- Renovated the north side of Rodeo Arena restrooms & concession stand
- Build Campbell Hall marquee sign
- Installed 12" water line
- Installed 12" sewer line and new lift station



### **PRIORITIES, GOALS, AND OBJECTIVES FOR 2025**

- Cover the area between Campbell Hall & Rodeo Arena.
- Renovate Rodeo Arena restrooms & concession stand on the south side.
- Remodel the Convention Center.
- Build a 7,500-capacity concert arena.
- Add additional event parking spaces.
- New Convention Center/Concert Arena Marquee sign



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>CIVIC CENTER</b>					
Personnel services	443,251	456,898	487,917	456,331	504,251
Contractual services	112,199	111,747	110,500	81,850	109,800
Materials and supplies	12,177	10,229	14,300	4,320	14,275
Maintenance charges	245,438	238,777	215,097	215,097	223,271
<b>TOTAL</b>	<b>813,065</b>	<b>817,651</b>	<b>827,814</b>	<b>757,598</b>	<b>851,597</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Number of events	266	206	212	200
Number of attendees per year	450,000	1,411,810	420,000	350,000
Number of days used - Convention Center	305	280	295	250
Number of days used - Fairgrounds	294	203	198	150

**CIVIC CENTER OPERATIONS STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1310	Director Convention Center	1	1	1
1820	Facility Worker I	3	3	3
1821	Facility Worker II	1	1	1
1830	Lead Facility Worker	1	1	1
2430	Office Assistant I	1	1	1
2440	Office Assistant II	1	1	1
<b>TOTAL:</b>		<b>8</b>	<b>8</b>	<b>8</b>



## PARKS & RECREATION

### MADISON JOBE SENIOR CENTER

#### MISSION STATEMENT FOR MADISON JOBE:

The mission of the Madison Jobe Senior Center (MJSC) is to improve the quality of life of older adults and create opportunities for social interaction, personal growth, health, and well-being through ever-changing and creative programs designed for the specific needs of the senior population.

#### MISSION STATEMENT FOR RIDES PROGRAM:

The mission of the RIDES Program is to improve the independence and quality of life of disabled adults and seniors who cannot drive through using HUD/CDBG grant funds to bring free critical needs transportation to economically underprivileged and disabled citizens and senior citizens of Pasadena.



#### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Begun the process of having the building foundation leveled
- Generated more interest by creating and rotating new events and activities
- Improved efficiency of the MJSC registration process by changing to phone-in-only
- Organized, promoted, and celebrated the 40th anniversary of the opening of the Senior Center
- Obtained Zen Garden with \$20,000 grant from BACODA
- Installed new fence between MJSC and Clean Streets
- Installed new street LED display sign



#### PRIORITIES, GOALS, AND OBJECTIVES FOR FISCAL YEAR 2025

- Complete the leveling project for the MJSC.
- Install insulated windows in the storage building.
- Paint the outer walls and dining room walls.
- Continue creating and adjusting activity offerings for MJSC clients.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>SENIOR CENTER - MADISON JOBE</b>					
Personnel services	532,675	582,114	638,575	578,383	665,507
Contractual services	33,709	35,078	72,535	62,775	66,450
Materials and supplies	19,826	30,926	56,455	23,350	54,150
Maintenance charges	128,758	114,179	128,116	123,116	135,408
Capital outlay	-	-	60,000	60,000	-
<b>TOTAL</b>	<b>714,968</b>	<b>762,297</b>	<b>955,681</b>	<b>847,624</b>	<b>921,515</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Senior center participation - Annual	18,393	17,727	16,011	17,500
Special events performed each year	11	11	12	12
Transportation program rides per year	1,860	1,860	1,860	1,860

**MADISON JOBE SENIOR CENTER STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
2430	Office Assistant I	1	1	1
2892	Rides Coordinator	1	1	1
3064	Rec Attendant I	1	1	1
3065	Rec Attendant II	1	1	1
3070	Recreation Manager	1	1	1
3080	Recreation Specialist I	2	2	2
3395	Senior Center Supervisor	1	1	1
<b>TOTAL:</b>		<b>8</b>	<b>8</b>	<b>8</b>



## PARKS & RECREATION MUSEUMS

### MISSION STATEMENT

Pasadena's Heritage Museum seeks to deepen the understanding of the origins of our city and its residents, to strengthen the bonds of the community through archiving and preserving collections of the past, present, and future generations, and to honor those who carved out this thriving community.



### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Had the Police Department perform security audit for the Museum and grounds
- Employed new part-time Museum Specialist
- Organized and held a successful Christmas with Santa event to promote the visibility of the Museum
- Began major reformatting of Pomeroy House as historical centerpiece of Heritage Park



### PRIORITIES, GOALS, AND OBJECTIVES FOR FISCAL YEAR 2025

- Improve the exterior of Museum houses by painting, fixing windows and screens.
- Improve drainage on the Museum grounds.
- Repair or replace the arbor and benches on the Museum grounds.
- Install better signage to identify the Heritage Park and Museum.
- Improve security by installing security cameras and more lighting.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>MUSEUMS</b>					
Personnel services	97,527	94,091	121,844	110,965	129,801
Contractual services	9,212	2,250	18,702	3,900	20,300
Materials and supplies	8,243	6,623	16,000	5,700	14,750
Maintenance charges	12,622	14,645	20,495	20,843	20,053
<b>TOTAL</b>	<b>127,604</b>	<b>117,609</b>	<b>177,041</b>	<b>141,408</b>	<b>184,904</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Museum visitors per year	678	961	654	750
Special events performed each year	2	1	1	1

**MUSEUMS STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
2414	Museum Specialist	1	1	1
2853	PT Museum Specialist	1	1	1
2850	PT Pooled Museum	1	1	1
<b>TOTAL:</b>		<b>3</b>	<b>3</b>	<b>3</b>



## PARKS & RECREATION

### MUNICIPAL PUBLIC LIBRARY

#### MISSION STATEMENT

The mission of the Pasadena Public Library System is to provide exemplary services with access to resources that meet the information, recreation, and educational needs of our community.



#### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Developed a centralized collection development model implemented in the Collection Services department; All selection of library materials now takes place by a team of selectors currently all working in the Collection Services Department. This has resulted in front-line public services staff having more availability to focus on improved customer service, increased programming opportunities and a materials collection to meet the needs of patrons of all ages.
- The bandwidth for the Public Networks at both library branches was upgraded to a fiber network connection moving from Comcast to AT&T as its new service provider. The Fairmont Library's fiber network was installed as its own independent connection no longer connected to the Central Library. The network speed has increased, which accommodates the growing number of patrons who come into the libraries with 3 or more wireless devices.
- Created a MakerLab Specialist position to coordinate all programming and activities for the new MakerLab at the Central Library; As a result, MakerLab usage, reservations and programming activities has shown a drastic increase of 30%.



#### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Expand services in the Central Library's MakerLab by purchasing additional equipment and adding programming opportunities for both children & Teens.
- The Pasadena Public Library and Pasadena Independent School District (PISD) will complete a joint project to use PISD school IDs as Pasadena library cards giving 50,000 students access to library services after school and on weekends by Spring 2025.

**PRIORITIES, GOALS, AND OBJECTIVES FOR 2025 (Cont.)**

- Transition the Teen Services department into a teen-led program. All programming and activities will be crafted with direct input from teen patrons. Also, the Teen Advisory Board will be launched in Fall 2024.
- Increase the total checkouts for the Pasadena Public Library to at least 425,000 total checkouts.
- Collaborate with other City of Pasadena departments to expand the reach of our programming and library services to the Pasadena community.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>LIBRARY</b>					
Personnel services	2,617,220	2,698,922	2,950,227	2,418,323	2,936,895
Contractual services	264,805	260,370	262,514	289,392	348,605
Materials and supplies	393,991	371,246	468,433	379,900	410,675
Maintenance charges	503,277	492,181	486,394	486,306	501,998
Capital outlay	77,828	93,854	118,000	118,000	170,345
<b>TOTAL</b>	<b>3,857,121</b>	<b>3,916,573</b>	<b>4,285,568</b>	<b>3,691,921</b>	<b>4,368,518</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Library Visits	97,946	122,056	132,675	152,576
Checkouts	338,657	382,274	400,500	440,550
Reference Transactions	18,057	13,611	18,519	23,519
Program Attendance	11,650	15,031	16,620	19,113

**LIBRARY STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1620	Custodian I	2	2	2
2129	Librarian I	2	2	2
2130	Librarian II	5	5	5
2140	Librarian III	3	3	3
2150	Library Assistant I	6	6	6
2160	Library Assistant II	9	9	8
2170	Library Director	1	1	1
2180	Library Services Coordinator	1	1	1
2181	Library Services Coordinator II	1	1	1
2190	Library Services Manager	3	3	3
2686	PT Clerical Assistant I	2	2	2
2687	PT Clerical Assistant II	5	5	5
2835	PT Pooled Library	1	1	1
3350	Sr Library Assistant	1	1	2
3370	Sr Office Assistant	1	1	1
<b>TOTAL:</b>		<b>43</b>	<b>43</b>	<b>43</b>



## PARKS & RECREATION

### URBAN STREET PROJECTS

The Urban Street Project is a landscaping and beautification initiative funded by Pasadena Economic Development Corporation (PEDC) to enhance the appeal of public spaces in Pasadena through the use of trees, flowers and native vegetation. Primarily focused on the City's roadway esplanades and main traffic corridors, this project is being implemented and maintained by the City's Landscaping Department.

### FY 2025 ADOPTED BUDGET EXPENDITURE SUMMARY

#### 19951 URBAN STREET PROJECT – GENERAL

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
Contractual Services	19,100	-	-	-	-
Minor Tools & Equipment	18,756	-	-	-	-
Capital Outlay	-	44,616	-	-	-
<b>TOTAL</b>	<b>37,856</b>	<b>44,616</b>	-	-	-



## HEALTH DEPARTMENT

The Health Department plays a vital role in improving the quality of life for citizens of the city. Their primary objective is to safeguard people's health, life, and safety through education and the enforcement of health codes. They also issue certified copies of birth and death certificates.

In addition, the Department is responsible for overseeing several programs, such as the weed mowing program, which involves the inspection and mowing of weeds on vacant lots. They also inspect food establishments to enforce sanitation standards and issue annual food permits for food safety.

The Health Department is also responsible for consulting and inspecting premises for rodent and insect vector control. The City of Pasadena Health Department oversees the administration of the City's pest mosquito control contract, which requires the entire city to be treated once a month during May - September. The City also works in conjunction with Harris County Mosquito Control to monitor and treat areas where disease-carrying mosquitoes are confirmed. Complaints are monitored to determine if additional applications are necessary.

Residents can help by taking general precautions, such as keeping tight-fitting screens on doors and windows, maintaining pools and spas, eliminating standing water from tires, planters, feed bowls, etc., repairing leaking outside faucets, changing bird bath water frequently, wearing long sleeves and pants at dawn and dusk when mosquitoes are most active, using mosquito repellents, avoiding over-watering lawns, and cleaning out rain gutters.

The Health Department also issue permits for swimming pools and septic tanks and conducts inspections before permitting dance halls, daycare centers, and wrecking yards. They enforce City ordinances related to health issues, such as the City's smoking ordinance regulations and new regulations on the disposal of fats, oils, and grease.

- The City's Animal Shelter operates with Animal Control Officers who handle animal-related incidents and enforce City ordinances about animals. The shelter staff assists residents with animal surrender and adoption and takes care of the animals housed at the shelter. A contracted veterinarian provides exams, treatment, and medication to all shelter animals with assistance from staff.


**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2025</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>AMENDED</b>	<b>ESTIMATED</b>	<b>ADOPTED</b>
Personnel services	3,436,452	3,565,309	4,101,302	3,554,998	4,260,237
Contractual services	1,571,692	1,621,675	1,988,319	1,879,991	1,953,955
Materials and supplies	347,248	390,216	296,051	267,930	296,381
Maintenance charges	466,496	446,712	484,069	486,817	502,135
Capital outlay	62,749	77,549	5,792	-	-
<b>TOTAL</b>	<b>5,884,637</b>	<b>6,101,461</b>	<b>6,875,533</b>	<b>6,189,736</b>	<b>7,012,708</b>
<b>BY DEPARTMENT/DIVISION</b>					
Health	2,573,157	2,824,870	3,161,406	2,891,437	3,189,898
Animal rescue and assistance	3,311,480	3,276,591	3,714,127	3,298,299	3,822,810
<b>TOTAL</b>	<b>5,884,637</b>	<b>6,101,461</b>	<b>6,875,533</b>	<b>6,189,736</b>	<b>7,012,708</b>



## HEALTH DEPARTMENT

### HEALTH

#### MISSION STATEMENT

The Health Department is a team of professionals committed to maintaining and improving the general health and quality of life for our citizens by ensuring the safety, welfare, and cleanliness of Pasadena neighborhoods and businesses through a wide range of consumer and environmental services and enforcement of city and state laws.



#### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Expanded food service program staffing to control foodborne illness risk factors and ensure establishments operate according to established standards and regulations.
- Collaborated extensively with internal and external organizations to address health, safety, and welfare concerns for neighborhood nuisance abatement regarding elderly citizens in a residential structure.
- Coordinated comprehensive long-term multi-family inspection program for properties with multiple code violations and high crime rates.
- Completion of Tyler Enterprise Asset Management (EAM) configuration.
- Collaboration with the Police Department and Parks Department to assess and mitigate public health risks and environmental impacts associated with homeless encampments and apply nuisance abatement methods to remove vegetative overgrowth and debris and improve the safety of neighborhoods.



#### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Complete implementation of Tyler software conversion and prepare to go live with the application.
- Develop collaboration with PD and 9-1-1 Emergency Medical Services (EMS) contractor for overdose detection mapping to support public safety and public health efforts during spiking overdose events.
- Develop a professional internship program for college students pursuing an environmental or consumer science degree.
- Review Business Licensing fee structures for automobile salvage yards, public and semi-public swimming pools, and used tire generators.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>HEALTH DEPARTMENT</b>					
Personnel services	1,082,952	1,157,858	1,336,834	1,148,698	1,389,817
Contractual services	1,263,379	1,384,762	1,660,844	1,587,473	1,630,780
Materials and supplies	101,631	154,602	26,614	18,250	27,106
Maintenance charges	125,195	127,648	137,114	137,016	142,195
<b>TOTAL</b>	<b>2,573,157</b>	<b>2,824,870</b>	<b>3,161,406</b>	<b>2,891,437</b>	<b>3,189,898</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Vital Statistics - Birth and death records filed	3,861	4,084	3,748	3,897
Vital Statistics - Birth and death records sold	4,917	5,691	5,190	5,266
General Sanitation & Business Licensing Inspections	13,286	13,372	11,907	12,855
Liens Filed	131	129	93	117
Business Licenses Issued	2,615	2,927	3,290	2,944
Revenues	378,825	672,093	688,228	680,160

**HEALTH STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1370	Chief Health Inspector	1	1	1
1897	Food Inspector	0	1	2
2040	Inspector III	3	3	3
2050	Inspector IV	1	1	1
2210	Local Registrar	1	1	1
2430	Office Assistant I	1	1	1
2440	Office Assistant II	2	2	2
2770	Health/Medical Doctor	1	1	1
2960	Public Health Director	1	1	1
3130	Sanitarian I	2	2	0
3131	Sanitarian II	1	1	1
3132	Sanitarian III	0	0	1
3370	Sr Office Asst	1	1	1
<b>TOTAL:</b>		<b>15</b>	<b>16</b>	<b>16</b>



## HEALTH DEPARTMENT ANIMAL RESCUE & ASSISTANCE

### MISSION STATEMENT

The Animal Control and Adoption Department is dedicated to protecting the health and safety of Pasadena citizens from dangerous, sick, and free roaming animals. The staff is committed to the spaying and neutering of pets to reduce the number of homeless dogs and cats.



### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Enrolled in a mentorship program called Shelter Collaborative with Houston Pets Alive! through Best Friends Animal Society (BFAS); BFAS provided an \$80,000 grant to our animal shelter to support the development of new programs and improvements to existing ones, all aimed at increasing the number of animals saved in Pasadena.
- Applied for grants to fund mobile vaccination, microchipping, and spay/neuter clinics to provide free/reduced-cost services to citizens of Pasadena who live in areas with high stray intakes and puppy and kitten litters.
- Implemented a Community Cat program focusing on the health and well-being of unowned and unsocialized cats. This includes spay/neuter surgeries, vaccinations, and identifying caretakers to establish a partnership in increasing cat lifesaving.
- The Animal Shelter has been hosting vaccine and microchip drives twice a month in partnership with PetCo Love for the vaccines as well as Lucky Family Dog and Pasadena Animal Advocates at Work (PAAW) for the microchips.
- Reopened the Animal Shelter after all tornado repairs were completed. Held a ribbon-cutting ceremony and implemented a transition plan to bring animals back into the shelter through over-the-counter and Accountable Care Organization (ACO) intakes.
- Partnered with sister shelters and rescue organizations in the Houston metropolitan area for unified, compassionate care and a strong voice.



### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Develop a bilingual education program on responsible pet ownership, covering the importance of keeping pets in secure environments, microchipping, vaccination requirements, heartworm and flea preventatives, and spaying/neutering.



**PRIORITIES, GOALS, AND OBJECTIVES FOR 2025 (Cont.)**

- Determine the most effective methods to disseminate the importance of responsible pet ownership, such as classes, social media, and community meetings.
- Partner with La Porte and Deer Park Animal Shelters to plan a low-cost Pet Resource Fair featuring vets, groomers, boarding facilities, pet supply stores, mobile vaccination, microchipping, and spay/neuter clinics.
- Partner with humane education organizations to increase educational opportunities for Pasadena Animal Shelter staff and shelter staff in surrounding areas.
- Update the city ordinance to require microchipping as part of the pet registration process to aid in reuniting lost pets with their owners more quickly, leading to shorter shelter stays for owned animals.

**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>ANIMAL RESCUE AND ASSISTANCE</b>					
Personnel services	2,353,500	2,407,451	2,764,468	2,406,300	2,870,420
Contractual services	308,313	236,913	327,475	292,518	323,175
Materials and supplies	245,617	235,614	269,437	249,680	269,275
Maintenance charges	341,301	319,064	346,955	349,801	359,940
Capital Outlay	62,749	77,549	5,792	-	-
<b>TOTAL</b>	<b>3,311,480</b>	<b>3,276,591</b>	<b>3,714,127</b>	<b>3,298,299</b>	<b>3,822,810</b>



**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Animal Live Releases	3,100	2,575	3,000	3,500
Animals Registered	723	403	700	500
# of offsite adoption events	88	77	130	60
Officer activities	9,003	6,637	9,000	6,500
Pets returned to owners	358	184	341	400
Microchips implanted	1,556	1,279	1,819	2,000
Animals Impounded	5,930	5,027	6,953	7,000
Spay/Neuter Surgeries performed	1,283	1,359	1,631	1,800

**ANIMAL RESCUE & ASSISTANCE STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1076	Adoption Assistant	1	1	1
1077	Adoption Events Coordinator	1	1	1
1085	Animal Control Dispatcher	2	2	2
1090	Animal Control Officer	7	7	7
1095	Animal Care Technician II	13	13	12
1098	Animal Rescue and Foster	1	1	1
1099	Animal Health Technician	1	1	2
1203	Asst Mgr Animal Rescue	1	1	1
1620	Custodian I	1	1	1
2085	Kennel Supervisor	1	1	1
2096	Lead Animal Control Officer	1	1	1
2320	Manager Animal Rescue	1	1	1
2337	Marketing Specialist	0	1	1
2338	Mkting/Program Coordinator	1	0	0
2430	Office Assistant I	6	6	6
3267	Senior Admin Asst	1	1	1
3752	Vol & Enrich Coordinator	1	1	1
	<b>TOTAL:</b>	<b>40</b>	<b>40</b>	<b>40</b>

**DEBT SERVICE FUND SUMMARY**

The Debt Service fund is a legally restricted fund utilized to account for primarily property tax revenues used to pay long-term debt principal and interest for the City's general obligation debt. General obligation bonds and tax-supported certificates of obligation are issued to finance major capital improvements, usually over twenty years.

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>BEGINNING FUND BALANCE</b>	\$ 4,116,848	\$ 3,655,356	\$ 4,727,545	\$ 4,727,545	\$ 5,108,545
<b>REVENUE</b>					
Ad valorem taxes-current year	10,695,183	13,329,053	12,262,763	12,262,763	11,265,188
Ad valorem taxes-prior year	(428,363)	(9,597)	55,000	20,000	75,000
Penalties and interest	127,247	129,708	135,000	135,000	135,000
Special vehicle inventory tax	32,107	38,066	33,500	35,000	36,000
<b>General Property Taxes</b>	<b>10,426,174</b>	<b>13,487,230</b>	<b>12,486,263</b>	<b>12,452,763</b>	<b>11,511,188</b>
Interest earned	25,756	170,822	157,000	208,000	175,000
<b>Investment Income</b>	<b>25,756</b>	<b>170,822</b>	<b>157,000</b>	<b>208,000</b>	<b>175,000</b>
Transfer from capital project fund	1,121	-	-	-	-
<b>Other Revenues</b>	<b>1,121</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL REVENUE</b>	<b>10,453,051</b>	<b>13,658,052</b>	<b>12,643,263</b>	<b>12,660,763</b>	<b>11,686,188</b>
<b>PRINCIPAL AND INTEREST PAYMENTS</b>					
<b>Property Tax Supported Debt Service</b>					
Principal	7,803,639	6,930,000	7,640,000	7,640,000	6,985,000
Interest	3,110,904	5,655,863	4,622,763	4,622,763	4,280,188
<b>Subtotal Tax Supported Debt</b>	<b>10,914,543</b>	<b>12,585,863</b>	<b>12,262,763</b>	<b>12,262,763</b>	<b>11,265,188</b>
<b>OTHER EXPENDITURES</b>					
Arbitrage	-	-	12,000	12,000	12,000
Fiscal charges	-	-	5,000	5,000	5,000
<b>SUBTOTAL OTHER COSTS</b>	<b>-</b>	<b>-</b>	<b>17,000</b>	<b>17,000</b>	<b>17,000</b>
<b>TOTAL EXPENDITURES</b>	<b>10,914,543</b>	<b>12,585,863</b>	<b>12,279,763</b>	<b>12,279,763</b>	<b>11,282,188</b>
<b>Revenue Over Expenditures</b>	<b>(461,492)</b>	<b>1,072,189</b>	<b>363,500</b>	<b>381,000</b>	<b>404,000</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 3,655,356</b>	<b>\$ 4,727,545</b>	<b>\$ 5,091,045</b>	<b>\$ 5,108,545</b>	<b>\$ 5,512,545</b>



**LONG-TERM DEBT**

The City’s underlying bond rating for Tax Supported Debt from Standard & Poor’s is “AA” and from Fitch Ratings is “AA.” The City’s underlying bond rating for Utility Supported Debt from Standard & Poor’s is “AA-” and from Fitch Ratings is “AA-.” The City is limited to the amount of tax-supported debt it can incur by Article IX, Section 14 of the City Charter and state statutes which limits the City’s total general obligation bonded indebtedness at any one time to 10% of assessed property value. The FY 2024 debt limitation for the City was \$1,237,228,437, which is significantly more than the City’s outstanding general obligation debt. The FY 2025 debt limitation will be calculated in December 2024.

**Government Activities**

**General Obligation Bonds, General Obligation Refunding Bonds, and Certificates of Obligation**

The City issues general obligation bonds and certificates of obligation to provide funds for the construction and improvement of the City’s infrastructure (i.e., streets, drainage, water and sewer systems, public safety, recreation, and culture facilities). In the past, the City has also refunded certain issues of general obligation bonds to take advantage of lower interest rates and even out debt payments.

All bonds are direct obligations and are secured by the full faith and credit of the City. General obligation bonds (GOB), certificates of obligations (COB), general obligation refunding bonds (GOB Refunding), and general obligation and refunding bonds (GO and Refunding) currently outstanding are as follows:

	Interest %	Maturity	Purpose	Installments	Amount
\$16,690,000 GO Refunding, 2012A	2.00 - 5.00	2/15/2025	Governmental type	\$145,000 to \$1,840,000	925,000
\$12,525,000 GO Refunding, 2015	2.00 - 5.00	2/15/2027	Governmental type	\$755,000 to \$1,830,000	2,890,000
\$17,405,000 GO Refunding, 2016A	2.00 - 5.00	2/15/2028	Governmental type	\$265,000 to \$2,065,000	7,800,000
\$19,175,000 COB, 2017	2.00 - 4.00	2/15/2037	Governmental type	\$195,000 to \$1,635,000	16,785,000
\$33,945,000 COB, 2018	2.00 - 5.00	2/15/2038	Governmental type	\$400,000 to \$2,765,000	30,055,000
\$48,120,000 COB, 2022	4.00 - 5.00	2/15/2042	Governmental type	\$710,000 to \$4,090,000	47,410,000
					<b><u>\$105,865,000</u></b>



Annual debt service requirements to maturity for general obligation bonds, certificates of obligation, and general obligation refunding bonds are as follows:

Fiscal Year Ending September 30,	Principal	Interest	Total
2025	6,985,000	4,280,188	11,265,188
2026	6,395,000	3,970,213	10,365,213
2027	6,375,000	3,685,888	10,060,888
2028	5,590,000	3,428,338	9,018,338
2029	5,475,000	3,172,588	8,647,588
2030-2034	31,295,000	11,930,563	43,225,563
2035-2039	31,955,000	5,145,063	37,100,063
2040-2042	11,795,000	720,300	12,515,300
	<b>\$105,865,000</b>	<b>\$36,333,141</b>	<b>\$142,198,141</b>

**Business-Type Activities**

**Revenue Bonds, Revenue Refunding Bonds, and General Obligation Refunding Bonds**

The City also issues bonds and obligations where the City pledges net revenues derived from the City’s water and sewer system.

In summary, the debt outstanding at the fiscal year end is as follows:

	Interest %	Maturity	Purpose	Installments	Amount
\$50,210,000 GOB Refunding Bonds, 2016	2.00 -			\$440,000 to	
	5.00	2/15/2033	Refunding	\$4,755,000	36,585,000
\$16,305,000 COB, 2017	2.00 -			\$195,000 to	
	4.00	2/15/2037		\$1,635,000	12,575,000
\$10,450,000 COB, 2023	0.00-		Water and	\$520,000 to	
	0.00	2/15/2043	sewer	\$525,000	9,930,000
					<b>\$ 59,090,000</b>



Debt service requirements to maturity are as follows:

Fiscal Year Ending September 30,	Bonds and CO's		CO's from Direct Placements		Total
	Principal	Interest	Principal	Interest	
2025	4,110,000	1,867,894	520,000	-	6,497,894
2026	4,315,000	1,664,669	520,000	-	6,499,669
2027	4,525,000	1,451,419	520,000	-	6,496,419
2028	4,730,000	1,247,644	520,000	-	6,497,644
2029	4,920,000	1,054,644	520,000	-	6,494,644
2030-2034	22,895,000	2,296,978	2,605,000	-	27,796,978
2035-2039	3,665,000	173,400	2,625,000	-	6,463,400
2040-2043	-	-	2,100,000	-	2,100,000
	<b>\$49,160,000</b>	<b>\$9,756,648</b>	<b>\$9,930,000</b>	<b>-</b>	<b>\$68,846,648</b>

**Changes in Long-Term Liabilities**

Long-term liability activity for the year ended September 30, 2023 was as follows:

**Governmental Activities:**

**Bonds payable supported**

**by**

**property taxes:**

	Beginning	Additions/ Reclassification	Refunding/ Reductions	Ending	Due Within One Year
General obligation and refunding bonds	\$ 16,360,000	\$ -	\$ (4,745,000)	\$ 11,615,000	\$ 3,950,000
Certificate of obligation bonds	97,145,000	-	(2,895,000)	94,250,000	3,035,000
	113,505,000	-	(7,640,000)	105,865,000	6,985,000
Add: Premiums on debt issuances	8,847,081	-	(1,097,562)	7,749,519	-
<b>Total Bonds Payable</b>	<b>\$ 122,352,081</b>	<b>\$ -</b>	<b>\$ (8,737,562)</b>	<b>\$ 113,614,519</b>	<b>\$ 6,985,000</b>



Internal service funds predominantly serve the governmental funds. Accordingly, long-term liabilities of internal service funds are included as part of the above totals for governmental activities.

For governmental activities, claims, compensated absences, other post-employment benefits, and net pension liabilities are liquidated by the general fund, internal service funds, and grant management fund.

Long-term liability activity for the year ended September 30, 2024 was as follows:

**Business-Type Activities:**

<b>Bonds payable</b>	Beginning	Additions/ Reclassification	Refunding/ Reductions	Ending	Due Within One Year
General obligation refunding bonds	\$ 39,815,000	\$ -	\$ (3,230,000)	\$ 36,585,000	\$ 3,390,000
Certificate of Obligations CO's from direct placements	13,260,000	-	(1,205,000)	12,055,000	720,000
	10,450,000	-	-	10,450,000	520,000.00
	63,525,000	-	(4,435,000.00)	59,090,000	4,630,000.00
Add: Premiums on debt issuances	4,405,098	-	(456,850)	3,948,248	-
<b>Total bonds payable</b>	<b>\$ 67,930,098</b>	<b>\$ -</b>	<b>\$ (4,891,850)</b>	<b>\$ 63,038,248</b>	<b>\$ 4,630,000</b>

Other Long Term Debt - PEDC

Fiscal Year Ending September 30,	Principal	Interest	Total
2025	770,000	2,457,438	3,227,438
2026	810,000	2,418,938	3,228,938
2027	850,000	2,378,438	3,228,438
2028	890,000	2,335,938	3,225,938
2029	935,000	2,291,438	3,226,438
2030-2034	5,420,000	10,708,188	16,128,188
2035-2039	6,945,000	9,188,513	16,133,513
2040-2044	8,965,000	7,167,513	16,132,513
2045-2049	11,495,000	4,639,000	16,134,000
2050-2053	11,435,000	1,464,000	12,899,000
	<b>\$48,515,000</b>	<b>\$45,049,404</b>	<b>\$93,564,404</b>



### SYSTEM FUND SUMMARY

The System fund is an enterprise fund that includes water and wastewater system operations. The fund is operated like private business enterprises, where the costs of providing the services to the public are financed primarily through user charges. The City provides water and wastewater service to approximately 35,000 residential, commercial, and industrial customers. Water and sewer revenues provide 96.6% of the total revenue generated in the System fund so the City must continually monitor costs to ensure that the fund is self-supporting.

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>Budget Basis:</b>					
<b>Beginning Unrestricted Net Assets (GAAP)</b>	<b>\$26,078,918</b>	<b>\$37,110,202</b>	<b>\$48,348,959</b>	<b>\$48,348,959</b>	<b>\$55,016,236</b>
Revenues	51,495,804	57,811,400	54,188,150	58,299,862	57,467,650
Expenses	43,653,424	46,572,643	55,437,421	51,632,585	57,467,650
Net Increase (Decrease) in Net Assets	7,842,380	11,238,757	(1,249,271)	6,667,277	-
<b>Ending Unrestricted Net Assets (Budget)</b>	<b>\$33,921,298</b>	<b>\$48,348,959</b>	<b>\$47,099,688</b>	<b>\$55,016,236</b>	<b>\$55,016,236</b>
<b>Reserve Requirement*</b>	<b>5,556,949</b>	<b>6,274,528</b>	<b>7,833,303</b>	<b>7,199,164</b>	<b>7,860,692</b>
<b>Over (Under) Requirement</b>	<b>\$28,364,349</b>	<b>\$42,074,431</b>	<b>\$39,266,385</b>	<b>\$47,817,072</b>	<b>\$47,155,544</b>

\* The reserve requirement is reduced by the interfund transfers amount after the computation of the reserve requirement amount.

**Reconciliation to GAAP**

Ending Unrestricted Net Assets (Budget)	\$33,921,298	\$48,348,959	\$47,099,688	\$55,016,236	\$55,016,236
Adjustments	3,188,904	(59,734)	-	-	-
Unrestricted Net Assets (GAAP)	37,110,202	48,289,225	47,099,688	55,016,236	55,016,236
Restricted Net Assets (GAAP)	2,345,258	2,702,351	2,538,409	2,538,409	2,538,409
Net Investment in Capital Assets (GAAP)	251,190,759	262,156,557	249,407,454	249,407,454	253,362,454
<b>Total Net Position (GAAP)</b>	<b>\$290,646,219</b>	<b>\$313,148,133</b>	<b>\$299,045,551</b>	<b>\$306,962,099</b>	<b>\$310,917,099</b>

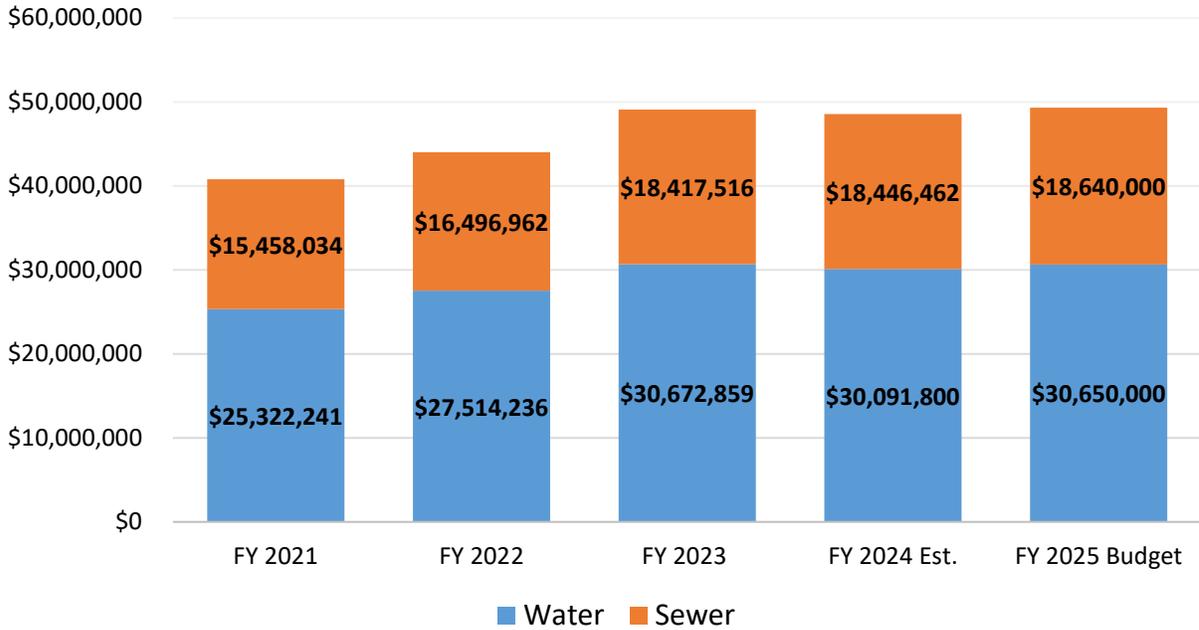


**FY 2025 ADOPTED BUDGET  
SYSTEM FUND DETAIL REVENUE OVERVIEW**

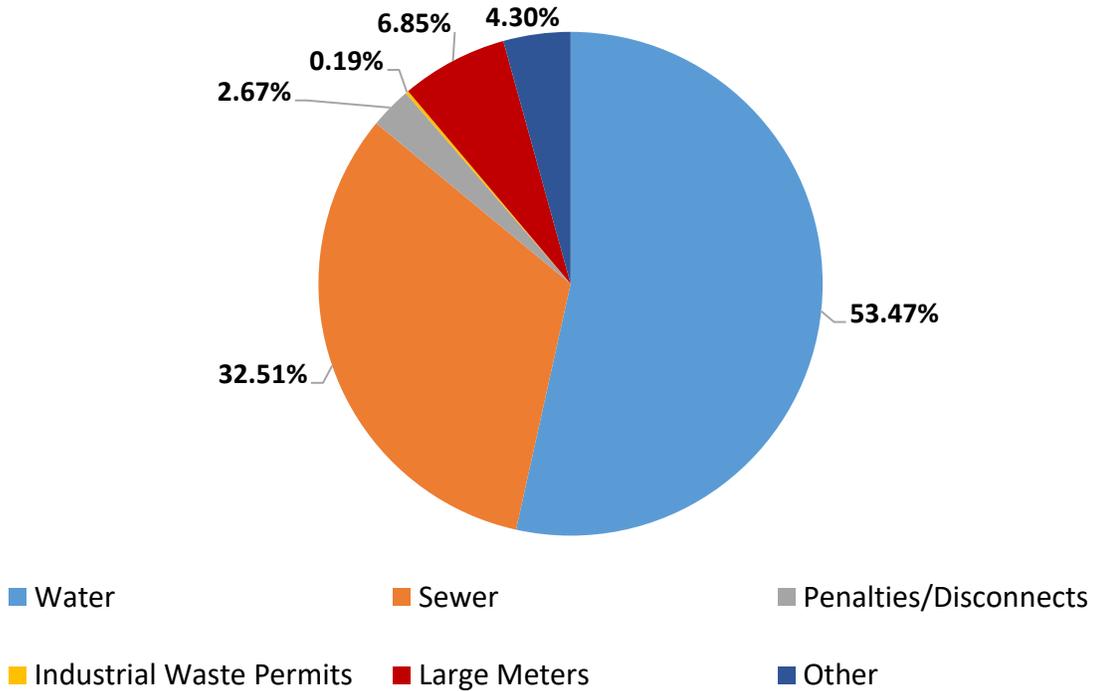
REVENUE CATEGORY	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
Interest earned	\$307,961	\$2,358,505	\$1,900,000	\$3,200,000	\$2,100,000
<b>INVESTMENT INCOME</b>	<b>307,961</b>	<b>2,358,505</b>	<b>1,900,000</b>	<b>3,200,000</b>	<b>2,100,000</b>
Miscellaneous	(30,992)	(122,723)	150	150	150
CC processing fee	177,053	157,995	120,000	165,000	100,000
<b>OTHER REVENUE</b>	<b>732,013</b>	<b>35,404</b>	<b>120,150</b>	<b>674,437</b>	<b>100,150</b>
Water revenues	27,514,236	30,672,859	28,650,000	30,091,800	30,650,000
Water connections	158,955	108,255	40,000	88,320	80,000
Sewer revenues	16,496,962	18,417,516	17,700,000	18,446,462	18,640,000
Sewer connections	144,600	119,867	40,000	45,000	45,000
Penalties	1,143,734	1,221,429	1,200,000	1,265,878	1,225,000
Miscellaneous water revenue	220,543	261,655	225,000	271,064	270,000
Disconnect fees	319,472	274,164	300,000	325,472	310,000
Industrial waste	210,697	178,802	150,000	131,028	110,000
Large meter revenues	3,905,757	3,945,375	3,860,000	3,946,101	3,935,000
Year-end accrual revenues	340,181	216,069	-	(188,200)	-
<b>OPERATING REVENUE</b>	<b>50,455,137</b>	<b>55,415,991</b>	<b>52,165,000</b>	<b>54,422,925</b>	<b>55,265,000</b>
Recovery of damage claims	-	-	-	-	-
Other	-	1,500	3,000	2,500	2,500
<b>NON-OPERATING REVENUE</b>	<b>-</b>	<b>1,500</b>	<b>3,000</b>	<b>2,500</b>	<b>2,500</b>
<b>SYSTEM FUND REVENUE TOTAL</b>	<b>\$51,495,804</b>	<b>\$57,811,400</b>	<b>\$54,188,150</b>	<b>\$58,299,862</b>	<b>\$57,467,650</b>



**FY 2025 WATER & SEWER REVENUES**



**FY 2025 SYSTEM FUND REVENUE SOURCES**

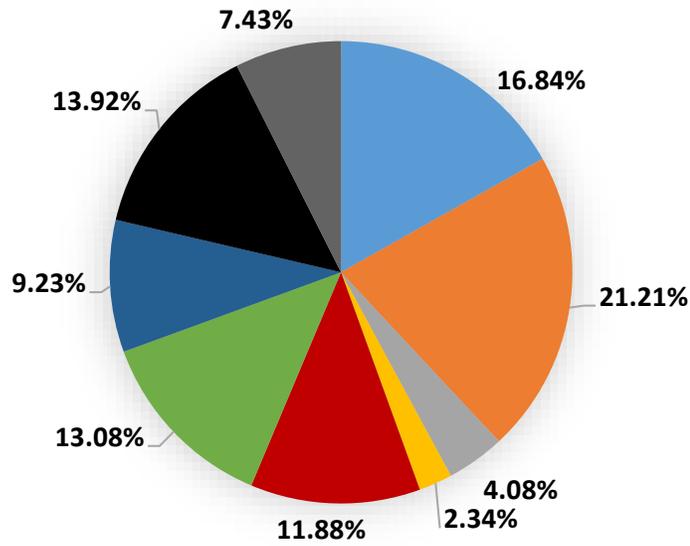




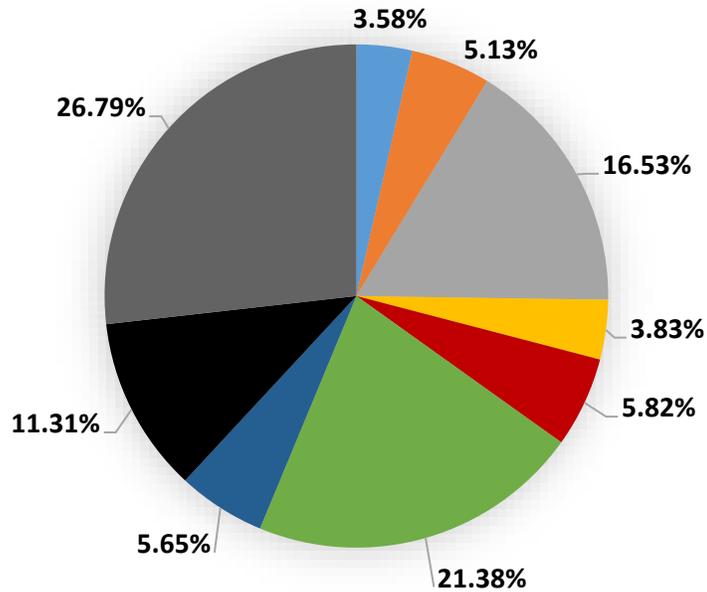
**FY 2025 ADOPTED BUDGET  
SYSTEM FUND DETAIL EXPENDITURE OVERVIEW**

<b>BY CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
Personnel services	\$ 7,257,952	\$ 7,593,738	\$ 9,610,067	\$ 7,824,747	\$ 9,674,740
Contractual services	7,523,045	9,854,256	12,380,601	11,700,791	12,190,038
Materials and supplies	1,057,373	1,529,334	2,634,276	1,996,779	2,343,520
Maintenance charges	1,084,075	1,139,626	1,295,463	1,299,343	1,343,474
Other charges	5,666,397	6,800,012	6,725,100	6,460,300	6,825,300
Other uses	6,511,535	6,019,653	7,472,504	7,553,494	7,517,078
Other financing	13,311,732	11,925,474	11,437,604	11,437,604	13,303,500
Capital outlay	1,241,315	1,710,550	3,881,806	3,359,527	4,270,000
<b>TOTALS</b>	<b>\$ 43,653,424</b>	<b>\$ 46,572,643</b>	<b>\$ 55,437,421</b>	<b>\$ 51,632,585</b>	<b>\$ 57,467,650</b>

<b>BY DEPARTMENT/DIVISION</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
Wastewater rehabilitation	\$ 1,328,223	\$ 1,287,588	\$ 1,957,289	\$ 1,536,252	\$ 2,055,352
Wastewater collection	2,173,207	2,336,107	2,832,466	2,327,761	2,945,651
Wastewater plants	6,034,064	7,628,251	8,867,337	8,666,667	9,501,107
Wastewater maintenance	1,118,660	1,945,869	2,433,058	1,839,810	2,200,472
Water distribution	2,106,806	2,408,571	3,609,636	3,120,843	3,342,548
Water production	8,170,276	9,787,582	12,170,014	11,234,167	12,284,376
Water billing	2,615,555	2,632,418	3,301,257	2,919,816	3,245,869
Debt service	6,467,329	5,977,544	6,496,494	6,496,494	6,497,894
Other charges	13,639,304	12,568,713	13,769,870	13,490,775	15,394,381
<b>TOTALS</b>	<b>\$ 43,653,424</b>	<b>\$ 46,572,643</b>	<b>\$ 55,437,421</b>	<b>\$ 51,632,585</b>	<b>\$ 57,467,650</b>



- Personnel Services
- Contractual Services
- Materials & Supplies
- Maintenance Charges
- Other Charges
- Other Uses
- Other Financing
- CIP
- Capital Outlay



- Wastewater Rehabilitation
- Wastewater Collection
- Wastewater Plants
- Wastewater Maintenance
- Water Distribution
- Water Production
- Water Billing
- Debt Service
- Other Charges



## SYSTEM FUND WASTEWATER REHABILITATION

### MISSION STATEMENT

The Purpose of the Wastewater Rehabilitation Division is to replace deteriorating or failing sanitary sewer mainlines from manhole to manhole, usually via the pipe bursting method; to evaluate pipe conditions and to locate problems such as line breaks, grade problems, or faulty connections through televising or dye tests on sanitary sewer mainlines and service lines. Clean sanitary sewer lines, manholes, city septic tanks, lift stations, and waste tanks as well as storm sewer lines and manhole boxes to expeditiously provide the citizens of Pasadena with the best possible customer service.



### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Replaced .65 miles of sanitary sewer mainline via total MH to MH replacement
- Installed 3 new manholes/clean-out boots
- Televised 1.5 miles of sanitary sewer mainline
- Cleaned 16 miles of sanitary sewer mainline
- Cleaned/vacuumed 393 sanitary sewer manholes and city septic/waste tanks
- Televised 2.1 miles of sanitary sewer service line
- Cleaned 1.75 miles of sanitary sewer service line
- Televised 1.63 miles of storm drain line
- Cleaned 3.35 miles of storm drain line
- Cleaned/vacuumed 144 storm manholes/boxes
- Cleaned/vacuumed 15 sanitary lift stations
- Performed 21 sanitary line and 13 storm line dye tests



### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- To repair/replace 1.0 miles of sanitary sewer mainline
- To install 6 new manholes/clean-out boots
- To televise 2.25 miles of sanitary sewer mainline; To clean 22 miles of sanitary sewer mainline
- To clean/vacuum 425 sanitary sewer manholes and city septic/waste tanks
- To televise 2.75 miles of sanitary sewer service line; To clean 2.0 miles of sanitary sewer service line
- To televise 1.75 miles of storm drain line; To clean 4.5 miles of storm drain line
- To clean/vacuum 200 storm manholes/boxes
- To clean/vacuum 25 sanitary sewer lift stations
- To perform 25 sanitary line and 18 storm line dye tests



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>WASTEWATER REHABILITATION</b>					
Personnel services	\$855,754	\$774,392	\$1,202,154	\$883,283	\$1,255,916
Contractual services	7,031	12,666	67,100	52,950	62,800
Materials and supplies	165,875	150,360	246,850	171,350	246,700
Maintenance charges	238,670	266,941	303,669	303,669	314,936
Capital outlay	60,893	83,229	137,516	125,000	175,000
<b>TOTAL</b>	<b>\$1,328,223</b>	<b>\$1,287,588</b>	<b>\$1,957,289</b>	<b>\$1,536,252</b>	<b>\$2,055,352</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Sanitary Main Line Replaced (miles)	1	0.6	0.5	1
New Sanitary Manholes/Cleanouts Installed	7	2	4	6
Sanitary Main Line Televised (miles)	2	1.3	1.5	2.3
Sanitary Main Line Cleaned (miles)	30	25.2	17.8	22.0
Manholes/Septic Tanks Cleaned/Vacuumed	414	368	379	425
Sanitary Service Line Televised (miles)	3.3	2.3	2.1	2.8
Sanitary Service Line Cleaned (miles)	2.1	1.6	1.8	2
Storm Sewer Line Televised (miles)	0.7	1.5	1.4	1.75
Storm Sewer Line Cleaned (miles)	5.5	9.2	3.7	4.5
Storm Manholes/Boxes Cleaned/Vacuumed	324	385	232	200
Sanitary Lift Stations Cleaned/Vacuumed	34	26	15	25
Sanitary / Storm Dye Tests Performed	8 / 3	30 / 14	28 / 17	25 / 18

**WASTEWATER REHABILITATION STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1130	Asst Superintendent	1	1	1
1780	Equipment Operator I	2	2	2
1790	Equipment Operator II	1	1	1
3670	Utility Maintenance Technician III	4	4	4
3690	Utility Worker I	2	2	2
3700	Utility Worker II	4	4	4
3705	Utility Worker III	2	2	2
2965	Pooled - WW Rehab	1	1	1
<b>TOTAL:</b>		<b>17</b>	<b>17</b>	<b>17</b>



## SYSTEM FUND

### WASTEWATER COLLECTION

#### MISSION STATEMENT

The purpose of the Wastewater Collections Division is to unstop, repair, or replace sanitary sewer main lines and service lines, via point repairs, within the public right of way and conduct maintenance and installation of new sewer taps, service lines pertaining to new taps installations, clean-outs, as well as main lines on certain projects to expeditiously provide the citizens of Pasadena with the best possible customer service.



#### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Repaired/replaced 465 feet of sanitary sewer mainline via point repairs
- Repaired/replaced 1,650 feet of sanitary sewer service line via point repairs
- Repaired 25 sanitary sewer taps; Installed 76 new sanitary sewer taps
- Repaired 89 sanitary sewer manholes/clean-out boots
- Installed 1,325 feet of new sanitary sewer service line for new taps/clean-outs
- Installed 155 new sanitary sewer clean-outs
- Repaired 27 clean-outs and/or check valves; Installed 2 residential check valves
- Performed 6,660 grease trap inspections
- Reported 47 sanitary sewer overflows to Texas Railroad Commission
- Completed 157 Utility Inquiries; Responded to 2,200 service calls



#### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- To repair/replace 575 feet of sanitary sewer mainline via point repairs
- To repair/replace 2,200 feet of sanitary sewer service line via point repairs
- To repair 34 sanitary sewer taps; To install 90 new sanitary sewer taps
- To repair 100 sanitary sewer manholes/clean-out boots
- To install 1,650 feet of new sanitary sewer service line
- To install 200 new sanitary sewer clean-outs
- To install 4 residential check valves; To repair 30 clean-outs/check valves
- To perform 6,500 grease trap inspections
- To report 30 sanitary sewer overflows to Texas Railroad Commission
- To complete 180 utility Inquiries; To respond to 2,600 service calls



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>WASTEWATER COLLECTION</b>					
Personnel services	\$ 1,703,694	\$ 1,796,483	\$ 2,029,046	\$ 1,648,931	\$ 2,113,337
Contractual services	231,914	217,577	273,410	245,870	268,205
Materials and supplies	67,914	113,521	258,525	176,475	260,525
Maintenance charges	169,685	185,361	196,485	196,485	203,584
Capital outlay	-	23,165	75,000	60,000	100,000
<b>TOTAL</b>	<b>\$ 2,173,207</b>	<b>\$ 2,336,107</b>	<b>\$ 2,832,466</b>	<b>\$ 2,327,761</b>	<b>\$ 2,945,651</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Sanitary Main Line Replaced (Ft)	556	512	541	575
Sanitary Service Line Replaced (Ft)	2,510	2,011	1,633	2,200
Sanitary Taps Repaired	22	31	27	34
Sanitary Manhole/Cleanout Boot Repairs	153	108	107	100
New Sanitary Taps Installed	109	59	58	90
New Sanitary Service Line Installed	1,237	1,022	1,170	1,650
New Sanitary Cleanouts Installed	252	178	152	200
Residential Check Valves Installed	2	1	4	4
Cleanouts/Check Valves Repaired	14	29	22	30
Grease Trap Inspections Performed	4,213	5,494	6,754	6,500
Sanitary Overflows Reported To TRRC	23	33	32	30
City Works Service Requests Completed	1,892	2,458	1,996	2,600

**WASTEWATER COLLECTION STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1130	Asst Superintendant	1	1	1
1780	Equipment Operator I	3	3	3
2430	Office Assistant I	1	1	1
3010	Public Works Superintendent	1	1	1
3690	Utility Worker I	3	3	3
3700	Utility Worker II	8	8	8
3705	Utility Worker III	1	1	1
3710	Utility Worker IV	8	8	8
3820	WW Field Supervisor	1	1	1
<b>TOTAL:</b>		<b>27</b>	<b>27</b>	<b>27</b>



## SYSTEM FUND

### WASTEWATER PLANTS

#### MISSION STATEMENT

The purpose of the Wastewater Division is to cost-effectively treat all wastewater generated in the City of Pasadena within the permit requirements established by the Texas Natural Resources Conservation Committee (TNRCC) and the Environmental Protection Agency (EPA).



#### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Repaired (3) three vertical turbine effluent pumps at Golden Acres Wastewater Treatment Plant (WWTP)
- Replaced (4) four Variable Frequency Drives (VFDs) for the aerators at Vince Bayou WWTP
- Installed Manually Operated Bar Screen at Golden Acres WWTP
- Replaced Return Activated Sludge Pumps at Vince Bayou and Golden Acres WWTPs
- Upgraded and replaced the Ultraviolet (UV) system at Vince Bayou WWTP
- Completion of 30" influent line at Golden Acres WWTP



#### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Replace all gate valving to the headworks at Vince Bayou WWTP
- Replace/Repair the Blower Digester at Golden Acres WWTP
- Rehabilitate Belt Press System at both Vince Bayou and Golden Acres WWTP
- Replacement of Automatic Transfer Switch at Vince Bayou WWTP
- Replacement of all Return Activated Sludge Pumps at Golden Acres WWTP
- Electrical Upgrades on obsolete components at Golden Acres WWTP



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>WASTEWATER PLANTS</b>					
Contractual services	\$ 5,724,170	\$ 7,403,572	\$ 8,302,073	\$ 8,379,428	\$ 8,805,720
Materials and supplies	7,441	11,089	136,045	43,020	136,045
Maintenance charges	8,345	5,998	4,219	4,219	4,342
Other charges	281,591	114,194	225,000	160,000	225,000
Capital outlay	12,517	93,398	200,000	80,000	330,000
<b>TOTAL</b>	<b>\$ 6,034,064</b>	<b>\$ 7,628,251</b>	<b>\$ 8,867,337</b>	<b>\$ 8,666,667</b>	<b>\$ 9,501,107</b>

**PERFORMANCE INDICATORS**

CATEGORY	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET
Wastewater Plant (billion gallons)	3.44	3.35	3.35	3.40
Gallons treated per capita per day	66	64	64	66



## SYSTEM FUND

### WASTEWATER MAINTENANCE

#### MISSION STATEMENT

The purpose of the Wastewater Maintenance Division is to maintain the City's lift stations, which includes pump repair/replacement, repairing check and gate valves, control panel replacement, and installing and maintaining the City's supervisory control and data acquisition (SCADA) system.



#### ACHIEVEMENTS FOR FISCAL YEAR 2024

- New lift station at Partnership Park
- Variable Speed Drives installed at Winona Lift Station (LS)
- Installed new pumps at Thomas LS
- Guide Rail System installed at Thomas LS
- New 12" VSI check valves installed at Vista LS
- Obtained (2) two emergency backup mobile generators
- Obtained a new 6" backup diesel bypass pump
- Rodeo Grounds Pavilion lift station upgrade
- Routine valving and pump replacement at various lift stations



#### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Install transfer switch at North Main LS
- Rehabilitation of West Pitts LS
- Replacement of Olson LS
- Replacement of Fairmont Bayou LS
- El Jardin LS replacement
- Jana LS rehabilitation
- Fairmont/Preston LS rehabilitation
- Valving at Westside LS repairs
- Upgrade control panel at Hiawatha LS



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>WASTEWATER MAINTENANCE</b>					
Personnel services	\$ 703,575	\$ 735,744	\$ 920,595	\$ 737,912	\$ 990,785
Contractual services	36,261	495,096	746,958	488,135	510,960
Materials and supplies	121,017	141,338	297,805	170,725	272,150
Maintenance charges	172,567	173,386	170,913	173,312	176,577
Capital outlay	85,240	400,305	296,787	269,726	250,000
<b>TOTAL</b>	<b>\$ 1,118,660</b>	<b>\$ 1,945,869</b>	<b>\$ 2,433,058</b>	<b>\$ 1,839,810</b>	<b>\$ 2,200,472</b>

**PERFORMANCE INDICATORS**

CATEGORY	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET
Sewer Lift Stations	64	65	66	66
Pumps repair or replaced	39	42	48	45
Lift Stations (ls) maintained per crew	64	65	66	66

**WASTEWATER MAINTENANCE STAFFING**

Job Code	Job Title	2023 Amended	2024 Amended	2025 Adopted
1130	Asst Superintendent	1	1	1
2440	Office Asst II	1	1	1
3010	Public Works Superintendent	1	1	1
3650	Utility Maintenance Technician I	3	4	4
3660	Utility Maintenance Technician II	3	3	3
3670	Utility Maintenance Technician III	1	2	3
<b>TOTAL:</b>		<b>10</b>	<b>12</b>	<b>13</b>



## SYSTEM FUND WATER DISTRIBUTION

### MISSION STATEMENT

The purpose of the Water Distribution Division is to provide for the distribution of safe drinking water in compliance with all regulatory requirements to the residents of the City of Pasadena; Services provided maintenance, repair, and replacement of water mains, and service connections.



### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Repaired and or installed:
  - 849 breaks
  - 133 new meters
  - 80 hydrants
  - 5 main valves
- Resolved and closed out a total of 1,066 service request



### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Install new and replace existing waterlines.
- Leak and service line repairs to lower our annual water loss
- More education and training for our team members in the water department to better serve the City



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>WATER DISTRIBUTION</b>					
Personnel services	\$ 1,437,189	\$ 1,722,312	\$ 2,076,642	\$ 1,882,530	\$ 2,142,858
Contractual services	197,852	167,803	577,000	475,580	263,098
Materials and supplies	259,549	345,343	604,531	448,525	589,600
Maintenance charges	151,339	164,968	237,727	239,208	246,992
Capital outlay	60,877	8,145	113,736	75,000	100,000
<b>TOTAL</b>	<b>\$ 2,106,806</b>	<b>\$ 2,408,571</b>	<b>\$ 3,609,636</b>	<b>\$ 3,120,843</b>	<b>\$ 3,342,548</b>

**PERFORMANCE INDICATORS**

CATEGORY	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET
Number of leaks repaired	890	2,602	1,078	1,200
Waterline replaced (feet) - City	2,250	2,500	2,000	2,500

**WATER DISTRIBUTION STAFFING**

Job Code	Job Title	2023 Amended	2024 Amended	2025 Adopted
1070	Admin Asst	1	1	1
1130	Assistant Superintendent	1	1	1
1780	Equipment Operator I	4	4	4
1800	Equipment Operator III	2	2	2
3010	Public Works Superintendent	1	1	1
3660	Utility Maintenance Technician II	1	1	1
3670	Utility Maintenance Technician III	2	2	2
3671	Utility Maintenance Technician IV	2	2	2
3690	Utility Worker I	10	10	10
3700	Utility Worker II	3	3	3
<b>TOTAL:</b>		<b>27</b>	<b>27</b>	<b>27</b>



## SYSTEM FUND WATER PRODUCTION

### MISSION STATEMENT

The purpose of the Water Production Division is to operate and maintain City-owned storage facilities, wells, and watering metering stations, including the daily monitoring of water quality in order to protect public health in compliance with all regulatory requirements of government agency's having jurisdiction over public water systems.



### ACHIEVEMENTS FOR FISCAL YEAR 2024

- We completed the state-required conversion to chloramines with the addition of Liquid Ammonium Sulfate (LAS) to our water system.
- Completed a pump and motor rebuild and/or replace at the Rodeo Grounds which is one our primary pumping stations.
- The deepwater site is back in service after a well pump rehab.



### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Continue to upgrade the infrastructure at our water well site to better serve the community.
- Add a backfill system to the Pansy location to better utilize this location.
- Add Pansy and Garner pump stations to our new Scada system.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>WATER PRODUCTION</b>					
Personnel services	\$ 773,129	\$ 704,797	\$ 821,517	\$ 718,788	\$ 834,147
Contractual services	851,315	1,083,406	1,564,685	1,282,428	1,233,555
Materials and supplies	47,867	69,622	192,644	114,100	202,000
Maintenance charges	138,451	141,670	159,050	159,050	164,674
Other charges	5,384,927	6,685,779	6,500,000	6,300,000	6,600,000
Capital Outlay	974,587	1,102,308	2,932,118	2,659,801	3,250,000
<b>TOTAL</b>	<b>\$ 8,170,276</b>	<b>\$ 9,787,582</b>	<b>\$ 12,170,014</b>	<b>\$ 11,234,167</b>	<b>\$ 12,284,376</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
South East Water Plant (billion gallons)	6,460.5	7,041.67	7,061.8	7,100
East Water Plant (billion gallons)	4.2	67.56	17.17	15.5
Pasadena Wells (billion gallons)	201.5	362.89	478.123	480.5
Gallons produced per capita per day	27	28	28	28

**WATER PRODUCTION STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1130	Assistant Superintendent	1	1	1
2050	Inspector IV	1	1	1
3650	Utility Maintenance Technician I	4	4	4
3660	Utility Maintenance Technician II	2	2	2
3670	Utility Maintenance Technician III	3	3	3
<b>TOTAL:</b>		<b>11</b>	<b>11</b>	<b>11</b>



## SYSTEM FUND WATER BILLING

### MISSION STATEMENT

The mission of the Water Billing Department is to provide quick and courteous customer service while maintaining and operating an accurate and efficient utility billing system. The department will conduct City business with honesty, integrity, compassion, and fairness while complying with the City's Code of Ordinances to allow for billing and financial integrity.



### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Created an Animal Shelter and Adoption Donation program where customers can make a recurring fixed monthly amount or a one-time donation for any amount to fund animal shelter and adoption expenses related to animal welfare
- Developed an enhanced training program to build a general knowledge of all platforms utilized in Water Billing and incorporated documentation into our Standard Operating Procedures manual
- Continued staff development by attending customer service training conference and webinars; completed first in-house customer service training in March 2024.
- Purchased another data collector (integral to Automated Meter Infrastructure (AMI)) to be installed in the industrial district which will enhance operational efficiency by identifying excessive consumption and/or leaks with high use customers.



### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Implement an annual meter replacement program – first year focus will be on 3-inch and above meters which will enhance water and sewer revenues due to more accurate record of water usage.
- Conduct a water and sewer rate study to guide the City through rate decisions.
- Modify the method utilized to calculate sewer charges from a percentage of water to 100% of usage (industry standard).
- Amend the Code of Ordinances to adjust miscellaneous charges to ensure that the fees assessed are sufficient to recoup the service costs.
- Migrate the meter reading software to Neptune 360, a cloud-based platform for water utilities. This will help us collect and analyze water metering data more efficiently.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>WATER BILLING</b>					
Personnel services	\$ 1,784,611	\$ 1,860,010	\$ 2,149,641	\$ 1,902,916	\$ 2,166,000
Contractual services	474,502	474,136	649,375	576,400	645,700
Materials and supplies	104,344	96,931	152,092	126,800	136,500
Maintenance charges	205,018	201,302	223,400	223,400	232,369
Other charges	(121)	39	100	300	300
Capital outlay	47,201	-	126,649	90,000	65,000
<b>TOTAL</b>	<b>\$ 2,615,555</b>	<b>\$ 2,632,418</b>	<b>\$ 3,301,257</b>	<b>\$ 2,919,816</b>	<b>\$ 3,245,869</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Consumption Billed (billion gallons)	6.20	6.41	6.13	6.20
Number of water meters in the city	36,342	36,561	36,612	36,700
Number of new service connections	3,777	3,447	3,186	3,500
Number of Accounts Closed	3,627	3,452	3,374	3,400

**WATER BILLING STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1250	Assistant Water Billing Manager	1	1	1
1495	Collections Coordinator	1	1	1
1640	Customer Service Manager	2	2	2
2360	Meter Services Coord	1	1	1
2365	Meter Services Supervisor	1	1	1
3460	Sr Water Billing Assistant	4	4	4
3650	Utility Maintenance Technician I	2	2	2
3660	Utility Maintenance Technician II	2	2	2
3670	Utility Maintenance Technician III	2	2	2
3700	Utility Worker II	1	0	0
3785	PT Pooled Water Billing Worker	1	1	1
3800	Water Billing Assistant II	6	6	6
3810	Utility Billing Director	1	1	1
<b>TOTAL:</b>		<b>25</b>	<b>24</b>	<b>24</b>



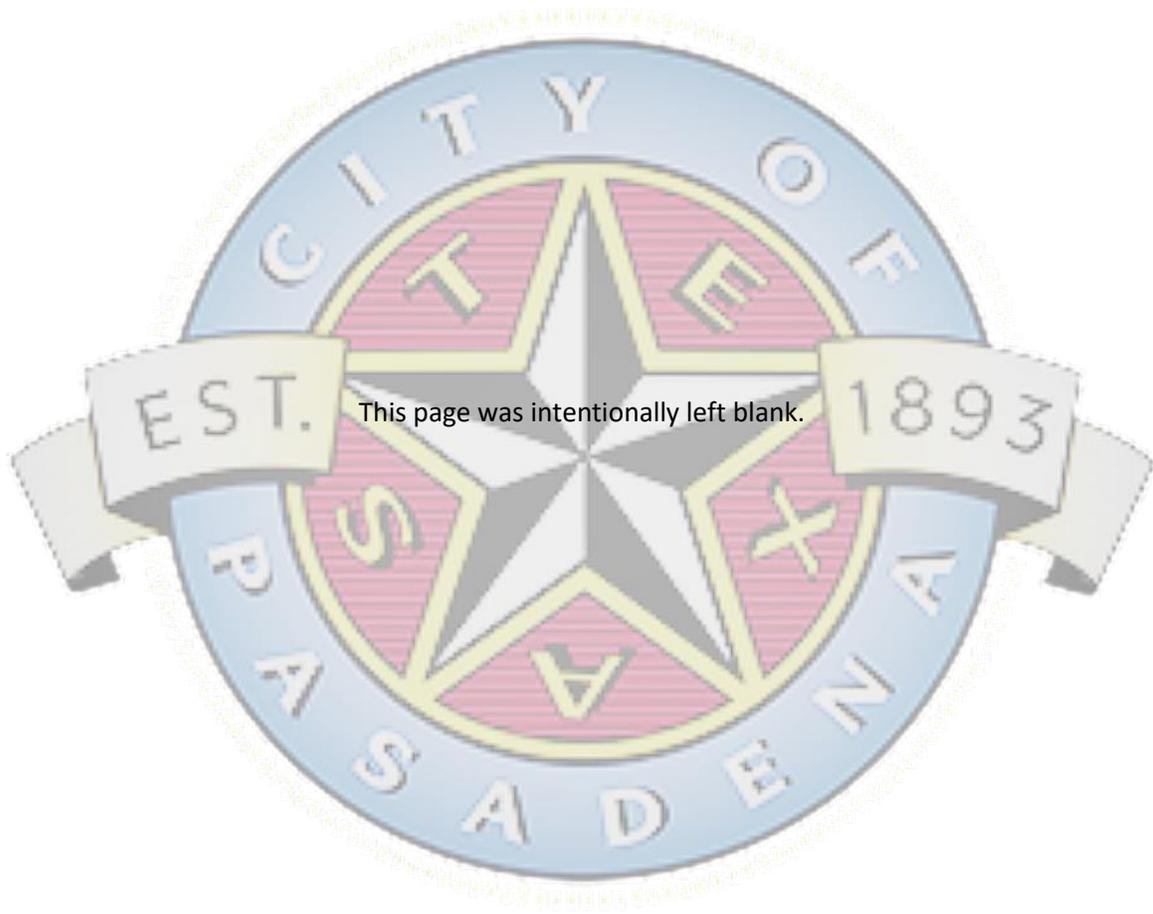
**SYSTEM FUND  
DEBT SERVICES & OTHER CHARGES**

**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY – DEBT SERVICE**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>DEBT SERVICE</b>					
Other uses	\$ 6,467,329	\$ 5,977,544	\$ 6,496,494	\$ 6,496,494	\$ 6,497,894
<b>TOTAL</b>	<b>\$ 6,467,329</b>	<b>\$ 5,977,544</b>	<b>\$ 6,496,494</b>	<b>\$ 6,496,494</b>	<b>\$ 6,497,894</b>

**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY – OTHER CHARGES**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>OTHER CHARGES</b>					
Personnel services	\$ -	\$ -	\$ 410,472	\$ 50,387	\$ 171,697
Contractual srevices	-	-	200,000	200,000	400,000
Materials and supplies	283,366	601,130	745,784	745,784	500,000
Other uses	44,206	42,109	976,010	1,057,000	1,019,184
Other financing uses	13,311,732	11,925,474	11,437,604	11,437,604	13,303,500
<b>TOTAL</b>	<b>\$ 13,639,304</b>	<b>\$ 12,568,713</b>	<b>\$ 13,769,870</b>	<b>\$ 13,490,775</b>	<b>\$ 15,394,381</b>

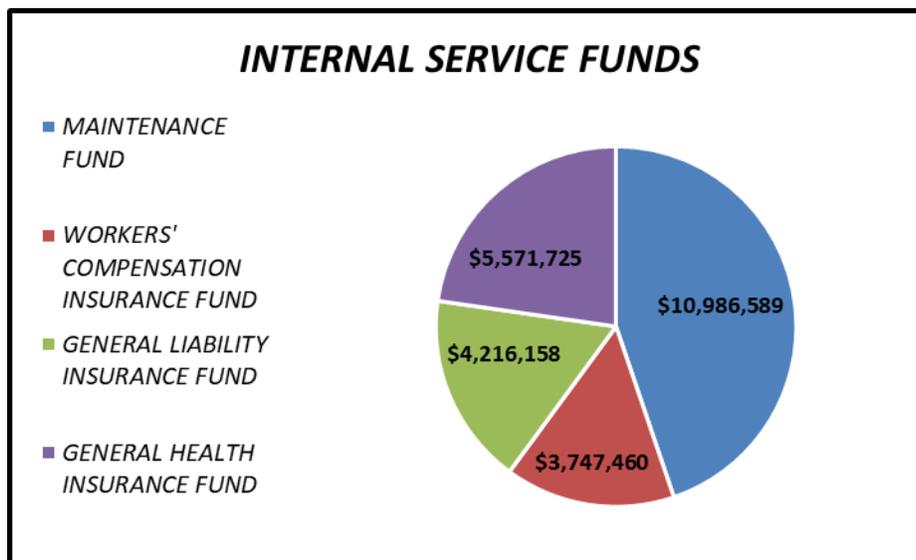




## INTERNAL SERVICE FUNDS SUMMARY

The City’s four Internal Service funds provide a basis for charging citywide costs to other funds, including a broad range of services provided particularly through the Maintenance fund. The City is self-insured in its group health insurance and the Health Insurance fund provides the accounting vehicle for this plan. The City’s general property liability and Workers’ Compensation areas are fully insured. The General, System, Special Revenue funds, and the Maintenance fund itself (regarding Workers’ Compensation and Health Insurance) are all charged appropriate amounts of the costs of the “Insurance” funds.

The ending fund balance of these four funds provides a buffer to the City’s General and System fund balances. Unforeseen costs can be funded within the confines of these funds without unduly hampering City operations as conducted through the General and System funds. Although the cost of health care continues to grow, changes made to the plans available to employees have continued to help keep our costs down. However, with the ever-changing volatility of the health care market, the City will evaluate monthly.





**FY 2025 ADOPTED BUDGET  
INTERNAL SERVICE FUNDS SUMMARY**

	<b>MAINTENANCE FUND</b>	<b>WORKERS' COMPENSATION INSURANCE FUND</b>	<b>GENERAL LIABILITY INSURANCE FUND</b>	<b>HEALTH INSURANCE FUND</b>	<b>TOTALS</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$10,986,589</b>	<b>\$3,819,670</b>	<b>\$5,054,658</b>	<b>\$5,879,325</b>	<b>\$25,740,242</b>
<b>REVENUE</b>					
Interest earned	800,000	150,000	250,000	400,000	1,600,000
Charges for sales or services	16,759,600	1,150,000	1,750,000	21,841,000	41,500,600
Sale of capital assets	125,000	-	-	-	125,000
Other revenue/transfers	8,020,121	150,000	351,500	1,000,000	9,521,621
<b>TOTAL REVENUES</b>	<b>25,704,721</b>	<b>1,450,000</b>	<b>2,351,500</b>	<b>23,241,000</b>	<b>52,747,221</b>
<b>EXPENDITURES</b>					
Personnel services	7,873,034	112,985	-	-	7,986,019
Contractual services	3,130,170	78,975	-	141,600	3,350,745
Material & supplies	5,721,396	380,250	-	-	6,101,646
Maintenance charges	2,241,078	-	-	-	2,241,078
Capital outlay	5,520,121	-	-	-	5,520,121
Other uses/charges	1,218,922	950,000	3,190,000	23,407,000	28,765,922
<b>TOTAL EXPENDITURES</b>	<b>25,704,721</b>	<b>1,522,210</b>	<b>3,190,000</b>	<b>23,548,600</b>	<b>53,965,531</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>-</b>	<b>(72,210)</b>	<b>(838,500)</b>	<b>(307,600)</b>	<b>(1,218,310)</b>
<b>ENDING FUND BALANCE</b>	<b>\$10,986,589</b>	<b>\$3,747,460</b>	<b>\$4,216,158</b>	<b>\$5,571,725</b>	<b>\$24,521,932</b>



**FY 2025 ADOPTED BUDGET  
MAINTENANCE FUND SUMMARY**

The Maintenance Fund is an Internal Service Fund of the City and is used to capture costs billable to other City departments. The cost of departments that provide service internally to other city departments is billed based on standard cost allocation criteria. The City’s policy is to maintain sufficient balance in the fund to provide for equipment replacement when necessary.

**MAINTENANCE FUND SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>Budget Basis:</b>					
<b>Beginning Unrestricted Net Assets (GAAP)</b>	<b>(\$763,481)</b>	<b>\$4,431,823</b>	<b>\$8,669,428</b>	<b>\$8,669,428</b>	<b>\$10,986,589</b>
Revenues	20,291,560	21,596,987	23,087,758	23,556,758	25,704,721
Expenditures	16,250,158	17,359,382	24,519,369	21,239,597	25,704,721
Net Increase (Decrease) in Net Assets	4,041,402	4,237,605	(1,431,611)	2,317,161	-
<b>Ending Unrestricted Net Assets (Budget)</b>	<b>\$3,277,921</b>	<b>\$8,669,428</b>	<b>\$7,237,817</b>	<b>\$10,986,589</b>	<b>\$10,986,589</b>
<b>Reconciliation to GAAP</b>					
Ending Unrestricted Net Assets (Budget)	\$3,277,921	\$8,669,428	\$7,237,817	\$10,986,589	\$10,986,589
Adjustments	1,153,902	(248,652)	-	-	-
Unrestricted Net Assets (GAAP)	4,431,823	8,420,776	7,237,817	10,986,589	10,986,589
Restricted Net Assets (GAAP)	-	-	-	-	-
Net Investment in Capital Assets (GAAP)	31,512,893	33,475,576	34,264,254	34,264,254	37,950,754
<b>Total Net Position (GAAP)</b>	<b>\$35,944,716</b>	<b>\$41,896,352</b>	<b>\$41,502,071</b>	<b>\$45,250,843</b>	<b>\$48,937,343</b>

**MAINTENANCE FUND SUMMARY (Cont.)**

<b>REVENUE BY CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
Interest earned	\$47,504	\$635,602	\$600,000	\$900,000	\$800,000
<b>Investment Income</b>	<b>47,504</b>	<b>635,602</b>	<b>600,000</b>	<b>900,000</b>	<b>800,000</b>
Miscellaneous	9,130	105,452	5,000	55,000	10,000
Waste Recycling Revenues	17,939	10,098	25,000	19,000	25,000
Mailroom Revenues	122,458	100,284	95,652	95,652	105,227
Motorpool Equipment	5,918,558	7,047,432	7,833,471	7,833,471	8,118,377
Building Maintenance	520,968	371,142	373,131	373,131	384,643
Edp Revenues	3,841,873	3,853,824	3,908,244	3,908,244	4,022,772
Electrical Dept Revenues	1,509,668	1,223,400	1,173,506	1,173,506	1,207,805
Radio Equipment	690,505	499,764	556,558	556,558	559,413
Warehouse	-	156,621	295,653	295,653	309,599
Janitorial	936,448	867,060	894,239	894,239	928,423
Landscape & Beautificatio	1,027,861	968,532	1,028,241	1,028,241	1,088,341
Prior Year Expense/Refund	5,001	4,722	-	-	-
<b>Other Revenues</b>	<b>14,600,409</b>	<b>15,208,331</b>	<b>16,188,695</b>	<b>16,232,695</b>	<b>16,759,600</b>
Sale of city property	990,647	366,554	125,000	250,000	125,000
<b>Non-Operating Revenue</b>	<b>990,647</b>	<b>366,554</b>	<b>125,000</b>	<b>250,000</b>	<b>125,000</b>
General fund	2,200,000	3,390,500	5,186,459	5,186,459	6,716,621
Water and sewer fund	2,453,000	1,996,000	987,604	987,604	1,303,500
<b>Other Financing Sources</b>	<b>4,653,000</b>	<b>5,386,500</b>	<b>6,174,063</b>	<b>6,174,063</b>	<b>8,020,121</b>
<b>TOTAL REVENUE</b>	<b>\$20,291,560</b>	<b>\$21,596,987</b>	<b>\$23,087,758</b>	<b>\$23,556,758</b>	<b>\$25,704,721</b>

**MAINTENANCE FUND SUMMARY (Cont.)**

<b>EXPENDITURE BY CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
Personnel services	\$6,635,448	\$6,445,516	\$7,655,666	\$6,518,866	\$7,873,034
Contractual services	1,905,220	2,083,136	3,178,006	2,785,605	3,130,170
Materials & supplies	3,865,497	3,793,971	5,949,811	4,583,582	5,721,396
Maintenance charges	1,962,507	1,994,476	2,171,843	2,172,261	2,241,078
Capital outlay	1,862,089	3,028,283	4,599,893	4,215,000	5,520,121
<b>TOTAL EXPENDITURE</b>	<b>\$16,250,158</b>	<b>\$17,359,382</b>	<b>\$24,519,369</b>	<b>\$21,239,597</b>	<b>\$25,704,721</b>
<b>BY DEPARTMENT/DIVISION</b>					
Technical Services					
Information services	\$3,775,899	\$4,245,840	\$4,735,959	\$4,354,306	\$4,634,308
Radio services	558,547	411,499	986,911	835,535	769,029
Subtotal Technical Services	4,334,446	4,657,339	5,722,870	5,189,841	5,403,337
Maintenance Services					
Fleet management	7,745,884	8,855,608	12,738,918	10,739,269	13,976,928
Building maintenance	526,761	465,872	577,140	606,756	589,764
Janitorial	810,178	805,220	1,012,662	900,824	1,040,679
Electrical	1,507,583	1,273,024	1,714,717	1,274,932	1,592,585
Landscaping and beautification	846,748	822,177	1,127,596	1,029,233	1,185,571
Subtotal Maintenance Services	11,437,154	12,221,901	17,171,033	14,551,014	18,385,527
Purchasing					
Mailroom	117,490	110,243	126,824	130,142	137,463
Warehouse	317,671	348,218	368,519	350,840	420,123
Subtotal Purchasing	435,161	458,461	495,343	480,982	557,586
Other	43,397	21,681	1,130,123	1,017,760	1,358,271
<b>TOTAL</b>	<b>\$16,250,158</b>	<b>\$17,359,382</b>	<b>\$24,519,369</b>	<b>\$21,239,597</b>	<b>\$25,704,721</b>



## **VEHICLE & EQUIPMENT REPLACEMENT PROGRAM**

The City's vehicle and equipment replacement program uses funds for the purchase of vehicles and equipment in the City's fleet. Vehicles and equipment recommended for replacement in the adopted budget were evaluated by the Fleet Maintenance staff and recommended based upon current condition.

The FY25 Maintenance Fund budget includes a total of \$5.1 million for vehicle and equipment replacements. 39 vehicles are to be purchased for \$2.3 million and 14 pieces of heavy equipment are to be purchased for \$2.6 million. The following chart shows the FY25 Vehicle and Equipment Replacement Program items in more detail. Vehicle and equipment purchases are subject to change based on need and circumstances.



**VEHICLE & EQUIPMENT REPLACEMENT PROGRAM**

<b>New Purchases</b>		
<b>Purchase</b>	<b>Department</b>	<b>Cost</b>
CAT BACKHOE WITH BREAKER	STREET & BRIDGE	\$ 144,000.00
<b>Grand Total New Purchases</b>		<b>\$ 144,000.00</b>

<b>Heavy Equipment</b>			
FEIGHTLINER PICKER TRUCK	SANITATION	08135	\$ 313,750.00
FEIGHTLINER PICKER TRUCK	SANITATION	08136	\$ 313,750.00
FEIGHTLINER PACKER TRUCK	SANITATION	1450	\$ 353,750.00
FEIGHTLINER PACKER TRUCK	SANITATION	1451	\$ 353,750.00
FREIGHTLINER DUMP TRUCK	STREET & BRIDGE	0867	\$ 170,000.00
FREIGHTLINER DUMP TRUCK	STREET & BRIDGE	0863	\$ 170,000.00
FREIGHTLINER DUMP TRUCK	STREET & BRIDGE	0864	\$ 170,000.00
CAT ASPHALT ROLLER	STREET & BRIDGE	1563	\$ 83,481.00
JOHN DEERE MINI EXCAVATOR	SEWER REHAB	1585	\$ 34,500.00
JOHN DEERE MINI EXCAVATOR	SEWER REHAB	1190	\$ 34,500.00
GRUNDOWINCH	SEWER REHAB	1393	\$ 210,000.00
JOHN DEERE MINI EXCAVATOR	WW COLLECTION	1586	\$ 34,500.00
EQUIPMENT HAULER	WATER DISTRIBUTION	0401	\$ 200,000.00
<b>Heavy Equipment Subtotal</b>			<b>\$ 2,441,981.00</b>

<b>Other Equipment</b>			
JOHN DEER 72" MOWER	PARKS	1421	\$ 18,500.00
JOHN DEER 72" MOWER	PARKS	17103	\$ 18,500.00
JOHN DEERE GATOR W/DUMP BED 2030	GOLF COURSE	009113	\$ 39,250.00
JOHN DEERE GREENS MOWER	GOLF COURSE	1583	\$ 53,890.00
GOOSENECK TRAILER	WW COLLECTION	1471	\$ 44,000.00
JOHN DEERE ZERO TURN	WATER PRODUCTION	0998	\$ 16,000.00
<b>Other Equipment Subtotal</b>			<b>\$ 190,140.00</b>



Vehicle & Equipment Replacement Program			
Replacement Purchase	Department	Equipment Replacing	Anticipated Cost
<b>Vehicles</b>			
FORD EXPLORER PATROL UNIT	CITY MARSHALL	1738	\$ 66,000.00
FORD EXPLORER PATROL UNIT	CITY MARSHALL	1793	\$ 66,000.00
CHEVROLET 1500 CREW CAB	EMERGENCY PREPAREDNESS	1783	\$ 52,000.00
CHEVROLET 1500 CREW CAB	FIRE FIGHTING	0127	\$ 65,000.00
CHEVROLET 1500 CREW CAB	FIRE FIGHTING	1758	\$ 65,000.00
CHEVROLET 1500 CREW CAB	FIRE FIGHTING	1503	\$ 65,000.00
CHEVROLET 1500 CREW CAB	FIRE PREVENTION	1611	\$ 65,000.00
CHEVROLET 1500 CREW CAB	FIRE PREVENTION	1714	\$ 65,000.00
CHEVROLET 1500 CREW CAB	FIRE PREVENTION	1782	\$ 65,000.00
CHEVROLET 1500 REG CAB	STREET & BRIDGE	1005	\$ 45,000.00
CHEVROLET 3500 FLAT BED	TRAFFIC	1392	\$ 65,000.00
CHEVROLET 1500 REG CAB	TRAFFIC	1008	\$ 45,000.00
CHEVROLET 1500 CREW CAB	PARKS	0947	\$ 52,000.00
CHEVROLET 1500 REG CAB	PARKS	1108	\$ 45,000.00
CHEVROLET 1500 REG CAB	RECREATION	0821	\$ 45,000.00
FORD TRASIT PASSENGER VAN	CLEAN STREETS	01132	\$ 62,000.00
CHEVROLET 1500 REG CAB	CLEAN STREETS	0825	\$ 45,000.00
CHEVROLET 1500 REG CAB	HEALTH	1146	\$ 45,000.00
CHEVROLET 3500 W/ANIMAL BODY	HUMANE	0986	\$ 97,500.00
CHEVROLET 3500 W/ANIMAL BODY	HUMANE	1375	\$ 97,500.00
CHEVROLET 3500 W/ANIMAL BODY	HUMANE	1521	\$ 97,500.00
CHEVROLET TAHOE	CIS	0450	\$ 55,000.00
TOYOTA RAV4	FLEET	1420	\$ 35,000.00
CHEVROLET 1500 CREW CAB	FLEET	1538	\$ 57,500.00
ENTERPRISE VEHICLE	FLEET		\$ 144,000.00
CHEVROLET 1500 REG CAB	SEWER REHAB	1484	\$ 45,000.00
CHEVROLET 3500 FLAT BED	SEWER REHAB	0982	\$ 65,000.00
CHEVROLET 3500 FLAT BED	SEWER REHAB	1018	\$ 65,000.00
CHEVROLET 3500 FLAT BED	SEWER REHAB	1484	\$ 65,000.00
CHEVROLET 3500 FLAT BED	WW COLLECTION	0739	\$ 65,000.00
CHEVROLET 1500 REG CAB	WW COLLECTION	1485	\$ 45,000.00
CHEVROLET 1500 REG CAB	WW MAINTENANCE	1792	\$ 45,000.00
CHEVROLET 3500 FLAT BED	WATER DISTRIBUTION	1016	\$ 65,000.00
CHEVROLET 1500 REGULAR CAB	WATER DISTRIBUTION	1581	\$ 45,000.00
CHEVROLET 1500 REG CAB	WATER PRODUCTION	1584	\$ 45,000.00
CHEVROLET 1500 REG CAB	WATER PRODUCTION	1506	\$ 45,000.00
CHEVROLET 1500 REG CAB	WATER PRODUCTION	1507	\$ 45,000.00
CHEVROLET 1500 REG CAB	WATER BILLING	1765	\$ 45,000.00
CHEVROLET 1500 REG CAB	WATER BILLING	1769	\$ 45,000.00
		<b>Vehicles Subtotal</b>	<b>\$ 2,337,000.00</b>



## MAINTENANCE FUND INFORMATION TECHNOLOGY

### MISSION STATEMENT

The Information Technology Department provides infrastructure, support, innovation, and technology leadership in City government to enable continuous improvement in the effectiveness and efficiency of City functions and services.



### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Upgraded Active Directive Server
- Implemented TopGun Hardware for Finance/Community Plus Servers.
- Camera system installed - City Hall exterior
- Cyber Security solution Threat Locker install
- Completed old email system archive migration project
- Upgraded email G3 licenses for all staff



### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Implement Anti-Ransome ware solution
- Implement Tyler Munis for Finance & HR
- Complete Avaya upgrade in VOIP
- Implement Energov for Permit, Health, and other departments
- Implement Internet at Golf Course



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>INFORMATION TECHNOLOGY</b>					
Personnel services	\$ 1,570,770	\$ 1,682,906	\$ 1,827,062	\$ 1,729,722	\$ 1,902,768
Contractual services	1,274,912	1,295,515	1,635,547	1,500,920	1,591,500
Materials and supplies	358,502	373,194	558,181	460,665	494,986
Maintenance charges	340,663	367,832	382,999	382,999	395,054
Capital outlay	231,052	526,393	332,170	280,000	250,000
<b>TOTAL</b>	<b>\$ 3,775,899</b>	<b>\$ 4,245,840</b>	<b>\$ 4,735,959</b>	<b>\$ 4,354,306</b>	<b>\$ 4,634,308</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Help Desk Work Orders	5,743	4,124	2,588	2,600

**INFORMATION SERVICES STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1340	Business System Analyst III	2	2	2
1700	Director Information Services	1	1	1
1775	ERP Administrator	1	1	1
1957	Help Desk Support Analyst I	1	1	1
2021	IT Applications Manager	1	1	1
2022	IT Admin Manager	1	1	1
2023	IT Information Secure Mgr	1	1	1
2024	IT Operations Manager	1	1	1
2423	Asst. Network Admin. II	1	1	1
2424	Asst. Network Admin. III	1	1	1
2430	Office Assistant	1	1	1
2610	Project Coordinator	1	1	1
3495	Support Analyst	1	1	1
3521	Tech Support Analyst II	1	1	1
3540	Tech Support Analyst IV	1	1	1
3805	Digital Manager	1	1	1
<b>TOTAL:</b>		<b>17</b>	<b>17</b>	<b>17</b>



## MAINTENANCE FUND

### RADIO SERVICES

#### MISSION STATEMENT

The mission of the Radio Services Division is to provide an effective digital secure radio communications system and structural support of laptops and other crucial electronics in police vehicles for the City of Pasadena, thus allowing the City to provide the best public safety and service to its citizens.



#### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Installed (16) Mobile Radios, (14) Rocket Antennas, (6) Siren Controllers, (72) Strobe Lights, (8) Handheld (HH) Vehicle Chargers, (37) Computer Docks, (8) Equipment Boxes, (10) Gun Locks, (9) Radar Units
- Completed (5) Radio Integrations to improve the integration of the mobile radios with the vehicles
- Disassembled and rendered inoperable, decommissioned city radios to protect the sensitive frequency data contained in them
- Repaired and programmed Portable and Mobile Radios
- Removed Mobile Radios, Sirens, Light Bars, Strobe Lights, Gun Locks, Prisoner Partitions, Cargo Boxes, Push Bumpers, and Police Consoles from decommissioned Police vehicles
- Removed Digital Radios and Analog Radios from various City Vehicles taken out of service
- Reprogrammed Siren Controllers for proper/better functionality for the users
- Continued performing vehicle reprogramming, making us less reliant on dealerships and saving the City time and money in reprogramming fees
- Successfully reprogrammed (7) F-150s that required factory reprogramming of the Gateway Module to correct a manufacturer issue that prevented the vehicle from being able to communicate with the inspection station during vehicle inspection properly



#### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Repair/Replace the wiring, coax cables, antennas, and video/audio recording systems in police vehicles and other department vehicles as needed.
- Maintain/Install/Repair or Remove light bars, strobe lights, sirens, radio equipment, docking stations, and consoles.
- Continue Vehicle Radio Integration Project on police and fire vehicles.
- Continue and expand vehicle reprogramming capabilities.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>RADIO SERVICES</b>					
Personnel services	\$ 68,987	\$ 71,024	\$ 75,862	\$ 70,152	\$ 79,090
Contractual services	117,496	136,973	193,797	159,000	178,227
Materials and supplies	174,571	8,778	504,513	393,644	297,435
Maintenance charges	197,493	194,724	212,739	212,739	214,277
<b>TOTAL</b>	<b>\$ 558,547</b>	<b>\$ 411,499</b>	<b>\$ 986,911</b>	<b>\$ 835,535</b>	<b>\$ 769,029</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Number of installations	167	181	174	190
Number of removals	191	207	215	230
# of repairs	154	165	182	200
Number of Equipment programming	27	32	30	37

**RADIO SERVICES STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
3030	Radio Technician III	1	1	1
<b>TOTAL:</b>		<b>1</b>	<b>1</b>	<b>1</b>



## MAINTENANCE FUND WAREHOUSE

### MISSION STATEMENT

The mission of the Warehouse is to support all City departments by providing quality products and materials, timely services, and cost-effective procurement practices to deliver reliable, quality services to the Citizens of Pasadena.



### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Redesigned the Warehouse Catalog to include used Department materials and generated hard catalogs for field use
- Worked with some of our top vendors to look for alternative products that added savings as well as cut down on long lead times for product
- Maintained an accurate accounting of all inventory and transactions for the annual audit
- Modified order fulfillment procedure to prioritize will-call and walk-up orders reducing wait time
- Added more warehouse rack systems to increase more efficient use of floor space allowing for increased inventory holding capabilities and faster product location



### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Set up a location and a stocking database to prepare for new software automation.
- Integrate the stock number and products into a system with electronic signatures and bar codes capability.
- Lower the amount of pipe held in inventory and place stock requirements on vendors.
- Build a stronger on-site vendor outside sales presence to bring through the warehouse.
- Move to lower inventory holding costs.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>WAREHOUSE</b>					
Personnel services	\$ 249,289	\$ 260,014	\$ 269,879	\$ 261,351	\$ 281,641
Contractual services	3,345	7,233	10,949	6,840	10,382
Materials and supplies	4,988	12,864	14,489	9,260	14,996
Maintenance charges	60,049	68,107	73,202	73,389	76,104
<b>TOTAL</b>	<b>\$ 317,671</b>	<b>\$ 348,218</b>	<b>\$ 368,519</b>	<b>\$ 350,840</b>	<b>\$ 420,123</b>

**PERFORMANCE INDICATORS**

CATEGORY	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET
Line Items in Inventory	1,154	1,250	1,160	1,200
Inventory Request processed	122,500	129,000	132,000	140,000
Total Cost of Items Processed	\$1,252,000	\$1,625,000	\$1,800,000	\$2,000,000
Inventory Floor Value	\$75,600	\$895,000	\$840,000	\$1,300,000

**WAREHOUSE STAFFING**

Job Code	Job Title	2023 Amended	2024 Amended	2025 Adopted
3450	Sr Warehouse Assistant	1	1	1
3759	Warehouse Assistant I	1	1	1
3780	Warehouse Superintendent	1	1	1
<b>TOTAL:</b>		<b>3</b>	<b>3</b>	<b>3</b>



## MAINTENANCE FUND

### FLEET MAINTENANCE

#### MISSION STATEMENT

The objective of the Fleet Management Division is to provide excellent service and quality equipment that is safe, reliable, economical, and environmentally compliant for the users of the fleet and equipment. The division achieves this objective through the timely repair of equipment, mechanical, paint, and body, a preventative maintenance and inspection program, and the purchase of new and replacement equipment in accordance with City policy.



#### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Replaced approximately (54) vehicles due to age, mileage, operational cost, or a combination of all
- Replaced approximately (20) heavy-duty/ and other operational equipment due to age, operational issues, or a combination of all
- Completed (3,549) work orders on (928) vehicles, heavy-duty equipment, and various other operational equipment
- Purchased a new tabletop tire-changing machine
- Purchased Electrical Tester to troubleshoot electrical issues
- Purchased heavy-duty tire dollies to aid in safely changing heavy-duty tires



#### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Continue to pursue the “Safety First” mentality throughout the entire facility.
- Continue the preventive maintenance, repairs, and inspections of all fleet vehicles/equipment to ensure safe, reliable, and effective use.
- Schedule additional training classes for employees to ensure that all City vehicles and equipment are repaired properly.
- Purchase a new air compressor for the Fleet tire truck.
- Purchase new heavy-duty bottle jacks for the garage.
- Purchase new (2) post lift for a tire shop.
- Purchase Chevrolet scanner and software for diagnosis and updates.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>FLEET MANAGEMENT</b>					
Personnel services	\$ 2,153,709	\$ 1,975,144	\$ 2,283,208	\$ 1,884,155	\$ 2,362,079
Contractual services	360,211	551,651	906,895	764,000	1,044,647
Materials and supplies	3,131,007	3,216,731	4,612,170	3,486,961	4,644,009
Maintenance charges	493,920	617,873	668,922	669,153	693,072
Capital outlay	1,607,037	2,494,209	4,267,723	3,935,000	5,233,121
<b>TOTAL</b>	<b>\$ 7,745,884</b>	<b>\$ 8,855,608</b>	<b>\$ 12,738,918</b>	<b>\$ 10,739,269</b>	<b>\$ 13,976,928</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Shop 1 - Heavy Fleet	711	699	718	727
Shop 2 - Light Fleet	1,966	2,077	2,102	2,112
Shop 3 - Body Repair	291	277	283	288
Shop 6 - Tire Repair	363	416	436	430
Total Rolling Stock	1,339	1,345	1,342	1,350

**FLEET STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1225	Asst Maint Superintendant	2	2	2
2230	Maint Superintendant	1	1	1
2235	Director of Maintenance	1	1	1
2240	Maintenance Supervisor	4	4	4
2260	Maintenance Technician II	4	4	4
2280	Maintenance Technician IV	3	3	3
2290	Maintenance Technician V	9	9	9
2440	Office Assistant II	1	1	1
2505	Parts Room Coord	1	1	1
<b>TOTAL:</b>		<b>26</b>	<b>26</b>	<b>26</b>



## MAINTENANCE FUND BUILDINGS & EQUIPMENT

### MISSION STATEMENT

The purpose of the Building and Equipment Maintenance Division consists of providing quality maintenance and repairs in a timely and efficient manner for all City facilities. The division will support other divisions, do turn-key renovations, and strive to complete every project with minimal interruptions in daily facility operations.



### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Improvements at The Neighborhood Network - paint and picture hanging.
- Improvements at PD Property Room – rebuild shelving.
- Improvements at Golf Course – built outdoor deck
- Improvements at Legal – shelving built and paint.
- Improvements at Police– walls, doors, cubicles, and paints.
- Improvements at Verne Cox – walls, paint, hardware.
- Improvements at Central Library – walls, paint, bookshelves.
- Improvements at the Animal Shelter – kennels repairs, kennel windows, paint walls and doors.
- Improvements at Madison Jobe – walls and painting.



### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Continue to Improve City Buildings.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>BUILDING MAINTENANCE</b>					
Personnel services	\$ 261,016	\$ 336,878	\$ 354,347	\$ 390,372	\$ 360,303
Contractual services	5,187	2,957	9,795	6,168	9,795
Materials and supplies	8,608	6,086	11,332	8,550	11,340
Maintenance charges	251,950	119,951	201,666	201,666	208,326
<b>TOTAL</b>	<b>\$ 526,761</b>	<b>\$ 465,872</b>	<b>\$ 577,140</b>	<b>\$ 606,756</b>	<b>\$ 589,764</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Service Requests	236	336	348	345
Service Requests per Carpenter	78	84	87	115

**BUILDINGS & EQUIPMENT STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
1300	Building Technician V	3	3	3
2240	Maintenance Supervisor	1	1	1
<b>TOTAL:</b>		<b>4</b>	<b>4</b>	<b>4</b>



## MAINTENANCE FUND JANITORIAL

### MISSION STATEMENT

The mission of the Janitorial Division is to provide a pleasant and healthy environment for the City staff. This includes completing all tasks associated with janitorial duties from facility cleaning, disinfecting, appearance, floor care, and issues at City facilities.



### ACHIEVEMENTS FOR FISCAL YEAR 2024

- The Janitorial department continued a high level of service despite staff shortages without interruption.



### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Maintain a high level of expectations from Janitorial staff to provide a safe and clean work environment for city employees.
- Willingly and proactively take on additional responsibilities, as needed, such as storms, and emergencies.
- Continue to explore other opportunities in the Janitorial department for new technology techniques, tools, chemicals, and equipment for cleaning and disinfecting city facilities.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>JANITORIAL</b>					
Personnel services	\$ 686,288	\$ 690,780	\$ 789,083	\$ 733,269	\$ 813,243
Contractual services	16,695	485	67,948	21,100	67,948
Materials and supplies	21,881	14,535	39,972	30,796	39,496
Maintenance charges	85,314	99,420	115,659	115,659	119,992
<b>TOTAL</b>	<b>\$ 810,178</b>	<b>\$ 805,220</b>	<b>\$ 1,012,662</b>	<b>\$ 900,824</b>	<b>\$ 1,040,679</b>

**PERFORMANCE INDICATORS**

CATEGORY	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET
# of Facilities Cleaned	26	25	25	25
Locations cleaned (Square Feet)	435,890	362,688	362,688	362,688
Square Feet cleaned per custodian	43,589	45,336	36,268	36,268

**JANITORIAL STAFFING**

Job Code	Job Title	2023 Amended	2024 Amended	2025 Adopted
1620	Custodian I	9	9	9
1631	Custodian Lead	1	1	1
2445	Janitorial Supervisor	1	1	1
2695	PT Custodian I	3	3	3
<b>TOTAL:</b>		<b>14</b>	<b>14</b>	<b>14</b>



## MAINTENANCE FUND ELECTRICAL, HVAC, AND PLUMBING

### MISSION STATEMENT

The mission of the Electrical/HVAC/Plumbing Division of the Maintenance Services Department is to provide quality service to the City, maintaining and installing Electrical/HVAC/Plumbing Systems and Equipment.



### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Replaced 2 HVAC units at Public Works
- Replaced HVAC at Athletic Pal Gym
- Replaced HVAC at Vern Cox Rec. Center
- Replaced 1 of 3 HVAC units at Fire Station 2
- Replacing Phase 2 of Strawberry Walking Trails
- Started upgrading offices in the Library to LED lights
- Started upgrading lights at the Police Department to LED
- Replaced/Installed Commercial Dryer at the Animal Shelter
- Replaced bulbs and ballast at Gardner Fields
- Replaced main electrical service at Magnolia Lift Station
- Installed a new AC system in the Penthouse elevator room at City Hall
- Completed 300 plus work orders throughout the city
- Replaced condenser at Fire Station # 3



### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Replace the air handling unit at City Hall for floors 1-3 and the penthouse.
- Replace chillers at Central Library.
- Replace HVAC at Fire Marshall building.
- Replace original air handlers at Fleet Maintenance.
- Replace the main HVAC unit at Fire Services to the proper size.
- Replace 3 HVAC systems at Fire Station #10.
- Replace the cooling tower at the Police Department.

**PRIORITIES, GOALS, AND OBJECTIVES FOR 2025 (Cont.)**

- Replace HVAC at Fleet Maintenance.
- Replace flush handles with automated toilets and urinals at City Hall.
- Upgrade HVAC controls to I-VU at Central Library.
- Replace 1 of 6 HVAC units at the Police Department.
- Install color-changing lights at City Hall.
- Continue adding LED lighting at the Main Library.
- Convert lights to LED at Southmore Fields.
- Finish converting lights to LED at various parks.
- Upgrade lights to LED in the Maintenance Service office areas.
- Convert lights to LED at Gardner Fields.
- Convert lights to LED at Spiller Fields and Towery Fields.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>ELECTRICAL</b>					
Personnel services	\$ 1,055,547	\$ 858,661	\$ 1,119,161	\$ 701,040	\$ 1,142,082
Contractual services	5,043	4,699	169,598	164,912	12,326
Materials and supplies	20,858	12,504	43,314	26,336	43,334
Maintenance charges	426,135	397,160	382,644	382,644	394,843
<b>TOTAL</b>	<b>\$ 1,507,583</b>	<b>\$ 1,273,024</b>	<b>\$ 1,714,717</b>	<b>\$ 1,274,932</b>	<b>\$ 1,592,585</b>

**PERFORMANCE INDICATORS**

CATEGORY	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET
Electrical Service Requests	309	280	305	260
HVAC Service Requests	263	278	302	250
Plumbing Service Requests	293	344	361	350
Service Requests Per Technician	139	180	242	143

**ELECTRICAL STAFFING**

Job Code	Job Title	2023 Amended	2024 Amended	2025 Adopted
1290	Building Technician IV	2	2	2
1300	Building Technician V	6	6	6
1406	Assistant Director of Maint Services	0	1	1
1749	Electrical Supervisor	1	0	0
1817	Facility Superintendent	1	0	0
2012	HVAC Supervisor	1	0	0
2240	Maintenance Supervisor	0	2	2
3370	Sr. Office Assistant	1	1	1
<b>TOTAL:</b>		<b>12</b>	<b>12</b>	<b>12</b>



## **MAINTENANCE FUND MAIL/REPRODUCTION SERVICES**

### **MISSION STATEMENT**

The purposes of the Mail/Reproduction department are to provide mail services to City departments so that written communications can be exchanged in a cost-effective and dependable, timely manner, to satisfy any postal requirements, and to provide an internal source for production needs both in color and black & white printing, and other production services.



### **ACHIEVEMENTS FOR FISCAL YEAR 2024**

- Processed approximately 265 copy/print and fold/stuff jobs
- Processed over 109,000 pieces of mail



### **PRIORITIES, GOALS, AND OBJECTIVES FOR 2025**

- Increase services offered to City departments
- Identify ways to cut costs on printing and mailing for City departments



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>MAILROOM</b>					
Personnel services	\$ 52,821	\$ 55,219	\$ 57,739	\$ 55,389	\$ 60,055
Contractual services	34,055	22,012	32,397	38,445	39,245
Materials and supplies	3,653	3,311	5,050	4,670	5,050
Maintenance charges	26,961	29,701	31,638	31,638	33,113
<b>TOTAL</b>	<b>\$ 117,490</b>	<b>\$ 110,243</b>	<b>\$ 126,824</b>	<b>\$ 130,142</b>	<b>\$ 137,463</b>

**PERFORMANCE INDICATORS**

CATEGORY	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET
Total copy/print jobs processed	290	224	195	210
Total pages in copy/print jobs	194,828	111,765	87,792	100,000
Total mail units processed	113,567	123,000	104,982	105,000
Total Postage Expenditure	\$94,705	\$106,000	\$107,612	\$109,000

**MAIL/REPRODUCTION SERVICES STAFFING**

Job Code	Job Title	2023 Amended	2024 Amended	2025 Adopted
2430	Office Assistant I	1	1	1
<b>TOTAL:</b>		<b>1</b>	<b>1</b>	<b>1</b>



## MAINTENANCE FUND LANDSCAPE & BEAUTIFICATION

### MISSION STATEMENT

The mission of the Landscaping Division is to design, build, and maintain beautiful, functional landscapes that meet the City's needs and expectations.



### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Installed smart controllers to help better manage irrigation and water usage at City facilities
- Completed landscaping projects on Deepwater neighborhood triangles and Animal Shelter
- Enhanced and maintained the sensory garden at Verne Cox Center for their patrons
- Installed a Zen Garden at the Madison Jobe Senior Center
- Completed audit and repaired the Police Department irrigation system
- Maintained City beautification projects



### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Create fertilization best management practices for all landscape sites and ballfields.
- Continue the installation of smart irrigation controllers.
- Water and maintain additional tree plantings throughout the City.
- Increase continuing education opportunities for staff.
- Evaluate maintenance sites to increase crew efficiency.



**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>LANDSCAPING AND BEAUTIFICATION</b>					
Personnel services	\$ 537,021	\$ 514,890	\$ 713,352	\$ 639,939	\$ 732,424
Contractual services	88,276	61,611	151,080	124,220	176,100
Materials and supplies	141,429	145,968	160,790	162,700	170,750
Maintenance charges	80,022	99,708	102,374	102,374	106,297
<b>TOTAL</b>	<b>\$ 846,748</b>	<b>\$ 822,177</b>	<b>\$ 1,127,596</b>	<b>\$ 1,029,233</b>	<b>\$ 1,185,571</b>

**PERFORMANCE INDICATORS**

<b>CATEGORY</b>	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 ACTUAL</b>	<b>FY 2025 BUDGET</b>
Irrigation heads maintained	2,774	3,126	3,171	3,675
Irrigation heads maintained per worker	277	312	317	368
Plant material maintained (ft <sup>2</sup> )	675,951	675,951	677,451	695,000
Plant material maintained per worker (ft <sup>2</sup> )	67,595	67,595	67,745	6,950
Average mow/maintenance cycle (days)	14	12	12	12

**LANDSCAPE & BEAUTIFICATION STAFFING**

<b>Job Code</b>	<b>Job Title</b>	<b>2023 Amended</b>	<b>2024 Amended</b>	<b>2025 Adopted</b>
2091	Landscape I	5	5	5
2092	Landscape II	3	3	3
2094	Landscape Foreman	1	1	1
2098	Landscape Superintendent	1	1	1
2865	PT Pooled Landscape	1	1	1
<b>TOTAL:</b>		<b>11</b>	<b>11</b>	<b>11</b>



**MAINTENANCE FUND  
OTHER CHARGES**

**FY 2025 ADOPTED BUDGET  
EXPENDITURE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>OTHER CHARGES</b>					
Personnel services	\$ -	\$ -	\$ 165,973	\$ 53,477	\$ 139,349
Other financing	-	14,000	964,150	964,150	-
Other charges	19,397	-	-	133	1,218,922
Capital outlay	24,000	7,681	-	-	-
<b>TOTAL</b>	<b>\$ 43,397</b>	<b>\$ 21,681</b>	<b>\$ 1,130,123</b>	<b>\$ 1,017,760</b>	<b>\$ 1,358,271</b>



**FY 2025 ADOPTED BUDGET  
WORKERS' COMPENSATION FUND (067)**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>REVENUE</b>					
Interest earned	\$ 22,435	\$ 150,384	\$ 130,000	\$ 179,000	\$ 150,000
<b>Investment Income</b>	<b>22,435</b>	<b>150,384</b>	<b>130,000</b>	<b>179,000</b>	<b>150,000</b>
Miscellaneous	43,865	189,329	235,000	150,000	150,000
<b>Miscellaneous Income</b>	<b>43,865</b>	<b>189,329</b>	<b>235,000</b>	<b>150,000</b>	<b>150,000</b>
Prior year expense refund	-	27,174	-	-	-
<b>Expense/Recovery Income</b>	<b>-</b>	<b>27,174</b>	<b>-</b>	<b>-</b>	<b>-</b>
Contributions - city	1,072,306	1,152,292	1,170,000	1,180,000	1,150,000
<b>Contribution Income</b>	<b>1,072,306</b>	<b>1,152,292</b>	<b>1,170,000</b>	<b>1,180,000</b>	<b>1,150,000</b>
<b>Total Revenue</b>	<b>1,138,606</b>	<b>1,519,179</b>	<b>1,535,000</b>	<b>1,509,000</b>	<b>1,450,000</b>
<b>EXPENDITURES</b>					
Personnel services	78,492	107,359	113,078	94,775	112,985
Contractual services	30,825	38,936	69,000	62,000	78,975
Materials & supplies	33,434	218,723	479,482	438,832	380,250
Other uses	773,055	854,813	950,000	973,000	950,000
<b>Total Expenditures</b>	<b>915,806</b>	<b>1,219,831</b>	<b>1,611,560</b>	<b>1,568,607</b>	<b>1,522,210</b>
<b>Revenue Over/(Under)</b>					
<b>Expenditures</b>	<b>222,800</b>	<b>299,348</b>	<b>(76,560)</b>	<b>(59,607)</b>	<b>(72,210)</b>
<b>Beginning Fund Balance</b>	<b>3,357,129</b>	<b>3,579,929</b>	<b>3,879,277</b>	<b>3,879,277</b>	<b>3,819,670</b>
<b>Ending Fund Balance</b>	<b>\$ 3,579,929</b>	<b>\$ 3,879,277</b>	<b>\$ 3,802,717</b>	<b>\$ 3,819,670</b>	<b>\$ 3,747,460</b>

**WORKERS' COMPENSATION FUND STAFFING**

Job Code	Job Title	2023 Amended	2024 Amended	2025 Adopted
3120	Safety Coordinator	1	1	1
	<b>TOTAL:</b>	<b>1</b>	<b>1</b>	<b>1</b>



## FY 2025 ADOPTED BUDGET

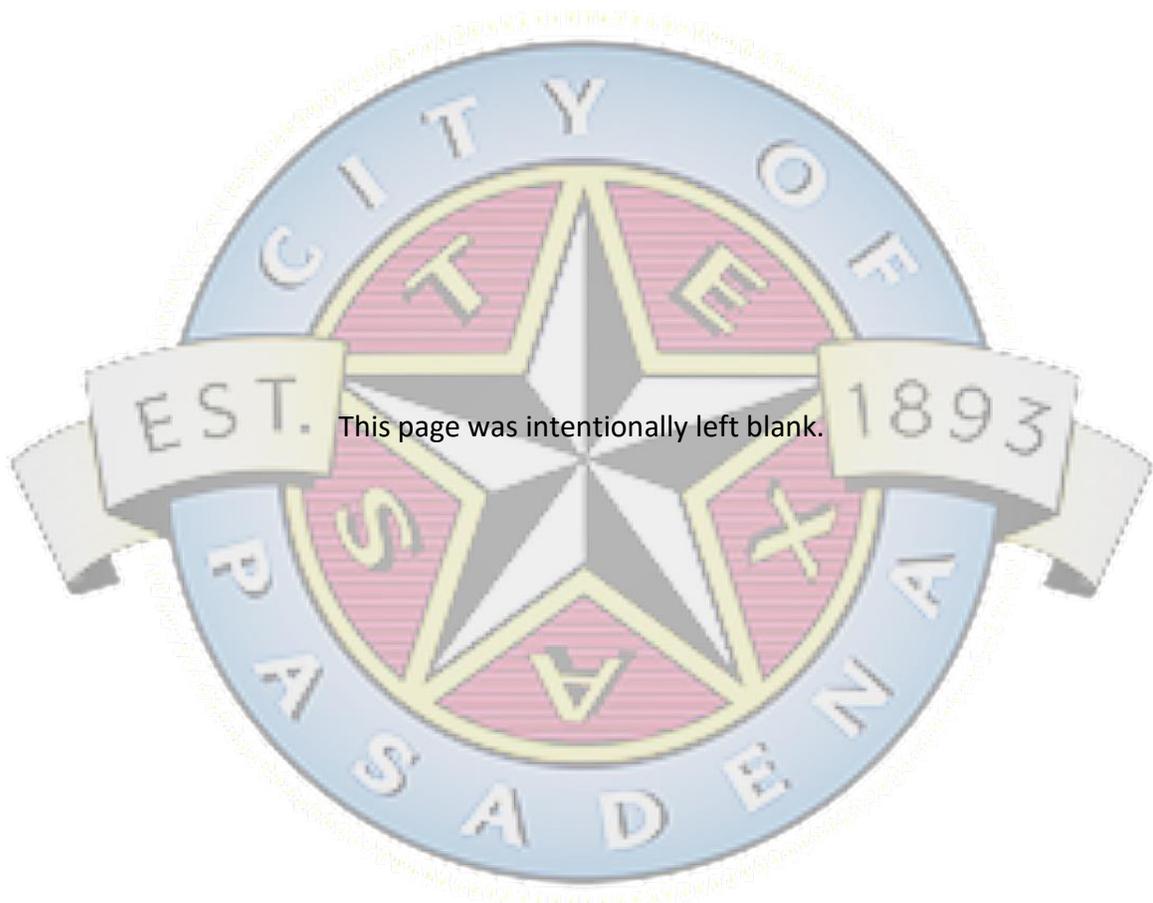
### HEALTH INSURANCE FUND (069)

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>REVENUES</b>					
Interest earned	\$ 48,408	\$ 339,500	\$ 320,000	\$ 440,000	\$ 400,000
<b>Investment Income</b>	<b>48,408</b>	<b>339,500</b>	<b>320,000</b>	<b>440,000</b>	<b>400,000</b>
Prior year expense refund	34,664	15,066	5,000	40,000	30,000
Pharmacy rebates	1,354,857	1,494,286	1,400,000	1,475,000	1,400,000
City health contributions	13,966,870	14,168,797	14,150,000	15,300,000	14,850,000
Retiree health contribution	598,681	568,158	605,000	572,000	585,000
Cobra health contribution	23,700	42,170	18,000	18,000	22,000
Retiree - vision	14,387	21,106	20,000	19,000	21,000
Employee health deduction	1,505,159	1,513,318	1,600,000	1,600,000	1,600,000
Flex spending	489,445	488,018	495,000	480,000	485,000
Insurance recovery	3,070,911	2,223,308	2,300,000	2,300,000	2,300,000
Insurance reimbursement - wellness	44,910	25,299	24,000	40,000	35,000
Dental - EE deduction	237,459	246,647	245,000	240,000	240,000
Dental - retiree contribution	102,439	101,231	105,000	100,000	101,000
Life-EE additional life ins	173,033	172,854	175,000	170,000	172,000
<b>Contributions</b>	<b>21,616,515</b>	<b>21,080,258</b>	<b>21,142,000</b>	<b>22,354,000</b>	<b>21,841,000</b>
Transfer from general fund	-	-	-	-	1,000,000
Transfer from maintenance fund	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>21,664,923</b>	<b>21,419,758</b>	<b>21,462,000</b>	<b>22,794,000</b>	<b>23,241,000</b>
<b>EXPENDITURES</b>					
Contractual services	126,000	126,000	141,600	130,000	141,600
Other uses:					
Claims/claims related expenses	10,788,390	10,380,800	12,000,000	11,000,000	12,000,000
Prescription drugs	4,690,931	3,736,477	4,200,000	4,100,000	4,200,000
Administration fees	539,788	535,145	575,000	557,000	575,000
Dental insurance	534,198	538,098	545,000	545,000	850,000
Other	5,357,135	5,520,470	5,782,000	5,804,500	5,782,000
IBNR accrual adjustment	(151,000)	(148,000)	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>21,885,442</b>	<b>20,688,990</b>	<b>23,243,600</b>	<b>22,144,500</b>	<b>23,548,600</b>
<b>Revenue Over/(Under) Expenditures</b>	<b>(220,519)</b>	<b>730,768</b>	<b>(1,781,600)</b>	<b>649,500</b>	<b>(307,600)</b>
<b>Beginning Fund Balance</b>	<b>4,719,576</b>	<b>4,499,057</b>	<b>5,229,825</b>	<b>5,229,825</b>	<b>5,879,325</b>
<b>Ending Fund Balance</b>	<b>\$ 4,499,057</b>	<b>\$ 5,229,825</b>	<b>\$ 3,448,225</b>	<b>\$ 5,879,325</b>	<b>\$ 5,571,725</b>



**FY 2025 ADOPTED BUDGET**  
**GENERAL LIABILITY INSURANCE FUND (070)**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>REVENUES</b>					
Interest earned	\$ 35,547	\$ 231,209	\$ 250,000	\$ 285,000	\$ 250,000
<b>Investment Income</b>	<b>35,547</b>	<b>231,209</b>	<b>250,000</b>	<b>285,000</b>	<b>250,000</b>
Recovery of damage claims	4,303	3,863	-	1,000	1,500
Insurance recovery	215,370	1,384,925	220,000	600,000	350,000
Prior year expense refund	60,883	483	-	-	-
<b>Other Revenues</b>	<b>280,556</b>	<b>1,389,271</b>	<b>220,000</b>	<b>601,000</b>	<b>351,500</b>
Contributions - general fund	750,000	750,000	750,000	750,000	750,000
Contributions - system fund	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
<b>Contributions</b>	<b>1,750,000</b>	<b>1,750,000</b>	<b>1,750,000</b>	<b>1,750,000</b>	<b>1,750,000</b>
<b>Total Revenue</b>	<b>2,066,103</b>	<b>3,370,480</b>	<b>2,220,000</b>	<b>2,636,000</b>	<b>2,351,500</b>
<b>EXPENDITURES</b>					
Other uses	2,871,318	3,114,830	3,170,265	3,136,000	3,190,000
<b>Total Expenditures</b>	<b>2,871,318</b>	<b>3,114,830</b>	<b>3,170,265</b>	<b>3,136,000</b>	<b>3,190,000</b>
Revenue					
<b>Over/(Under)Expenditures</b>	<b>(805,215)</b>	<b>255,650</b>	<b>(950,265)</b>	<b>(500,000)</b>	<b>(838,500)</b>
<b>Beginning Fund Balance</b>	<b>6,104,223</b>	<b>5,299,008</b>	<b>5,554,658</b>	<b>5,554,658</b>	<b>5,054,658</b>
<b>Ending Fund Balance</b>	<b>\$ 5,299,008</b>	<b>\$ 5,554,658</b>	<b>\$ 4,604,393</b>	<b>\$ 5,054,658</b>	<b>\$ 4,216,158</b>



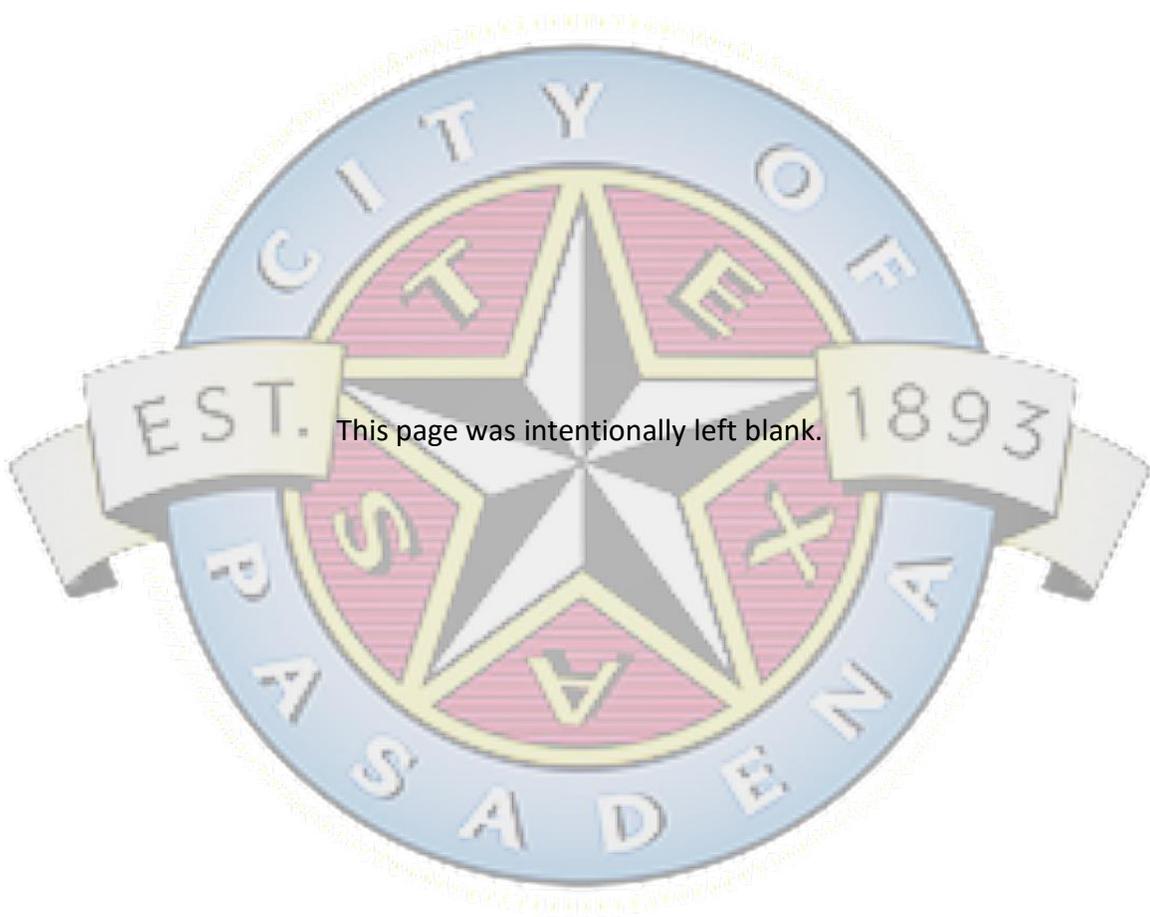


**SPECIAL REVENUE FUNDS**

The City has several special revenue funds that capture and account for revenue that would otherwise be accounted for through the General Fund. A legislative body, with the approval of the chief executive, has legally dedicated these funds to be used for certain purposes. This includes federal drug seizure monies dedicated by the federal government to local law enforcement activities. It also includes certain municipal court fines and fees dedicated by the Texas Legislature to spend for law enforcement, municipal courts administration, or child safety. Likewise, there are local revenues dedicated by the Mayor and City Council and/or through referendum of Pasadena’s voters to certain purposes.

**FY 2025 ADOPTED BUDGET  
SPECIAL REVENUE FUNDS**

	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2025</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>AMENDED</b>	<b>ESTIMATED</b>	<b>ADOPTED</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$ 11,813,918</b>	<b>\$ 13,507,577</b>	<b>\$ 17,070,869</b>	<b>\$ 17,070,869</b>	<b>\$ 19,118,147</b>
REVENUES	4,747,825	11,624,302	21,488,820	28,553,884	8,941,400
EXPENDITURES	3,054,166	8,061,010	22,190,152	26,506,606	8,509,556
<b>REVENUE OVER/(UNDER)</b>					
<b>EXPENDITURES</b>	<b>1,693,659</b>	<b>3,563,292</b>	<b>(701,332)</b>	<b>2,047,278</b>	<b>431,844</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 13,507,577</b>	<b>\$ 17,070,869</b>	<b>\$ 16,369,537</b>	<b>\$ 19,118,147</b>	<b>\$ 19,549,991</b>




**ALL SPECIAL FUNDS SUMMARY  
TOTAL REVENUE SUMMARY**

CATEGORY	FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	% OF
	ACTUAL	ACTUAL	AMENDED	ESTIMATED	ADOPTED	TOTAL
Franchise tax	\$211,211	\$183,958	\$200,000	\$175,000	\$160,000	1.8%
Hotel and motel tax	1,610,948	1,604,092	1,575,000	1,600,000	1,650,000	18.5%
Licenses and permits	2,630	2,740	2,600	2,600	2,700	0.0%
Drug/property seizures	498,490	622,622	-	-	-	0.0%
Court fines	327,868	349,333	341,100	336,300	331,400	3.7%
Sale of property	594,873	293,739	450,000	450,000	425,000	4.8%
Miscellaneous/grants/ interest	1,501,805	8,567,818	18,920,120	25,989,984	6,372,300	71.3%
<b>TOTAL REVENUE</b>	<b>\$4,747,825</b>	<b>\$11,624,302</b>	<b>\$21,488,820</b>	<b>\$28,553,884</b>	<b>\$8,941,400</b>	<b>100.0%</b>

**ALL SPECIAL FUNDS SUMMARY  
TOTAL EXPENDITURE SUMMARY**

CATEGORY	FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	% OF
	ACTUAL	ACTUAL	AMENDED	ESTIMATED	ADOPTED	TOTAL
Personnel services	\$393,991	\$431,162	\$18,630,085	\$18,617,531	\$331,566	3.9%
Contractual services	858,306	840,992	1,296,612	1,148,986	1,273,150	15.0%
Materials and supplies	441,897	633,378	998,753	699,635	980,490	11.5%
Other charges	76,731	88,840	165,000	114,500	165,000	1.9%
Other uses	6,419	-	154,350	80,000	154,350	1.8%
Capital outlay	1,276,822	6,066,638	945,352	5,845,954	5,605,000	65.9%
<b>TOTAL EXPENDITURES</b>	<b>\$3,054,166</b>	<b>\$8,061,010</b>	<b>\$22,190,152</b>	<b>\$26,506,606</b>	<b>\$8,509,556</b>	<b>100.0%</b>


**SPECIAL REVENUE FUNDS  
FUND BALANCE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>DETAIL OF BEGINNING BALANCE</b>					
Municipal Jury Fund	\$ 2,296	\$ 4,141	\$ 6,253	\$ 6,253	\$ 8,353
Equity sharing - treasury	573,969	560,628	533,650	533,650	443,864
Juvenile case mgr fund	207,549	236,319	283,135	283,135	327,545
Child safety fund	1,028,991	1,009,693	865,636	865,636	617,579
Equity sharing - justice	2,011,147	2,246,051	2,786,943	2,786,943	2,582,193
Municipal courts security	(60,035)	41,580	155,368	155,368	267,868
State seizure fund	954,255	851,111	720,276	720,276	436,176
Law enforcement training	91,332	92,130	102,168	102,168	106,493
Judicial efficiency fund	174,534	214,140	263,126	263,126	307,791
Court technology fund	170,754	148,591	130,851	130,851	93,851
Hotel and motel tax fund	5,020,102	5,930,849	7,309,301	7,309,301	8,596,062
Preservation of vital statistics	75,979	71,894	76,882	76,882	75,232
1% Public, ed and gov (peg)	1,121,136	1,244,570	1,405,644	1,405,644	1,163,644
Abandoned motor vehicles	419,665	580,888	377,056	377,056	233,966
Sign removal fund	20,900	21,666	25,467	25,467	28,417
American Rescue Plan	1,344	253,326	2,029,113	2,029,113	3,829,113
<b>TOTAL</b>	<b>\$ 11,813,918</b>	<b>\$ 13,507,577</b>	<b>\$ 17,070,869</b>	<b>\$ 17,070,869</b>	<b>\$ 19,118,147</b>

**DETAIL OF REVENUES**

Municipal Jury Fund	\$ 1,845	\$ 2,112	\$ -	\$ 2,100	\$ 2,100
Equity sharing - treasury	47,329	25,910	23,000	28,000	25,000
Juvenile case mgr fund	100,545	120,991	121,250	122,900	119,900
Child safety fund	230,400	255,910	271,750	251,000	250,000
Equity sharing - justice	342,195	672,746	119,000	152,000	145,000
Municipal courts security	101,615	113,788	108,800	112,500	110,500
State seizure fund	134,630	103,177	35,000	35,000	32,000
Law enforcement training	16,805	21,788	21,150	22,725	21,300
Judicial efficiency fund	40,290	48,986	47,100	50,500	48,500
Court technology fund	90,529	101,183	95,750	98,000	93,000
Hotel and motel tax fund	1,649,614	1,891,450	1,830,000	1,950,000	1,980,000
Preservation of vital statistics	5,851	9,050	8,100	9,200	8,900
1% Public, ed and gov (peg)	211,211	183,958	200,000	175,000	160,000
Abandoned motor vehicles	597,529	311,851	465,500	469,000	441,500
Sign removal fund	2,777	3,801	3,550	3,700	3,700
American Rescue Plan	1,174,660	7,757,601	18,138,870	25,072,259	5,500,000
<b>TOTAL</b>	<b>\$ 4,747,825</b>	<b>\$ 11,624,302</b>	<b>\$ 21,488,820</b>	<b>\$ 28,553,884</b>	<b>\$ 8,941,400</b>



**SPECIAL REVENUE FUNDS  
FUND BALANCE SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>DETAIL OF EXPENDITURES</b>					
Municipal Jury Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Equity sharing - treasury	60,670	52,888	141,894	117,786	137,000
Juvenile case mgr fund	71,775	74,175	86,700	78,490	90,811
Child safety fund	249,698	399,967	571,513	499,057	573,243
Equity sharing - justice	107,291	131,854	487,963	356,750	387,000
Municipal courts security	-	-	-	-	-
State seizure fund	237,774	234,012	410,463	319,100	400,000
Law enforcement training	16,007	11,750	17,500	18,400	17,500
Judicial efficiency fund	684	-	17,670	5,835	17,670
Court technology fund	112,692	118,923	143,500	135,000	145,000
Hotel and motel tax fund	738,867	512,998	899,039	663,239	929,332
Preservation of vital statistics	9,936	4,062	13,000	10,850	13,000
1% Public, ed and gov (peg)	87,777	22,884	630,514	417,000	371,000
Abandoned motor vehicles	436,306	515,683	630,026	612,090	426,500
Sign removal fund	2,011	-	1,500	750	1,500
American Rescue Plan	922,678	5,981,814	18,138,870	23,272,259	5,000,000
<b>TOTAL</b>	<b>\$ 3,054,166</b>	<b>\$ 8,061,010</b>	<b>\$ 22,190,152</b>	<b>\$ 26,506,606</b>	<b>\$ 8,509,556</b>

<b>ENDING BALANCE</b>					
Municipal Jury Fund	\$ 4,141	\$ 6,253	\$ 6,253	\$ 8,353	\$ 10,453
Equity sharing - treasury	560,628	533,650	414,756	443,864	331,864
Juvenile case mgr fund	236,319	283,135	317,685	327,545	356,634
Child safety fund	1,009,693	865,636	565,873	617,579	294,336
Equity sharing - justice	2,246,051	2,786,943	2,417,980	2,582,193	2,340,193
Municipal courts security	41,580	155,368	264,168	267,868	378,368
State seizure fund	851,111	720,276	344,813	436,176	68,176
Law enforcement training	92,130	102,168	105,818	106,493	110,293
Judicial efficiency fund	214,140	263,126	292,556	307,791	338,621
Court technology fund	148,591	130,851	83,101	93,851	41,851
Hotel and motel tax fund	5,930,849	7,309,301	8,240,262	8,596,062	9,646,730
Preservation of vital statistics	71,894	76,882	71,982	75,232	71,132
1% Public, ed and gov (peg)	1,244,570	1,405,644	975,130	1,163,644	952,644
Abandoned motor vehicles	580,888	377,056	212,530	233,966	248,966
Sign removal fund	21,666	25,467	27,517	28,417	30,617
American Rescue Plan	253,326	2,029,113	2,029,113	3,829,113	4,329,113
<b>TOTAL</b>	<b>\$ 13,507,577</b>	<b>\$ 17,070,869</b>	<b>\$ 16,369,537</b>	<b>\$ 19,118,147</b>	<b>\$ 19,549,991</b>



## **SPECIAL REVENUE FUND MUNICIPAL JURY FUND (030)**

### **MISSION STATEMENT**

The Municipal Jury Fund is a recent local expense. Previously, we collected a \$4.00 State Jury Fee to compensate District and County Court jurors for their second and subsequent days of jury service. However, the money collected was not applied to municipal jury service. Currently, the City pays its jurors six dollars, as set by ordinance. The percentage of the consolidated local court cost now allocated will amount to \$.10 per local (0.7143 percent) consolidated fee collected.



### **ACHIEVEMENTS FOR FISCAL YEAR 2024**

- Paid jurors to the extent funds were available



### **PRIORITIES, GOALS, AND OBJECTIVES FOR 2025**

- Compensate municipal court jurors for their jury service.



**MUNICIPAL JURY FUND (030)**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>Revenue</b>					
Miscellaneous	\$ 1,845	\$ 2,112	\$ -	\$ 2,100	\$ 2,100
<b>Total Revenue</b>	<b>1,845</b>	<b>2,112</b>	<b>-</b>	<b>2,100</b>	<b>2,100</b>
<b>Expenditures</b>					
Personnel services	-	-	-	-	-
Contractual services	-	-	-	-	-
Materials and supplies	-	-	-	-	-
Other charges	-	-	-	-	-
Capital outlay	-	-	-	-	-
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Revenue Over/(Under)</b>					
Expenditures	1,845	2,112	-	2,100	2,100
<b>Beginning Fund Balance</b>	<b>2,296</b>	<b>4,141</b>	<b>6,253</b>	<b>6,253</b>	<b>8,353</b>
<b>Ending Fund Balance</b>	<b>\$ 4,141</b>	<b>\$ 6,253</b>	<b>\$ 6,253</b>	<b>\$ 8,353</b>	<b>\$ 10,453</b>



## SPECIAL REVENUE FUND

### EQUITY SHARING – TREASURY FUND (040)

#### MISSION STATEMENT

It is the primary mission of the Equity Sharing – Treasury fund to utilize property and monies seized through federal asset forfeiture laws, in cooperation with the U.S. Customs Service, to further local law enforcement. This is accomplished by providing equipment in excess of what local funding levels would support.

#### EQUITY SHARING - TREASURY FUND (040)

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>Revenue</b>					
Interest earned	\$ 4,193	\$ 25,311	\$ 23,000	\$ 28,000	\$ 25,000
<b>Investment Income</b>	<b>4,193</b>	<b>25,311</b>	<b>23,000</b>	<b>28,000</b>	<b>25,000</b>
Federal seizure revenue	43,136	599	-	-	-
Sale of assets	-	-	-	-	-
<b>Other Revenue</b>	<b>43,136</b>	<b>599</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenue</b>	<b>47,329</b>	<b>25,910</b>	<b>23,000</b>	<b>28,000</b>	<b>25,000</b>
<b>Expenditures</b>					
Contractual services	57,248	44,261	58,150	66,786	58,000
Materials and supplies	3,422	8,627	83,744	51,000	79,000
<b>Total Expenditures</b>	<b>60,670</b>	<b>52,888</b>	<b>141,894</b>	<b>117,786</b>	<b>137,000</b>
<b>Revenue Over/(Under)</b>					
Expenditures	(13,341)	(26,978)	(118,894)	(89,786)	(112,000)
<b>Beginning Fund Balance</b>	<b>573,969</b>	<b>560,628</b>	<b>533,650</b>	<b>533,650</b>	<b>443,864</b>
<b>Ending Fund Balance</b>	<b>\$ 560,628</b>	<b>\$ 533,650</b>	<b>\$ 414,756</b>	<b>\$ 443,864</b>	<b>\$ 331,864</b>



## **SPECIAL REVENUE FUND JUVENILE CASE MANAGER FUND (042)**

### **MISSION STATEMENT**

The Juvenile Case Manager Fund was created according to state law and Ordinance No. 2005-309 that authorized the imposition of an additional court cost of \$1.00 to each fine-only misdemeanor to fund the salary and benefits and necessary expenses relating to the expenses of the position of a juvenile case manager in the Municipal Court Department. The creation of the fund and the position of juvenile case manager helped the Municipal Court deal with the extensive additional work required to administer juvenile cases after the comprehensive juvenile reform legislation of 2003. The \$1.00 cost will continue to apply to violations occurring before January 1, 2020.

For violations occurring on and after January 1, 2020, the Juvenile Case Manager Fund will be redesignated as the Local Truancy Prevention and Diversion Fund. It will no longer be controlled by local ordinance but by an allocation of 35.7143% or \$5.00 from the Local Consolidated Fee of \$14.00 provided by TEX. REV. CIV. STAT. ANN., Local Government Code, Sections 134.103 and 134.156. Any surplus funds may be redirected by the council on approval by the court and at the direction of the juvenile case manager to various programs as specified in Section 134.156 including implementation of programs directly related to the duties of the juvenile case manager, including juvenile alcohol and substance abuse programs, and any other projects designed to prevent or reduce the number of juvenile referrals to the court.



### **ACHIEVEMENTS FOR FISCAL YEAR 2024**

- Continued to fund the salary and benefits of the juvenile case manager and necessary expenses
- Implemented legislation related to the Juvenile Case Manager function
- Initiated Zoom hearings to accommodate juveniles who were unable to attend court in person
- Continued with our successful teen court program in cooperation with the Dr. Kirk Lewis Career & Technical High School of the Pasadena Independent School District



### **PRIORITIES, GOALS, AND OBJECTIVES FOR 2025**

- Ensure justice is being served by handling juvenile cases fairly and efficiently.
- Continue to fund the salary and benefits of the juvenile case manager and necessary expenses.
- Fund continuing education for juvenile case managers.



**PRIORITIES, GOALS, AND OBJECTIVES FOR 2025 (Cont.)**

- Redirect funds as authorized by the council to implement programs related to the duties of the juvenile case manager.
- Continue our successful teen court program in cooperation with the Dr. Kirk Lewis Career & Technical High School of the Pasadena Independent School District.

