

City of Highland California



Adopted Budget 2011-2013



CITY OF HIGHLAND
BIENNIAL OPERATING BUDGET
JULY 1, 2011 - JUNE 30, 2013

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Joseph A. Hughes

DIRECTOR of ADMINISTRATIVE SERVICES

Chuck Dantuono



**CITY OF HIGHLAND
2011-2013 BIENNIAL BUDGET**

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Highland
California**

For the Biennium Beginning

July 1, 2009

President

Executive Director



California Society of Municipal Finance Officers

Certificate of Award
For

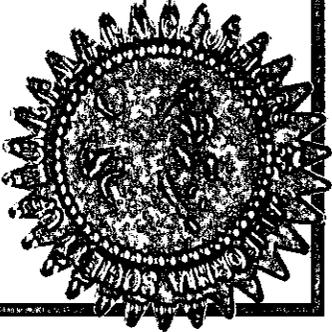
Excellence in Operating Budgeting
Fiscal Years 2009-2010 & 2010-2011

The California Society of Municipal Finance Officers (CSMFO) proudly presents this certificate to

City of Highland

For meeting the criteria established to achieve the EXCELLENCE AWARD in the OPERATING BUDGET CATEGORY.

February 18, 2010



to

Thomas Fil
CSMFO President

Pamela Arends-King

Pamela Arends-King, Chair
Budgeting & Financial Reporting



CITY OF HIGHLAND
2011-2013 BIENNIAL BUDGET

BUDGET PRELUDE

The purpose of the Budget Prelude is to explain how this budget is organized. With many pages and tabs, this document can be overwhelming. This prelude will explain how the budget is divided and describes briefly each section in the budget.

This budget is divided into 11 sections.

- < **Beginning** - Includes the cover page, awards that have been received since the adoption of the last budget, and the table of contents.
- < **Budget Overview** - The main item in the Budget Overview is the City Manager's transmittal letter. The purpose of the transmittal letter is to inform the City Council/Redevelopment Agency Board on the current status of the City.
- < **City Profile** - Consists of statistics, a brief history of Highland and charts such as the organization chart and a staffing level chart.
- < **Budget Process** - Describes the budgeting process, techniques used and policies followed. Also, included in this section is a calendar showing the flow of the budget process from the beginning to the end.
- < **Budget Definitions** - Definitions of each type of fund, each major expenditure classification and the major revenue accounts.
- < **Budget Summaries** - Consists of graphs and spreadsheets summarizing the two budgeted years as well as some history.
- < **Departmental Budgets** - This is the primary part of the budget. Departmental budgets are grouped according to what fund they support. The general fund is first followed by the special revenue funds, the capital projects funds, the internal service funds and the redevelopment agency funds.
- < **Capital Improvement Program** - The CIP displays all the capital projects proposed over the next five years with the estimated cost of each project as well as the funding source.
- < **Appropriations Limit** - This section is for the Appropriations Limit, also known as the Gann Limit. Proposition 4 was approved by the California voters and placed limits on the amount of revenues which can be spent in any fiscal year. The Appropriations Limit section shows what Highland's appropriations limit is, and where Highland is in conjunction to that limit.

BUDGET PRELUDE (continued)

- < **Budget Glossary** - Contains an index for easy reference and a section of acronyms and abbreviations. The City of Highland has contact with many different agencies and utilizes many different programs. Sometimes it is easier to either abbreviate that agency's name or use an acronym instead of the full program name. This could be difficult for someone who is not familiar with those agencies or programs. Any acronym or abbreviation used will be found in this section with the full name of the agency or program beside it.

- < **Resolutions** - The last section is for the two Resolutions by which this budget has been adopted by the City Council and the Redevelopment Agency Board.

June 14, 2011

City of
HIGHLAND
Inc. 1987



City of Highland City Council/Redevelopment Agency Board
City of Highland

Subject: 2011/2013 Budget Transmittal Letter

Dear Mayor/City Council and Chairman/Redevelopment Agency Board Members:

While by definition the recession is officially over in the United States, the Inland Empire and the City of Highland are still feeling the impacts. The economic engine of the Inland Empire is housing. The housing market has been significantly impacted during the recession and continues to struggle to revive. There are signs that the housing market is recovering. Foreclosures are slowing, existing home prices are stabilizing and in Highland we have new homes being built again. Even with these positive signs, it will be a long road to a full recovery, property taxes have fallen 24.5% or \$907,000 from its peak in 2008-2009 and it will take many years for property assessments to reach their former levels. That being said the City of Highland is moving forward to plan for and build the infrastructure to support the needs of generations to come.

While we move forward we are doing so with caution. There are many factors that are out of the control of the City that could in fact restrain our ability to provide services and build necessary infrastructure. These factors include the Governor's proposal for the elimination of the Highland Redevelopment Agency, elimination of COPS funding, reinstatement of booking fees, increases to public safety contracts, and further revenue declines due to a slow economy.

STRATEGIC PLANNING DRIVES THE BUDGET:

Through conservative budgeting by the past and current City Council, Highland is in a relatively good fiscal position and has been able to survive despite predictions of failure by the Local Agency Formation Commission and the down turn of the economy without any cuts to service levels. Another major factor why Highland is in a good overall position has been the process of focusing the efforts of the organization through the Work Program. This process has been done since incorporation in the form of strategic planning in which the City Council spends a substantial amount of time to decide what are the most important projects and programs for the City. Although many cities do this, they generally combine it with the budget process and do not give the time and effort needed to really focus on those items that are most important. Every two years, the Highland City Council spends two months and two special meetings dedicated to setting those priorities. That process culminates with the production of the Work Program. This document sets the course for the organization for the next two-year period. The Work Program drives the budget and thus reduces the chance of major surprises when the budget is presented to City Council. The Highland model of strategic planning was recognized by the League of California Cities with a prestigious Helen Putnam Award of Excellence.

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OPERATING BUDGET:

The general fund revenue for 2011/2012 is \$15,356,030. The expenditures projected for the same period of time are \$15,292,920. This leaves the expenditure over revenue projection at \$63,110 for the year.

The expenditures projected for 2012/2013 in the general fund are \$14,765,715. The revenue for the same period of time is \$14,702,605. This leaves the expenditure over revenue projection at \$63,110 for the year.

The \$63,110 of expenditure over revenue in both years comes from the funding of a Gang Detective position in the Sheriff's contract using Extraction Tax revenue fund balance. In September of 2010 the City Council approved the hiring of the Gang Detective using the Extraction Tax as a revenue source. There are adequate reserves available to fund the position while the economy is down and the fund will replenish during a stronger economy thus having a revenue source for this position for the foreseeable future.

With the \$63,110 of funding for the Gang Detective coming from a dedicated funding source that means that the budget for the next two years is literally balanced. Balancing the budget was challenging this year due mainly to the down turn in the economy which has impacted revenues, particularly property taxes. The following major sources of revenue are expected to remain