**JUVENILE CASE MANAGER FUND (042)**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>Revenue</b>					
Interest earned	\$ 1,594	\$ 11,771	\$ 10,750	\$ 15,000	\$ 12,000
<b>Investment Income</b>	<b>1,594</b>	<b>11,771</b>	<b>10,750</b>	<b>15,000</b>	<b>12,000</b>
Juvenile case mgr fee	3,656	1,919	3,000	1,500	1,500
Tpdf city	3,267	1,700	2,500	1,400	1,400
Local Trncy Pre Lc-2 \$5.0	92,028	105,601	105,000	105,000	105,000
<b>Municipal Court Fines</b>	<b>98,951</b>	<b>109,220</b>	<b>110,500</b>	<b>107,900</b>	<b>107,900</b>
<b>Total Revenue</b>	<b>100,545</b>	<b>120,991</b>	<b>121,250</b>	<b>122,900</b>	<b>119,900</b>
<b>Expenditures</b>					
Personnel services	71,375	73,323	78,150	75,240	81,411
Contractual services	400	362	4,450	1,800	4,500
Materials and supplies	-	490	4,100	1,450	4,900
<b>Total Expenditures</b>	<b>71,775</b>	<b>74,175</b>	<b>86,700</b>	<b>78,490</b>	<b>90,811</b>
<b>Revenue Over/(Under)</b>					
<b>Expenditures</b>	<b>28,770</b>	<b>46,816</b>	<b>34,550</b>	<b>44,410</b>	<b>29,089</b>
<b>Beginning Fund Balance</b>	<b>207,549</b>	<b>236,319</b>	<b>283,135</b>	<b>283,135</b>	<b>327,545</b>
<b>Ending Fund Balance</b>	<b>\$ 236,319</b>	<b>\$ 283,135</b>	<b>\$ 317,685</b>	<b>\$ 327,545</b>	<b>\$ 356,634</b>



**SPECIAL REVENUE FUND  
CHILD SAFETY FUND (043)**

**MISSION STATEMENT**

It is the primary mission of the Child Safety Fund to utilize funds received from the renewal of motor vehicle registrations in Harris County and proceeds from the Municipal Court. The funds are used by the Police Department to enhance child safety and welfare.

**CHILD SAFETY FUND (043)**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>Revenue</b>					
Interest earned	\$ 7,088	\$ 42,560	\$ 41,750	\$ 43,000	\$ 40,000
<b>Investment Income</b>	<b>7,088</b>	<b>42,560</b>	<b>41,750</b>	<b>43,000</b>	<b>40,000</b>
Child safety fee	223,312	213,350	230,000	208,000	210,000
Prior Year Expense/Refund	-	-	-	-	-
<b>Other Revenues</b>	<b>223,312</b>	<b>213,350</b>	<b>230,000</b>	<b>208,000</b>	<b>210,000</b>
<b>Total Revenue</b>	<b>230,400</b>	<b>255,910</b>	<b>271,750</b>	<b>251,000</b>	<b>250,000</b>
<b>Expenditures</b>					
Personnel services	33,206	46,996	88,513	88,107	89,243
Contractual services	111,462	98,983	205,000	178,500	205,000
Materials and supplies	105,030	192,808	228,000	197,450	229,000
Capital Outlay	-	61,180	50,000	35,000	50,000
<b>Total Expenditures</b>	<b>249,698</b>	<b>399,967</b>	<b>571,513</b>	<b>499,057</b>	<b>573,243</b>
<b>Revenue Over/(Under)</b>					
Expenditures	(19,298)	(144,057)	(299,763)	(248,057)	(323,243)
<b>Beginning Fund Balance</b>	<b>1,028,991</b>	<b>1,009,693</b>	<b>865,636</b>	<b>865,636</b>	<b>617,579</b>
<b>Ending Fund Balance</b>	<b>\$ 1,009,693</b>	<b>\$ 865,636</b>	<b>\$ 565,873</b>	<b>\$ 617,579</b>	<b>\$ 294,336</b>



**SPECIAL REVENUE FUND  
EQUITY SHARING – JUSTICE FUND (044)**

**MISSION STATEMENT**

It is the primary mission of the Equity Sharing – Justice Fund to utilize property and monies seized through federal asset forfeiture laws, in cooperation with the U.S. Drug Enforcement Agency, to further local law enforcement. This is accomplished by providing equipment and services in excess of what local funding levels would support.

**EQUITY SHARING - JUSTICE FUND (044)**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>Revenue</b>					
Interest earned	\$ 15,560	\$ 119,162	\$ 119,000	\$ 152,000	\$ 145,000
<b>Investment Income</b>	<b>15,560</b>	<b>119,162</b>	<b>119,000</b>	<b>152,000</b>	<b>145,000</b>
Federal seizure revenue	326,635	553,584	-	-	-
<b>Other Revenues</b>	<b>326,635</b>	<b>553,584</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenue</b>	<b>342,195</b>	<b>672,746</b>	<b>119,000</b>	<b>152,000</b>	<b>145,000</b>
<b>Expenditures</b>					
Contractual services	41,628	19,974	127,764	49,250	148,000
Materials and supplies	65,663	111,880	164,926	115,500	159,000
Capital outlay	-	-	195,273	192,000	80,000
<b>Total Expenditures</b>	<b>107,291</b>	<b>131,854</b>	<b>487,963</b>	<b>356,750</b>	<b>387,000</b>
<b>Revenue Over/(Under)</b>					
Expenditures	<b>234,904</b>	<b>540,892</b>	<b>(368,963)</b>	<b>(204,750)</b>	<b>(242,000)</b>
<b>Beginning Fund Balance</b>	<b>2,011,147</b>	<b>2,246,051</b>	<b>2,786,943</b>	<b>2,786,943</b>	<b>2,582,193</b>
<b>Ending Fund Balance</b>	<b>\$ 2,246,051</b>	<b>\$ 2,786,943</b>	<b>\$ 2,417,980</b>	<b>\$ 2,582,193</b>	<b>\$ 2,340,193</b>



## **SPECIAL REVENUE FUND**

### **MUNICIPAL COURTS SECURITY FUND (045)**

#### **MISSION STATEMENT**

The Municipal Court Building Security Fund was created pursuant to state law (TEX. REV. CIV. STAT. ANN., *Code of Criminal Procedure*, Art. 102.017) and its implementing City Ordinance (95-153). The purposes and, therefore, the mission of the fund are delineated by law and include consideration of the following: Purchase or repair of X-ray machines and conveying systems; handheld metal detectors; walkthrough metal detectors; identification cards and systems; electronic locking and surveillance equipment; bailiffs, deputy sheriffs, deputy constables, or contract security personnel during times when they are providing appropriate security services; signage; confiscated weapon inventory and tracking systems; locks, chains, alarms or similar security devices; purchase or repair of bullet-proof glass; and continuing education on security issues for court personnel and security personnel.

For violations occurring before January 1, 2020, it is funded by a \$3.00 security fee that is a cost of court.

For violations occurring on and after January 1, 2020 the security fund is no longer be controlled by local ordinance but by an allocation of 35% or \$4.90 from the Local Consolidated Fee of \$14.00 found at TEX. REV. CIV. STAT. ANN, *Local Government Code*, Sec.134.103. The purposes to which the fund may be put remain unchanged. Noteworthy is the increase of \$1.90 (from \$3.00 by ordinance to \$4.90 by statute.) The increase reflects the increased emphasis on court security ushered in by the 2017 legislature. Whatever additional money may be derived during the coming fiscal year will be well spent in any future security needs in the new court building.



#### **ACHIEVEMENTS FOR FISCAL YEAR 2024**

- The current account has moved from a negative to a positive balance due to fees accruing over a year from not using the account.



#### **PRIORITIES, GOALS, AND OBJECTIVES FOR FISCAL YEAR 2025**

- Continue to consider potential new technology regarding improving court security.



**MUNICIPAL COURTS SECURITY FUND**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>Revenue</b>					
Interest earned	\$ 155	\$ 4,329	\$ 3,800	\$ 9,500	\$ 8,000
<b>Investment Income</b>	<b>155</b>	<b>4,329</b>	<b>3,800</b>	<b>9,500</b>	<b>8,000</b>
Municipal court - security	101,460	109,459	105,000	103,000	102,500
<b>Other Court Fee</b>	<b>101,460</b>	<b>109,459</b>	<b>105,000</b>	<b>103,000</b>	<b>102,500</b>
<b>Total Revenue</b>	<b>101,615</b>	<b>113,788</b>	<b>108,800</b>	<b>112,500</b>	<b>110,500</b>
<b>Expenditures</b>					
Personnel services	-	-	-	-	-
Contractual services	-	-	-	-	-
Materials and supplies	-	-	-	-	-
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Revenue Over/(Under)</b>					
Expenditures	101,615	113,788	108,800	112,500	110,500
<b>Beginning Fund Balance</b>	<b>(60,035)</b>	<b>41,580</b>	<b>155,368</b>	<b>155,368</b>	<b>267,868</b>
<b>Ending Fund Balance</b>	<b>\$ 41,580</b>	<b>\$ 155,368</b>	<b>\$ 264,168</b>	<b>\$ 267,868</b>	<b>\$ 378,368</b>

**MUNICIPAL COURTS SECURITY STAFFING**

Job Code	Job Title	2023 Amended	2024 Amended	2025 Adopted
1450	City Marshal	0	0	0
<b>TOTAL:</b>		<b>0</b>	<b>0</b>	<b>0</b>

\*Due to a negative beginning fund balance, no expenditures will be budgeted until there is a positive fund balance.



## SPECIAL REVENUE FUND

### STATE SEIZURE FUND (046)

#### MISSION STATEMENT

It is the primary mission of the State Seizure Fund to utilize asset forfeiture from cases filed in State courts to further local law enforcement. This is accomplished by providing equipment in excess of what local funding levels would support.

#### STATE SEIZURE FUND (046)

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
Interest earned	\$ 5,911	\$ 34,738	\$ 35,000	\$ 35,000	\$ 32,000
	<b>5,911</b>	<b>34,738</b>	<b>35,000</b>	<b>35,000</b>	<b>32,000</b>
Asset forfeitures - state	128,719	68,439	-	-	-
Miscellaneous	-	-	-	-	-
	<b>128,719</b>	<b>68,439</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenue</b>	<b>134,630</b>	<b>103,177</b>	<b>35,000</b>	<b>35,000</b>	<b>32,000</b>
Contractual services	86,500	67,290	102,574	91,500	102,000
Materials and supplies	76,078	103,337	137,889	112,600	128,000
Other charges	32,550	45,191	120,000	70,000	120,000
Capital outlay	42,646	18,194	50,000	45,000	50,000
<b>Total Expenditures</b>	<b>237,774</b>	<b>234,012</b>	<b>410,463</b>	<b>319,100</b>	<b>400,000</b>
<b>Expenditures</b>	<b>(103,144)</b>	<b>(130,835)</b>	<b>(375,463)</b>	<b>(284,100)</b>	<b>(368,000)</b>
	<b>954,255</b>	<b>851,111</b>	<b>720,276</b>	<b>720,276</b>	<b>436,176</b>
	<b>\$ 851,111</b>	<b>\$ 720,276</b>	<b>\$ 344,813</b>	<b>\$ 436,176</b>	<b>\$ 68,176</b>

**SPECIAL REVENUE FUND****LAW ENFORCEMENT TRAINING AND EDUCATION FUND (047)****MISSION STATEMENT**

It is the primary mission of the Law Enforcement Training and Education Fund to utilize funds received from the State for the training of local law enforcement personnel. This is accomplished by providing training that otherwise would be unavailable from other local funding sources.

**LAW ENFORCEMENT TRAINING AND EDUCATION FUND (047)**

	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2025</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>AMENDED</b>	<b>ESTIMATED</b>	<b>ADOPTED</b>
<b>Revenue</b>					
Interest earned	\$ 652	\$ 4,456	\$ 4,300	\$ 5,400	\$ 4,800
<b>Investment Income</b>	<b>652</b>	<b>4,456</b>	<b>4,300</b>	<b>5,400</b>	<b>4,800</b>
Law officer - warrant	983	986	1,150	1,135	1,100
Law officer - fire marshal	939	944	1,200	1,190	1,100
Law officer - police	14,231	15,402	14,500	15,000	14,300
<b>Other Revenues</b>	<b>16,153</b>	<b>17,332</b>	<b>16,850</b>	<b>17,325</b>	<b>16,500</b>
<b>Total Revenue</b>	<b>16,805</b>	<b>21,788</b>	<b>21,150</b>	<b>22,725</b>	<b>21,300</b>
<b>Expenditure</b>					
Contractual services	16,007	11,750	17,500	18,400	17,500
<b>Total Expenditures</b>	<b>16,007</b>	<b>11,750</b>	<b>17,500</b>	<b>18,400</b>	<b>17,500</b>
<b>Revenue Over/(Under)</b>					
Expenditures	798	10,038	3,650	4,325	3,800
<b>Beginning Fund Balance</b>	<b>91,332</b>	<b>92,130</b>	<b>102,168</b>	<b>102,168</b>	<b>106,493</b>
<b>Ending Fund Balance</b>	<b>\$ 92,130</b>	<b>\$ 102,168</b>	<b>\$ 105,818</b>	<b>\$ 106,493</b>	<b>\$ 110,293</b>



## SPECIAL REVENUE FUND JUDICIAL EFFICIENCY FUND (048)

### MISSION STATEMENT

The Municipal Court Judicial Efficiency Fund finds its source in two separate statutes. (TEX. REV. CIV. STAT. ANN., *Local Government Code*, Sec. 133.103) applies to violations occurring before January 1, 2020 and TEX. REV. CIV. STAT. ANN. *Code Crim. Pro.*, Sec. 102.030 applies to violations occurring on and after January 1, 2020. The purposes and the mission of the fund are delineated by law.

For violations occurring before January 1, 2020, the fee is 25.00 and applicable to fines and costs not paid within 30 days. The State is entitled to one half of this fee. Of the remaining \$12.50, \$10.00 is goes to the general fund and the balance (\$2.50) goes into the Judicial Efficiency Fund for the purpose of improving the efficiency and administration of justice in the municipality

For violations occurring on and after January 1, 2020, the fee has been reduced to \$15.00, but the entire amount is retained by the City. This fund is also used for the purpose of improving the efficiency of the administration of justice but an additional purpose has been added: The fee may also be used for improving the collection of outstanding court costs, fines, and/or reimbursement fees.



### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Continue to consider other possible options to assist the court with efficiency.



### PRIORITIES, GOALS, AND OBJECTIVES FOR FISCAL YEAR 2025

- Continue to consider other possible options to assist the court with efficiency.
- The following expenditures may be charged to this account if funds are insufficient to the General Fund:
  - Printing & Advertising
  - Professional Service
  - Membership Dues
  - Training & Travel
  - Minor Equipment & Tools
  - Clothing
  - Acquire new furniture

**JUDICIAL EFFICIENCY FUND (048)**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>Revenue</b>					
Interest earned	\$ 1,435	\$ 10,752	\$ 10,400	\$ 14,000	\$ 12,500
<b>Investment Income</b>	<b>1,435</b>	<b>10,752</b>	<b>10,400</b>	<b>14,000</b>	<b>12,500</b>
Judicial Eff (TP-J) crt fee	38,855	38,234	36,700	36,500	36,000
<b>Municipal Court Fines</b>	<b>38,855</b>	<b>38,234</b>	<b>36,700</b>	<b>36,500</b>	<b>36,000</b>
<b>Total Revenue</b>	<b>40,290</b>	<b>48,986</b>	<b>47,100</b>	<b>50,500</b>	<b>48,500</b>
<b>Expenditures</b>					
Personnel services	-	-	-	-	-
Contractual services	-	-	4,850	2,000	4,850
Materials and supplies	684	-	12,820	3,835	12,820
<b>Total Expenditures</b>	<b>684</b>	<b>-</b>	<b>17,670</b>	<b>5,835</b>	<b>17,670</b>
<b>Revenue Over/(Under)</b>					
Expenditures	39,606	48,986	29,430	44,665	30,830
<b>Beginning Fund Balance</b>	<b>174,534</b>	<b>214,140</b>	<b>263,126</b>	<b>263,126</b>	<b>307,791</b>
<b>Ending Fund Balance</b>	<b>\$ 214,140</b>	<b>\$ 263,126</b>	<b>\$ 292,556</b>	<b>\$ 307,791</b>	<b>\$ 338,621</b>



## SPECIAL REVENUE FUND

### MUNICIPAL COURT TECHNOLOGY FUND (049)

#### MISSION STATEMENT

The Municipal Court Building Technology Fund was created pursuant to the state law (TEX. REV. CIV. STAT. ANN., *Code of Criminal Procedure*, Art. 102.0172) and its implementing City Ordinances (99-154 and 2003-176). The purposes and, therefore, the mission of the fund is delineated by law. The Municipal Court Technology Fund may be used to finance the purchase of or to maintain technological enhancements for the Municipal Court, including:

- a. computer systems;
- b. computer networks;
- c. computer hardware;
- d. computer software;
- e. imaging systems;
- f. electronic kiosks;
- g. electronic ticket writers; and
- h. electronic management systems.

For violations occurring before January 1, 2020, it is funded by a \$4.00 technology fee that is a cost of court.

For violations occurring on or after January 1, 2020, the technology funding of \$4.00 will no longer be pursuant to local ordinance, but, instead, will be pursuant to a statutorily mandated percentage (28.5714 percent, \$4.00) of the Local Consolidated Fee found TEX. REV. CIV. STAT. ANN. *Local Government Code*, Sec. 134.103. The purposes will, however, remain unchanged.



#### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Tyler Technology annual software maintenance
- Tyler Technology annual equipment maintenance
- Nemo-Q annual equipment maintenance



#### PRIORITIES, GOALS, AND OBJECTIVES FOR FISCAL YEAR 2025

- Tyler – Court web service maintenance
- Continue Tyler Technology annual software maintenance
- Keep up-to-date on any other potential new technology that can help improve the efficiency of the court.

**COURT TECHNOLOGY FUND (049)**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>Revenue</b>					
Interest earned	\$ 1,927	\$ 8,763	\$ 6,850	\$ 9,100	\$ 8,000
<b>Investment Income</b>	<b>1,927</b>	<b>8,763</b>	<b>6,850</b>	<b>9,100</b>	<b>8,000</b>
Municipal court - technology fee	88,602	92,420	88,900	88,900	85,000
<b>Other Revenues</b>	<b>88,602</b>	<b>92,420</b>	<b>88,900</b>	<b>88,900</b>	<b>85,000</b>
<b>Total Revenue</b>	<b>90,529</b>	<b>101,183</b>	<b>95,750</b>	<b>98,000</b>	<b>93,000</b>
<b>Expenditures</b>					
Contractual services	112,692	118,923	143,500	135,000	145,000
<b>Total Expenditures</b>	<b>112,692</b>	<b>118,923</b>	<b>143,500</b>	<b>135,000</b>	<b>145,000</b>
<b>Revenue Over/(Under)</b>					
Expenditures	(22,163)	(17,740)	(47,750)	(37,000)	(52,000)
<b>Beginning Fund Balance</b>	<b>170,754</b>	<b>148,591</b>	<b>130,851</b>	<b>130,851</b>	<b>93,851</b>
<b>Ending Fund Balance</b>	<b>\$ 148,591</b>	<b>\$ 130,851</b>	<b>\$ 83,101</b>	<b>\$ 93,851</b>	<b>\$ 41,851</b>



## SPECIAL REVENUE FUND

### HOTEL/MOTEL TAX FUND (064)

#### MISSION STATEMENT

To administer hotel occupancy tax revenue specifically earmarked for the enhancement of the Convention Center; covering the administrative expenses for registering Convention Center delegates; paying for tourism-related advertising and promotions; funding that enhance the arts; and accomplishing historic restoration or preservation projects that will enhance tourism.

#### HOTEL-MOTEL TAX FUND (064)

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>REVENUE</b>					
Hotel-motel tax	\$ 1,610,948	\$ 1,604,092	\$ 1,575,000	\$ 1,600,000	\$ 1,650,000
<b>Other Taxes</b>	<b>1,610,948</b>	<b>1,604,092</b>	<b>1,575,000</b>	<b>1,600,000</b>	<b>1,650,000</b>
Interest earned	38,666	287,358	255,000	350,000	330,000
<b>Investment Income</b>	<b>38,666</b>	<b>287,358</b>	<b>255,000</b>	<b>350,000</b>	<b>330,000</b>
<b>Total Revenue</b>	<b>1,649,614</b>	<b>1,891,450</b>	<b>1,830,000</b>	<b>1,950,000</b>	<b>1,980,000</b>
<b>EXPENDITURES</b>					
Personnel services	140,206	149,178	154,026	148,174	160,912
Contractual services	199,064	183,653	220,324	202,250	223,800
Materials and supplies	95,469	180,167	214,774	127,250	215,270
Capital outlay	297,709	-	155,565	105,565	175,000
Other uses	6,419	-	154,350	80,000	154,350
<b>Total Expenditures</b>	<b>738,867</b>	<b>512,998</b>	<b>899,039</b>	<b>663,239</b>	<b>929,332</b>
<b>Revenue Over/(Under)</b>					
Expenditures	910,747	1,378,452	930,961	1,286,761	1,050,668
<b>Beginning Fund Balance</b>	<b>5,020,102</b>	<b>5,930,849</b>	<b>7,309,301</b>	<b>7,309,301</b>	<b>8,596,062</b>
<b>Ending Fund Balance</b>	<b>\$ 5,930,849</b>	<b>\$ 7,309,301</b>	<b>\$ 8,240,262</b>	<b>\$ 8,596,062</b>	<b>\$ 9,646,730</b>



**SPECIAL REVENUE FUND**  
**PRESERVATION OF VITAL STATISTICS FUND (080)**

**MISSION STATEMENT**

To administer fees collected in addition to the standard fees by the Health Department for the preservation of vital statistic records under Texas Health and Safety Code 191.001(h).

**PRESERVATION OF VITAL STATISTICS FUND (080)**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>Revenue</b>					
Interest earned	\$ 503	\$ 3,362	\$ 3,000	\$ 4,100	\$ 3,800
<b>Investment Income</b>	<b>503</b>	<b>3,362</b>	<b>3,000</b>	<b>4,100</b>	<b>3,800</b>
Preservation of vital statistics	5,348	5,688	5,100	5,100	5,100
<b>Other Revenues</b>	<b>5,348</b>	<b>5,688</b>	<b>5,100</b>	<b>5,100</b>	<b>5,100</b>
<b>Total Revenue</b>	<b>5,851</b>	<b>9,050</b>	<b>8,100</b>	<b>9,200</b>	<b>8,900</b>
<b>EXPENDITURES</b>					
Contractual services	9,936	4,062	12,500	10,500	12,500
Materials and supplies	-	-	500	350	500
<b>Total Expenditures</b>	<b>9,936</b>	<b>4,062</b>	<b>13,000</b>	<b>10,850</b>	<b>13,000</b>
<b>Revenue Over/(Under)</b>					
<b>Expenditures</b>	<b>(4,085)</b>	<b>4,988</b>	<b>(4,900)</b>	<b>(1,650)</b>	<b>(4,100)</b>
<b>Beginning Fund Balance</b>	<b>75,979</b>	<b>71,894</b>	<b>76,882</b>	<b>76,882</b>	<b>75,232</b>
<b>Ending Fund Balance</b>	<b>\$ 71,894</b>	<b>\$ 76,882</b>	<b>\$ 71,982</b>	<b>\$ 75,232</b>	<b>\$ 71,132</b>

**SPECIAL REVENUE FUND****PUBLIC EDUCATIONAL AND GOVERNMENTAL (PEG) FUND (081)****MISSION STATEMENT**

To administer fees collected per 1% Public, Educational and Governmental Access Channel (Sec. 66.006) for capital purchases.

**PUBLIC EDUCATIONAL AND GOVERNMENTAL (PEG) FUND (081)**

	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2025</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>AMENDED</b>	<b>ESTIMATED</b>	<b>ADOPTED</b>
<b>Revenue</b>					
Preservation of vital statistics	\$ 211,211	\$ 183,958	\$ 200,000	\$ 175,000	\$ 160,000
<b>Other Revenues</b>	<b>211,211</b>	<b>183,958</b>	<b>200,000</b>	<b>175,000</b>	<b>160,000</b>
<b>Total Revenue</b>	<b>211,211</b>	<b>183,958</b>	<b>200,000</b>	<b>175,000</b>	<b>160,000</b>
<b>EXPENDITURES</b>					
Materials and supplies	73,988	17,434	116,000	62,000	116,000
Capital outlay	13,789	5,450	494,514	335,000	225,000
<b>Total Expenditures</b>	<b>87,777</b>	<b>22,884</b>	<b>630,514</b>	<b>417,000</b>	<b>371,000</b>
<b>Revenue Over/(Under)</b>					
<b>Expenditures</b>	<b>123,434</b>	<b>161,074</b>	<b>(430,514)</b>	<b>(242,000)</b>	<b>(211,000)</b>
<b>Beginning Fund Balance</b>	<b>1,121,136</b>	<b>1,244,570</b>	<b>1,405,644</b>	<b>1,405,644</b>	<b>1,163,644</b>
<b>Ending Fund Balance</b>	<b>\$ 1,244,570</b>	<b>\$ 1,405,644</b>	<b>\$ 975,130</b>	<b>\$ 1,163,644</b>	<b>\$ 952,644</b>



## SPECIAL REVENUE FUND

### ABANDONED MOTOR VEHICLES FUND (200)

#### MISSION STATEMENT

It is the primary mission of the fund to utilize funds received from the sale of abandoned vehicles to fund law enforcement expenditures.

#### ABANDONED MOTOR VEHICLES FUND (200)

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>Revenue</b>					
Interest earned	\$ 2,656	\$ 18,112	\$ 15,500	\$ 19,000	\$ 16,500
<b>Investment Income</b>	<b>2,656</b>	<b>18,112</b>	<b>15,500</b>	<b>19,000</b>	<b>16,500</b>
Abandoned auto fund	594,873	293,739	450,000	450,000	425,000
<b>Other Revenues</b>	<b>594,873</b>	<b>293,739</b>	<b>450,000</b>	<b>450,000</b>	<b>425,000</b>
<b>Total Revenue</b>	<b>597,529</b>	<b>311,851</b>	<b>465,500</b>	<b>469,000</b>	<b>441,500</b>
<b>EXPENDITURES</b>					
Personnel services	147,193	161,665	170,526	167,140	-
Contractual services	223,369	291,734	379,000	372,500	321,000
Materials and supplies	21,563	18,635	35,500	27,950	35,500
Other charges	44,181	43,649	45,000	44,500	45,000
<b>Total Expenditures</b>	<b>436,306</b>	<b>515,683</b>	<b>630,026</b>	<b>612,090</b>	<b>426,500</b>
<b>Revenue Over/(Under)</b>					
Expenditures	161,223	(203,832)	(164,526)	(143,090)	15,000
<b>Beginning Fund Balance</b>	<b>419,665</b>	<b>580,888</b>	<b>377,056</b>	<b>377,056</b>	<b>233,966</b>
<b>Ending Fund Balance</b>	<b>\$ 580,888</b>	<b>\$ 377,056</b>	<b>\$ 212,530</b>	<b>\$ 233,966</b>	<b>\$ 248,966</b>



## SPECIAL REVENUE FUND

### SIGN REMOVAL FUND (201)

#### MISSION STATEMENT

To administer fees collected from sign permit applicants and licensed sign companies to be used for the removal of illegal signs.

#### SIGN REMOVAL FUND (201)

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>REVENUE</b>					
Sign removal fee	\$ 2,630	\$ 2,740	\$ 2,600	\$ 2,600	\$ 2,700
<b>Business License and Permits</b>	<b>2,630</b>	<b>2,740</b>	<b>2,600</b>	<b>2,600</b>	<b>2,700</b>
Interest earned	147	1,061	950	1,100	1,000
<b>Investment Income</b>	<b>147</b>	<b>1,061</b>	<b>950</b>	<b>1,100</b>	<b>1,000</b>
<b>Total Revenue</b>	<b>2,777</b>	<b>3,801</b>	<b>3,550</b>	<b>3,700</b>	<b>3,700</b>
<b>EXPENDITURES</b>					
Personnel services	2,011	-	-	-	-
Contractual services	-	-	1,000	500	1,000
Materials and supplies	-	-	500	250	500
<b>Total Expenditures</b>	<b>2,011</b>	<b>-</b>	<b>1,500</b>	<b>750</b>	<b>1,500</b>
<b>Revenue Over/(Under)</b>					
Expenditures	766	3,801	2,050	2,950	2,200
<b>Beginning Fund Balance</b>	<b>20,900</b>	<b>21,666</b>	<b>25,467</b>	<b>25,467</b>	<b>28,417</b>
<b>Ending Fund Balance</b>	<b>\$ 21,666</b>	<b>\$ 25,467</b>	<b>\$ 27,517</b>	<b>\$ 28,417</b>	<b>\$ 30,617</b>



## SPECIAL REVENUE FUND AMERICAN RESCUE PLAN (950)

### AMERICAN RESCUE PLAN (950)

	FY 2022 ACTUAL	FY 2023 ACTUAL	AMENDED BUDGET	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>REVENUE</b>					
Intergovernmental	\$ 922,678	\$ 5,981,814	\$ 18,138,870	\$ 23,272,259	\$ 5,000,000
<b>Other Income</b>	<b>922,678</b>	<b>5,981,814</b>	<b>18,138,870</b>	<b>23,272,259</b>	<b>5,000,000</b>
Interest earned	251,982	1,775,787	-	1,800,000	500,000
<b>Investment Income</b>	<b>251,982</b>	<b>1,775,787</b>	<b>-</b>	<b>1,800,000</b>	<b>500,000</b>
<b>Total Revenue</b>	<b>1,174,660</b>	<b>7,757,601</b>	<b>18,138,870</b>	<b>25,072,259</b>	<b>5,500,000</b>
<b>EXPENDITURES</b>					
Personnel services	-	-	18,138,870	18,138,870	-
Contractual services	-	-	-	-	-
Materials and supplies	-	-	-	-	-
Capital outlay	922,678	5,981,814	-	5,133,389	5,000,000
<b>Total Expenditures</b>	<b>922,678</b>	<b>5,981,814</b>	<b>18,138,870</b>	<b>23,272,259</b>	<b>5,000,000</b>
<b>Revenue Over/(Under)</b>					
Expenditures	251,982	1,775,787	-	1,800,000	500,000
<b>Beginning Fund Balance</b>	<b>1,344</b>	<b>253,326</b>	<b>2,029,113</b>	<b>2,029,113</b>	<b>3,829,113</b>
<b>Ending Fund Balance</b>	<b>\$ 253,326</b>	<b>\$ 2,029,113</b>	<b>\$ 2,029,113</b>	<b>\$ 3,829,113</b>	<b>\$ 4,329,113</b>



## COMPONENT UNIT

### PASADENA ECONOMIC DEVELOPMENT CORPORATION

In December 1998, the City Council of Pasadena, Texas proposed the creation of the Pasadena Second Century Corporation (PSCC). In November 1998, voters authorized the creation of PSCC and approved the adoption of the proposed sales and use tax at a rate of one-half of one percent (1/2 cents). PSCC is a non-profit industrial development corporation. It is exclusively for the purpose of benefiting and accomplishing public purposes on behalf of the City by promoting, assisting and enhancing economic development activities to eliminate unemployment and underemployment and to promote and encourage employment and the public welfare. In 2019, PSCC rebranded and legally changed its name to the Pasadena Economic Development Corporation (PEDC). The affairs of PEDC are managed by a Board of Directors of seven persons appointed by the City Council.

#### MISSION STATEMENT

Pasadena's business-friendly policies and Capital Improvement Program (CIP) aims to promote quality growth and improve infrastructure, ultimately enhancing the Quality of Life (QOL) for all residents. The Pasadena Economic Development Corporation (PEDC) works to attract and retain businesses, providing resources for commercial and industrial development that benefit the dynamic economy, growing labor force, and advanced medical care in Pasadena, Texas.



#### ACHIEVEMENTS FOR FISCAL YEAR 2024

- Pasadena Arena & Convention Entertainment District Established
  - Parking Lot – Completed new RV parking area which includes amenities for families and pets; Expanded parking capacity for future use by the Convention Center, the Strawberry Festival, the Pasadena Livestock Show & Rodeo as well as the future Arena.
  - Commenced design/build of the new arena that will add +/- 150,000 sq. ft. and approximately 7,500 seating capacity to form a complex totaling +/- 190,000 sq. ft.
- Chevron Phillips Chemical Company LLC
  - Assisted with nomination and submission of project application to the Office of the Governor Economic Development and Tourism through the Texas Economic Development Bank as an Enterprise Project. The project focused on infrastructure improvements of machinery and equipment over \$200M over the next 5 years. The investment aided in the retention of 350+ full-time employees.



### ACHIEVEMENTS FOR FISCAL YEAR 2024 (Cont.)

- Continued Redevelopment Initiatives and Projects
  - Pasadena Blvd. – Completed design & engineering and awarded construction for pavement and pedestrian improvements from SH 225 Frontage Rd. to Harris Ave. Improvements included widening the Right of Way along some segments of the road, new traffic signals, and sidewalks, as well as enhanced pedestrian crossings.
  - Richey Street - Completed the Roadway and Pedestrian Improvements project. Improvements included landscape architecture, median and sidewalk improvements, pedestrian lighting, and additional amenities.



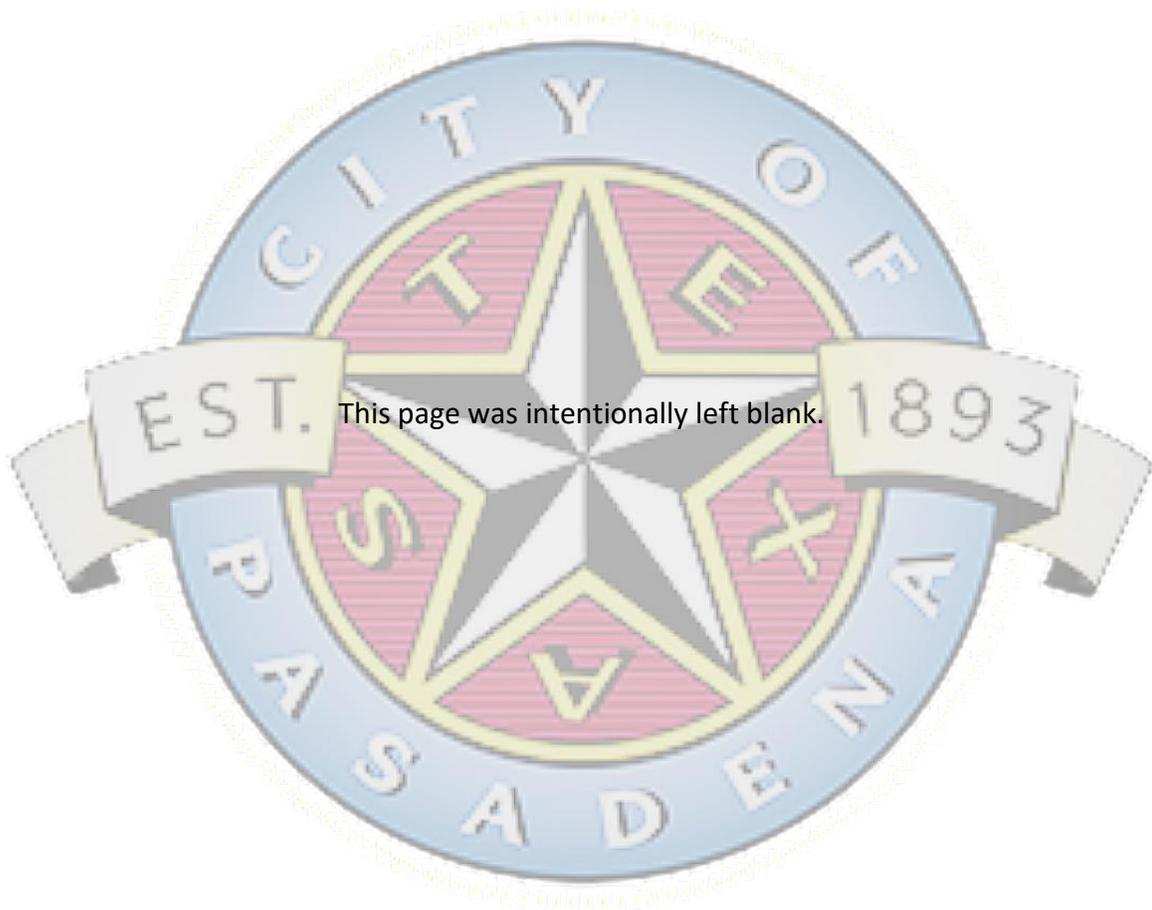
### PRIORITIES, GOALS, AND OBJECTIVES FOR 2025

- Develop initiatives/programs designed to encourage growth through business attraction, retention, and expansion programs that result in the creation of jobs and capital investment.
- Find innovative ways to support small businesses via the Pasadena Loves Local campaign.
- Advance redevelopment priorities defined by the community and codified in the PEDC Strategic Plan Update, including, but not limited to, policy and code recommendations; orchestrating multi-faceted revitalization efforts in key commercial areas; and supporting and developing key quality of life initiatives.



**PASADENA ECONOMIC DEVELOPMENT CORPORATION  
REVENUES, EXPENDITURES, AND ENDING FUND BALANCE**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED	FY 2024 ESTIMATED	FY 2025 ADOPTED
<b>REVENUE</b>					
City sales tax	\$ 14,369,530	\$ 14,626,326	\$ 14,450,000	\$ 14,600,000	\$ 14,450,000
<b>Sales Taxes</b>	<b>14,369,530</b>	<b>14,626,326</b>	<b>14,450,000</b>	<b>14,600,000</b>	<b>14,450,000</b>
Interest earned	527,769	3,518,670	3,200,300	4,100,600	3,750,450
Miscellaneous	30,140	6,086	-	5,646	-
<b>Investment/Other Income</b>	<b>557,909</b>	<b>3,524,756</b>	<b>3,200,300</b>	<b>4,106,246</b>	<b>3,750,450</b>
Transfers in	1,286,407	1,561,037	7,039,433	4,656,776	6,860,417
<b>Other financing sources</b>	<b>1,286,407</b>	<b>1,561,037</b>	<b>7,039,433</b>	<b>4,656,776</b>	<b>6,860,417</b>
<b>Revenue before Elimination</b>	<b>16,213,846</b>	<b>19,712,119</b>	<b>24,689,733</b>	<b>23,363,022</b>	<b>25,060,867</b>
Transfers in elimination	(1,286,407)	(1,561,037)	(7,039,433)	(4,656,776)	(6,860,417)
<b>Net Revenue</b>	<b>14,927,439</b>	<b>18,151,082</b>	<b>17,650,300</b>	<b>18,706,246</b>	<b>18,200,450</b>
<b>EXPENDITURES</b>					
Contractual services	1,242,486	1,517,121	3,981,157	1,613,100	3,575,979
Materials and supplies	32,554	33,088	39,000	24,400	42,000
Debt service/other charges	11,367	10,828	3,019,276	3,019,276	3,242,438
Capital outlay	4,874,013	17,194,829	-	7,520,685	-
Transfers out	1,286,407	1,561,037	7,039,433	4,656,776	6,860,417
<b>Expenditures before     Elimination</b>	<b>7,446,827</b>	<b>20,316,903</b>	<b>14,078,866</b>	<b>16,834,237</b>	<b>13,720,834</b>
Transfers out elimination	(1,286,407)	(1,561,037)	(7,039,433)	(4,656,776)	(6,860,417)
<b>Net Expenditures</b>	<b>6,160,420</b>	<b>18,755,866</b>	<b>7,039,433</b>	<b>12,177,461</b>	<b>6,860,417</b>
<b>Revenue Over/(Under)     Expenditures</b>	<b>8,767,019</b>	<b>(604,784)</b>	<b>10,610,867</b>	<b>6,528,785</b>	<b>11,340,033</b>
<b>Beginning Fund Balance</b>	<b>69,649,935</b>	<b>78,416,954</b>	<b>77,812,170</b>	<b>77,812,170</b>	<b>84,340,955</b>
<b>Ending Fund Balance</b>	<b>\$ 78,416,954</b>	<b>\$ 77,812,170</b>	<b>\$ 88,423,037</b>	<b>\$ 84,340,955</b>	<b>\$ 95,680,988</b>



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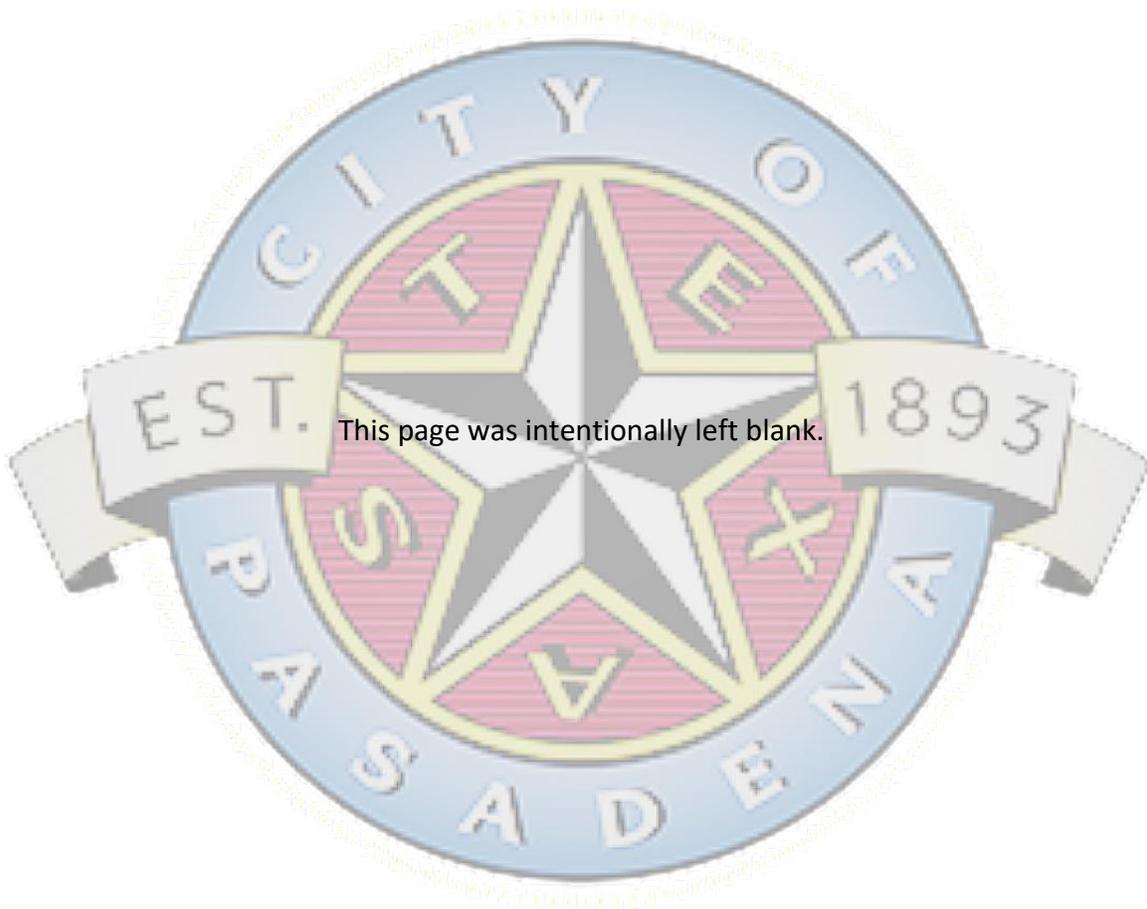


**COMPONENT UNIT**

**PASADENA CRIME CONTROL AND PREVENTION DISTRICT**

In September 1998, the City Council of the City of Pasadena, Texas proposed the creation of the City of Pasadena, Texas Crime Control and Prevention District (the “District”). In November 1998, voters authorized the creation of the District and approved the adoption of the proposed sales and use tax at a rate of one-half of one percent (1/2 cents). The District is governed by a seven-member board appointed by the Mayor and approved by the City Council. Pursuant to the District’s by-laws, the budget must be approved as follows: 1) the District Board must hold a public hearing 75 days before the end of fiscal year or July 15; and 2) the District Board must adopt the proposed budget 60 days before the end of fiscal year or August 1.

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 ADOPTED</b>
<b>REVENUE</b>					
City sales tax	\$ 14,180,303	\$ 14,382,298	\$ 14,200,000	\$ 14,200,000	\$ 14,300,000
<b>Sales Taxes</b>	<b>14,180,303</b>	<b>14,382,298</b>	<b>14,200,000</b>	<b>14,200,000</b>	<b>14,300,000</b>
Interest earned	93,767	683,760	500,000	800,000	650,000
<b>Investment/Other Income</b>	<b>93,767</b>	<b>683,760</b>	<b>500,000</b>	<b>800,000</b>	<b>650,000</b>
<b>Total Revenue</b>	<b>14,274,070</b>	<b>15,066,058</b>	<b>14,700,000</b>	<b>15,000,000</b>	<b>14,950,000</b>
<b>EXPENDITURES</b>					
Personnel services	7,560,924	9,004,971	8,571,317	7,781,231	8,556,945
Contractual services	1,230,398	1,394,038	1,758,473	1,652,500	2,224,543
Materials and supplies	941,708	740,772	1,434,924	1,104,500	1,609,000
Capital outlay	1,465,728	2,676,653	6,069,648	5,041,160	3,810,000
<b>Total Expenditures</b>	<b>11,198,758</b>	<b>13,816,434</b>	<b>17,834,362</b>	<b>15,579,391</b>	<b>16,200,488</b>
<b>Revenue Over/(Under)     Expenditures</b>	<b>3,075,312</b>	<b>1,249,624</b>	<b>(3,134,362)</b>	<b>(579,391)</b>	<b>(1,250,488)</b>
<b>Beginning Fund Balance</b>	<b>11,709,717</b>	<b>14,785,029</b>	<b>16,034,653</b>	<b>16,034,653</b>	<b>15,455,262</b>
<b>Ending Fund Balance</b>	<b>\$ 14,785,029</b>	<b>\$ 16,034,653</b>	<b>\$ 12,900,291</b>	<b>\$ 15,455,262</b>	<b>\$ 14,204,774</b>



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## PROFILE OF PASADENA, TEXAS

Date of Incorporation	December 26, 1928
Original Charter	December 12, 1964
Second Charter	March 4, 1975
Third Charter	August 8, 1992
Fourth & Latest Revision	November 5, 2013
Form of Government	Mayor-Council

### Population:

1980 Census	112,560
1990 Census	119,363
2000 Census	141,674
2010 Census	149,722
2020 Census	152,537

Area	59.2 square miles
Residential/Commercial Area	43.7 square miles
Industrial Area	15.5 square miles

### Fire Protection:

Number of stations	9
Number of personnel	142
Number of fire vehicles	46

### Police Protection:

Number of stations	2
Number of sworn officers	274
Officers per 1,000 population	1.78
Number of police vehicles	337



## PROFILE OF PASADENA, TEXAS

### Municipal Water & Wastewater System:

Number of gallons of water sold	5,850,000,000
Meters in service	36,276
Number of units served	22,335
Number of residential customers	31,239
Number of commercial customers	2,975

### Parks:

Number of parks	44
Acres	3,100
Number of recreation centers	8
Number of pools	3
Number of splash pads	3

### Pasadena Library System:

Number of public libraries	2
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### County:

	Harris
	Commissioners
Government type	Court

### Schools:

Elementary	36
Middle	11
Intermediate	10
High schools & Alternatives	17
Colleges	3



## DEMOGRAPHIC STATISTICS

	<u>2010 Census</u>	<u>2020 Census</u>	<u>2023 Estimates</u>
Total population	149,722	152,537	146,705
Total housing units	53,899	53,220	55,994
Total households	48,471	49,352	49,618
Average household size	3.06	3.10	3.39
Median household income	\$ 44,099	\$ 57,078	\$ 59,111
Population by race:			
White	46,557	36,111	28,652
Black	4,306	3,564	3,893
Asian	3,539	2,427	5,124
American Indian	184	153	121
Native Hawaiian/Pacific Islander	-	13	-
Other	-	44	276
Two or more races	1,373	2,369	1,718
Hispanic Ethnicity (of any race)	93,763	107,856	106,921
	<u>2010 Census</u>	<u>2020 Census</u>	<u>2023 Estimates</u>
Population by age:			
Under 5 years	13,032	12,790	10,494
5 to 9 years	12,680	12,151	11,452
10 to 14 years	12,483	13,322	11,799
15 to 19 years	12,405	12,596	13,702
20 to 24 years	11,357	11,033	10,168
25 to 34 years	21,601	22,179	18,640
35 to 44 years	19,898	19,078	18,766
45 to 54 years	19,680	18,846	15,732
55 to 59 years	7,686	9,370	8,714
60 to 64 years	5,795	6,513	9,965
65 to 74 years	6,844	9,427	12,431
75 to 84 years	4,170	3,831	3,675
85 years and over	1,412	1,401	1,167
Population 25 years and over:			
Less than high school graduate	26,700	14,059	26,061
High school graduate	26,359	28,780	24,767
Some college, no degree	16,688	23,250	15,446
Associate's degree	4,536	6,653	7,657
Bachelor's degree	7,959	9,146	10,316
Graduate or professional degree	3,338	4,442	4,843

**FY 2025 ADOPTED BUDGET****GLOSSARY OF TERMS**

**ACCOUNT:** A code made up of numbers used to classify how specific dollar amounts come into the City or how they are being spent.

**ACCRUAL ACCOUNTING:** The method of accounting under which revenues are recorded when they are earned (whether cash is received at the time) and expenditures are recorded when goods and services are received (whether cash disbursements are made at that time).

**AD VALOREM TAX:** A tax based “according to value” of property and used as the source of monies to pay general obligation debt and to support the general fund.

**AMENDED BUDGET:** The original adopted budget plus any amendments passed as of a certain date.

**APPROPRIATION:** An authorization made by the City Council which permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one-year period or for a specific purpose.

**ASSESSED VALUATION:** The estimated value placed upon real and personal property by the chief appraiser of the appraisal district as the basis for levying property taxes.

**ASSETS:** Property owned by the City for which a monetary value has been established.

**AUDIT:** An examination of organization’s financial statements and the utilization of resources.

**BALANCE SHEET:** A financial statement that presents the assets, liabilities, reserves, and balances of specific governmental funds as of a specified date.

**BALANCED BUDGET:** Refers to when a fund has a budget in which revenues are equal to expenditures.

**BASIS OF ACCOUNTING:** Refers to when revenues, expenses, expenditures, and transfers are recognized and reported. The budgetary basis of accounting for all the funds is modified accrual. For Generally Accepted Accounting Principles (GAAP) purposes, the basis of accounting is accrual for all Enterprise Funds and Internal Service Funds, while the modified accrual basis is used for the General Fund and Special Revenue Funds.

**BOND:** A certificate of debt issued by an entity, guaranteeing payment of the original investment, plus interest, by a specified future date (called the maturity date(s)). Bonds are typically used for a long-term debt to pay for specific capital expenditures.



**BOND DISCOUNT:** The difference between the face value of a bond and the price for which it sells when a bond sells below face value.

**BOND PREMIUM:** The difference between the face value of a bond and the price for which it sells when a bond costs more than its face value.

**BUDGET (OPERATING):** An annual plan of financial operation embodying an estimate of proposed expenditures and the estimated means of financing them. The approved budget is authorized by ordinance and thus specifies the legal spending limits for the fiscal year.

**BUDGET CALENDAR:** The schedule of key dates which the City Council follows in preparation and adoption of the budget.

**BUDGET DOCUMENT:** The instrument used by the budget-making authority to present a comprehensive financial program to the City Council.

**BUDGET MESSAGE:** A general discussion of the proposed budget, as presented in writing by the budget-making authority, to the legislative body.

**BUDGET ORDINANCE:** The official enactment by the City Council establishing the legal authority for officials to obligate and expend resources.

**BUDGETARY CONTROL:** The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available resources.

**CAPITAL ASSETS:** Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

**CAPITAL IMPROVEMENT PLAN (CIP):** The CIP budget is a separate budget from the operating budget. It is a five-year plan that identifies specific income and types of expense associated with major individual capital projects. Items in the CIP are usually construction projects or major capital purchases designed to improve and maintain the value of the City's assets.

**CAPITAL OUTLAY:** Expenditures that result in the acquisition of or addition to fixed assets. Fixed assets are defined as a piece of equipment, vehicle, furniture, or fixture that cost at least \$5,000 and has a useful life of greater than 3 years.

**CASH BASIS:** The method of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid.



**CASH MANAGEMENT:** The management of cash necessary to pay for government services while investing temporary cash excesses to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds to achieve the highest interest and return available for temporary cash balances.

**COMPONENT UNIT:** A legally separate organization for which elected officials of the primary government are financially accountable.

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG):** An entitlement grant program authorized by the federal government. The entitlement program is based upon a formula, which includes the City's population. Typically used for the construction or rehabilitation of housing and infrastructure.

**CERTIFICATES OF OBLIGATION (CO's):** Legal debt instruments backed by the full faith and credit of the government entity and are fully payable from a property tax levy. Certificates of obligation differ from general obligation debt in that they are approved by the City Council and are not voter approved.

**CERTIFIED TAX ROLL:** A list of all taxable properties, values, and exemptions in the City. The Harris County Appraisal District ([HCAD](#)) establishes this roll.

**CONTINGENCY:** A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

**CREDIT RATING:** The credit worthiness of a government unit as determined by an independent ratings agency.

**CURRENT TAXES:** Taxes that are levied and due within one year.

**DARE:** [Drug Abuse Resistance Education](#).

**DEBT LIMIT:** The maximum amount of gross or net debt legally permitted.

**DEBT SERVICE FUND:** A fund established to account for the payment of principal and interest on all general long-term debt other than debt issued for and serviced by a governmental enterprise.

**DEFICIT:** The excess of expenditures over revenues during an accounting period or, in the case of proprietary funds, the excess of expense over income during an accounting period.

**DELINQUENT TAXES:** Taxes remaining unpaid on and after the date on which a penalty for non-payment is attached.

**DEPARTMENT:** A major administrative segment responsible for the management of operating divisions which provide services within a functional area.



**DEPRECIATION:** (1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy, or obsolescence. (2) That portion of the cost of a capital asset which is charged as an expense during a particular period.

**DIVISION:** A basic organizational unit that provides service under the administrative direction of a department.

**ENCUMBRANCE:** The commitment of appropriated funds for future expenditures; it may be in the form of a purchase order or a contract; until such time as the goods or services are received, the commitment is referred to as an encumbrance.

**ENTERPRISE FUNDS:** Funds used to account for the acquisition, operation and maintenance of governmental facilities and services which are entirely or predominantly self-supported by user charges. The funds are operated in a manner similar to comparable private enterprises. Examples of enterprise funds are those for the water and wastewater utility.

**ESTIMATED REVENUE:** The amount of revenue expected to be collected during the year.

**EXPENDITURES:** Where accounts are kept on the accrual or modified accrual basis of accounting, the cost of goods received or services rendered, whether cash payments have been made or not. Where accounts are kept on a cash basis, expenditures are recognized only when the cash payments for the above purposes are made.

**EXPENSES:** Charges incurred, whether paid or unpaid, for operation, maintenance, and interest, and other charges which are presumed to benefit the current fiscal period.

**FEES:** Charges for services that are based upon the cost of providing the service.

**FISCAL YEAR:** The twelve-month period beginning October 1<sup>st</sup> and ending the following September 30<sup>th</sup>.

**FIXED ASSETS:** Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery, and equipment.

**FLSA:** [Fair Labor Standards Act](#).

**FRANCHISE FEE:** A fee paid by public service businesses for use of City streets, alleys, and property in providing their services to the citizens of a community. Services requiring franchises include electricity, telephone, natural gas, cable, fiber-optic, and pipeline.

**FULL FAITH AND CREDIT:** A pledge of the general taxing power of a government to repay debt obligations (typically used in reference to general obligation bonds).



**FULL TIME EQUIVALENT (FTE):** A quantifiable unit of measure utilized to convert hours worked by part-time, seasonal, or temporary employees into hours worked by full time employees. Full time employees work 2,080 hours annually. A part-time employee working 1,040 hours annually represents a .5 FTE.

**FUND:** A set of interrelated accounts, which record revenues and expenditures associated with a specific purpose or activity.

**FUND BALANCE:** The excess of a fund's current assets over its current liabilities; sometimes called working capital in enterprise funds. See deficit.

**GAAP:** Generally Accepted Accounting Principles. Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the convention, rules, and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provides a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP to state and local governments is the Governmental Accounting Standards Board (GASB).

**GASB:** [Governmental Accounting Standards Board](#). The board is a private, nonprofit organization consisting of seven board members and a full-time staff. Like the Financial Accounting Standards Board (FASB) that sets accounting standards for private companies, GASB is funded by the Financial Accounting Foundation, a nonprofit entity that exercises general oversight over the financial reporting of public entities.

**GASB 34:** Approved by the GASB in June 1999, Statement No. 34: Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments. GASB 34 establishes requirements for the annual financial reports of state and local governments. Its primary purpose is to make these reports easier to understand and more useful to legislators, oversight bodies, investors, creditors, and the general public.

**GASB 45:** Approved by the GASB in July 2004, Statement No. 45: Accounting and Financial Report by Employers for Postemployment Benefits Other Than Pensions. In addition to pensions, many state and local governmental employers provide other postemployment benefits (OPEB) as part of the total compensation offered to attract and retain the services of qualified employees. OPEB includes postemployment healthcare, as well as other forms of postemployment benefits when provided separately from a pension plan. GASB 45 establishes standards for the measurement, recognition, and display of OPEB expense/expenditures and related liabilities (assets), note disclosures, and, if applicable, required supplementary information (RSI) in the financial reports of state and local governmental employers.



**GENERAL FUND:** The fund established to account for those resources devoted to financing the general administration of the City and traditional services provided to the citizens. Service activities include fire and police protection, library facilities, health care, street, drainage and park maintenance, and recreational opportunities.

**GENERAL OBLIGATION (GO) BONDS:** Bonds that are secured by the issuer’s pledge of its full faith and credit to the repayment of the bonds, generally repaid from taxes and/or other general revenues.

**GFOA:** [Government Finance Officers’ Association](#). A professional association of state/provincial and local finance officers in the United States and Canada that has served the public finance profession since 1906.

**GIS:** Geographic Information System.

**GOAL:** A statement that describes the purpose toward which an endeavor is directed.

**GOVERNMENTAL FUND:** Funds that account for the City’s general government tax-supported activities.

**GRANT:** A contribution of assets (usually cash and for specified purposes) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the state and federal governments.

**HOUSTON TRANSTAR:** The building that houses the Houston-Galveston Area regional transportation headquarters. At present there are representatives only from Houston, Harris County, Houston METRO, and TxDOT offices there. However, there are plans for this to be the facility that in an emergency has the technology to control all electronic traffic control devices in the seven-county region that H-GAC covers.

**INFRASTRUCTURE:** Substructure or underlying foundation of the City (e.g., streets, utility lines, water and wastewater facilities, etc.)

**INTEREST INCOME:** Revenue associated with the City’s cash management activities of investing fund balances.

**INTERFUND TRANSFERS:** Budgeted amounts transferred from one governmental accounting fund to another for work or services provided. As they represent a “double counting” of expenditures, these amounts are deducted from the total operating budget to calculate the “net” budget.

**INTERGOVERNMENTAL REVENUE:** Contributions received from the State and Federal Government in the form of grants and shared revenues.

**INTERNAL SERVICE FUND:** Internal Service Funds are used to account for the financing of goods or services provided by one department of the City to other departments on a cost-reimbursement basis.



**INVESTMENTS:** Securities and real estate held to produce income in the form of interest, dividends, rentals, or lease payments. The term does not include assets used in city operations.

**LEVY:** To impose taxes, special assessments, or service charges for the support of City services

**LIABILITY:** Debt or other legal obligations, arising out of transactions in the past, which must be liquidated, renewed, or refunded at some future date. Note: The term does not include encumbrances.

**LINE-ITEM BUDGET:** A budget that lists each expenditure category (personnel, services, supplies, etc.) separately, along with the dollar amount budgeted for each specified category.

**LONG-TERM DEBT:** Debt with a maturity of more than one year after the date of issuance.

**MAJOR FUND:** 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.

**MATURITIES:** The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

**MODIFIED ACCRUAL BASIS:** The basis of accounting under which expenditures other than accrued interest on general long-term debt are recorded at the time liabilities are incurred and revenues are recorded when received in cash except for material and/or available revenues which should be accrued to reflect properly the taxes levied and revenue earned.

**NO-NEW-REVENUE TAX RATE:** The benchmark tax rate needed to raise the same amount of maintenance and operations property taxes on existing property as the previous year.

**NON-MAJOR FUND:** Funds whose revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) are less than 10 percent of corresponding totals for all governmental or enterprise funds.

**OBJECTIVE:** A defined method to accomplish an established goal.

**OPERATING BUDGET:** The plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending, and service delivery activities of a government are controlled. The use of annual operating budgets is usually required by law.

**ORDINANCES:** A formal legislative enactment by the governing board of a municipality. It is not in conflict with any higher form of law, such as state statute or constitutional provision; it has the full force and effect of law within the boundaries of the municipality to which it applies.



**PASADENA ECONOMIC DEVELOPMENT CORPORATION (PEDC):** An economic development corporation created for the City of Pasadena. PEDC is funded with ½% sales tax. PEDC funds many capital projects with its ½% sales tax allocation.

**PER CAPITA COST:** Cost expressed as an amount per city resident; the quotient of cost divided by population.

**PERFORMANCE INDICATORS:** Quantitative measures that show demand for services (e.g., calls for service, citizen complaints), efficiency in meeting those demands (e.g., unit cost of service, units per employee or crew), and effectiveness in meeting the total need represented by the service demands (e.g., percent of complaints resolved, percent of citizens satisfied with services provided).

**PERSONNEL COSTS:** Costs related to compensating employees, including salaries, wages, insurance, payroll taxes and retirement contributions.

**PROPRIETARY FUND:** A fiscal and accounting entity with a self-balancing set of accounts that records all financial transactions for specific activities or government functions. Proprietary funds include Enterprise funds and Internal Service funds.

**PROPERTY TAXES:** Taxes are levied on both real and personal property according to the property's valuation and tax rate.

**RESERVE:** An account used to earmark a portion of fund balance to indicate that it is not appropriate for expenditure. A reserve may also be an account used to earmark a portion of fund equity as legally segregated for a specific future use.

**RETAINED EARNINGS:** An equity account reflecting the accumulated earnings of an Enterprise Fund or Internal Service Fund which have been retained in the fund and which are not reserved for any specific purpose.

**REVENUE:** Generally, refers to income received by the City from taxes, fees, grants, interest on investments and other related sources.

**REVENUE BONDS:** Bonds whose principal and interest are payable exclusively from user fees.

**ROW:** Right-of-Way.

**SPECIAL REVENUE FUNDS:** Funds which account for revenues from specific taxes or other revenue sources which by law, or other agreement such as Trust, are designated to finance functions or activities of government which, therefore, cannot be diverted to other uses.

**SCADA:** Acronym for [Supervisory Control and Data Acquisition](#). SCADA is used to monitor and control wastewater lift stations, water towers, water wells, water pumping stations and storm water sites.



**TAX BASE:** The total property valuations on which each taxing authority levies its tax rates.

**TAX LEVY:** The total amount to be raised by general property taxes for operating and debt service purposes.

**TAX RATE:** A percentage applied to all taxable property to raise general revenues. The amount of tax levied for each \$100 of assessed valuation.

**TAXES:** Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against persons or property for current or permanent benefits such as special assessments. The term also does not include charges for services rendered only to those paying such charges, for example, sanitation service charges.

**TEU or Twenty-foot Equivalent Unit:** An exact unit of measurement used to determine cargo capacity for container ships and terminals.

**TMRS:** [Texas Municipal Retirement System](#).

**TRANSFERS IN/OUT:** Amount transferred from one fund to another to assist in financing the services of the recipient fund.

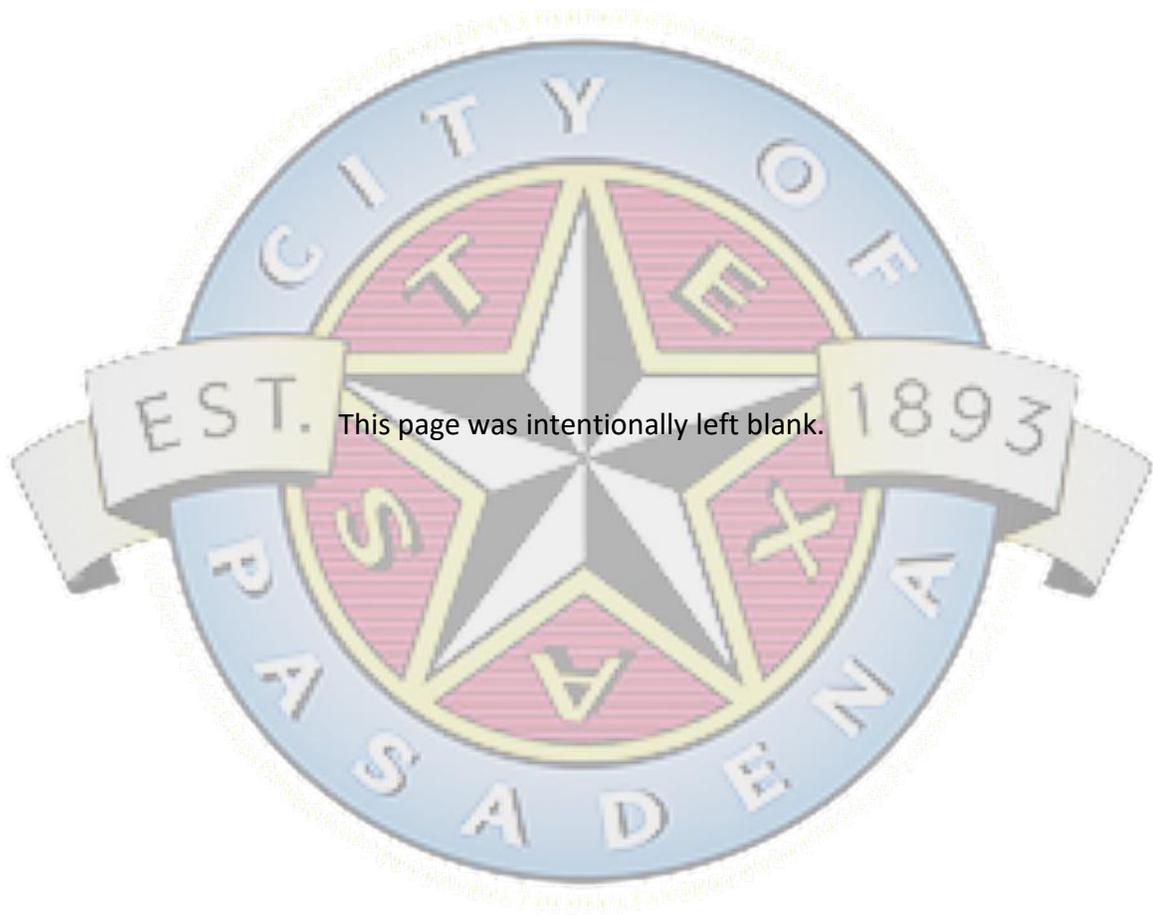
**TXDOT:** [Texas Department of Transportation](#).

**UNUSED INCREMENT RATE:** The three-year rolling sum of the difference between the adopted tax rate and voter-approval rate.

**USER FEES:** Charges for specific governmental services. These fees cover the cost of providing that service to the user (i.e., building permits). The key to effective utilization of user fees is being able to identify specific beneficiaries of services and then determine the full cost of the service they are consuming.

**VOTER-APPROVAL TAX RATE:** A calculated maximum tax rate allowed by law without voter approval.

**YIELD:** The rate earned on an investment based on the price paid for the investment, the interest earned during the period held, and the selling price or redemption value of the investment.



09-03-24  
Agenda

### AGENDA REQUEST

ORDINANCE     RESOLUTION

2A    NO: 2024-158

**CAPTION:** An Ordinance ratifying the property tax increase reflected in the Annual Budget for the City of Pasadena, Texas for the fiscal year beginning October 1, 2024 and ending September 30, 2025; A roll call vote is required for adoption.

**RECOMMENDATIONS & JUSTIFICATION:** A ratification vote to adopt any budget that will raise total property tax revenue as required by Texas Local Government Code 102.007(c).

(IF ADDITIONAL SPACE IS REQUIRED, PLEASE ATTACH SECOND PAGE)

BUDGETED:

COUNCIL DISTRICT(S) AFFECTED: ALL

REQUIRES APPROPRIATION:

See attached Certification

	COUNCIL ACTION	
	FIRST READING:	FINAL READING:
<u>Sherry Womack</u> DATE: 08/20/2024 REQUESTING PARTY (TYPED)		
_____ BUDGET DEPARTMENT	<u>Schoenbein</u> MOTION	<u>Schoenbein</u> MOTION
_____ PURCHASING DEPARTMENT	<u>Valerio</u> SECOND	<u>Valerio</u> SECOND
<b>APPROVED:</b> _____ CITY ATTORNEY	<u>09-03-24</u> DATE	<u>09-05-24</u> DATE
_____ MAYOR	DEFERRED: _____	

NAYS: Guerrero  
Ybarra

NAYS: Villarrea  
Guerrero  
Ybarra

ORDINANCE NO. 2024-158

An Ordinance ratifying the property tax increase reflected in the Annual Budget for the City of Pasadena, Texas for the fiscal year beginning October 1, 2024 and ending September 30, 2025; A roll call vote is required for adoption.

WHEREAS, the 2007 Texas Legislature passed H.B. 3195 requiring the governing body to ratify any property tax revenue increase reflected in a city's operating budget; and

WHEREAS, in accordance with H.B. 3195 the City Council in review of the budget, notes that there is a proposed tax rate increase and that revenues from increased assessed values for new and existing property will be higher than in the current fiscal year; NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PASADENA:

SECTION 1. That the City Council hereby finds and adopts the preamble to this Ordinance.

SECTION 2. That the property tax revenue increase projected in the FY 2024-2025 Budget for the City of Pasadena, Texas is hereby ratified.

SECTION 3. That the City Council officially determines that a sufficient written notice of the date, hour, place and subject of this meeting of the City Council was posted at a place convenient to the public at the City Hall of the City for the time required by law preceding this meeting, as required by the Open Meetings Law, Chapter 551, Texas Government Code; and that this meeting has been

open to the public as required by law at all times during which this ordinance and the subject matter thereof has been discussed, considered and formally acted upon. The City Council further confirms such written notice and the contents and posting thereof.

(SIGNATURE AND APPROVAL - NEXT PAGE)

PASSED ON FIRST READING by the City Council of the City of Pasadena, Texas in regular meeting in the City Hall this the

3<sup>rd</sup> day of September, A.D., 2024.

APPROVED this the 3<sup>rd</sup> day of September, A.D., 2024.

Jeff Wagner  
JEFF WAGNER, MAYOR  
OF THE CITY OF PASADENA, TEXAS

ATTEST:

Amanda F. Mueller  
AMANDA F. MUELLER  
CITY SECRETARY  
CITY OF PASADENA, TEXAS

APPROVED:

Jay W. Dale  
JAY W. DALE  
CITY ATTORNEY  
CITY OF PASADENA, TEXAS

PASSED ON SECOND AND FINAL READING by the City Council of the City of Pasadena, Texas in regular meeting in the City Hall

this the 5<sup>th</sup> day of September, A. D., 2024.

APPROVED this the 5<sup>th</sup> day of September, A.D., 2024.

Jeff Wagner  
JEFF WAGNER, MAYOR  
OF THE CITY OF PASADENA, TEXAS

ATTEST:

Amanda F. Mueller  
AMANDA F. MUELLER  
CITY SECRETARY  
CITY OF PASADENA, TEXAS

APPROVED:

Jay W. Dale  
JAY W. DALE  
CITY ATTORNEY  
CITY OF PASADENA, TEXAS

09-03-24  
Agenda

AGENDA REQUEST

ORDINANCE     RESOLUTION

28    NO: 2024-159

CAPTION: Adopting the Annual Budget for the City of Pasadena, Texas for the fiscal year beginning October 1, 2024 and ending September 30, 2025; and appropriating those amounts to those object accounts, containing a repealing clause, containing a savings clause and containing a severability clause. A roll call vote is required for adoption.

RECOMMENDATIONS & JUSTIFICATION: Recommend adoption of the Proposed FY 2025 Budget as required by Local Government Code 102.007.

(IF ADDITIONAL SPACE IS REQUIRED, PLEASE ATTACH SECOND PAGE)

BUDGETED:     COUNCIL DISTRICT(S) AFFECTED: \_\_\_\_\_  
REQUIRES APPROPRIATION:   
See attached Certification

		COUNCIL ACTION	
REQUESTING PARTY (TYPED)		FIRST READING:	FINAL READING:
<u>Sherry Womack</u> DATE: <u>08/20/2024</u> _____ BUDGET DEPARTMENT		<u>Ybarra</u> MOTION	<u>Ybarra</u> MOTION
_____ PURCHASING DEPARTMENT		<u>Dow</u> SECOND	<u>Dow</u> SECOND
APPROVED: _____ <u>[Signature]</u> CITY ATTORNEY		<u>09-03-24</u> DATE	<u>09-05-24</u> DATE
<u>[Signature]</u> MAYOR		DEFERRED: _____	

ORDINANCE NO. 2024- 159

An Ordinance adopting the Annual Budget for the City of Pasadena, Texas for the fiscal year beginning October 1, 2024 and ending September 30, 2025; and appropriating those amounts to those object accounts, containing a repealing clause, containing a savings clause and containing a severability clause. A roll call vote is required for adoption.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PASADENA:

SECTION 1. That subject to the applicable provisions of the State Law and the City Charter, the budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025, as filed and submitted by the Mayor and adjusted by City Council, containing estimates of resources and revenues for the year from all of the various sources, and the projects, operations, activities and purchases proposed to be undertaken during the year, together with the estimated costs thereof, and estimated amounts of all other proposed expenditures as reflected by major divisions of object code accounts for each department as shown on the attached Exhibit "A" incorporated herein for all purposes is hereby approved and adopted.

SECTION 2. That there is hereby appropriated from the funds indicated and for such purposes respectively, such sums of money as may be required for the accomplishment of each of the projects, operations, activities, purchases and in particular each major object code division for each department as reflected therein and other expenditures proposed in such budget, not to exceed for all

such purposes proposed for any department, the total amount of the estimated costs of the projects, operations, activities, purchases, and other expenditures proposed for such department.

SECTION 3. That pursuant to City Charter, Article XII, Section 13 - Limitation on Reimbursement of Expenses, the Council authorizes reimbursement of expenses incurred and paid, for qualified public purposes by each member of the Council, up to an amount not to exceed Three Thousand Six Hundred and No/100 (\$3,600.00) Dollars for the fiscal year. All reimbursements, as authorized, shall be payable to the order of the Councilmember.

SECTION 4. Within the allotted Three Thousand Six Hundred and No/100 (\$3,600.00) Dollars indicated in Section 3 above for the fiscal year, each member of Council has discretion to authorize donations to tax exempt organizations for public purposes. The authorized donation shall be payable to the order of the tax exempt organization, only after having obtained confirmation that the non-profit organization is eligible to receive tax deductible donations.

SECTION 5. Each Councilmember is additionally authorized reimbursement of expenses incurred and paid, up to an amount not to exceed One Thousand Four Hundred and No/100 (\$1,400.00) Dollars for the fiscal year for public official training, educational class registrations that enhance the duties of their office, and

class/training related travel expenses. Any Councilmember that declines the auto allowance provided to Councilmembers is further authorized to receive mileage reimbursement for the use of his/her personal vehicle to carry out the duties of his/her office, up to an amount not to exceed Five Hundred and No/100 (\$500.00) Dollars for the fiscal year.

SECTION 6. Council finds that all monies appropriated herein are appropriated for public purposes and that the ordinary and usual expenses associated with the duties of Council Members includes travel costs associated with intergovernmental meetings and training classes; computer expenses necessary to monitor and conduct city business; automobile expense allowance associated with project oversight, meetings with constituents, city staff and contractors; mailing expenses associated with communications with constituents, city staff and contractors; and expenses associated with participation in community activities sponsored by civic organizations and service clubs. Other expenses not specified herein may be identified as serving a public purpose by vote of the City Council at a regular meeting.

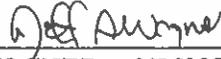
SECTION 7. That the City Council officially determines that a sufficient written notice of the date, hour, place and subject of this meeting of the City Council was posted at a place convenient to the public at the City Hall of the City for the time required by

law preceding this meeting, as required by the Open Meetings Law, Chapter 551, Texas Government Code; and that this meeting has been open to the public as required by law at all times during which this ordinance and the subject matter thereof has been discussed, considered and formally acted upon. The City Council further confirms such written notice and the contents and posting thereof.

(SIGNATURE AND APPROVAL - NEXT PAGE)

PASSED ON FIRST READING by the City Council of the City of Pasadena, Texas in regular meeting in the City Hall this the 3<sup>rd</sup> day of September, A.D., 2024.

APPROVED this the 3<sup>rd</sup> day of September, A.D., 2024.



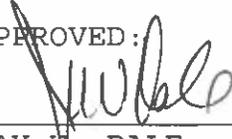
\_\_\_\_\_  
JEFF WAGNER, MAYOR  
OF THE CITY OF PASADENA, TEXAS

ATTEST:



AMANDA F. MUELLER  
CITY SECRETARY  
CITY OF PASADENA, TEXAS

APPROVED:



\_\_\_\_\_  
JAY W. DALE  
CITY ATTORNEY  
CITY OF PASADENA, TEXAS

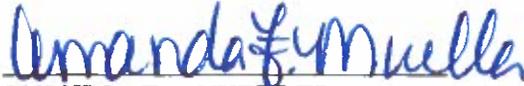
PASSED ON SECOND AND FINAL READING by the City Council of the City of Pasadena, Texas in regular meeting in the City Hall this the 5<sup>th</sup> day of September, A.D., 2024.

APPROVED this the 5<sup>th</sup> day of September, A.D., 2024.



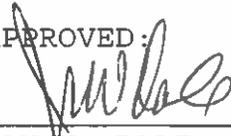
\_\_\_\_\_  
JEFF WAGNER, MAYOR  
OF THE CITY OF PASADENA, TEXAS

ATTEST:



AMANDA F. MUELLER  
CITY SECRETARY  
CITY OF PASADENA, TEXAS

APPROVED:



\_\_\_\_\_  
JAY W. DALE  
CITY ATTORNEY  
CITY OF PASADENA, TEXAS

City of Pasadena

FY 25 Proposed Budget – Summary of Changes

- Decrease Property Tax Revenue (001-4011) by 2,629,521
- Decrease Budget Contingency (11800-741501) by 5,274,790
- Additional 1% COLA (Increased Personnel Services in Funds 001, 002, 003, 042, 064, and 067)
- Added Police Education Pay (13421-7023) for 158,000
- Added 2 Utility Worker I Positions to Street & Bridge (14400) for 110,000
- Increased Transfer to General Fund CIP (11801-9190) by 1,690,108
  - Gun Range Improvements – 590,000
  - Animal Shelter Generator – 569,459
  - Increase CIP Annuals – 530,649
- Increased Capital for Athletics (15240-7905) by 150,000 for Pal Gym Parking Lot Ph I
- Waive month of December Health Insurance Premiums

**City of Pasadena  
Proposed Ending Fund Balances**

Fund #	Fund Title	Estimated Beginning Balance	Revenues and Transfers In	Expenditures and Transfers Out	Revenues Over/(Under) Expenditures	Estimated Ending Balance
<b>Governmental Funds:</b>						
<b>General fund</b>						
001	General fund***	120,983,810	158,640,976	158,613,376	27,600	121,011,410
<b>Debt service fund</b>						
041	Debt service fund	5,108,545	11,686,188	11,282,188	404,000	5,512,545
<b>Special revenue funds</b>						
030	Municipal jury fund	8,353	2,100	0	2,100	10,453
040	Equity sharing - treasury fund	443,864	25,000	137,000	(112,000)	331,864
042	Juvenile case manager fund	327,545	119,900	90,811	29,089	356,634
043	Child safety fund	617,579	250,000	573,243	(323,243)	294,336
044	Equity sharing - justice fund	2,582,193	145,000	387,000	(242,000)	2,340,193
045	Municipal courts security fund	267,868	110,500	0	110,500	378,368
046	State forfeited and property fund	436,176	32,000	400,000	(368,000)	68,176
047	Law enforcement training fund	106,493	21,300	17,500	3,800	110,293
048	Judicial efficiency fund	307,791	48,500	17,670	30,830	338,621
049	Court technology fund	93,851	93,000	145,000	(52,000)	41,851
064	Hotel and motel tax fund	8,596,062	1,980,000	929,332	1,050,668	9,646,730
080	Preservation of vital statistics fund	75,232	8,900	13,000	(4,100)	71,132
081	1% public, ed and gov (peg) fund	1,163,644	160,000	371,000	(211,000)	952,644
200	Abandoned motor vehicle and property fund	233,966	441,500	426,500	15,000	248,966
201	Sign removal fund	28,417	3,700	1,500	2,200	30,617
930	American rescue plan	3,829,113	5,500,000	5,000,000	500,000	4,329,113
	<b>Total special revenue funds</b>	<b>19,118,147</b>	<b>8,941,400</b>	<b>8,509,556</b>	<b>431,844</b>	<b>19,549,991</b>
	<b>Total governmental funds</b>	<b>145,210,502</b>	<b>179,268,564</b>	<b>178,405,120</b>	<b>863,444</b>	<b>146,073,946</b>
<b>Proprietary Funds:</b>						
<b>Enterprise fund</b>						
003	Water and sewer fund	55,016,236	57,467,650	57,467,650	0	55,016,236
<b>Internal service funds</b>						
002	Maintenance fund	10,986,589	25,704,721	25,704,721	0	10,986,589
067	Workers' compensation fund	3,819,670	1,450,000	1,522,210	(72,210)	3,747,460
069	Health benefits fund	5,879,325	23,241,000	23,548,600	(307,600)	5,571,725
070	General liability insurance fund	5,054,658	2,351,500	3,190,000	(838,500)	4,216,158
	<b>Total internal service funds</b>	<b>25,740,242</b>	<b>52,747,221</b>	<b>53,965,531</b>	<b>(1,218,310)</b>	<b>24,521,932</b>
	<b>Total proprietary funds</b>	<b>80,756,478</b>	<b>110,214,871</b>	<b>111,433,181</b>	<b>(1,218,310)</b>	<b>79,538,168</b>
*Fund balances presented in GAAP basis						
<b>Component Units:</b>						
9950	Pasadena economic development corporation fund	84,340,955	18,200,450	6,860,417	11,340,033	95,680,988
210	Crime control district fund	15,455,262	14,950,000	16,200,488	(1,250,488)	14,204,774
	<b>Total component units</b>	<b>99,796,217</b>	<b>33,150,450</b>	<b>23,060,905</b>	<b>10,089,545</b>	<b>109,885,762</b>
<b>Total all funds</b>		<b>325,763,197</b>	<b>322,633,885</b>	<b>312,899,206</b>	<b>9,734,679</b>	<b>335,497,876</b>

\*\*\* General Fund does not balance due to the revenues in Fund 197 - Pasadena Regional Detention.

**City of Pasadena  
Proposed Ending Fund Balances**

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**FY 2025 PROPOSED BUDGET  
GENERAL FUND SUMMARY**

	<b>FY 2022 ACTUAL</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED BUDGET</b>	<b>FY 2024 ESTIMATED</b>	<b>FY 2025 PROPOSED</b>
<b>BEGINNING FUND BALANCE</b>	<b>86,643,362</b>	<b>97,993,399</b>	<b>105,349,784</b>	<b>105,349,784</b>	<b>120,983,810</b>
REVENUES	133,351,493	155,760,256	150,365,061	154,767,222	158,640,976
EXPENDITURES	122,001,456	148,403,871	151,107,803	139,133,196	158,613,376
REVENUES OVER/(UNDER) EXPENDITURES	11,350,037	7,356,385	(742,742)	15,634,026	27,600
<b>ENDING FUND BALANCE</b>	<b>97,993,399</b>	<b>105,349,784</b>	<b>104,607,042</b>	<b>120,983,810</b>	<b>121,011,410</b>
<b>RESERVE REQUIREMENT *</b>	<b>18,399,165</b>	<b>20,826,952</b>	<b>19,704,846</b>	<b>17,709,078</b>	<b>23,659,441</b>
<b>OVER/(UNDER) REQUIREMENT</b>	<b>79,594,234</b>	<b>84,522,832</b>	<b>84,902,196</b>	<b>103,274,732</b>	<b>97,351,969</b>

\* The reserve requirement is reduced by the interfund transfers and capital improvement projects amounts after the computation of the reserve requirement amount.

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**FY 2025 PROPOSED BUDGET  
GENERAL FUND SUMMARY**

REVENUE CATEGORY	FY 2024				
	FY 2022 ACTUAL	FY 2023 ACTUAL	AMENDED BUDGET	FY 2024 ESTIMATED	FY 2025 PROPOSED
General property taxes	46,807,753	51,888,412	54,464,541	54,374,541	57,367,902
Industrial district fees	23,926,598	27,897,512	27,607,000	29,823,000	29,955,000
Sales tax	28,739,060	29,252,653	30,200,000	29,300,000	30,500,000
Utility taxes	8,422,163	8,586,351	8,332,600	8,771,300	8,771,300
Mixed drink tax	347,972	368,178	325,000	350,000	350,000
Business licenses and permits	2,301,812	2,121,919	2,212,300	2,275,150	2,187,800
Occupational licenses and permits	115,533	112,364	105,850	107,130	109,150
Non-business licenses and permits	65,210	46,067	66,350	58,200	58,000
Municipal court fines and fees	3,129,283	3,240,577	2,670,000	2,862,800	2,964,000
Solid waste collection	9,882,578	10,802,935	10,024,600	10,022,200	10,022,300
Health services	360,172	543,763	614,100	602,200	600,100
Library services	9,773	2,150	5,000	3,000	3,000
Property management	324,714	264,337	278,000	344,295	347,000
Recreation	140,525	148,355	149,000	147,580	147,500
Golf	1,082,084	1,145,337	1,080,000	1,207,000	1,232,000
Swimming pools	70,738	266,674	77,000	212,000	233,000
Tennis	5,881	5,868	5,000	6,000	6,000
Other centers	100,704	148,482	100,000	106,750	118,000
Civic center	484,978	561,670	466,000	456,000	456,000
Miscellaneous	592,853	635,339	573,200	713,200	666,200
Intergovernmental revenues	254,404	416,117	245,500	226,140	224,500
Sale of capital assets	95,838	4,670,243	40,000	36,000	40,000
Other revenues	1,284,959	1,756,896	1,192,925	1,263,056	1,257,224
Investment income	1,068,733	7,211,750	6,512,000	8,531,000	8,025,000
Insurance recovery	0	0	0	280	0
Interfund transfers	3,737,175	3,666,307	3,019,095	3,000,000	3,000,000
<b>TOTAL</b>	<b>133,351,493</b>	<b>155,760,256</b>	<b>150,365,061</b>	<b>154,798,822</b>	<b>158,640,976</b>

EXPENDITURE CATEGORY	FY 2024				
	FY 2022 ACTUAL	FY 2023 ACTUAL	AMENDED BUDGET	FY 2024 ESTIMATED	FY 2025 PROPOSED
Personnel services	75,430,924	79,965,788	74,976,519	66,192,185	95,398,025
Contractual services	15,406,036	17,206,369	21,165,385	18,888,692	21,353,490
Materials and supplies	3,642,268	4,121,602	5,185,872	4,232,357	5,150,565
Maintenance charges	11,890,042	12,077,347	12,692,344	12,735,791	13,141,005
Other charges	169,361	182,408	856,213	843,288	1,292,069
Other uses	76,229	222,487	100,000	174,806	280,000
Other financing uses	11,606,466	31,857,991	32,878,730	32,878,730	16,656,729
Capital outlay	3,780,130	2,769,883	3,252,740	3,187,347	5,341,493
<b>TOTAL</b>	<b>122,001,456</b>	<b>148,403,875</b>	<b>151,107,803</b>	<b>139,133,196</b>	<b>158,613,376</b>

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**City of Pasadena  
Fund Budget Revenue Status Report**

**FUND: 001 - GENERAL FUND**

ACCT	TITLE	FY 2023	FY 2024	FY 2024	FY 2025
		ACTUAL	AMENDED BUDGET	ESTIMATE	PROPOSED BUDGET
4011	AD VAL TAXES-CURRENT	50,913,241	53,554,541	53,554,541	56,342,902
4013	AD VAL TAXES-PRIOR Y	(64,074)	150,000	(75,000)	150,000
4014	PY RENDITION PENALTI	108,407	65,000	80,000	75,000
4015	PENALTIES AND INTERE	479,873	415,000	445,000	450,000
4021	HCTO TAX REVENUE-MIS	152,831	75,000	65,000	65,000
4022	COMMISSIONS PAID TO	74,002	65,000	65,000	65,000
4023	HCTO SPECIAL VEH INV	145,401	140,000	135,000	135,000
4024	INT & MISC ALLOC -	78,731	0	105,000	85,000
<b>TOTAL GENERAL PROPERTY TAX</b>		<b>51,888,412</b>	<b>54,464,541</b>	<b>54,374,541</b>	<b>57,367,902</b>
4051	ALL INDUSTRIAL DIST	27,099,410	27,000,000	29,000,000	29,100,000
4052	INDUSTRIAL DIST. INT	1,254	7,000	3,000	5,000
407901	PMT IN-LIEU TAX -POR	796,848	600,000	820,000	850,000
<b>TOTAL INDUSTRIAL DIST FEES</b>		<b>27,897,512</b>	<b>27,607,000</b>	<b>29,823,000</b>	<b>29,955,000</b>
4101	ELECTRICAL FRANCHISE	4,695,640	4,610,000	4,971,000	4,971,000
4103	GAME MACHINE OCCUPAT	8,230	7,500	7,300	7,300
4105	GAS FRANCHISE	926,383	700,000	950,000	950,000
4107	TAXICAB FRANCHISE	8,100	10,100	8,000	8,000
4109	TELEPHONE FRANCHISES	371,991	400,000	370,000	385,000
4111	TRANSMISSION LINE FR	239,800	245,000	265,000	250,000
4113	CABLE FRANCHISE	735,515	810,000	650,000	650,000
4443	COMMERCIAL SERVICES	1,600,692	1,550,000	1,550,000	1,550,000
<b>TOTAL FRANCHISE TAXES</b>		<b>8,586,351</b>	<b>8,332,600</b>	<b>8,771,300</b>	<b>8,771,300</b>
4151	CITY SALES TAXES	29,252,653	30,200,000	29,300,000	30,500,000
4153	MIXED DRINK TAX	368,178	325,000	350,000	350,000
<b>TOTAL OTHER TAXES</b>		<b>29,620,831</b>	<b>30,525,000</b>	<b>29,650,000</b>	<b>30,850,000</b>
<b>TOTAL TAXES</b>		<b>117,993,106</b>	<b>120,929,141</b>	<b>122,618,841</b>	<b>126,944,202</b>
4215	GARAGE SALE PERMITS	28,880	25,000	25,000	25,000
4217	ALARM SYS PERMITS-BU	21,990	27,500	24,000	24,000
421701	ALARM SYS BUSINESS-	41,195	38,500	40,000	40,000
4219	APARTMENT OPERATING	95,915	123,000	123,000	115,000
4221	AIR CONDITION & HEAT	139,798	135,000	125,000	125,000
4223	ALCOHOLIC BEVERAGE L	28,858	45,000	35,000	40,000
4224	OVERTIME INSPECTIONS	5,040	7,500	7,500	7,500
4225	BUILDING PERMITS	705,589	750,000	750,000	750,000
4226	OCCUPANCY PERMITS	67,695	60,000	60,000	60,000
4227	ELECTRICAL PERMITS	231,645	250,000	220,000	230,000
4228	DEMOLITION PERMITS	4,100	4,300	4,300	4,300

**City of Pasadena  
Fund Budget Revenue Status Report**

**FUND: 001 - GENERAL FUND**

ACCT	TITLE	FY 2023	FY 2024	FY 2024	FY 2025
		ACTUAL	AMENDED BUDGET	ESTIMATE	PROPOSED BUDGET
4229	PLUMBING PERMITS	209,861	220,000	220,000	220,000
4230	NODE PERMIT	4,594	4,500	4,500	4,500
4231	SIGN PERMITS	205,151	215,000	295,000	215,000
4232	FIRE ALARM PERMT BUS	15,200	15,000	16,000	15,500
423201	FIRE ALARM FALSE ALM	15,000	15,000	40,000	30,000
4233	ELECTRIC SIGN CONTRA	21,005	20,000	21,000	20,500
4237	ANNUAL FIRE & LF SFT	93,410	90,000	90,000	90,000
423701	FIRE & LIFE SFTY INS	111,565	108,000	98,000	100,000
423702	MAINT/REPT FIRE/LIFE	3,135	2,000	13,000	8,000
4238	SPECIAL USE OPER PER	3,260	5,000	3,850	3,500
4239	MISC. PERMIT AND INS	69,033	52,000	60,000	60,000
<b>TOTAL BUSINESS LIC &amp; PERMI</b>		<b>2,121,919</b>	<b>2,212,300</b>	<b>2,275,150</b>	<b>2,187,800</b>
4253	AUTO DEALERS	37,800	35,000	30,000	32,000
4254	RIGHT-OF-WAY PERMIT	0	15,000	3,000	3,000
4255	ELECT & JOURNEYMENS	25	0	20	50
4257	WRECKER LICENSES	7,170	6,000	8,000	6,500
4259	TAXICAB PERMITS	150	300	160	250
4261	VENDOR LICENSES	825	650	725	700
4263	AUTO SALESMAN LICENS	6,200	5,000	5,000	5,000
4265	DANCE HALL LICENSES	575	700	2,400	900
4267	JUNKYARD LICENSES	0	50	25	50
426701	SECONDHAND METAL DEA	2,000	2,200	2,200	2,200
426703	PRECIOUS METALS DEAL	300	1,000	1,200	1,200
426704	AUTO WRECKING YARDS	900	1,400	1,200	1,200
426705	USED TIRE GENERATORS	4,355	4,000	4,250	4,200
4268	WILD ANIMAL PERMIT	100	100	100	100
4269	KENNEL LICENSES	1,250	350	450	500
4271	TRAILER PARK LICENSE	1,000	2,000	3,000	2,500
4273	DUPLICATING COPIES	1,004	1,300	100	1,000
4277	GAME ROOM OPERATORS	700	800	800	800
4278	LIQUIDE WASTE/TRANSP	15,810	15,000	12,500	15,000
4279	AMBULANCE PERMITS	32,200	15,000	32,000	32,000
<b>TOTAL OCCUPATIONAL LIC &amp; P</b>		<b>112,364</b>	<b>105,850</b>	<b>107,130</b>	<b>109,150</b>
4291	CURB PERMITS	7,915	14,000	12,000	12,000
4293	DOG LICENSES	8,987	15,000	14,000	14,000
4295	FENCE PERMITS	2,000	4,400	4,000	4,000
4296	FIRE PERMIT - RESIDE	1,625	1,450	1,700	1,500
4297	ALARM SYS PERMITS-RE	24,375	30,000	25,000	25,000

**City of Pasadena  
Fund Budget Revenue Status Report**

**FUND: 001 - GENERAL FUND**

ACCT	TITLE	FY 2023	FY 2024	FY 2024	FY 2025
		ACTUAL	AMENDED BUDGET	ESTIMATE	PROPOSED BUDGET
429701	ALARM SYS RESIDENT F	1,165	1,500	1,500	1,500
	<b>TOTAL NON-BUSINESS LIC &amp; P</b>	<b>46,067</b>	<b>66,350</b>	<b>58,200</b>	<b>58,000</b>
<b>TOTAL LICENSES &amp; PERMITS</b>		<b>2,280,350</b>	<b>2,384,500</b>	<b>2,440,480</b>	<b>2,354,950</b>
4315	GOLF CART FEES	382,890	350,000	430,000	450,000
4317	DRINK & FOOD SALES	32,295	25,000	45,000	50,000
4319	RECREATIONAL SUPPLY	51,309	45,000	60,000	60,000
4323	GREEN FEES	621,557	600,000	612,000	610,000
4325	RANGE FEES	57,286	60,000	60,000	62,000
	<b>TOTAL ELLINGTON GOLF COURS</b>	<b>1,145,337</b>	<b>1,080,000</b>	<b>1,207,000</b>	<b>1,232,000</b>
433050	MEMBERSHIP VINCE GAR	720	0	80	0
4331	CENTERS	17,663	16,000	20,000	20,000
4333	ATHLETICS	123,068	125,000	120,000	120,000
4334	MULTI-PURPOSE	6,904	8,000	7,500	7,500
	<b>TOTAL RECREATIONAL ACTIVIT</b>	<b>148,355</b>	<b>149,000</b>	<b>147,580</b>	<b>147,500</b>
4341	STRAWBERRY	158,696	45,000	115,000	125,000
434101	STRAWBERRY PL CONCES	91,575	20,000	85,000	95,000
4343	RED BLUFF	7,589	6,000	6,000	6,500
4345	SUNSET	8,814	6,000	6,000	6,500
	<b>TOTAL SWIMMING POOLS</b>	<b>266,674</b>	<b>77,000</b>	<b>212,000</b>	<b>233,000</b>
4361	TENNIS COURT FEES	5,868	5,000	6,000	6,000
	<b>TOTAL TENNIS</b>	<b>5,868</b>	<b>5,000</b>	<b>6,000</b>	<b>6,000</b>
4371	CIVIC CENTER FEES	420,026	320,000	320,000	320,000
4373	CONCESSIONS	10,600	11,000	11,000	11,000
4377	RODEO ARENA	131,044	135,000	125,000	125,000
4378	EL JARDIN CITY PARK	104,268	50,000	50,000	60,000
	<b>TOTAL CIVIC CENTER REVENUE</b>	<b>665,938</b>	<b>516,000</b>	<b>506,000</b>	<b>516,000</b>
4381	GOLDEN ACRES	10,190	12,000	11,500	12,000
4383	STRAWBERRY	2,225	2,000	1,750	2,000
4385	PETER C FOGO (SUNSET	8,678	12,000	12,000	12,000
4393	RUSK PARK MULTI-PURP	2,788	2,500	3,500	4,000
4395	ODELL HARRIS (RED BL	6,719	8,000	14,500	14,500
4398	MADISON JOBE	11,983	10,000	10,000	10,000
4399	BURKE/CRENSHAW (GAZE	1,631	3,500	3,500	3,500
	<b>TOTAL CENTERS</b>	<b>44,214</b>	<b>50,000</b>	<b>56,750</b>	<b>58,000</b>

**City of Pasadena  
Fund Budget Revenue Status Report**

**FUND: 001 - GENERAL FUND**

ACCT	TITLE	FY 2023 ACTUAL	FY 2024 AMENDED BUDGET	FY 2024 ESTIMATE	FY 2025 PROPOSED BUDGET
<b>TOTAL RECREATIONAL</b>		<b>2,276,386</b>	<b>1,877,000</b>	<b>2,135,330</b>	<b>2,192,500</b>
4411	FINES	2,881,322	2,300,000	2,500,000	2,600,000
441103	CONTEMPT (JUVENILE)	1,972	3,000	4,500	4,500
4412	FINE FROM DOT AND WE	97,983	120,000	100,000	100,000
4413	STATE COURT REVENUE	171,391	155,000	165,000	165,000
4414	JUDICIAL EFF. (TP-C)	12,508	20,000	14,000	15,000
4415	ADMINISTRATIVE FEE	47,259	50,000	50,000	50,000
4416	JUDICIAL SUPPORT	1,167	2,000	1,300	1,500
441802	TPWC CITY (40%)	(55)	0	0	0
4419	DISMISSAL FEES	27,030	20,000	28,000	28,000
<b>TOTAL MUNICIPAL COURT FINE</b>		<b>3,240,577</b>	<b>2,670,000</b>	<b>2,862,800</b>	<b>2,964,000</b>
4423	VITAL STATISTICS	103,052	95,000	95,000	95,000
4425	PLANNING FEES & PLAN	16,155	18,500	18,500	18,500
4427	MOBILE HOME INSPECTI	900	700	700	700
4431	POLICE ACCIDENT REPO	15,821	12,000	12,000	12,000
4435	TOWING	317,486	285,000	350,000	300,000
4436	PRESERVATION FEE	36,360	40,000	40,000	40,000
4437	STORAGE	121,015	122,000	122,000	125,000
443701	TOW ADMIN FEE	24,550	0	75,000	75,000
<b>TOTAL CHARGES FOR CURRENT</b>		<b>635,339</b>	<b>573,200</b>	<b>713,200</b>	<b>666,200</b>
4441	RESIDENTIAL SERVICES	10,767,237	10,000,000	10,000,000	10,000,000
4444	GARBAGE BAGS	31,502	20,000	18,000	18,000
4445	SALES TAX ADMIN FEES	4,196	3,600	4,200	4,200
4541	WASTE RECYCLING REVE	0	1,000	0	100
<b>TOTAL SOLID WASTE COLLECTI</b>		<b>10,802,935</b>	<b>10,024,600</b>	<b>10,022,200</b>	<b>10,022,300</b>
4451	LOT MOWING INTEREST	25,979	40,000	40,000	40,000
4453	HEALTH INSPECT FEES-	413,767	450,000	450,000	450,000
4455	LOT MOWINGS	45,335	55,000	52,000	50,000
4457	SHELTER FEES	3,284	10,000	5,000	5,000
4459	SWIMMING POOL LICENS	15,140	15,000	15,000	15,000
4461	ANIMAL DISPOSAL FEES	9,088	12,000	10,000	10,000
4463	VENDING MACHINE INSP	50	100	200	100
4466	ANIMAL CARE SPAY & N	31,120	32,000	30,000	30,000
<b>TOTAL HEALTH SERVICES</b>		<b>543,763</b>	<b>614,100</b>	<b>602,200</b>	<b>600,100</b>
4471	LIBRARY SERVICES	2,150	5,000	3,000	3,000
<b>TOTAL LIBRARY SERVICES</b>		<b>2,150</b>	<b>5,000</b>	<b>3,000</b>	<b>3,000</b>

**City of Pasadena  
Fund Budget Revenue Status Report**

**FUND: 001 - GENERAL FUND**

ACCT	TITLE	FY 2023	FY 2024	FY 2024	FY 2025
		ACTUAL	AMENDED BUDGET	ESTIMATE	PROPOSED BUDGET
4482	RENT REV/HARRIS CTY	149,083	161,000	164,295	167,000
4483	LEASE RENTALS	115,254	117,000	180,000	180,000
	<b>TOTAL PROPERTY MANAGEMENT</b>	<b>264,337</b>	<b>278,000</b>	<b>344,295</b>	<b>347,000</b>
4491	INTEREST EARNED	7,187,380	6,500,000	8,500,000	8,000,000
449150	INT INCOME - LEASES	12,028	0	0	0
4493	INTEREST EARNED-CHEC	12,342	12,000	12,000	10,000
	<b>TOTAL INVESTMENT INCOME</b>	<b>7,211,750</b>	<b>6,512,000</b>	<b>8,512,000</b>	<b>8,010,000</b>
4511	MISCELLANEOUS	361,468	200,000	200,000	200,000
451102	CC PROCESS FEE COURT	151,267	135,000	135,000	135,000
451104	CC PROCESS FEE PERMI	36,952	40,000	38,000	40,000
451105	CC PROCESS FEE RECRE	2,241	925	2,300	2,500
451106	CC PROCESS FEE CONV	5,512	7,000	4,000	4,000
451107	CC PROCESS FEE CODE	34	100	0	100
451108	CC PROCESS FEE RECOR	8,805	7,500	9,300	9,000
451109	CC PROCESS FEE LIBRA	48	100	50	5
451110	CC PROCESS FEE ANIMA	1,845	2,200	2,200	2,200
451111	CC PROCESS FEE CONTR	955	1,000	950	950
451112	CC PROCESS FEE SANIT	755	300	450	400
451113	CODE ENFORCEMENT FIN	184,375	128,000	165,000	150,000
451115	CC PROCESS FEE HEALT	5,681	4,200	4,800	4,500
451116	CC PROCESS FEE FIRE	2,439	2,100	3,100	3,000
451117	CC PROCESS FEE PD AC	154	150	100	100
451118	CC PROCESS FEE GOLF	13,010	0	28,000	30,000
451119	CC PROCESS FEE FLEET	0	0	50	50
4515	SALE OF CITY PROPERT	4,670,243	40,000	36,000	40,000
4517	RECOVERY OF DAMAGE C	0	0	260	100
4529	FIRE PROTECTION REVE	94,902	95,000	95,000	95,000
4531	ELECTION FEES	1,800	0	6	2,000
4533	UTILITY AVAILABILITY	5,800	4,350	4,350	4,350
4535	TRANSMITTER FEES	0	0	3,040	1,000
4537	POLICE ACADEMY FEES/	11,135	5,000	4,500	4,500
4563	PRIOR YEAR EXPENSE/R	3,168	10,000	5,000	5,000
4574	INSURANCE RECOVERY	0	0	280	0
4576	PASADENA 2ND CENT AD	637,453	645,000	640,000	645,869
	<b>TOTAL OTHER REVENUES</b>	<b>6,200,042</b>	<b>1,327,925</b>	<b>1,381,736</b>	<b>1,379,624</b>
<b>TOTAL OTHER REVENUES</b>		<b>28,900,893</b>	<b>22,004,825</b>	<b>24,441,431</b>	<b>23,992,224</b>

**City of Pasadena  
Fund Budget Revenue Status Report**

**FUND: 001 - GENERAL FUND**

ACCT	TITLE	FY 2023 ACTUAL	FY 2024 AMENDED BUDGET	FY 2024 ESTIMATE	FY 2025 PROPOSED BUDGET
4748	RESTITUTION/HARRIS C	629	500	500	500
4791	POLICE REIMB OTHER A	133,161	122,000	122,000	120,000
479203	POLICE AGRMT NASSAUB	0	0	8,640	9,000
4796	REIMB-TRAFF SIGNAL M	29,712	28,000	0	0
	<b>TOTAL INTERGOVERNMENTAL</b>	<b>163,502</b>	<b>150,500</b>	<b>131,140</b>	<b>129,500</b>
<b>TOTAL INTERGOVERNMENTAL</b>		<b>163,502</b>	<b>150,500</b>	<b>131,140</b>	<b>129,500</b>
602201	ISSUANCE LEASE	666,307	0	0	0
6190	T/I - FUND 190	0	19,095	0	0
	<b>TOTAL INTERFUND TRANSFER I</b>	<b>666,307</b>	<b>19,095</b>	<b>0</b>	<b>0</b>
6030	FRANCHISE FEE	3,000,000	3,000,000	3,000,000	3,000,000
	<b>TOTAL FRANCHISE FEE</b>	<b>3,000,000</b>	<b>3,000,000</b>	<b>3,000,000</b>	<b>3,000,000</b>
<b>TOTAL OTHER FINANCING SOUR</b>		<b>3,666,307</b>	<b>3,019,095</b>	<b>3,000,000</b>	<b>3,000,000</b>
<b>TOTAL GENERAL FUND</b>		<b>155,280,544</b>	<b>150,365,061</b>	<b>154,767,222</b>	<b>158,613,376</b>

City of Pasadena  
Fund Budget Revenue Status Report

**FUND: 006 - SPECIAL PURPOSE (006\*)**

ACCT	TITLE	FY 2023 ACTUAL	FY 2024 AMENDED BUDGET	FY 2024 ESTIMATE	FY 2025 PROPOSED BUDGET
451010	OTHER REVENUES - GEN	22,575	0	0	0
451013	OTHER REVENUES - PUB	52,647	0	0	0
451014	OTHER REVENUES - PUB	25,000	0	0	0
451015	OTHER REVENUES - PR	78,837	0	0	0
451016	OTHER REVENUES - HEA	135,817	0	0	0
451017	OTHER REVENUES - LIB	7,124	0	0	0
	<b>TOTAL OTHER REVENUES</b>	<b>322,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL SPECIAL PURPOSE (006*)</b>		<b>322,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

**City of Pasadena  
Fund Budget Revenue Status Report**

**FUND: 099 - US TRASRY 21.019/97.036**

<b>ACCT</b>	<b>TITLE</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED BUDGET</b>	<b>FY 2024 ESTIMATE</b>	<b>FY 2025 PROPOSED BUDGET</b>
5E+07	GRANT REVENUE 2023	157,633	0	0	0
	<b>TOTAL INTERGOVERNMENTAL</b>	<b>157,633</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL INTERGOVERNMENTAL</b>		<b>157,633</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL FEMA (COVID-19)</b>		<b>157,633</b>	<b>0</b>	<b>0</b>	<b>0</b>

**City of Pasadena**  
**Fund Budget Revenue Status Report**

**FUND: 197 - PAS REGIONAL DETENTION**

ACCT	TITLE	FY 2023 ACTUAL	FY 2024 AMENDED BUDGET	FY 2024 ESTIMATE	FY 2025 PROPOSED BUDGET
4491	INTEREST EARNED	0	0	19,000	15,000
	<b>TOTAL INVESTMENT INCOME</b>	<b>0</b>	<b>0</b>	<b>19,000</b>	<b>15,000</b>
451019	ANNUAL DETENTION PD	0	0	12,600	12,600
	<b>TOTAL OTHER REVENUES</b>	<b>0</b>	<b>0</b>	<b>12,600</b>	<b>12,600</b>
	<b>TOTAL OTHER REVENUES</b>	<b>0</b>	<b>0</b>	<b>31,600</b>	<b>27,600</b>
	<b>TOTAL PAS REGIONAL DETENTI</b>	<b>0</b>	<b>0</b>	<b>31,600</b>	<b>27,600</b>

**City of Pasadena  
Fund Budget Revenue Status Report**

**FUND: 920 - HARVEY FEMA (97.036,920\*)**

<b>ACCT</b>	<b>TITLE</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED BUDGET</b>	<b>FY 2024 ESTIMATE</b>	<b>FY 2025 PROPOSED BUDGET</b>
474608	HARVEY - STATE SB7-	80	0	0	0
	<b>TOTAL INTERGOVERNMENTAL</b>	<b>80</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL INTERGOVERNMENTAL</b>	<b>80</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL CAT B - EMER PRTECTI</b>	<b>80</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL GENERAL FUNDS AND SPECIAL PURPOSE FUNDS</b>	<b>155,760,257</b>	<b>150,365,061</b>	<b>154,798,822</b>	<b>158,640,976</b>

**City of Pasadena  
Fund Budget Expenditure Status Report**

**FUND: 001 - GENERAL FUND**

ACCT	TITLE	FY 2024		FY 2025	
		FY 2023 ACTUAL	AMENDED BUDGET	FY 2024 ESTIMATE	PROPOSED BUDGET
7001	SALARIES - REGULAR	50,017,397	43,783,531	39,427,710	59,475,710
700101	SALARIES - VAC TERM	620,679	1,500,000	1,486,994	1,500,000
700102	SALARIES - SICK TERM	1,406,645	1,500,000	1,544,907	1,500,000
700103	SALARIES - HOL TERM	338,654	0	249,203	0
700104	SALARIES-COMPTIME TE	148,453	0	85,697	0
7003	SALARIES - OVERTIME	1,496,013	817,900	1,488,761	1,032,800
7005	SALARIES - SHIFT	50,269	49,310	61,865	49,310
7009	FICA	3,328,268	3,304,621	2,660,270	4,081,293
7011	MEDICARE	791,375	747,421	647,419	959,733
7013	TWC - UNEMPLOYMENT	8,402	0	(90,932)	0
7015	TMRS - RETIREMENT	7,724,423	8,275,163	7,642,502	11,613,516
7017	GROUP INSURANCE	10,458,274	11,791,446	10,754,034	11,685,694
7019	WORKER'S COMP	863,003	758,051	653,691	933,754
7021	LONGEVITY	506,770	1,011,473	1,013,518	996,585
7023	CERTIFICATION PAY	682,700	674,395	661,518	803,598
7025	LICENSE PAYMENT	0	200,000	132,880	211,220
7027	RENTALS - AUTOS	16,230	16,068	16,860	16,848
7031	MISCELLANEOUS	50	0	0	0
7041	CAR ALLOWANCE - TAXA	82,950	84,000	82,750	84,000
7043	MOTORCYCLE ALLOWANCE	32,940	32,940	27,450	19,764
7045	CLOTHING ALLOWANCE-T	25,400	30,200	30,200	30,200
7099	YEAR END ACCRUAL ADJ	177,940	0	(2,944,146)	0
700105	SALARIES-BL COMP TER	1,149	0	14,778	0
700106	SALARIES - BONUS	738,000	0	0	0
700107	SICK LEAVE REDEMPTIO	173,925	365,000	357,876	365,000
700108	HIRING INCENTIVE	235,000	0	117,500	0
702101	LONGEVITY TERM	5,834	0	12,215	0
702301	CERTIFICATE TERM	13,870	0	11,690	0
7055	FTO PAY	21,175	35,000	44,975	39,000
<b>TOTAL PERSONNEL SERVICES</b>		<b>79,965,788</b>	<b>74,976,519</b>	<b>66,192,185</b>	<b>95,398,025</b>
7101	RENTALS	57,371	243,577	85,579	93,155
7102	CELLULAR COMMUNICATI	206,868	229,443	227,758	251,213
7103	BLDG & EQUIP MAINT	1,709,055	1,443,540	1,197,479	1,507,165
7105	PRINTING & ADVERTISI	115,758	172,556	132,362	169,139
7107	PROFESSIONAL SERVICE	10,410,656	13,534,752	12,177,894	13,736,344
710716	EMERGENCY FOOD SVC	0	105,000	105,000	105,000
7108	BUSINESS TRAVEL	22,522	45,776	35,185	70,524
7109	MEMBERSHIP & DUES	85,603	128,691	105,001	135,581
7111	TRAINING & RELATED T	218,754	440,132	330,116	465,578
711101	TRAINING - DIST A	0	0	0	1,400
711102	TRAINING - DIST B	0	0	0	1,400
711103	TRAINING - DIST C	0	0	0	1,400
711104	TRAINING - DIST D	0	0	0	1,900

**City of Pasadena  
Fund Budget Expenditure Status Report**

**FUND: 001 - GENERAL FUND**

ACCT	TITLE	FY 2023	FY 2024	FY 2024	FY 2025
		ACTUAL	AMENDED BUDGET	ESTIMATE	PROPOSED BUDGET
711105	TRAINING - DIST E	0	0	0	1,400
711106	TRAINING - DIST F	0	0	0	1,400
711107	TRAINING - DIST G	0	0	0	1,400
711108	TRAINING - DIST H	0	0	0	1,400
7112	EMPLOYEE EDUC & INCE	22,962	35,000	35,000	35,000
7113	TELEPHONE	162,304	151,116	154,091	159,378
7115	UTILITIES	2,353,655	2,523,967	2,371,273	2,547,546
7121	BANK CHARGES	62,285	56,232	53,111	56,232
7122	CREDIT CARD CHG EXPE	2,757	1,921	2,800	2,800
71221	CHASE MERCHANT SVCS	103,737	115,432	110,303	111,139
7127	WEED PROGRAM	103,654	124,416	120,000	96,416
7131	TESTING	2,004	6,000	8,000	6,000
713802	COUNCIL EXP-D HARRIS	3,771	0	0	0
714001	COUNCIL EXP - O YBAR	3,401	3,600	3,600	3,600
714002	COUNCIL - P VAN HO	60	3,600	500	3,600
714804	COUNCIL EXP-B VALERI	3,524	3,600	2,000	3,600
7149	COUNCIL EXP-P CAYTEN	750	0	0	0
7151	CONTRIB VOLUNTARY FI	429,000	429,000	429,000	429,000
7153	CONTRIB FIREMENS RET	383,841	490,000	490,000	490,000
7155	DISABILITY INSURANCE	14,700	18,700	18,700	18,700
7163	CONTRACT EMPLOYMENT	585,508	687,705	551,016	695,080
710501	PUBLIC NOTICES	43,556	63,629	24,900	42,000
710718	PROF SERV - POLITICA	90,000	90,000	90,000	90,000
714805	COUNCIL EXP-J ESTRAD	3,275	3,600	3,600	3,600
714903	COUNCIL EXP - T SCHO	2,614	3,600	3,400	3,600
714905	COUNCIL EXP-R VILLAR	296	3,600	1,500	3,600
714906	COUNCIL EXP-E GUERRE	867	3,600	3,600	3,600
714907	COUNCIL EXP-D DOW	662	3,600	3,600	3,600
718705	CITY CONTR - VOCA GR	0	0	11,454	0
718706	CITY CONTR MVCPA GRA	599	0	870	0
<b>TOTAL CONTRACTUAL SERVICES</b>		<b>17,206,369</b>	<b>21,165,385</b>	<b>18,888,692</b>	<b>21,353,490</b>
7201	POSTAGE	95,711	115,012	83,519	112,656
7203	OFFICE SUPPLIES	214,867	281,444	218,916	286,637
7205	MAINTENANCE MATERIAL	938,025	1,063,574	897,748	1,005,076
7206	COMPUTER SOFTWARE	25,113	38,245	21,749	44,868
7207	MINOR EQUIP & TOOLS	646,167	1,087,402	855,556	1,102,657
7209	PERIODICALS & SUBSCR	14,259	40,897	15,404	42,905
7210	COMPUTER HARDWARE	44,915	85,118	44,350	67,751
7211	FOOD & FOOD SUPPLIES	195,787	344,701	187,420	378,637
7213	PHOTOGRAPHY & BLUEPR	17	10,423	7,783	9,281
7217	CLOTHING	243,009	285,421	267,524	256,670
721701	PROTECTIVE CLOTHINGS	308,973	407,519	407,519	405,388

**City of Pasadena  
Fund Budget Expenditure Status Report**

**FUND: 001 - GENERAL FUND**

ACCT	TITLE	FY 2023	FY 2024	FY 2024	FY 2025
		ACTUAL	AMENDED BUDGET	ESTIMATE	PROPOSED BUDGET
7219	CHEMICALS	228,683	273,518	286,992	252,184
7220	SAFETY VESTS	31,046	37,586	35,786	37,586
7221	FERTILIZER & NURSERY	80,825	77,550	45,521	92,000
7223	GARBAGE BAGS	0	80,000	25,000	80,000
7227	PIPE & PIPE FITTINGS	10,105	35,650	23,000	30,750
7229	CONCRETE & AGGREGATE	300,818	386,209	363,400	406,100
7231	MEDICAL SUPPLIES	8,672	6,705	5,255	8,974
7233	RECR. SUPPLIES & TRO	126,764	193,545	172,895	186,540
7237	PETROLEUM PRODUCTS	982	1,470	1,670	1,670
7239	METER SERVICE CONNEC	270	350	350	235
7261	COLLECTION MATERIALS	309,579	333,533	265,000	342,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>		<b>3,824,587</b>	<b>5,185,872</b>	<b>4,232,357</b>	<b>5,150,565</b>
7301	MAILROOM CHARGES	92,700	88,632	88,632	97,260
7303	VEHICLE CHARGES	5,498,772	6,112,078	6,112,078	6,334,379
7305	BLDG MAINT CHARGES	281,254	213,062	251,554	219,633
7307	EDP CHARGES	3,389,832	3,437,692	3,437,692	3,538,430
7309	ELECTRICAL CHARGES	785,298	782,378	787,539	805,121
7311	RADIO EQUIP CHARGES	287,700	320,400	320,400	322,042
7315	WAREHOUSE CHARGES	208,644	129,962	129,962	136,088
7317	JANITORIAL CHARGES	673,008	694,112	694,112	720,647
7318	LANDSCAPE CHARGES	860,064	913,074	913,074	966,447
<b>TOTAL MAINTENANCE CHARGES</b>		<b>12,077,272</b>	<b>12,691,390</b>	<b>12,735,043</b>	<b>13,140,047</b>
7411	AUCTION EXPENSES	20,346	42,500	42,500	42,500
7417	BAD DEBT EXPENSE	0	1,500	1,500	1,500
7418	OVER/SHORT	75	954	748	958
7420	P & R SPECIAL EVENTS	144,971	184,465	171,540	185,925
7422	CAMP LOTS OF FUN	17,091	30,600	30,600	35,000
7423	PASA SISTER CITY PRO	0	10,000	10,000	10,000
741501	BUDGET CONTINGENCY***	0	587,148	587,148	1,017,144
<b>TOTAL OTHER CHARGES</b>		<b>182,483</b>	<b>857,167</b>	<b>844,036</b>	<b>1,293,027</b>
7903	BUILDINGS	19,679	599,000	572,000	600,000
<b>TOTAL BUILDINGS</b>		<b>19,679</b>	<b>599,000</b>	<b>572,000</b>	<b>600,000</b>
7905	IMPR OTHER THAN BLDG	710,742	1,511,129	1,391,909	1,761,000
<b>TOTAL IMPR OTHER THAN BLDGS</b>		<b>710,742</b>	<b>1,511,129</b>	<b>1,391,909</b>	<b>1,761,000</b>

**City of Pasadena  
Fund Budget Expenditure Status Report**

**FUND: 001 - GENERAL FUND**

ACCT	TITLE	FY 2023 ACTUAL	FY 2024 AMENDED BUDGET	FY 2024 ESTIMATE	FY 2025 PROPOSED BUDGET
790709	URBAN ST PROJ - GENE	44,616	0	0	0
<b>TOTAL STREET IMPROVEMENT</b>		<b>44,616</b>	<b>0</b>	<b>0</b>	<b>0</b>
7910	EQUIPMENT	39,605	0	0	0
791003	LEASE CAPITAL OUTLAY	666,307	0	0	0
7916	HEAVY EQUIPMENT	0	700,000	700,000	2,348,148
7921	COMPUTERS	59,032	84,460	84,460	0
7925	OTHER EQUIPMENT	416,546	358,151	336,639	542,345
<b>TOTAL EQUIPMENT</b>		<b>1,181,490</b>	<b>1,142,611</b>	<b>1,121,099</b>	<b>2,890,493</b>
7915	VEHICLES	0	0	0	90,000
<b>TOTAL VEHICLES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>90,000</b>
<b>TOTAL CAPITAL OUTLAY</b>		<b>1,956,527</b>	<b>3,252,740</b>	<b>3,085,008</b>	<b>5,341,493</b>
8809	AUDITORS FEES	67,375	90,000	90,000	90,000
8815	AGENT FEES	5,500	10,000	10,000	10,000
88110	DEBT PRINCIPAL LEASE	132,894	0	74,806	180,000
881301	DEBT INTEREST LEASE	16,718	0	0	0
<b>TOTAL OTHER USES</b>		<b>222,487</b>	<b>100,000</b>	<b>174,806</b>	<b>280,000</b>
9002	MAINTENANCE FUND	3,390,500	5,186,459	5,186,459	6,716,621
9069	HEALTH INSURANCE FUND	0	0	0	1,000,000
9070	INSURANCE FUND	750,000	750,000	750,000	750,000
9190	GENERAL CIP FUND	19,301,662	14,313,980	14,313,980	8,190,108
9390	SYSTEM CIP FUND	0	12,628,291	12,628,291	0
<b>TOTAL OTHER FINANCING USES</b>		<b>23,442,162</b>	<b>32,878,730</b>	<b>32,878,730</b>	<b>16,656,729</b>
<b>TOTAL GENERAL FUND</b>		<b>138,877,675</b>	<b>151,107,803</b>	<b>139,030,857</b>	<b>158,613,376</b>

**City of Pasadena  
Fund Budget Expenditure Status Report**

**FUND: 006 - SPECIAL PURPOSE (006\*)**

<b>ACCT</b>	<b>TITLE</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED BUDGET</b>	<b>FY 2024 ESTIMATE</b>	<b>FY 2025 PROPOSED BUDGET</b>
724510	MISCELLANEOUS - GEN	7,575	-	-	-
724513	MISCELLANEOUS - PUB	42,662	-	-	-
724514	MISCELLANEOUS - PUB	25,000	-	-	-
724515	MISCELLANEOUS - PR &	78,837	-	-	-
724516	MISCELLANEOUS - HEAL	135,817	-	-	-
724517	MISCELLANEOUS - LIBR	7,124	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>		<b>297,015</b>	-	-	-
7905	IMPR OTHER THAN BLDG	15,000	-	-	-
<b>TOTAL IMPR OTHER THAN BLDGS</b>		<b>15,000</b>	-	-	-
7925	OTHER EQUIPMENT	9,985	-	-	-
<b>TOTAL EQUIPMENT</b>		<b>9,985</b>	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>		<b>24,985</b>	-	-	-
<b>TOTAL SPECIAL PURPOSE (006*)</b>		<b>322,000</b>	-	-	-

City of Pasadena  
Fund Budget Expenditure Status Report

FUND: 925 - HARVEY INS CLAIMS (925\*)

ACCT	TITLE	FY 2023 ACTUAL	FY 2024 AMENDED BUDGET	FY 2024 ESTIMATE	FY 2025 PROPOSED BUDGET
790391	DESIGN AND ENGINEERI	788,371	-	102,339	-
<b>TOTAL BUILDINGS</b>		<b>788,371</b>	<b>-</b>	<b>102,339</b>	<b>-</b>
<b>TOTAL HURRICANE HARVEY - I</b>		<b>788,371</b>	<b>-</b>	<b>102,339</b>	<b>-</b>

**City of Pasadena  
Fund Budget Expenditure Status Report**

**FUND: 099 - US TRASRY CRF (21.019)**

<b>ACCT</b>	<b>TITLE</b>	<b>FY 2023 ACTUAL</b>	<b>FY 2024 AMENDED BUDGET</b>	<b>FY 2024 ESTIMATE</b>	<b>FY 2025 PROPOSED BUDGET</b>
9190	GENERAL CIP FUND	8,415,829	-	-	-
<b>TOTAL OTHER FINANCING USES</b>		<b>8,415,829</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL FEMA (COVID-19)</b>		<b>8,415,829</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL GENERAL FUNDS AND SPECIAL PURPOSE FUNDS</b>		<b>148,403,875</b>	<b>151,107,803</b>	<b>139,133,196</b>	<b>158,613,376</b>

**City of Pasadena  
Fund Budget Expenditure Status Report**

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**FY 2025 PROPOSED BUDGET  
SYSTEM FUND REVENUES, EXPENDITURES,  
AND ENDING AVAILABLE RESOURCES**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED BUDGET	FY 2024 ESTIMATED	FY 2025 PROPOSED
<b>Budget Basis:</b>					
<b>Beginning Unrestricted Net Assets (GAAP)</b>	26,078,918	37,110,202	48,348,959	48,348,959	55,016,236
Revenues	51,495,804	57,811,400	54,188,150	58,299,862	57,467,650
Expenses	43,653,424	46,572,643	55,437,421	51,632,585	57,467,650
Net Increase (Decrease) in Net Assets	7,842,380	11,238,757	(1,249,271)	6,667,277	0
<b>Ending Unrestricted Net Assets (Budget)</b>	<b>\$ 33,921,298</b>	<b>\$ 48,348,959</b>	<b>\$ 47,099,688</b>	<b>\$ 55,016,236</b>	<b>\$ 55,016,236</b>
<b>Two Month Reserve Requirement *</b>	5,556,949	6,274,528	7,833,303	7,199,164	7,860,692
<b>Over(Under) Requirement</b>	28,364,349	42,074,431	39,266,385	47,817,072	47,155,544

\* The reserve requirement is reduced by the interfund transfers amount after the computation of the reserve requirement amount.

<b>Reconciliation to GAAP</b>					
Ending Unrestricted Net Assets (Budget)	\$ 33,921,298	\$ 48,348,959	\$ 47,099,688	\$ 55,016,236	\$ 55,016,236
Adjustments	3,188,904	(59,734)	-	-	-
Unrestricted Net Assets (GAAP)	37,110,202	48,289,225	47,099,688	55,016,236	55,016,236
Restricted Net Assets (GAAP)	2,345,258	2,702,351	2,538,409	2,538,409	2,538,409
Net Investment in Capital Assets (GAAP)	251,190,759	262,156,557	249,407,454	249,407,454	253,362,454
<b>Total Fund Balance (GAAP)</b>	<b>\$ 290,646,219</b>	<b>\$ 313,148,133</b>	<b>\$ 299,045,551</b>	<b>\$ 306,962,099</b>	<b>\$ 310,917,099</b>

**FY 2025 PROPOSED BUDGET  
SYSTEM FUND SUMMARY**

REVENUE CATEGORY	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024		FY 2025 PROPOSED
			AMENDED BUDGET	FY 2024 ESTIMATED	
Interest earned	307,961	2,358,505	1,900,000	3,200,000	2,100,000
<b>INVESTMENT INCOME</b>	<b>307,961</b>	<b>2,358,505</b>	<b>1,900,000</b>	<b>3,200,000</b>	<b>2,100,000</b>
Miscellaneous	(30,992)	(122,723)	150	150	150
CC processing fee	177,053	157,995	120,000	165,000	100,000
Prior year expense refund	585,952	132	0	509,287	0
<b>OTHER REVENUE</b>	<b>732,013</b>	<b>35,404</b>	<b>120,150</b>	<b>674,437</b>	<b>100,150</b>
Water revenues	27,514,236	30,672,859	28,650,000	30,091,800	30,650,000
Water connections	158,955	108,255	40,000	88,320	80,000
Sewer revenues	16,496,962	18,417,516	17,700,000	18,446,462	18,640,000
Sewer connections	144,600	119,867	40,000	45,000	45,000
Penalties	1,143,734	1,221,429	1,200,000	1,265,878	1,225,000
Miscellaneous water revenue	220,543	261,655	225,000	271,064	270,000
Disconnect fees	319,472	274,164	300,000	325,472	310,000
Industrial waste	210,697	178,802	150,000	131,028	110,000
Large meter revenues	3,905,757	3,945,375	3,860,000	3,946,101	3,935,000
Year end accrual revenues	340,181	216,069	0	(188,200)	0
<b>OPERATING REVENUE</b>	<b>50,455,137</b>	<b>55,415,991</b>	<b>52,165,000</b>	<b>54,422,925</b>	<b>55,265,000</b>
Other	0	1,500	3,000	2,500	2,500
<b>NON-OPERATING REVENUE</b>	<b>0</b>	<b>1,500</b>	<b>3,000</b>	<b>2,500</b>	<b>2,500</b>
Capital project funds	693	0	0	0	0
<b>SYSTEM FUND REVENUE TOTAL</b>	<b>51,495,804</b>	<b>57,811,400</b>	<b>54,188,150</b>	<b>58,299,862</b>	<b>57,467,650</b>

EXPENDITURE CATEGORY	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024		FY 2025 PROPOSED
			AMENDED BUDGET	FY 2024 ESTIMATED	
Personnel services	7,257,952	7,593,738	9,610,067	7,824,747	9,674,740
Contractual services	7,523,045	9,854,256	12,380,601	11,700,791	12,190,038
Materials and supplies	1,057,373	1,529,334	2,634,276	1,996,779	2,343,520
Maintenance charges	1,084,075	1,139,626	1,295,463	1,299,343	1,343,474
Other charges	5,666,397	6,800,012	6,725,100	6,460,300	6,825,300
Other uses	6,511,535	6,019,653	7,472,504	7,553,494	7,517,078
Other financing	6,453,000	5,996,000	4,987,604	4,987,604	5,303,500
Capital improvement projects	6,858,732	5,929,474	6,450,000	6,450,000	8,000,000
Capital outlay	1,241,315	1,710,550	3,881,806	3,359,527	4,270,000
<b>TOTALS</b>	<b>43,653,424</b>	<b>46,572,643</b>	<b>55,437,421</b>	<b>51,632,585</b>	<b>57,467,650</b>

**City of Pasadena  
Fund Budget Revenue Status Report**

**FUND: 003 - SYSTEM FUND**

ACCT	TITLE	FY 2023 ACTUAL	FY 2024 AMENDED BUDGET	FY 2024 ESTIMATE	FY 2025 PROPOSED BUDGET
4491	INTEREST EARNED	2,358,505	1,900,000	3,200,000	2,100,000
	<b>TOTAL INVESTMENT INCOME</b>	<b>2,358,505</b>	<b>1,900,000</b>	<b>3,200,000</b>	<b>2,100,000</b>
4511	MISCELLANEOUS	(122,723)	150	150	150
451103	CC PROCESS FEE WTR B	157,995	120,000	165,000	100,000
4563	PRIOR YEAR EXPENSE/R	132	0	509,287	0
	<b>TOTAL OTHER REVENUES</b>	<b>35,404</b>	<b>120,150</b>	<b>674,437</b>	<b>100,150</b>
4601	WATER REVENUES	30,672,859	28,650,000	30,091,800	30,650,000
4603	WATER CONNECTIONS	108,255	40,000	88,320	80,000
4605	SEWER REVENUES	18,417,516	17,700,000	18,446,462	18,640,000
4607	SEWER CONNECTIONS	119,867	40,000	45,000	45,000
4611	PENALTIES	1,221,429	1,200,000	1,265,878	1,225,000
4612	MISCELLANEOUS WTR RE	261,655	225,000	271,064	270,000
461202	DISCONNECT FEE	274,164	300,000	325,472	310,000
4613	INDUSTRIAL WASTE PER	178,802	150,000	131,028	110,000
461801	LARGE METERS - WATER	1,960,213	1,920,000	1,950,001	1,940,000
461802	LARGE METERS - SEWER	1,985,162	1,940,000	1,996,100	1,995,000
4620	YR END ACCRUAL REVEN	216,069	0	(188,200)	0
	<b>TOTAL OPERATING REVENUES</b>	<b>55,415,991</b>	<b>52,165,000</b>	<b>54,422,925</b>	<b>55,265,000</b>
4643	JOINING FEE (IND DSC	1,500	3,000	2,500	2,500
	<b>TOTAL NON-OPERATING REVENUE</b>	<b>1,500</b>	<b>3,000</b>	<b>2,500</b>	<b>2,500</b>
	<b>TOTAL OTHER REVENUES</b>	<b>57,811,400</b>	<b>54,188,150</b>	<b>58,299,862</b>	<b>57,467,650</b>
	<b>TOTAL SYSTEM FUND</b>	<b>57,811,400</b>	<b>54,188,150</b>	<b>58,299,862</b>	<b>57,467,650</b>

**City of Pasadena**  
**Fund Budget Expenditure Status Report**

**FUND: 003 - SYSTEM FUND**

ACCT	TITLE	FY 2023	FY 2024	FY 2024	FY 2025
		ACTUAL	AMENDED BUDGET	ESTIMATE	PROPOSED BUDGET
7001	SALARIES - REGULAR	4,122,226	5,477,580	4,474,087	5,528,560
700101	SALARIES - VAC TERM	220,359	50,000	124,980	50,000
700102	SALARIES - SICK TERM	198,080	50,000	96,876	50,000
7003	SALARIES - OVERTIME	344,102	238,000	379,811	303,000
7005	SALARIES - SHIFT	0	1,400	1,400	1,400
7009	FICA	298,234	384,376	315,571	384,605
7011	MEDICARE	70,498	89,893	73,803	89,947
7013	TWC - UNEMPLOYMENT	4,255	0	790	0
7015	TMRS - RETIREMENT	696,700	1,041,538	878,734	1,100,584
7017	GROUP INSURANCE	1,294,997	1,716,431	1,411,203	1,725,099
7019	WORKER'S COMP	149,327	180,471	142,633	173,679
7021	LONGEVITY	77,355	149,448	146,558	138,216
7023	CERTIFICATION PAY	0	0	81	0
7025	LICENSE PAYMENT	479	210,478	34,212	109,978
7027	RENTALS - AUTOS	10,020	10,452	9,630	9,672
7031	MISCELLANEOUS	100	0	0	0
7099	YEAR END ACCRUAL ADJ	22,006	0	(275,622)	0
700106	SALARIES - BONUS	85,000	0	0	0
700107	SICK LEAVE REDEMPTIO	0	10,000	10,000	10,000
<b>TOTAL PERSONNEL SERVICES</b>		<b>7,593,738</b>	<b>9,610,067</b>	<b>7,824,747</b>	<b>9,674,740</b>
7101	RENTALS	62,359	85,750	53,300	80,750
7102	CELLULAR COMMUNICATI	32,826	44,250	42,230	45,900
7103	BLDG & EQUIP MAINT	589,482	1,272,373	838,000	776,330
7105	PRINTING & ADVERTISI	4,631	5,240	4,795	6,035
7107	PROFESSIONAL SERVICE	8,164,918	9,757,388	9,713,208	10,076,555
7109	MEMBERSHIP & DUES	1,476	8,190	3,750	21,508
7111	TRAINING & RELATED T	21,218	107,750	65,000	82,500
7113	TELEPHONE	4,600	6,160	4,608	5,160
7115	UTILITIES	813,141	840,000	774,000	842,500
7117	REPAIRS	0	5,000	1,000	5,000
7121	BANK CHARGES	32,465	70,000	37,000	70,300
71221	CHASE MERCHANT SVCS	58,840	70,000	67,500	67,500
7131	TESTING	49,451	85,000	66,000	85,000
7133	SUBSIDENCE TAXES	16,280	20,000	16,900	20,000
7163	CONTRACT EMPLOYMENT	2,569	3,500	13,500	5,000
<b>TOTAL CONTRACTUAL SERVICES</b>		<b>9,854,256</b>	<b>12,380,601</b>	<b>11,700,791</b>	<b>12,190,038</b>

**City of Pasadena**  
**Fund Budget Expenditure Status Report**

**FUND: 003 - SYSTEM FUND**

ACCT	TITLE	FY 2023	FY 2024	FY 2024	FY 2025
		ACTUAL	AMENDED BUDGET	ESTIMATE	PROPOSED BUDGET
7201	POSTAGE	7,794	7,240	7,615	8,240
7203	OFFICE SUPPLIES	11,922	25,500	19,500	25,000
7205	MAINTENANCE MATERIAL	206,801	485,430	249,000	450,600
7206	COMPUTER SOFTWARE	4,215	5,500	5,500	5,500
7207	MINOR EQUIP & TOOLS	122,743	206,000	148,500	186,000
7210	COMPUTER HARDWARE	12,477	25,600	13,500	21,000
7211	FOOD & FOOD SUPPLIES	13,364	16,950	13,350	17,950
7217	CLOTHING	31,792	46,992	39,850	47,000
7219	CHEMICALS	71,874	160,000	105,000	186,100
7221	FERTILIZER & NURSERY	62	2,600	600	2,600
7227	PIPE & PIPE FITTINGS	296,586	496,900	337,800	486,900
7229	CONCRETE & AGGREGATE	64,119	233,500	160,500	240,500
7239	METER SERVICE CONNEC	59,014	131,280	108,280	121,130
7240	METER REPLACEMENT FU	601,130	745,784	745,784	500,000
7243	FIRE HYDRANT PARTS &	25,441	45,000	42,000	45,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>		<b>1,529,334</b>	<b>2,634,276</b>	<b>1,996,779</b>	<b>2,343,520</b>
7301	MAILROOM CHARGES	7,380	6,839	6,839	7,914
7303	VEHICLE CHARGES	845,952	940,321	940,321	974,519
7305	BLDG MAINT CHARGES	2,487	3,396	5,886	3,500
7307	EDP CHARGES	99,816	101,223	101,223	104,190
7309	ELECTRICAL CHARGES	19,399	35,323	36,713	36,357
7311	RADIO EQUIP CHARGES	31,476	35,040	35,040	35,220
7315	WAREHOUSE CHARGES	71,292	108,383	108,383	113,499
7317	JANITORIAL CHARGES	22,092	22,781	22,781	23,652
7318	LANDSCAPE CHARGES	39,732	42,157	42,157	44,623
<b>TOTAL MAINTENANCE CHARGES</b>		<b>1,139,626</b>	<b>1,295,463</b>	<b>1,299,343</b>	<b>1,343,474</b>
7418	OVER/SHORT	39	100	300	300
7433	SEWER PAYMENTS	114,194	225,000	160,000	225,000
7435	WATER PURCHASES	6,685,779	6,500,000	6,300,000	6,600,000
741501	BUDGET CONTINGENCY	0	919,010	1,000,000	962,184
<b>TOTAL OTHER CHARGES</b>		<b>6,800,012</b>	<b>7,644,110</b>	<b>7,460,300</b>	<b>7,787,484</b>
7905823	COH FY23 CIP TRUE UP	1,091,933	500,000	287,683	0
7905824	COH FY24 CIP TRUE UP	0	1,500,000	1,205,000	600,000
7905825	COH FY25 CIP TRUE UP	0	500,000	450,000	1,750,000
7905826	COH FY26 CIP TRUE UP	0	0	0	600,000
<b>TOTAL IMPR OTHER THAN BLDGS</b>		<b>1,091,933</b>	<b>2,500,000</b>	<b>1,942,683</b>	<b>2,950,000</b>

**City of Pasadena**  
**Fund Budget Expenditure Status Report**

**FUND: 003 - SYSTEM FUND**

ACCT	TITLE	FY 2023 ACTUAL	FY 2024 AMENDED BUDGET	FY 2024 ESTIMATE	FY 2025 PROPOSED BUDGET
7921	COMPUTERS	0	21,726	11,726	20,000
7925	OTHER EQUIPMENT	618,617	1,360,080	1,405,118	1,170,000
<b>TOTAL EQUIPMENT</b>		<b>618,617</b>	<b>1,381,806</b>	<b>1,416,844</b>	<b>1,190,000</b>
7915	VEHICLES	0	0	0	130,000
<b>TOTAL VEHICLES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>130,000</b>
<b>TOTAL CAPITAL OUTLAY</b>		<b>1,710,550</b>	<b>3,881,806</b>	<b>3,359,527</b>	<b>4,270,000</b>
8809	AUDITORS FEES	42,109	57,000	57,000	57,000
8811	DEBT PRINCIPAL EXPEN	3,745,000	4,435,000	4,435,000	4,630,000
8813	DEBT INTEREST EXPENS	2,232,544	2,061,494	2,061,494	1,867,894
<b>TOTAL OTHER USES</b>		<b>6,019,653</b>	<b>6,553,494</b>	<b>6,553,494</b>	<b>6,554,894</b>
9001	GENERAL FUND	3,000,000	3,000,000	3,000,000	3,000,000
9002	MAINTENANCE FUND	1,996,000	987,604	987,604	1,303,500
9070	INSURANCE FUND	1,000,000	1,000,000	1,000,000	1,000,000
9390	SYSTEM CIP FUND	5,929,474	6,450,000	6,450,000	8,000,000
<b>TOTAL OTHER FINANCING USES</b>		<b>11,925,474</b>	<b>11,437,604</b>	<b>11,437,604</b>	<b>13,303,500</b>
<b>TOTAL SYSTEM FUND</b>		<b>46,572,643</b>	<b>55,437,421</b>	<b>51,632,585</b>	<b>57,467,650</b>

**FY 2025 PROPOSED BUDGET  
MAINTENANCE FUND REVENUES, EXPENDITURES,  
AND ENDING AVAILABLE RESOURCES**

	FY 2024				
	FY 2022 ACTUAL	FY 2023 ACTUAL	AMENDED BUDGET	FY 2024 ESTIMATED	FY 2025 PROPOSED
<b>Budget Basis:</b>					
<b>Beginning Unrestricted Net Assets (GAAP)</b>	(763,481)	4,431,823	8,669,428	8,669,428	10,986,589
Revenues	20,291,560	21,596,987	23,087,758	23,556,758	25,704,721
Expenditures	16,250,158	17,359,382	24,519,369	21,239,597	25,704,721
Net Increase (Decrease) in Net Assets	4,041,402	4,237,605	(1,431,611)	2,317,161	0
<b>Ending Unrestricted Net Assets (Budget)</b>	<b>\$ 3,277,921</b>	<b>\$ 8,669,428</b>	<b>\$ 7,237,817</b>	<b>\$ 10,986,589</b>	<b>\$ 10,986,589</b>

**Reconciliation to GAAP**

Ending Unrestricted Net Assets (Budget)	\$ 3,277,921	\$ 8,669,428	\$ 7,237,817	\$ 10,986,589	\$ 10,986,589
Adjustments	1,153,902	(248,652)	-	-	-
Unrestricted Net Assets (GAAP)	4,431,823	8,420,776	7,237,817	10,986,589	10,986,589
Restricted Net Assets (GAAP)	-	-	-	-	-
Net Investment in Capital Assets (GAAP)	31,512,893	33,475,576	34,264,254	34,264,254	37,950,754
<b>Total Net Position (GAAP)</b>	<b>\$ 35,944,716</b>	<b>\$ 41,896,352</b>	<b>\$ 41,502,071</b>	<b>\$ 45,250,843</b>	<b>\$ 48,937,343</b>

REVENUE BY CATEGORY	FY 2024				
	FY 2022 ACTUAL	FY 2023 ACTUAL	AMENDED BUDGET	FY 2024 ESTIMATED	FY 2025 PROPOSED
Interest earned	47,504	635,602	600,000	900,000	800,000
<b>Investment Income</b>	<b>47,504</b>	<b>635,602</b>	<b>600,000</b>	<b>900,000</b>	<b>800,000</b>
Miscellaneous	9,130	105,452	5,000	55,000	10,000
Waste Recycling Revenues	17,939	10,098	25,000	19,000	25,000
Mailroom Revenues	122,458	100,284	95,652	95,652	105,227
Motorpool Equipment	5,918,558	7,047,432	7,833,471	7,833,471	8,118,377
Building Maintenance	520,968	371,142	373,131	373,131	384,643
Edp Revenues	3,841,873	3,853,824	3,908,244	3,908,244	4,022,772
Electrical Dept Revenues	1,509,668	1,223,400	1,173,506	1,173,506	1,207,805
Radio Equipment	690,505	499,764	556,558	556,558	559,413
Warehouse	0	156,621	295,653	295,653	309,599
Janitorial	936,448	867,060	894,239	894,239	928,423
Landscape & Beautification	1,027,861	968,532	1,028,241	1,028,241	1,088,341
Prior Year Expense/Refund	5,001	4,722	0	0	0
<b>Other Revenues</b>	<b>14,600,409</b>	<b>15,208,331</b>	<b>16,188,695</b>	<b>16,232,695</b>	<b>16,759,600</b>
Sale of city property	990,647	366,554	125,000	250,000	125,000
<b>Non-Operating Revenue</b>	<b>990,647</b>	<b>366,554</b>	<b>125,000</b>	<b>250,000</b>	<b>125,000</b>
General fund	2,200,000	3,390,500	5,186,459	5,186,459	6,716,621
Water and sewer fund	2,453,000	1,996,000	987,604	987,604	1,303,500
<b>Proceeds from Sale</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Other Financing Sources</b>	<b>4,653,000</b>	<b>5,386,500</b>	<b>6,174,063</b>	<b>6,174,063</b>	<b>8,020,121</b>
<b>TOTAL REVENUE</b>	<b>20,291,560</b>	<b>21,596,987</b>	<b>23,087,758</b>	<b>23,556,758</b>	<b>25,704,721</b>

**FY 2025 PROPOSED BUDGET  
MAINTENANCE FUND REVENUES, EXPENDITURES,  
AND ENDING AVAILABLE RESOURCES**

EXPENDITURE BY CATEGORY	FY 2022	FY 2023	FY 2024	FY 2024	FY 2025
	ACTUAL	ACTUAL	AMENDED BUDGET	ESTIMATED	PROPOSED
Personnel services	6,635,448	6,445,516	7,655,666	6,518,866	7,873,034
Contractual services	1,905,220	2,083,136	3,178,006	2,785,605	3,130,170
Materials & supplies	3,865,497	3,793,971	5,949,811	4,583,582	5,721,396
Maintenance charges	1,962,507	1,994,476	2,171,843	2,172,261	2,241,078
Other charges	19,397	0	0	133	1,218,922
Capital outlay	1,862,089	3,028,283	4,599,893	4,215,000	5,520,121
Other financing uses	0	14,000	964,150	964,150	0
<b>TOTAL EXPENDITURE</b>	<b>16,250,158</b>	<b>17,359,382</b>	<b>24,519,369</b>	<b>21,239,597</b>	<b>25,704,721</b>
<b>BY DEPARTMENT/DIVISION</b>					
Technical Services					
Information services	3,775,899	4,245,840	4,735,959	4,354,306	4,634,308
Radio services	558,547	411,499	986,911	835,535	769,029
Subtotal Technical Services	4,334,446	4,657,339	5,722,870	5,189,841	5,403,337
Maintenance Services					
Fleet management	7,745,884	8,855,608	12,738,918	10,739,269	13,976,928
Building maintenance	526,761	465,872	577,140	606,756	589,764
Janitorial	810,178	805,220	1,012,662	900,824	1,040,679
Electrical	1,507,583	1,273,024	1,714,717	1,274,932	1,592,585
Landscaping and beautification	846,748	822,177	1,127,596	1,029,233	1,185,571
Subtotal Maintenance Services	11,437,154	12,221,901	17,171,033	14,551,014	18,385,527
Purchasing					
Mailroom	117,490	110,243	126,824	130,142	137,463
Warehouse	317,671	348,218	368,519	350,840	420,123
Subtotal Purchasing	435,161	458,461	495,343	480,982	557,586
Other	43,397	21,681	1,130,123	1,017,760	1,358,271
<b>TOTAL</b>	<b>16,250,158</b>	<b>17,359,382</b>	<b>24,519,369</b>	<b>21,239,597</b>	<b>25,704,721</b>

**City of Pasadena  
Budget Revenue Status Report**

**FUND: 002 - MAINTENANCE FUND**

ACCT	TITLE	FY 2023 ACTUAL	FY 2024 AMENDED BUDGET	FY 2024 ESTIMATE	FY 2025 PROPOSED BUDGET
4541	WASTE RECYCLING REVE	10,098	25,000	19,000	25,000
	<b>TOTAL SOLID WASTE COLLECTI</b>	<b>10,098</b>	<b>25,000</b>	<b>19,000</b>	<b>25,000</b>
4491	INTEREST EARNED	635,602	600,000	900,000	800,000
	<b>TOTAL INVESTMENT INCOME</b>	<b>635,602</b>	<b>600,000</b>	<b>900,000</b>	<b>800,000</b>
4511	MISCELLANEOUS	105,452	5,000	55,000	10,000
4545	MAILROOM REVENUES	100,284	95,652	95,652	105,227
4547	MOTORPOOL EQUIPMENT	7,047,432	7,833,471	7,833,471	8,118,377
4549	BUILDING MAINTENANCE	371,142	373,131	373,131	384,643
4551	EDP REVENUES	3,853,824	3,908,244	3,908,244	4,022,772
4553	ELECTRICAL DEPT REVE	1,223,400	1,173,506	1,173,506	1,207,805
4555	RADIO EQUIPMENT	499,764	556,558	556,558	559,413
4559	WAREHOUSE	156,621	295,653	295,653	309,599
4561	JANITORIAL	867,060	894,239	894,239	928,423
4562	LANDSCAPE & BEAUTIFI	968,532	1,028,241	1,028,241	1,088,341
4563	PRIOR YEAR EXPENSE/R	4,722	0	0	0
	<b>TOTAL OTHER REVENUES</b>	<b>15,198,233</b>	<b>16,163,695</b>	<b>16,213,695</b>	<b>16,734,600</b>
4637	SALE OF CITY PROPERT	366,554	125,000	250,000	125,000
	<b>TOTAL NON-OPERATING REVENU</b>	<b>366,554</b>	<b>125,000</b>	<b>250,000</b>	<b>125,000</b>
	<b>TOTAL OTHER REVENUES</b>	<b>16,210,487</b>	<b>16,913,695</b>	<b>17,382,695</b>	<b>17,684,600</b>
6001	GENERAL FUND (001)	3,390,500	5,186,459	5,186,459	6,716,621
6003	SYSTEM FUND(003)	1,996,000	987,604	987,604	1,303,500
	<b>TOTAL INTERFUND TRANSFER I</b>	<b>5,386,500</b>	<b>6,174,063</b>	<b>6,174,063</b>	<b>8,020,121</b>
	<b>TOTAL OTHER FINANCING SOUR</b>	<b>5,386,500</b>	<b>6,174,063</b>	<b>6,174,063</b>	<b>8,020,121</b>
	<b>TOTAL MAINTENANCE FUND</b>	<b>21,596,987</b>	<b>23,087,758</b>	<b>23,556,758</b>	<b>25,704,721</b>

**City of Pasadena**  
**Fund Budget Expenditure Status Report**

**FUND: 002 - MAINTENANCE FUND**

ACCT	TITLE	FY 2023	FY 2024	FY 2024	FY 2025
		ACTUAL	AMENDED BUDGET	ESTIMATE	PROPOSED BUDGET
7001	SALARIES - REGULAR	3,958,668	4,836,048	4,225,186	4,977,867
700101	SALARIES - VAC TERM	122,285	50,000	68,939	50,000
700102	SALARIES - SICK TERM	70,761	50,000	50,508	50,000
7003	SALARIES - OVERTIME	122,802	78,100	92,477	78,100
7005	SALARIES - SHIFT	66	1,605	1,605	1,605
7009	FICA	263,148	318,074	272,995	326,240
7011	MEDICARE	61,608	74,388	63,845	76,298
7013	TWC - UNEMPLOYMENT	0	0	604	0
7015	TMRS - RETIREMENT	613,899	854,496	755,920	930,440
7017	GROUP INSURANCE	1,054,298	1,213,638	1,064,331	1,213,638
7019	WORKER'S COMP	59,878	68,237	56,579	68,106
7021	LONGEVITY	43,170	77,160	77,300	78,000
7025	LICENSE PAYMENT	0	20,800	8,120	8,840
7027	RENTALS - AUTOS	3,990	3,120	3,900	3,900
7031	MISCELLANEOUS	75	0	0	0
7099	YEAR END ACCRUAL ADJ	(5,292)	0	(233,443)	0
700106	SALARIES - BONUS	75,000	0	0	0
700107	SICK LEAVE REDEMPTIO	1,160	10,000	10,000	10,000
<b>TOTAL PERSONNEL SERVICES</b>		<b>6,445,516</b>	<b>7,655,666</b>	<b>6,518,866</b>	<b>7,873,034</b>
7101	RENTALS	28,651	74,415	58,000	74,652
7102	CELLULAR COMMUNICATI	23,400	23,762	24,120	26,162
7103	BLDG & EQUIP MAINT	1,355,054	1,837,136	1,594,250	1,897,779
7105	PRINTING & ADVERTISI	1,987	6,422	3,050	6,422
7107	PROFESSIONAL SERVICE	94,357	560,258	454,422	385,027
7108	BUSINESS TRAVEL	3,425	6,960	6,100	7,960
7109	MEMBERSHIP & DUES	48,578	13,974	51,945	55,414
7111	TRAINING & RELATED T	29,185	80,046	47,250	66,201
7113	TELEPHONE	390,414	362,122	395,548	397,622
7115	UTILITIES	68,051	115,728	81,920	115,748
7163	CONTRACT EMPLOYMENT	40,034	97,183	69,000	97,183
<b>TOTAL CONTRACTUAL SERVICES</b>		<b>2,083,136</b>	<b>3,178,006</b>	<b>2,785,605</b>	<b>3,130,170</b>
7201	POSTAGE	55	570	290	385
7203	OFFICE SUPPLIES	10,122	12,949	11,226	14,771
7205	MAINTENANCE MATERIAL	84,465	114,959	97,800	121,904
7206	COMPUTER SOFTWARE	66,432	109,090	91,150	84,243
7207	MINOR EQUIP & TOOLS	110,773	707,287	545,100	475,337
7209	PERIODICALS & SUBSCR	0	1,000	200	750
7210	COMPUTER HARDWARE	257,595	280,612	264,000	269,451
7211	FOOD & FOOD SUPPLIES	7,719	7,294	7,279	8,311
7217	CLOTHING	27,229	38,330	28,964	38,340

**City of Pasadena  
Fund Budget Expenditure Status Report**

**FUND: 002 - MAINTENANCE FUND**

ACCT	TITLE	FY 2023 ACTUAL	FY 2024 AMENDED BUDGET	FY 2024 ESTIMATE	FY 2025 PROPOSED BUDGET
7219	CHEMICALS	22,408	42,975	43,316	43,051
7221	FERTILIZER & NURSERY	61,097	100,000	85,000	85,000
7227	PIPE & PIPE FITTINGS	26,226	22,898	20,096	40,043
7229	CONCRETE & AGGREGATE	251	1,096	1,096	1,096
7235	REPAIR PARTS	1,028,109	1,210,751	1,188,065	1,238,714
7237	PETROLEUM PRODUCTS	2,091,490	3,300,000	2,200,000	3,300,000
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>3,793,971</b>	<b>5,949,811</b>	<b>4,583,582</b>	<b>5,721,396</b>
7301	MAILROOM CHARGES	204	181	181	53
7303	VEHICLE CHARGES	702,708	781,072	781,072	809,479
7305	BLDG MAINT CHARGES	87,399	156,673	157,091	161,510
7307	EDP CHARGES	364,176	369,329	369,329	380,152
7309	ELECTRICAL CHARGES	418,705	355,805	355,805	366,327
7311	RADIO EQUIP CHARGES	180,588	201,118	201,118	202,151
7315	WAREHOUSE CHARGES	0	57,309	57,309	60,011
7317	JANITORIAL CHARGES	171,960	177,346	177,346	184,124
7318	LANDSCAPE CHARGES	68,736	73,010	73,010	77,271
	<b>TOTAL MAINTENANCE CHARGES</b>	<b>1,994,476</b>	<b>2,171,843</b>	<b>2,172,261</b>	<b>2,241,078</b>
7415	CONTINGENCY	0	0	0	1,218,922
7449	INVENTORY ADJS & SHO	0	0	133	0
	<b>TOTAL OTHER CHARGES</b>	<b>0</b>	<b>0</b>	<b>133</b>	<b>1,218,922</b>
790385	PROJECT MANAGEMENT	7,681	0	0	0
	<b>TOTAL BUILDINGS</b>	<b>7,681</b>	<b>0</b>	<b>0</b>	<b>0</b>
7905	IMPR OTHER THAN BLDG	0	0	0	157,000
	<b>TOTAL IMPR OTHER THAN BLDGS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>157,000</b>
7916	HEAVY EQUIPMENT	907,018	1,294,791	1,200,000	2,585,981
7921	COMPUTERS	526,393	332,170	280,000	250,000
7925	OTHER EQUIPMENT	668,994	303,522	285,000	190,140
	<b>TOTAL EQUIPMENT</b>	<b>2,102,405</b>	<b>1,930,483</b>	<b>1,765,000</b>	<b>3,026,121</b>
7915	VEHICLES	918,197	2,669,410	2,450,000	2,337,000
	<b>TOTAL VEHICLES</b>	<b>918,197</b>	<b>2,669,410</b>	<b>2,450,000</b>	<b>2,337,000</b>
	<b>TOTAL CAPITAL OUTLAY</b>	<b>3,028,283</b>	<b>4,599,893</b>	<b>4,215,000</b>	<b>5,520,121</b>
9290	MAINT CIP PROJ FUND	14,000	964,150	964,150	0
	<b>TOTAL OTHER FINANCING USES</b>	<b>14,000</b>	<b>964,150</b>	<b>964,150</b>	<b>0</b>
	<b>TOTAL MAINTENANCE FUND</b>	<b>17,359,382</b>	<b>24,519,369</b>	<b>21,239,597</b>	<b>25,704,721</b>

**FY 2025 PROPOSED BUDGET  
WORKERS' COMPENSATION FUND (067)  
REVENUES, EXPENDITURES, AND ENDING FUND BALANCE**

	FY 2022	FY 2023	FY 2024	FY 2024	FY 2025
	ACTUAL	ACTUAL	AMENDED BUDGET	ESTIMATED	PROPOSED
<b>Budget Basis:</b>					
<b>Beginning Unrestricted Net Assets (GAAP)</b>	<b>3,357,129</b>	<b>3,579,929</b>	<b>3,879,277</b>	<b>3,879,277</b>	<b>3,819,670</b>
Revenues	1,138,606	1,519,179	1,535,000	1,509,000	1,450,000
Expenses	915,806	1,219,831	1,611,560	1,568,607	1,522,210
Net Increase (Decrease) in Net Assets	\$ 222,800	\$ 299,348	\$ (76,560)	\$ (59,607)	\$ (72,210)
<b>Ending Unrestricted Net Assets (Budget)</b>	<b>\$ 3,579,929</b>	<b>\$ 3,879,277</b>	<b>\$ 3,802,717</b>	<b>\$ 3,819,670</b>	<b>\$ 3,747,460</b>
<b>Reconciliation to GAAP</b>					
Ending Unrestricted N/A (Budget)	\$3,579,929	\$3,879,277	\$3,802,717	\$3,819,670	\$3,747,460
Adjustments	-	-	-	-	-
Unrestricted Net Assets (GAAP)	3,579,929	3,879,277	3,802,717	3,819,670	3,747,460
Restricted Net Assets (GAAP)	-	-	-	-	-
Net Investment in Capital Assets (GAAP)	-	-	-	-	-
<b>Total Fund Balance (GAAP)</b>	<b>\$ 3,579,929</b>	<b>\$ 3,879,277</b>	<b>\$ 3,802,717</b>	<b>\$ 3,819,670</b>	<b>\$ 3,747,460</b>

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**City of Pasadena  
Fund Budget Revenue Status Report**

**FUND: 067 - WORKER'S COMP FUND**

ACCT	TITLE	FY 2023 ACTUAL	FY 2024 AMENDED BUDGET	FY 2024 ESTIMATE	FY 2025 PROPOSED BUDGET
4491	INTEREST EARNED	150,383	130,000	179,000	150,000
	<b>TOTAL INVESTMENT INCOME</b>	<b>150,383</b>	<b>130,000</b>	<b>179,000</b>	<b>150,000</b>
4511	MISCELLANEOUS	189,329	235,000	150,000	150,000
4563	PRIOR YEAR EXPENSE/R	27,174	0	0	0
	<b>TOTAL OTHER REVENUES</b>	<b>216,503</b>	<b>235,000</b>	<b>150,000</b>	<b>150,000</b>
	<b>TOTAL OTHER REVENUES</b>	<b>366,886</b>	<b>365,000</b>	<b>329,000</b>	<b>300,000</b>
5015	CONTRIBUTIONS-CITY	1,152,292	1,170,000	1,180,000	1,150,000
	<b>TOTAL CONTRIBUTIONS</b>	<b>1,152,292</b>	<b>1,170,000</b>	<b>1,180,000</b>	<b>1,150,000</b>
	<b>TOTAL CONTRIBUTIONS</b>	<b>1,152,292</b>	<b>1,170,000</b>	<b>1,180,000</b>	<b>1,150,000</b>
	<b>TOTAL WORKER'S COMP</b>	<b>1,519,178</b>	<b>1,535,000</b>	<b>1,509,000</b>	<b>1,450,000</b>

**City of Pasadena  
Fund Budget Expenditure Status Report**

**FUND: 067 - WORKER'S COMP FUND**

ACCT	TITLE	FY 2023 ACTUAL	FY 2024 AMENDED BUDGET	FY 2024 ESTIMATE	FY 2025 PROPOSED BUDGET
7001	SALARIES - REGULAR	74,990	78,881	67,370	78,274
700101	SALARIES - VAC TERM	0	0	1,667	0
7003	SALARIES - OVERTIME	292	0	0	0
7009	FICA	4,730	4,898	4,275	4,853
7011	MEDICARE	1,106	1,146	1,000	1,135
7015	TMRS - RETIREMENT	10,657	13,444	11,710	14,136
7017	GROUP INSURANCE	14,448	14,448	12,642	14,448
7019	WORKER'S COMP	0	141	24	139
7021	LONGEVITY	0	120	240	0
7099	YEAR END ACCRUAL ADJ	136	0	(4,153)	0
700106	SALARIES - BONUS	1,000	0	0	0
	<b>TOTAL PERSONNEL SERVICES</b>	<b>107,359</b>	<b>113,078</b>	<b>94,775</b>	<b>112,985</b>
7102	CELLULAR COMMUNICATI	0	0	0	1,050
7103	BLDG & EQUIP MAINT	0	25,000	22,000	30,000
7107	PROFESSIONAL SERVICE	38,936	40,000	39,000	40,000
7109	MEMBERSHIP & DUES	0	0	0	225
7111	TRAINING & RELATED T	0	4,000	1,000	7,700
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>38,936</b>	<b>69,000</b>	<b>62,000</b>	<b>78,975</b>
7203	OFFICE SUPPLIES	0	250	400	500
7207	MINOR EQUIP & TOOLS	1,166	203,232	203,232	100,250
7211	FOOD & FOOD SUPPLIES	0	1,000	200	1,500
7217	CLOTHING	28,387	40,000	35,000	43,000
7245	MISCELLANEOUS	189,171	235,000	200,000	235,000
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>218,724</b>	<b>479,482</b>	<b>438,832</b>	<b>380,250</b>
8801	MED CLAIMS & RELATED	32,149	100,000	70,000	100,000
880199	YR END CLM/IBNR ACCR	(5,045)	0	0	0
8803	INSURANCE PREMIUMS	827,709	850,000	903,000	850,000
	<b>TOTAL OTHER USES</b>	<b>854,813</b>	<b>950,000</b>	<b>973,000</b>	<b>950,000</b>
<b>TOTAL WORKER'S COMP</b>		<b>1,219,832</b>	<b>1,611,560</b>	<b>1,568,607</b>	<b>1,522,210</b>

**FY 2025 PROPOSED BUDGET  
SPECIAL REVENUE FUNDS  
REVENUES, EXPENDITURES, AND FUND BALANCES BY FISCAL YEAR**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024		FY 2025 PROPOSED
			AMENDED BUDGET	FY 2024 ESTIMATED	
<b>BEGINNING FUND BALANCE</b>	<b>11,813,918</b>	<b>13,507,577</b>	<b>17,070,869</b>	<b>17,070,869</b>	<b>19,118,147</b>
REVENUES	4,747,825	11,624,302	21,488,820	28,553,884	8,941,400
EXPENDITURES	3,054,166	8,061,010	22,190,152	26,506,606	8,509,556
<b>REVENUE OVER/(UNDER)</b>					
EXPENDITURES	<b>1,693,659</b>	<b>3,563,292</b>	<b>(701,332)</b>	<b>2,047,278</b>	<b>431,844</b>
<b>ENDING FUND BALANCE</b>	<b>13,507,577</b>	<b>17,070,869</b>	<b>16,369,537</b>	<b>19,118,147</b>	<b>19,549,991</b>

**DETAIL OF BEGINNING BALANCE**

Municipal Jury Fund	2,296	4,141	6,253	6,253	8,353
Equity sharing - treasury	573,969	560,628	533,650	533,650	443,864
Juvenile case mgr fund	207,549	236,319	283,135	283,135	327,545
Child safety fund	1,028,991	1,009,693	865,636	865,636	617,579
Equity sharing - justice	2,011,147	2,246,051	2,786,943	2,786,943	2,582,193
Municipal courts security	(60,035)	41,580	155,368	155,368	267,868
State seizure fund	954,255	851,111	720,276	720,276	436,176
Law enforcement training	91,332	92,130	102,168	102,168	106,493
Judicial efficiency fund	174,534	214,140	263,126	263,126	307,791
Court technology fund	170,754	148,591	130,851	130,851	93,851
Hotel and motel tax fund	5,020,102	5,930,849	7,309,301	7,309,301	8,596,062
Preservation of vital statistics	75,979	71,894	76,882	76,882	75,232
1% Public, ed and gov (peg)	1,121,136	1,244,570	1,405,644	1,405,644	1,163,644
Abandoned motor vehicles	419,665	580,888	377,056	377,056	233,966
Sign removal fund	20,900	21,666	25,467	25,467	28,417
American Rescue Plan	1,344	253,326	2,029,113	2,029,113	3,829,113
<b>TOTAL</b>	<b>11,813,918</b>	<b>13,507,577</b>	<b>17,070,869</b>	<b>17,070,869</b>	<b>19,118,147</b>

**DETAIL OF REVENUES**

Municipal Jury Fund	1,845	2,112	0	2,100	2,100
Equity sharing - treasury	47,329	25,910	23,000	28,000	25,000
Juvenile case mgr fund	100,545	120,991	121,250	122,900	119,900
Child safety fund	230,400	255,910	271,750	251,000	250,000
Equity sharing - justice	342,195	672,746	119,000	152,000	145,000
Municipal courts security	101,615	113,788	108,800	112,500	110,500
State seizure fund	134,630	103,177	35,000	35,000	32,000
Law enforcement training	16,805	21,788	21,150	22,725	21,300
Judicial efficiency fund	40,290	48,986	47,100	50,500	48,500
Court technology fund	90,529	101,183	95,750	98,000	93,000
Hotel and motel tax fund	1,649,614	1,891,450	1,830,000	1,950,000	1,980,000
Preservation of vital statistics	5,851	9,050	8,100	9,200	8,900
1% Public, ed and gov (peg)	211,211	183,958	200,000	175,000	160,000
Abandoned motor vehicles	597,529	311,851	465,500	469,000	441,500
Sign removal fund	2,777	3,801	3,550	3,700	3,700
American Rescue Plan	1,174,660	7,757,601	18,138,870	25,072,259	5,500,000
<b>TOTAL</b>	<b>4,747,825</b>	<b>11,624,302</b>	<b>21,488,820</b>	<b>28,553,884</b>	<b>8,941,400</b>

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**FY 2025 PROPOSED BUDGET  
SPECIAL REVENUE FUNDS  
REVENUES, EXPENDITURES, AND FUND BALANCES BY FISCAL YEAR**

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 AMENDED BUDGET	FY 2024 ESTIMATED	FY 2025 PROPOSED
<b>DETAIL OF EXPENDITURES</b>					
Municipal Jury Fund	0	0	0	0	0
Equity sharing - treasury	60,670	52,888	141,894	117,786	137,000
Juvenile case mgr fund	71,775	74,175	86,700	78,490	90,811
Child safety fund	249,698	399,967	571,513	499,057	573,243
Equity sharing - justice	107,291	131,854	487,963	356,750	387,000
Municipal courts security	0	0	0	0	0
State seizure fund	237,774	234,012	410,463	319,100	400,000
Law enforcement training	16,007	11,750	17,500	18,400	17,500
Judicial efficiency fund	684	0	17,670	5,835	17,670
Court technology fund	112,692	118,923	143,500	135,000	145,000
Hotel and motel tax fund	738,867	512,998	899,039	663,239	929,332
Preservation of vital statistics	9,936	4,062	13,000	10,850	13,000
1% Public, ed and gov (peg)	87,777	22,884	630,514	417,000	371,000
Abandoned motor vehicles	436,306	515,683	630,026	612,090	426,500
Sign removal fund	2,011	0	1,500	750	1,500
American Rescue Plan	922,678	5,981,814	18,138,870	23,272,259	5,000,000
<b>TOTAL</b>	<b>3,054,166</b>	<b>8,061,010</b>	<b>22,190,152</b>	<b>26,506,606</b>	<b>8,509,556</b>

**ENDING BALANCE**

Municipal Jury Fund	4,141	6,253	6,253	8,353	10,453
Equity sharing - treasury	560,628	533,650	414,756	443,864	331,864
Juvenile case mgr fund	236,319	283,135	317,685	327,545	356,634
Child safety fund	1,009,693	865,636	565,873	617,579	294,336
Equity sharing - justice	2,246,051	2,786,943	2,417,980	2,582,193	2,340,193
Municipal courts security	41,580	155,368	264,168	267,868	378,368
State seizure fund	851,111	720,276	344,813	436,176	68,176
Law enforcement training	92,130	102,168	105,818	106,493	110,293
Judicial efficiency fund	214,140	263,126	292,556	307,791	338,621
Court technology fund	148,591	130,851	83,101	93,851	41,851
Hotel and motel tax fund	5,930,849	7,309,301	8,240,262	8,596,062	9,646,730
Preservation of vital statistics	71,894	76,882	71,982	75,232	71,132
1% Public, ed and gov (peg)	1,244,570	1,405,644	975,130	1,163,644	952,644
Abandoned motor vehicles	580,888	377,056	212,530	233,966	248,966
Sign removal fund	21,666	25,467	27,517	28,417	30,617
American Rescue Plan	253,326	2,029,113	2,029,113	3,829,113	4,329,113
<b>TOTAL</b>	<b>13,507,577</b>	<b>17,070,869</b>	<b>16,369,537</b>	<b>19,118,147</b>	<b>19,549,991</b>

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09-03-24  
Agenda

### AGENDA REQUEST

20 NO: 2024-160

ORDINANCE     RESOLUTION

**CAPTION:** An Ordinance, by roll call vote, proposing the adoption of a property tax rate for the 2024 tax year of \$0.474834/\$100 value for the City of Pasadena, Harris County, Texas, consisting of \$0.394749/\$100 value maintenance and operation rate and \$0.080085/\$100 value debt rate, per the specific requirements provided under Tex. Property Tax Code; authorizing the levy, assessment and collection of ad valorem taxes based upon the established rate; declaring distribution of said tax rate in the general fund and the debt service fund of the City; and providing for a severability clause.

**RECOMMENDATIONS & JUSTIFICATION:** This ordinance will adopt a property tax rate for the 2024 tax year of \$0.474834/\$100, the same as the 2024 voter-approval tax rate.

The proposed \$0.394749/\$100 maintenance and operation rate is effectively higher than the calculated 2024 no-new-revenue maintenance and operation tax rate of \$0.381400 by \$0.013349 or 3.50%. The ordinance (see Section 2) includes language as required under Section 26.05 (b)(1) of Tex. Property Tax Code.

(IF ADDITIONAL SPACE IS REQUIRED, PLEASE ATTACH SECOND PAGE)

BUDGETED:                       COUNCIL DISTRICT(S) AFFECTED:

REQUIRES APPROPRIATION:   
See attached Certification

		COUNCIL ACTION	
<u>Sherry Womack</u> Sherry Womack                      DATE: 09/22/24 REQUESTING PARTY (TYPED)		FIRST READING:	FINAL READING:
_____ BUDGET DEPARTMENT		<u>Schaenbein</u> MOTION	<u>Valerio</u> MOTION
_____ PURCHASING DEPARTMENT		<u>Van Houte</u> SECOND	<u>Estrada</u> SECOND
APPROVED: ... <u>[Signature]</u> CITY ATTORNEY		<u>09-03-24</u> DATE	<u>09-05-24</u> DATE
<u>[Signature]</u> MAYOR		DEFERRED: _____	

Nays: Villarreal  
Guerrero  
Ybarra                      Nays: Villarreal  
Guerrero  
Ybarra

ORDINANCE NO. 2024- 160

An Ordinance, by roll call vote, proposing the adoption of a property tax rate for the 2024 tax year of \$0.474834/\$100 value for the City of Pasadena, Harris County, Texas, consisting of \$0.394749/\$100 value maintenance and operation rate and \$0.080085/\$100 value debt rate, per the specific requirements provided under Tex. Property Tax Code; authorizing the levy, assessment and collection of ad valorem taxes based upon the established rate; declaring distribution of said tax rate in the general fund and the debt service fund of the City; and providing for a severability clause.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PASADENA:

SECTION 1. That the property taxes of the City of Pasadena, Harris County, Texas, for the current 2024 tax year is, by the adoption of a tax rate of \$0.474834/\$100 value established at:

\$0.394749/\$100 for the purpose of maintenance and operation, to be distributed in the general fund;

\$0.080085/\$100 for the payment of principal and interest on debt, to be distributed in the debt service fund;

\$0.474834/\$100 Total Tax Rate

SECTION 2. THAT THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 3.50 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$23.77.

SECTION 3. That the annual levy of the aforesaid tax is herewith authorized and made on all of said property that is not expressly exempt from taxation by the Constitution and Laws of the State of Texas.

The said levy shall be based upon the aforesaid tax rate and the valuations of said properties determined by the City Tax Assessor-Collector and certified by the Harris County Appraisal District and the assessments made pursuant thereto.

SECTION 4. That the aforesaid levy shall and does include any and all powers granted by the Constitution and Laws of the State of Texas and the Home Rule Charter of the said City of Pasadena for the enforcement of the liens created by this levy, the assessment and collection of taxes, as well as penalties and interest for delinquency, if any, is hereby authorized, and the allocation and distribution of all tax revenues collected.

SECTION 5. That the anticipated collection rate for the 2024 tax year has been provided by Harris County Tax Office as 97.68% calculated under Section 26.012(2) of Tex. Property Tax Code.

SECTION 6. That all ordinances or parts of ordinances, if any, in conflict herewith shall be, and the same are hereby expressly repealed to the extent of such conflict only.

SECTION 7. That the City Council of the City of Pasadena, Texas does hereby declare that if any Section, subsection, paragraph, sentence, clause, phrase, word or portion of this Ordinance is declared invalid or unconstitutional by a court of competent jurisdiction, the City Council would have passed and ordained any and all remaining portions of this Ordinance without the inclusion of that portion or portions which may be so found to be unconstitutional or invalid, and declares that its intent is to

make no portion of this Ordinance dependent upon the validity of any other portion thereof, and that all said remaining portions shall continue in full force and effect.

SECTION 8. That the City Council officially determines that a sufficient written notice of the date, hour, place and subject of this meeting of the City Council was posted at a place convenient to the public at the City Hall of the City for the time required by law preceding this meeting, as required by the Open Meetings Law, Chapter 551, Texas Government Code; and that this meeting has been open to the public as required by law at all times during which this ordinance and the subject matter thereof has been discussed, considered and formally acted upon. The City Council further confirms such written notice and the contents and posting thereof.

(SIGNATURE AND APPROVAL - NEXT PAGE)

PASSED ON FIRST READING by the City Council of the City of Pasadena, Texas in regular meeting in the City Hall this the 3<sup>rd</sup> day of September, A.D., 2024.

APPROVED this the 3<sup>rd</sup> day of September, A.D., 2024.

Jeff Wagner  
JEFF WAGNER, MAYOR  
OF THE CITY OF PASADENA, TEXAS

ATTEST:

Amanda Mueller  
AMANDA MUELLER  
CITY SECRETARY  
CITY OF PASADENA, TEXAS

APPROVED:  
Jay Dale  
JAY DALE  
CITY ATTORNEY  
CITY OF PASADENA, TEXAS

PASSED ON SECOND AND FINAL READING by the City Council of the City of Pasadena, Texas in regular meeting in the City Hall this the 5<sup>th</sup> day of September, A.D., 2024.

APPROVED this the 5<sup>th</sup> day of September, A.D., 2024.

Jeff Wagner  
JEFF WAGNER, MAYOR  
OF THE CITY OF PASADENA, TEXAS

ATTEST:

Amanda Mueller  
AMANDA MUELLER  
CITY SECRETARY  
CITY OF PASADENA, TEXAS

APPROVED:  
Jay Dale  
JAY DALE  
CITY ATTORNEY  
CITY OF PASADENA, TEXAS

09-03-24  
Agenda

### AGENDA REQUEST

ORDINANCE     RESOLUTION

2D

NO: 2024-161

**CAPTION:** AN ORDINANCE ACCEPTING, APPROVING AND ADOPTING THE VALUATION AND ASSESSMENT OF ALL REAL AND PERSONAL PROPERTY IN THE CITY OF PASADENA, HARRIS COUNTY, TEXAS FOR THE 2024 TAX YEAR; PROVIDING FOR A REPEALING CLAUSE; CONTAINING A SEVERABILITY CLAUSE.

**RECOMMENDATIONS & JUSTIFICATION:** The Harris County Appraisal District has certified the City's Appraisal Roll, as well as estimated value of the property expected to be certified and therefore taxable, but not yet certified by the HCAD Appraisal Review Board. The certified values to date, as well as the Supplemental Rolls to be delivered at later dates, constitute the Appraisal Roll. The ordinance includes two exhibits: Exhibit A: Letter from Harris County Appraisal District determining the amount of taxable property, and Exhibit B: Certified Appraisal Roll for the 2024 Tax Year.

(IF ADDITIONAL SPACE IS REQUIRED, PLEASE ATTACH SECOND PAGE)

BUDGETED:

COUNCIL DISTRICT(S) AFFECTED:

REQUIRES APPROPRIATION:

See attached Certification

		COUNCIL ACTION	
<u>Sherry Womack</u> Sherry Womack      DATE: 08/22/24 REQUESTING PARTY (TYPED)		FIRST READING:	FINAL READING:
_____ BUDGET DEPARTMENT		<u>Ybarra</u> MOTION	<u>Schoenbein</u> MOTION
_____ PURCHASING DEPARTMENT		<u>Schoenbein</u> SECOND	<u>Dow</u> SECOND
APPROVED: _____ <u>Jeff A. Wynne</u> CITY ATTORNEY		<u>09-03-24</u> DATE	<u>09-05-24</u> DATE
<u>Jeff A. Wynne</u> MAYOR		DEFERRED: _____	

ORDINANCE NO. 2024- 161

An Ordinance accepting, approving and adopting the valuation and assessment of all real and personal property in the City of Pasadena, Harris County, Texas for the 2024 tax year; providing for a repealing clause; and containing a severability clause.

WHEREAS, the Harris County Appraisal District has certified the value of all real and personal property within the City of Pasadena, Harris County, Texas, subject to ad valorem taxes for the year 2024 to be Thirteen Billion Seven Hundred Fifteen Million Nine Hundred Seven Thousand Four Hundred Five and No/100 Dollars (\$13,715,907,405); and

WHEREAS, the Harris County Appraisal District has also provided estimated total taxable value of properties under protest or not included on certified appraised roll to be One Billion Nine Hundred Seventy-Nine Million Seven Hundred Fifty-Three Thousand One Hundred Eleven Dollars and No/100 Dollars (\$1,979,753,111); and

WHEREAS, the Harris County Tax Assessor-Collector has determined that the total assessed real and personal property value is Fifteen Billion Six Hundred Fifty-Nine Million Six Hundred Sixty Thousand Five Hundred Sixteen Dollars and No/100 Dollars (\$15,659,660,516); NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PASADENA:

SECTION 1. That the determination by the Harris County Tax Assessor and Collector of the total real and personal property

within the City of Pasadena subject to ad valorem taxation for the year 2024 to be Thirteen Billion Seven Hundred Fifteen Million Nine Hundred Seven Thousand Four Hundred Five and No/100 Dollars (\$13,715,907,405) as shown at Exhibits "A" and "B", attached hereto and incorporated herein for all purposes, is hereby in all things accepted, affirmed, approved, and adopted.

SECTION 2. That the remaining uncertified taxable property will be accepted, affirmed, approved, and adopted as it is certified by the Harris County Appraisal District on supplemental appraisal rolls.

The appraisal roll with amounts of tax entered thereon on file in the office of the Harris County Tax Assessor-Collector is approved. That the ad valorem tax assessment thereof shall be one hundred percent (100%) as previously established by Ordinance No. 80-110.

SECTION 3. That all ordinances or parts of ordinances, if any, in conflict herewith shall be, and the same are hereby expressly repealed to the extent of such conflict only.

SECTION 4. That the City Council of the City of Pasadena, Texas does hereby declare that if any Section, subsection, paragraph, sentence, clause, phrase, word or portion of this Ordinance is declared invalid or unconstitutional by a court of competent jurisdiction, the City Council would have passed and ordained any and all remaining portions of this Ordinance without the inclusion of that portion or portions which may be so found to be

unconstitutional or invalid, and declares that its intent is to make no portion of this Ordinance dependent upon the validity of any other portion thereof, and that all said remaining portions shall continue in full force and effect.

SECTION 5. That the City Council officially determines that a sufficient written notice of the date, hour, place and subject of this meeting of the City Council was posted at a place convenient to the public at the City Hall of the City for the time required by law preceding this meeting, as required by the Open Meetings Law, Chapter 551, Texas Government Code; and that this meeting has been open to the public as required by law at all times during which this ordinance and the subject matter thereof has been discussed, considered and formally acted upon. The City Council further confirms such written notice and the contents and posting thereof.

(SIGNATURE AND APPROVAL -- NEXT PAGE)

PASSED ON FIRST READING by the City Council of the City of Pasadena, Texas in regular meeting in the City Hall this the 3<sup>rd</sup> day of September, A.D., 2024.

APPROVED this the 3<sup>rd</sup> day of September, A.D., 2024.

Jeff Wagner  
JEFF WAGNER, MAYOR  
OF THE CITY OF PASADENA, TEXAS

ATTEST:  
Amanda Mueller  
AMANDA MUELLER  
CITY SECRETARY  
CITY OF PASADENA, TEXAS

APPROVED:  
Jay Dale  
JAY DALE  
CITY ATTORNEY  
CITY OF PASADENA, TEXAS

PASSED ON SECOND AND FINAL READING by the City Council of the City of Pasadena, Texas in regular meeting in the City Hall this the 5<sup>th</sup> day of September, A.D., 2024.

APPROVED this the 5<sup>th</sup> day of September, A.D., 2024.

Jeff Wagner  
JEFF WAGNER, MAYOR  
OF THE CITY OF PASADENA, TEXAS

ATTEST:  
Amanda Mueller  
AMANDA MUELLER  
CITY SECRETARY  
CITY OF PASADENA, TEXAS

APPROVED:  
Jay Dale  
JAY DALE  
CITY ATTORNEY  
CITY OF PASADENA, TEXAS

## **Exhibit A**

**Letter from Harris Count Appraisal District  
determining the amount of taxable property**

HARRIS CENTRAL APPRAISAL DISTRICT  
HOUSTON, TEXAS

THE STATE OF TEXAS, )  
COUNTY OF HARRIS. )

2024  
CERTIFICATION OF APPRAISAL ROLL AND  
LISTING OF PROPERTIES UNDER SECS. 26.01(c) AND (d)  
FOR  
City of Pasadena

Pursuant to Section 26.01(a), Texas Tax Code, I hereby certify the 2024 appraisal roll of properties taxable by City of Pasadena. The roll is delivered in electronic form.

The total appraised value now on the appraisal roll for this unit is: \$16,746,027,914

The taxable value now on the appraisal roll for this unit is: \$13,715,907,405

As required by Section 26.01(c), Texas Tax Code, I have included with your roll a listing of those properties which are taxable by the unit but which are under protest and are therefore not included in the appraisal roll values approved by the appraisal review board and certified above. My estimate of the total taxable value which will be assigned to such properties if the owners' claims are upheld by the appraisal review board is: \$959,913,571

Pursuant to Section 26.01(d), Texas Tax code, the estimated value of taxable property not under protest and not yet included on the certified appraisal roll, after hearing loss, is \$1,019,839,540

Signed this 30th day of August, 2024



*Roland Altinger*

Roland Altinger, CAE, RPA, CTA  
Chief Appraiser

ASSESSOR'S ACKNOWLEDGEMENT

As tax assessor/collector of the above-named taxing unit, I hereby acknowledge receipt of the certified 2024 appraisal roll on this the \_\_\_\_\_ day of \_\_\_\_\_, 2024

City of Pasadena  
Summary of Harris County Appraisal District Letter Dated August 30, 2024

2024 Taxable Value on the 2024 Certified Appraisal Roll		<u>Taxable Value</u>
		\$ 13,715,907,405
2024 Taxable Value not on the 2024 Certified Appraisal Roll		
Estimated Taxable Value of Properties under Protest	\$ 959,913,571	
Estimated Taxable Value of Properties Not under Protest nor Included on Certified Appraisal Roll	<u>1,019,839,540</u>	<u>1,979,753,111</u>
	\$	<u>\$ 15,695,660,516</u>

**Exhibit B**  
**Certified Appraisal Roll**  
**2024 Tax Year**

074 CITY OF PASADENA  
2024 CERTIFIED APPRAISAL ROLL 00

LAST UPDATED 08/16/2024  
DELV DATE 08/30/2024

CERTIFIED YEAR COMPARE REPORT  
PROPERTY USE CATEGORY RECAP

PROPERTY USE CATEGORY	YEAR	UNITS	ACREAGE	APPRAISED	PRODUCTIVITY	EXEMPTIONS	TAXABLE VALUE
A1 Real, Residential, Single-Family	2024	31,536	5,442.7179	7,177,249,886	0	1,310,818,241	5,866,431,645
	2023	33,445	5,863.7645	7,259,156,060	0	1,316,002,015	5,943,154,045
		-0.06%	-0.07%	-0.01%	0.00%	0.00%	-0.01%
A2 Real, Residential, Mobile Homes	2024	385	104.8751	35,373,955	0	5,519,728	29,854,227
	2023	432	122.5438	36,874,304	0	5,955,714	30,918,590
		-0.11%	-0.14%	-0.04%	0.00%	-0.07%	-0.03%
B1 Real, Residential, Multi-Family	2024	140	665.7915	1,271,187,386	0	102,701	1,271,084,685
	2023	200	837.1734	1,570,896,266	0	26,407,732	1,544,488,534
		-0.30%	-0.20%	-0.19%	0.00%	-1.00%	-0.18%
B2 Real, Residential, Two-Family	2024	132	24.2594	32,034,646	0	746,483	31,288,163
	2023	202	32.3348	46,055,396	0	893,586	45,161,810
		-0.35%	-0.25%	-0.30%	0.00%	-0.16%	-0.31%
B3 Real, Residential, Three-Family	2024	8	1.3807	1,758,813	0	0	1,758,813
	2023	9	1.5759	1,885,870	0	0	1,885,870
		-0.11%	-0.12%	-0.07%	0.00%	0.00%	-0.07%
B4 Real, Residential, Four- or More-Family	2024	1	0.4990	560,400	0	0	560,400
	2023	2	0.4990	861,702	0	0	861,702
		-0.50%	0.00%	-0.35%	0.00%	0.00%	-0.35%
C1 Real, Vacant Lots/Tracts	2024	1,030	357.7993	43,929,053	0	591,558	43,337,495
	2023	1,248	429.3466	57,605,538	0	1,218,724	56,386,814
		-0.17%	-0.17%	-0.24%	0.00%	-0.51%	-0.23%
C2 Real, Vacant Commercial	2024	520	750.1255	96,231,991	0	19,762	96,212,229
	2023	835	1,071.2205	150,463,884	0	190,123	150,273,761
		-0.38%	-0.30%	-0.35%	0.00%	-0.90%	-0.35%
C3 Real, Vacant	2024	30	13.5411	2,275,993	0	21,452	2,254,541
	2023	40	16.3261	2,737,619	0	21,414	2,716,205
		-0.25%	-0.17%	-0.17%	0.00%	0.00%	-0.17%
D1 Real, Qualified Agricultural Land	2024	23	1,169.1248	0	170,944	0	170,944
	2023	30	1,342.6185	0	251,332	0	251,332
		-0.23%	-0.13%	0.00%	-0.32%	0.00%	-0.32%
D2 Real, Unqualified Agricultural Land	2024	24	306.0273	20,698,507	0	0	20,698,507
	2023	39	418.6034	27,828,475	0	0	27,828,475
		-0.38%	-0.27%	-0.26%	0.00%	0.00%	-0.26%

HARRIS CENTRAL APPRAISAL DISTRICT

074 CITY OF PASADENA  
2024 CERTIFIED APPRAISAL ROLL 00

CERTIFIED YEAR COMPARE REPORT  
PROPERTY USE CATEGORY RECAP

LAST UPDATED 08/16/2024  
DELV DATE 08/30/2024

PROPERTY USE CATEGORY	YEAR	UNITS	ACREAGE	APPRAISED	PRODUCTIVITY	EXEMPTIONS	TAXABLE VALUE
E1 Real, Farm & Ranch Improved	2024	2	2.4463	904,996	0	185,749	719,247
	2023	2	2.4463	666,364	0	149,955	516,409
		0.00%	0.00%	0.36%	0.00%	0.24%	0.39%
F1 Real, Commercial	2024	1,681	3,291,7407	3,610,802,557	0	6,240,138	3,604,562,419
	2023	2,604	4,274,6272	4,060,976,431	0	8,340,480	4,052,635,951
		-0.35%	-0.23%	-0.11%	0.00%	-0.25%	-0.11%
F2 Real, Industrial	2024	116	1,923,6995	739,020,171	0	94,245,150	644,775,021
	2023	127	1,971,7928	759,734,040	0	77,282,702	682,451,338
		-0.09%	-0.02%	-0.03%	0.00%	0.22%	-0.06%
G1 Oil and Mineral Gas Reserves	2024	0	0.0000	0	0	0	0
	2023	1	0.0000	8,857,802	0	0	8,857,802
		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
G2 Real Property Other Mineral Reserves	2024	0	0.0000	0	0	0	0
	2023	0	0.0000	0	0	0	0
		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
H1 Tangible, Vehicles	2024	0	0.0000	0	0	0	0
	2023	0	0.0000	0	0	0	0
		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
H2 Tangible, Goods In Transit	2024	0	0.0000	0	0	0	0
	2023	0	0.0000	0	0	0	0
		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
I1 Real, Banks	2024	0	0.0000	0	0	0	0
	2023	0	0.0000	0	0	0	0
		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
J1 Real & Tangible Personal, Utility Water	2024	0	0.0000	0	0	0	0
	2023	0	0.0000	0	0	0	0
		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
J2 Gas Companies	2024	2	0.0600	27,024,449	0	0	27,024,449
	2023	3	4,2800	23,383,701	0	0	23,383,701
		-0.33%	-0.99%	0.16%	0.00%	0.00%	0.16%
J3 Electric Companies	2024	89	319,0691	125,127,763	0	0	125,127,763
	2023	90	319,0691	106,600,596	0	36,270	106,564,326
		-0.01%	0.00%	0.17%	0.00%	0.00%	0.17%



074 CITY OF PASADENA

CERTIFIED YEAR COMPARE REPORT

LAST UPDATED 08/16/2024

2024 CERTIFIED APPRAISAL ROLL 00

PROPERTY USE CATEGORY RECAP

DELV DATE 08/30/2024

PROPERTY USE CATEGORY	YEAR	UNITS	ACREAGE	APPRAISED	PRODUCTIVITY	EXEMPTIONS	TAXABLE VALUE
O1 Inventory	2024	0	0.0000	0	0	0	0
	2023	10	0.0000	909,897	0	0	909,897
		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
O2 Inventory	2024	0	0.0000	0	0	0	0
	2023	0	0.0000	0	0	0	0
		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
S1 Dealer Inventory	2024	88	0.0000	43,342,820	0	2,441	43,340,379
	2023	99	0.0000	38,549,746	0	1,688	38,548,058
		-0.11%	0.00%	0.12%	0.00%	0.45%	0.12%
U0 Unknown	2024	0	0.0000	0	0	0	0
	2023	0	0.0000	0	0	0	0
		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
XA Public Property for Housing Indigent Persons	2024	0	0.0000	0	0	0	0
	2023	0	0.0000	0	0	0	0
		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
XB Income Producing Personal Property (<\$2500)	2024	0	0.0000	0	0	0	0
	2023	0	0.0000	0	0	0	0
		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
XC Mineral Interest (<\$500)	2024	0	0.0000	0	0	0	0
	2023	0	0.0000	0	0	0	0
		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
XD Improving Property for Housing w/ Volunteer Labor	2024	0	0.0000	0	0	0	0
	2023	0	0.0000	0	0	0	0
		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
XE Community Housing Development Organizations	2024	0	0.0000	0	0	0	0
	2023	0	0.0000	0	0	0	0
		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
XF Assisting Ambulatory Health Care Centers	2024	0	0.0000	0	0	0	0
	2023	0	0.0000	0	0	0	0
		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
XG Primarily Performing Charitable Functions	2024	4	5.4234	3,125,844	0	3,125,844	0
	2023	4	5.4234	2,969,338	0	2,969,338	0
		0.00%	0.00%	0.05%	0.00%	0.05%	0.00%



HARRIS CENTRAL APPRAISAL DISTRICT

074 CITY OF PASADENA  
2024 CERTIFIED APPRAISAL ROLL 00

CERTIFIED YEAR COMPARE REPORT  
PROPERTY USE CATEGORY RECAP

LAST UPDATED 08/16/2024  
DELV DATE 08/30/2024

PROPERTY USE CATEGORY	YEAR	UNITS	ACREAGE	APPRAISED	PRODUCTIVITY	EXEMPTIONS	TAXABLE VALUE
XT Limitation on Taxes in Certain Municipalities	2024	0	0.0000	0	0	0	0
	2023	0	0.0000	0	0	0	0
		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
XU Miscellaneous Exemptions	2024	1	3.2820	1,406,288	0	1,406,288	0
	2023	1	3.2820	1,350,878	0	1,350,878	0
		0.00%	0.00%	0.04%	0.00%	0.04%	0.00%
XV Other Exempt (Incl Public, Religious, Charitable)	2024	2,115	8,032,3628	1,390,484,258	0	1,390,484,258	0
	2023	2,142	8,107,8267	1,343,307,124	0	1,343,307,124	0
		-0.01%	-0.01%	0.04%	0.00%	0.04%	0.00%
<b>JURISDICTION TOTALS:</b>							
	2024	43,917	22,497,6575	\$16,745,856,970	\$170,944	\$3,030,120,509	\$13,715,907,405
	2023	49,079	24,910,6863	\$18,205,430,826	\$251,332	\$3,015,267,255	\$15,190,414,903

# 2024 Tax Rate Calculation Worksheet

## Taxing Units Other Than School Districts or Water Districts

Form 50-856

City of Pasadena

713-477-1511

Taxing Unit Name

Phone (area code and number)

Pasadena City Hall 1149 Ellsworth Drive Pasadena, TX 77506

<https://www.pasadenatx.gov/>

Taxing Unit's Address, City, State, ZIP Code

Taxing Unit's Website Address

**GENERAL INFORMATION:** Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller Form 50-859 *Tax Rate Calculation Worksheet, School District without Chapter 313 Agreements* or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements*.

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts* or Comptroller Form 50-860 *Developed Water District Voter-Approval Tax Rate Worksheet*.

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

### SECTION 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
1.	<b>Prior year total taxable value.</b> Enter the amount of the prior year taxable value on the prior year tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (adjustment is made by deducting TIF taxes, as reflected in Line 17). <sup>1</sup>	§ 13,006,513,238
2.	<b>Prior year tax ceilings.</b> Counties, cities and junior college districts. Enter the prior year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision last year or a prior year for homeowners age 65 or older or disabled, use this step. <sup>2</sup>	§ 1,296,553,431
3.	<b>Preliminary prior year adjusted taxable value.</b> Subtract Line 2 from Line 1.	§ 11,709,959,807
4.	<b>Prior year total adopted tax rate.</b>	§ 0.455514 /\$100
5.	<b>Prior year taxable value lost because court appeals of ARB decisions reduced the prior year's appraised value.</b>	
	A. Original prior year ARB values:..... § 2,700,517,050	
	B. Prior year values resulting from final court decisions:..... - § 2,325,512,380	
	C. Prior year value loss. Subtract B from A. <sup>3</sup>	§ 375,004,670
6.	<b>Prior year taxable value subject to an appeal under Chapter 42, as of July 25.</b>	
	A. Prior year ARB certified value:..... § 2,246,988,143	
	B. Prior year disputed value:..... - § 238,840,459	
	C. Prior year undisputed value. Subtract B from A. <sup>4</sup>	§ 2,008,147,684
7.	<b>Prior year Chapter 42 related adjusted values.</b> Add Line 5C and Line 6C.	§ 2,383,152,354

<sup>1</sup> Tex. Tax Code §26.012(14)

<sup>2</sup> Tex. Tax Code §26.012(14)

<sup>3</sup> Tex. Tax Code §26.012(13)

<sup>4</sup> Tex. Tax Code §26.012(13)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
8.	<b>Prior year taxable value, adjusted for actual and potential court-ordered adjustments.</b> Add Line 3 and Line 7.	\$ 14,093,112,161
9.	<b>Prior year taxable value of property in territory the taxing unit deannexed after Jan. 1, 2023.</b> Enter the prior year value of property in deannexed territory. <sup>5</sup>	\$ 0
10.	<p><b>Prior year taxable value lost because property first qualified for an exemption in the current year.</b> If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in the current year does not create a new exemption or reduce taxable value.</p> <p><b>A. Absolute exemptions.</b> Use prior year market value: ..... \$ 19,212,668</p> <p><b>B. Partial exemptions.</b> Current year exemption amount or current year percentage exemption times prior year value: ..... + \$ 14,992,383</p> <p><b>C. Value loss.</b> Add A and B.<sup>6</sup></p>	\$ 34,205,051
11.	<p><b>Prior year taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in the current year.</b> Use only properties that qualified for the first time in the current year; do not use properties that qualified in the prior year.</p> <p><b>A. Prior year market value:</b> ..... \$ 0</p> <p><b>B. Current year productivity or special appraised value:</b> ..... - \$ 0</p> <p><b>C. Value loss.</b> Subtract B from A.<sup>7</sup></p>	\$ 0
12.	<b>Total adjustments for lost value.</b> Add Lines 9, 10C and 11C.	\$ 34,205,051
13.	<b>Prior year captured value of property in a TIF.</b> Enter the total value of the prior year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the prior year taxes were deposited into the tax increment fund. <sup>8</sup> If the taxing unit has no captured appraised value in line 18D, enter 0.	\$ 0
14.	<b>Prior year total value.</b> Subtract Line 12 and Line 13 from Line 8.	\$ 14,058,907,110
15.	<b>Adjusted prior year total levy.</b> Multiply Line 4 by Line 14 and divide by \$100.	\$ 64,040,290
16.	<b>Taxes refunded for years preceding the prior tax year.</b> Enter the amount of taxes refunded by the taxing unit for tax years preceding the prior tax year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for the prior tax year. This line applies only to tax years preceding the prior tax year. <sup>9</sup>	\$ 2,100,828
17.	<b>Adjusted prior year levy with refunds and TIF adjustment.</b> Add Lines 15 and 16. <sup>10</sup>	\$ 66,141,118
18.	<p><b>Total current year taxable value on the current year certified appraisal roll today.</b> This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled.<sup>11</sup></p> <p><b>A. Certified values:</b> ..... \$ 0</p> <p><b>B. Counties:</b> Include railroad rolling stock values certified by the Comptroller's office: ..... + \$</p> <p><b>C. Pollution control and energy storage system exemption:</b> Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property: ..... - \$ 0</p> <p><b>D. Tax increment financing:</b> Deduct the current year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the current year taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below.<sup>12</sup> ..... - \$ 0</p> <p><b>E. Total current year value.</b> Add A and B, then subtract C and D.</p>	\$ 0

<sup>5</sup> Tex. Tax Code §26.012(15)

<sup>6</sup> Tex. Tax Code §26.012(15)

<sup>7</sup> Tex. Tax Code §26.012(15)

<sup>8</sup> Tex. Tax Code §26.03(c)

<sup>9</sup> Tex. Tax Code §26.012(13)

<sup>10</sup> Tex. Tax Code §26.012(13)

<sup>11</sup> Tex. Tax Code §26.012, 26.04(c-2)

<sup>12</sup> Tex. Tax Code §26.03(c)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
19.	<p><b>Total value of properties under protest or not included on certified appraisal roll.</b> <sup>13</sup></p> <p><b>A. Current year taxable value of properties under protest.</b> The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. <sup>14</sup> ..... \$ <u>3,764,768,213</u></p> <p><b>B. Current year value of properties not under protest or included on certified appraisal roll.</b> The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. <sup>15</sup> ..... + \$ <u>11,858,390,521</u></p> <p><b>C. Total value under protest or not certified.</b> Add A and B. <span style="float: right;">\$ <u>15,623,158,734</u></span></p>	
20.	<p><b>Current year tax ceilings.</b> Counties, cities and junior colleges enter current year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in the prior year or a previous year for homeowners age 65 or older or disabled, use this step. <sup>16</sup></p>	\$ <u>1,384,900,817</u>
21.	<p><b>Current year total taxable value.</b> Add Lines 18E and 19C. Subtract Line 20. <sup>17</sup></p>	\$ <u>14,238,257,917</u>
22.	<p><b>Total current year taxable value of properties in territory annexed after Jan. 1, of the prior year.</b> Include both real and personal property. Enter the current year value of property in territory annexed. <sup>18</sup></p>	\$ <u>6,167,029</u>
23.	<p><b>Total current year taxable value of new improvements and new personal property located in new improvements.</b> New means the item was not on the appraisal roll in the prior year. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, of the prior year and be located in a new improvement. New improvements <b>do</b> include property on which a tax abatement agreement has expired for the current year. <sup>19</sup></p>	\$ <u>75,432,364</u>
24.	<p><b>Total adjustments to the current year taxable value.</b> Add Lines 22 and 23.</p>	\$ <u>81,599,393</u>
25.	<p><b>Adjusted current year taxable value.</b> Subtract Line 24 from Line 21.</p>	\$ <u>14,156,658,524</u>
26.	<p><b>Current year NNR tax rate.</b> Divide Line 17 by Line 25 and multiply by \$100. <sup>20</sup></p>	\$ <u>0.467208</u> /\$100
27.	<p><b>COUNTIES ONLY.</b> Add together the NNR tax rates for each type of tax the county levies. The total is the current year county NNR tax rate. <sup>21</sup></p>	\$ _____ /\$100

**SECTION 2: Voter-Approval Tax Rate**

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

- Maintenance and Operations (M&O) Tax Rate:** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.
- Debt Rate:** The debt rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
28.	<p><b>Prior year M&amp;O tax rate.</b> Enter the prior year M&amp;O tax rate.</p>	\$ <u>0.370980</u> /\$100
29.	<p><b>Prior year taxable value, adjusted for actual and potential court-ordered adjustments.</b> Enter the amount in Line 8 of the <i>No-New-Revenue Tax Rate Worksheet</i>.</p>	\$ <u>14,093,112,161</u>

<sup>13</sup> Tex. Tax Code §26.01(c) and (d)  
<sup>14</sup> Tex. Tax Code §26.01(c)  
<sup>15</sup> Tex. Tax Code §26.01(d)  
<sup>16</sup> Tex. Tax Code §26.012(6)(B)  
<sup>17</sup> Tex. Tax Code §26.012(6)  
<sup>18</sup> Tex. Tax Code §26.012(17)  
<sup>19</sup> Tex. Tax Code §26.012(17)  
<sup>20</sup> Tex. Tax Code §26.04(c)  
<sup>21</sup> Tex. Tax Code §26.04(d)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
30.	<b>Total prior year M&amp;O levy.</b> Multiply Line 28 by Line 29 and divide by \$100.	\$ 52,282,627
31.	<p><b>Adjusted prior year levy for calculating NNR M&amp;O rate.</b></p> <p><b>A. M&amp;O taxes refunded for years preceding the prior tax year.</b> Enter the amount of M&amp;O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2023. This line applies only to tax years preceding the prior tax year..... + \$ 1,710,958</p> <p><b>B. Prior year taxes in TIF.</b> Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no current year captured appraised value in Line 18D, enter 0..... - \$ 0</p> <p><b>C. Prior year transferred function.</b> If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0. .... +/- \$ 0</p> <p><b>D. Prior year M&amp;O levy adjustments.</b> Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function..... \$ 1,710,958</p> <p><b>E.</b> Add Line 30 to 31D.</p>	\$ 53,993,585
32.	<b>Adjusted current year taxable value.</b> Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 14,156,658,524
33.	<b>Current year NNR M&amp;O rate (unadjusted).</b> Divide Line 31E by Line 32 and multiply by \$100.	\$ 0.381400 /\$100
34.	<p><b>Rate adjustment for state criminal justice mandate.</b> <sup>23</sup></p> <p><b>A. Current year state criminal justice mandate.</b> Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. \$ 0</p> <p><b>B. Prior year state criminal justice mandate.</b> Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies..... - \$ 0</p> <p><b>C.</b> Subtract B from A and divide by Line 32 and multiply by \$100..... \$ 0.000000 /\$100</p> <p><b>D.</b> Enter the rate calculated in C. If not applicable, enter 0.</p>	\$ 0.000000 /\$100
35.	<p><b>Rate adjustment for indigent health care expenditures.</b> <sup>24</sup></p> <p><b>A. Current year indigent health care expenditures.</b> Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state assistance received for the same purpose..... \$ 0</p> <p><b>B. Prior year indigent health care expenditures.</b> Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2022 and ending on June 30, 2023, less any state assistance received for the same purpose..... - \$ 0</p> <p><b>C.</b> Subtract B from A and divide by Line 32 and multiply by \$100..... \$ 0.000000 /\$100</p> <p><b>D.</b> Enter the rate calculated in C. If not applicable, enter 0.</p>	\$ 0.000000 /\$100

<sup>22</sup> [Reserved for expansion]

<sup>23</sup> Tex. Tax Code §26.044

<sup>24</sup> Tex. Tax Code §26.0441

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
36.	<p><b>Rate adjustment for county indigent defense compensation.</b> <sup>25</sup></p> <p><b>A. Current year indigent defense compensation expenditures.</b> Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender’s office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state grants received by the county for the same purpose. . . . . \$ 0</p> <p><b>B. Prior year indigent defense compensation expenditures.</b> Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender’s office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2022 and ending on June 30, 2023, less any state grants received by the county for the same purpose. . . . . \$ 0</p> <p><b>C.</b> Subtract B from A and divide by Line 32 and multiply by \$100. . . . . \$ 0.000000 /\$100</p> <p><b>D.</b> Multiply B by 0.05 and divide by Line 32 and multiply by \$100. . . . . \$ 0.000000 /\$100</p> <p><b>E.</b> Enter the lesser of C and D. If not applicable, enter 0.</p>	\$ 0.000000 /\$100
37.	<p><b>Rate adjustment for county hospital expenditures.</b> <sup>26</sup></p> <p><b>A. Current year eligible county hospital expenditures.</b> Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year. . . . . \$ 0</p> <p><b>B. Prior year eligible county hospital expenditures.</b> Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2022 and ending on June 30, 2023. . . . . \$ 0</p> <p><b>C.</b> Subtract B from A and divide by Line 32 and multiply by \$100. . . . . \$ 0.000000 /\$100</p> <p><b>D.</b> Multiply B by 0.08 and divide by Line 32 and multiply by \$100. . . . . \$ 0.000000 /\$100</p> <p><b>E.</b> Enter the lesser of C and D, if applicable. If not applicable, enter 0.</p>	\$ 0.000000 /\$100
38.	<p><b>Rate adjustment for defunding municipality.</b> This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code Section 26.0444 for more information.</p> <p><b>A. Amount appropriated for public safety in the prior year.</b> Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year. . . . . \$ 0</p> <p><b>B. Expenditures for public safety in the prior year.</b> Enter the amount of money spent by the municipality for public safety during the preceding fiscal year . . . . . \$ 0</p> <p><b>C.</b> Subtract B from A and divide by Line 32 and multiply by \$100 . . . . . \$ 0.000000 /\$100</p> <p><b>D.</b> Enter the rate calculated in C. If not applicable, enter 0.</p>	\$ 0.000000 /\$100
39.	<p><b>Adjusted current year NNR M&amp;O rate.</b> Add Lines 33, 34D, 35D, 36E, and 37E. Subtract Line 38D.</p>	\$ 0.381400 /\$100
40.	<p><b>Adjustment for prior year sales tax specifically to reduce property taxes.</b> Cities, counties and hospital districts that collected and spent additional sales tax on M&amp;O expenses in the prior year should complete this line. These entities will deduct the sales tax gain rate for the current year in Section 3. Other taxing units, enter zero.</p> <p><b>A.</b> Enter the amount of additional sales tax collected and spent on M&amp;O expenses in the prior year, if any. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent . . . . . \$ 0</p> <p><b>B.</b> Divide Line 40A by Line 32 and multiply by \$100 . . . . . \$ 0.000000 /\$100</p> <p><b>C.</b> Add Line 40B to Line 39.</p>	\$ 0.381400 /\$100
41.	<p><b>Current year voter-approval M&amp;O rate.</b> Enter the rate as calculated by the appropriate scenario below.</p> <p><b>Special Taxing Unit.</b> If the taxing unit qualifies as a special taxing unit, multiply Line 40C by 1.08.</p> <p>- or -</p> <p><b>Other Taxing Unit.</b> If the taxing unit does not qualify as a special taxing unit, multiply Line 40C by 1.035.</p>	\$ 0.394749 /\$100

<sup>25</sup> Tex. Tax Code §26.0442  
<sup>26</sup> Tex. Tax Code §26.0443

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
D41.	<p><b>Disaster Line 41 (D41): Current year voter-approval M&amp;O rate for taxing unit affected by disaster declaration.</b> If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of:</p> <p>1) the first year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred; or</p> <p>2) the third tax year after the tax year in which the disaster occurred.</p> <p>If the taxing unit qualifies under this scenario, multiply Line 40C by 1.08.<sup>27</sup> If the taxing unit does not qualify, do not complete Disaster Line 41 (Line D41).</p>	\$ 0.000000 /\$100
42.	<p><b>Total current year debt to be paid with property taxes and additional sales tax revenue.</b> Debt means the interest and principal that will be paid on debts that:</p> <p>(1) are paid by property taxes;</p> <p>(2) are secured by property taxes;</p> <p>(3) are scheduled for payment over a period longer than one year; and</p> <p>(4) are not classified in the taxing unit’s budget as M&amp;O expenses.</p> <p><b>A. Debt</b> also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here.<sup>28</sup></p> <p>Enter debt amount ..... \$ 11,265,188</p> <p><b>B.</b> Subtract <b>unencumbered fund amount</b> used to reduce total debt. .... - \$ 0</p> <p><b>C.</b> Subtract <b>certified amount spent from sales tax to reduce debt</b> (enter zero if none) ..... - \$ 0</p> <p><b>D.</b> Subtract <b>amount paid</b> from other resources ..... - \$ 0</p> <p><b>E. Adjusted debt.</b> Subtract B, C and D from A. .... \$ 11,265,188</p>	\$ 11,265,188
43.	<b>Certified prior year excess debt collections.</b> Enter the amount certified by the collector. <sup>29</sup>	\$ 126,969
44.	<b>Adjusted current year debt.</b> Subtract Line 43 from Line 42E.	\$ 11,138,219
45.	<p><b>Current year anticipated collection rate.</b></p> <p><b>A.</b> Enter the current year anticipated collection rate certified by the collector.<sup>30</sup> ..... 97.68 %</p> <p><b>B.</b> Enter the prior year actual collection rate..... 97.68 %</p> <p><b>C.</b> Enter the 2022 actual collection rate. .... 97.59 %</p> <p><b>D.</b> Enter the 2021 actual collection rate. .... 95.97 %</p> <p><b>E.</b> If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%.<sup>31</sup></p>	97.68 %
46.	<b>Current year debt adjusted for collections.</b> Divide Line 44 by Line 45E.	\$ 11,402,763
47.	<b>Current year total taxable value.</b> Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 14,238,257,917
48.	<b>Current year debt rate.</b> Divide Line 46 by Line 47 and multiply by \$100.	\$ 0.080085 /\$100
49.	<b>Current year voter-approval M&amp;O rate plus current year debt rate.</b> Add Lines 41 and 48.	\$ 0.474834 /\$100
D49.	<p><b>Disaster Line 49 (D49): Current year voter-approval tax rate for taxing unit affected by disaster declaration.</b> Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D41. Add Line D41 and 48.</p>	\$ 0.000000 /\$100

<sup>27</sup> Tex. Tax Code §26.042(a)  
<sup>28</sup> Tex. Tax Code §26.012(7)  
<sup>29</sup> Tex. Tax Code §26.012(10) and 26.04(b)  
<sup>30</sup> Tex. Tax Code §26.04(b)  
<sup>31</sup> Tex. Tax Code §§26.04(h), (h-1) and (h-2)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
50.	<b>COUNTIES ONLY.</b> Add together the voter-approval tax rates for each type of tax the county levies. The total is the current year county voter-approval tax rate.	\$ 0.000000 /\$100

**SECTION 3: NNR Tax Rate and Voter-Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes**

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
51.	<b>Taxable Sales.</b> For taxing units that adopted the sales tax in November of the prior tax year or May of the current tax year, enter the Comptroller's estimate of taxable sales for the previous four quarters. <sup>32</sup> Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November of the prior year, enter 0.	\$ 0
52.	<b>Estimated sales tax revenue.</b> Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. <sup>33</sup> <b>Taxing units that adopted the sales tax in November of the prior tax year or in May of the current tax year.</b> Multiply the amount on Line 51 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. <sup>34</sup> <b>- or -</b> <b>Taxing units that adopted the sales tax before November of the prior year.</b> Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	\$ 0
53.	<b>Current year total taxable value.</b> Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 14,238,257,917
54.	<b>Sales tax adjustment rate.</b> Divide Line 52 by Line 53 and multiply by \$100.	\$ 0.000000 /\$100
55.	<b>Current year NNR tax rate, unadjusted for sales tax.</b> <sup>35</sup> Enter the rate from Line 26 or 27, as applicable, on the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 0.467208 /\$100
56.	<b>Current year NNR tax rate, adjusted for sales tax.</b> <b>Taxing units that adopted the sales tax in November the prior tax year or in May of the current tax year.</b> Subtract Line 54 from Line 55. Skip to Line 57 if you adopted the additional sales tax before November of the prior tax year.	\$ 0.467208 /\$100
57.	<b>Current year voter-approval tax rate, unadjusted for sales tax.</b> <sup>36</sup> Enter the rate from Line 49, Line D49 (disaster) or Line 50 (counties) as applicable, of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.474834 /\$100
58.	<b>Current year voter-approval tax rate, adjusted for sales tax.</b> Subtract Line 54 from Line 57.	\$ 0.474834 /\$100

**SECTION 4: Voter-Approval Tax Rate Adjustment for Pollution Control**

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
59.	<b>Certified expenses from the Texas Commission on Environmental Quality (TCEQ).</b> Enter the amount certified in the determination letter from TCEQ. <sup>37</sup> The taxing unit shall provide its tax assessor-collector with a copy of the letter. <sup>38</sup>	\$ 0
60.	<b>Current year total taxable value.</b> Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 14,238,257,917
61.	<b>Additional rate for pollution control.</b> Divide Line 59 by Line 60 and multiply by \$100.	\$ 0.000000 /\$100

<sup>32</sup> Tex. Tax Code §26.041(d)  
<sup>33</sup> Tex. Tax Code §26.041(i)  
<sup>34</sup> Tex. Tax Code §26.041(d)  
<sup>35</sup> Tex. Tax Code §26.04(c)  
<sup>36</sup> Tex. Tax Code §26.04(c)  
<sup>37</sup> Tex. Tax Code §26.045(d)  
<sup>38</sup> Tex. Tax Code §26.045(i)

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
62.	<b>Current year voter-approval tax rate, adjusted for pollution control.</b> Add Line 61 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties) or Line 58 (taxing units with the additional sales tax).	\$ 0.474834 /\$100

**SECTION 5: Voter-Approval Tax Rate Adjustment for Unused Increment Rate**

The unused increment rate is the rate equal to the sum of the prior 3 years Foregone Revenue Amounts divided by the current taxable value.<sup>39</sup> The Foregone Revenue Amount for each year is equal to that year’s adopted tax rate subtracted from that year’s voter-approval tax rate adjusted to remove the unused increment rate multiplied by that year’s current total value.<sup>40</sup>

The difference between the adopted tax rate and adjusted voter-approval tax rate is considered zero in the following scenarios:

- a tax year in which a taxing unit affected by a disaster declaration calculates the tax rate under Tax Code Section 26.042;<sup>41</sup>
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a);<sup>42</sup> or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval.<sup>43</sup>

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit.<sup>44</sup>

Line	Unused Increment Rate Worksheet	Amount/Rate
63.	<b>Year 3 Foregone Revenue Amount. Subtract the 2023 unused increment rate and 2023 actual tax rate from the 2023 voter-approval tax rate. Multiply the result by the 2023 current total value</b> A. Voter-approval tax rate (Line 67) ..... B. Unused increment rate (Line 66) ..... C. Subtract B from A ..... D. Adopted Tax Rate ..... E. Subtract D from C ..... F. 2023 Total Taxable Value (Line 60) ..... G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.....	\$ 0.455514 /\$100 \$ 0.000000 /\$100 \$ 0.455514 /\$100 \$ 0.455514 /\$100 \$ 0.000000 /\$100 \$ 14,449,018,895 \$ 0
64.	<b>Year 2 Foregone Revenue Amount. Subtract the 2022 unused increment rate and 2022 actual tax rate from the 2022 voter-approval tax rate. Multiply the result by the 2022 current total value</b> A. Voter-approval tax rate (Line 67) ..... B. Unused increment rate (Line 66) ..... C. Subtract B from A ..... D. Adopted Tax Rate ..... E. Subtract D from C ..... F. 2022 Total Taxable Value (Line 60) ..... G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.....	\$ 0.497583 /\$100 \$ 0.000000 /\$100 \$ 0.497583 /\$100 \$ 0.497583 /\$100 \$ 0.000000 /\$100 \$ 12,702,812,071 \$ 0
65.	<b>Year 1 Foregone Revenue Amount. Subtract the 2021 unused increment rate and 2021 actual tax rate from the 2021 voter-approval tax rate. Multiply the result by the 2021 current total value</b> A. Voter-approval tax rate (Line 67) ..... B. Unused increment rate (Line 66) ..... C. Subtract B from A ..... D. Adopted Tax Rate ..... E. Subtract D from C ..... F. 2021 Total Taxable Value (Line 60) ..... G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.....	\$ 0.515909 /\$100 \$ 0.014181 /\$100 \$ 0.501728 /\$100 \$ 0.515909 /\$100 \$ -0.014181 /\$100 \$ 11,273,218,294 \$ 0
66.	<b>Total Foregone Revenue Amount.</b> Add Lines 63G, 64G and 65G	\$ 0 /\$100
67.	<b>2024 Unused Increment Rate.</b> Divide Line 66 by Line 21 of the <i>No-New-Revenue Rate Worksheet</i> . Multiply the result by 100	\$ 0.000000 /\$100
68.	<b>Total 2024 voter-approval tax rate, including the unused increment rate.</b> Add Line 67 to one of the following lines (as applicable): Line 49, Line 50 (counties), Line 58 (taxing units with additional sales tax) or Line 62 (taxing units with pollution)	\$ 0.474834 /\$100

<sup>39</sup> Tex. Tax Code §26.013(b)  
<sup>40</sup> Tex. Tax Code §26.013(a)(1-a), (1-b), and (2)  
<sup>41</sup> Tex. Tax Code §§26.04(c)(2)(A) and 26.042(a)  
<sup>42</sup> Tex. Tax Code §§26.0501(a) and (c)  
<sup>43</sup> Tex. Local Gov’t Code §120.007(d)  
<sup>44</sup> Tex. Local Gov’t Code §120.007(d)

**SECTION 6: De Minimis Rate**

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise \$500,000, and the current debt rate for a taxing unit.<sup>44</sup> This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit.<sup>45</sup>

Line	De Minimis Rate Worksheet	Amount/Rate
69.	<b>Adjusted current year NNR M&amp;O tax rate.</b> Enter the rate from Line 39 of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.381400 /\$100
70.	<b>Current year total taxable value.</b> Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 14,238,257,917
71.	<b>Rate necessary to impose \$500,000 in taxes.</b> Divide \$500,000 by Line 70 and multiply by \$100.	\$ 0.003511 /\$100
72.	<b>Current year debt rate.</b> Enter the rate from Line 48 of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.080085 /\$100
73.	<b>De minimis rate.</b> Add Lines 69, 71 and 72.	\$ 0.000000 /\$100

**SECTION 7: Voter-Approval Tax Rate Adjustment for Emergency Revenue Rate**

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year.<sup>48</sup>

Similarly, if a taxing unit adopted a tax rate that exceeded its voter-approval tax rate, calculated normally, without holding an election to respond to a disaster, as allowed by Tax Code Section 26.042(d), in the prior year, it must also reduce its voter-approval tax rate for the current tax year.<sup>49</sup>

This section will apply to a taxing unit other than a special taxing unit that:

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago. This section will apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

Line	Emergency Revenue Rate Worksheet	Amount/Rate
74.	<b>2023 adopted tax rate.</b> Enter the rate in Line 4 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 0.455514 /\$100
75.	<b>Adjusted 2023 voter-approval tax rate.</b> Use the taxing unit's Tax Rate Calculation Worksheets from the prior year(s) to complete this line.  If a disaster occurred in 2023 and the taxing unit calculated its 2023 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2023 worksheet due to a disaster, complete the applicable sections or lines of <i>Form 50-856-a, Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> . - or - If a disaster occurred prior to 2023 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) in 2023, complete form 50-856-a, <i>Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> to recalculate the voter-approval tax rate the taxing unit would have calculated in 2023 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the years following the disaster. <sup>50</sup> Enter the final adjusted 2023 voter-approval tax rate from the worksheet. - or - If the taxing unit adopted a tax rate above the 2023 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year's worksheet.	\$ 0.000000 /\$100
76.	<b>Increase in 2023 tax rate due to disaster.</b> Subtract Line 75 from Line 74.	\$ 0.000000 /\$100
77.	<b>Adjusted 2023 taxable value.</b> Enter the amount in Line 14 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 14,058,907,110
78.	<b>Emergency revenue.</b> Multiply Line 76 by Line 77 and divide by \$100.	\$ 0
79.	<b>Adjusted 2023 taxable value.</b> Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 14,156,658,524
80.	<b>Emergency revenue rate.</b> Divide Line 78 by Line 79 and multiply by \$100. <sup>51</sup>	\$ 0.000000 /\$100

<sup>45</sup> Tex. Tax Code §26.04(c)(2)(B)  
<sup>46</sup> Tex. Tax Code §26.012(8-a)  
<sup>47</sup> Tex. Tax Code §26.063(a)(1)  
<sup>48</sup> Tex. Tax Code §26.042(b)  
<sup>49</sup> Tex. Tax Code §26.042(f)  
<sup>50</sup> Tex. Tax Code §26.042(c)  
<sup>51</sup> Tex. Tax Code §26.042(b)

Line	Emergency Revenue Rate Worksheet	Amount/Rate
81.	<b>Current year voter-approval tax rate, adjusted for emergency revenue.</b> Subtract Line 80 from one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax), Line 62 (taxing units with pollution control) or Line 68 (taxing units with the unused increment rate).	\$ <u>0.474834</u> /\$100

**SECTION 8: Total Tax Rate**

Indicate the applicable total tax rates as calculated above.

- No-new-revenue tax rate.** ..... \$ 0.467208 /\$100  
 As applicable, enter the current year NNR tax rate from: Line 26, Line 27 (counties), or Line 56 (adjusted for sales tax).  
 Indicate the line number used: 26
- Voter-approval tax rate.** ..... \$ 0.474834 /\$100  
 As applicable, enter the current year voter-approval tax rate from: Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (adjusted for sales tax), Line 62 (adjusted for pollution control), Line 68 (adjusted for unused increment), or Line 81 (adjusted for emergency revenue).  
 Indicate the line number used: 49
- De minimis rate.** ..... \$ 0.000000 /\$100  
 If applicable, enter the current year de minimis rate from Line 73.

**SECTION 9: Taxing Unit Representative Name and Signature**

Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit’s certified appraisal roll or certified estimate of taxable value, in accordance with requirements in the Tax Code.<sup>52</sup>

**print here** ➔ Harris County Tax Assessor-Collector  
 Printed Name of Taxing Unit Representative

**sign here** ➔ \_\_\_\_\_  
 Taxing Unit Representative Date

<sup>52</sup> Tex. Tax Code §§26.04(c-2) and (d-2)

Budget Department  
Interoffice Memorandum

A  
Ordinance  
24-158  
Schoenbein/Valerio

TO: City Secretary

DATE: August 30, 2024

FROM: Sherry Womack, Director of Budget & Financial Planning

SUBJECT: Roll Call Vote for Ratifying Property Tax Increase

COUNCIL MEETING DATE: Tuesday, September 03, 2024 & Thursday September 05, 2024

AN ORDINANCE RATIFYING THE PROPERTY TAX INCREASE REFLECTED IN THE ANNUAL BUDGET FOR THE CITY OF PASADENA, TEXAS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024 AND ENDING SEPTEMBER 30, 2025; A ROLL CALL VOTE IS REQUIRED FOR ADOPTION.

	Name	Aye/Nay
•	<u>Mayor Jeff Wagner</u>	<u>Aye</u>
•	<u>District A Ruben Villarreal</u>	<u>Nay</u>
•	<u>District B Bianca Valerio</u>	<u>Aye</u>
•	<u>District C Emmanuel Guerrero</u>	<u>Nay</u>
•	<u>District D Pat Van Houte</u>	<u>Aye</u>
•	<u>District E Jonathan Estrada</u>	<u>Aye</u>
•	<u>District F Dolan Dow</u>	<u>Aye</u>
•	<u>District G Orinaldo Ybarra</u>	<u>Nay</u>
•	<u>District H Thomas Schoenbein</u>	<u>Aye</u>

Budget Department  
Interoffice Memorandum

Ord.  
24-159

TO: City Secretary

DATE: August 30, 2024

FROM: Sherry Womack, Director of Budget & Financial Planning

SUBJECT: Roll Call Vote for Adopting FY 25 Budget

COUNCIL MEETING DATE: Tuesday, September 03, 2024 & Thursday September 05, 2024

Ybarra/Dow

ADOPTING THE ANNUAL BUDGET FOR THE CITY OF PASADENA, TEXAS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024 AND ENDING SEPTEMBER 30, 2025; AND APPROPRIATING THOSE AMOUNTS TO THOSE OBJECT ACCOUNTS, CONTAINING A REPEALING CLAUSE, CONTAINING A SAVINGS CLAUSE AND CONTAINING A SEVERABILITY CLAUSE. A ROLL CALL VOTE IS REQUIRED FOR ADOPTION.

	Name	Aye/Nay
•	Mayor Jeff Wagner	Aye
•	District A Ruben Villarreal	Aye
•	District B Bianca Valerio	Aye
•	District C Emmanuel Guerrero	Aye
•	District D Pat Van Houte	Aye
•	District E Jonathan Estrada	Aye
•	District F Dolan Dow	Aye
•	District G Orinaldo Ybarra	Aye
•	District H Thomas Schoenbein	Aye

C

VHR

Ord.

24-160

Valerio/Estrada

**City Controller Department**  
Interoffice Memorandum

**TO: City Secretary**

**DATE: August 30, 2024**

**FROM: Robert Chambers, Interim City Controller**



**SUBJECT: Roll Call Vote for Adopting 2024 Tax Rate**

**COUNCIL MEETING DATE: Tuesday, September 03, 2024 & Thursday September 05, 2024**

CALLING A ROLL CALL VOTE FOR THE PURPOSE OF ADOPTING A 2024 TAX RATE OF \$0.474834/\$100 VALUE FOR THE CITY OF PASADENA, TEXAS.

Name	Aye/Nay
• <u>Mayor Jeff Wagner</u>	Aye
• <u>District A Ruben Villarreal</u>	Nay
• <u>District B Bianca Valerio</u>	Aye
• <u>District C Emmanuel Guerrero</u>	Nay
• <u>District D Pat Van Houte</u>	Aye
• <u>District E Jonathan Estrada</u>	Aye
• <u>District F Dolan Dow</u>	Aye
• <u>District G Orinaldo Ybarra</u>	Nay
• <u>District H Thomas Schoenbein</u>	Aye

City Controller Department  
Interoffice Memorandum

D  
Ord.  
24-1161  
Schoenbein/Dow

TO: City Secretary

DATE: August 30, 2024

FROM: Robert Chambers, Interim City Controller



SUBJECT: Roll Call Vote for Adopting 2024 Tax Rate

COUNCIL MEETING DATE: Tuesday, September 03, 2024 & Thursday September 05, 2024

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CALLING A ROLL CALL VOTE FOR ACCEPTING, APPROVING AND ADOPTING THE VALUATION AND ASSESSMENT OF ALL REAL AND PERSONAL PROPERTY IN THE CITY OF PASADENA, HARRIS COUNTY, TEXAS FOR THE 2024 TAX YEAR; PROVIDING FOR A REPEALING CLAUSE; CONTAINING A SEVERABILITY CLAUSE.

	Name	Aye/Nay
•	<u>Mayor Jeff Wagner</u>	<u>Aye</u>
•	<u>District A Ruben Villarreal</u>	<u>Aye</u>
•	<u>District B Bianca Valerio</u>	<u>Aye</u>
•	<u>District C Emmanuel Guerrero</u>	<u>Aye</u>
•	<u>District D Pat Van Houte</u>	<u>Aye</u>
•	<u>District E Jonathan Estrada</u>	<u>Aye</u>
•	<u>District F Dolan Dow</u>	<u>Aye</u>
•	<u>District G Orinaldo Ybarra</u>	<u>Aye</u>
•	<u>District H Thomas Schoenbein</u>	<u>Aye</u>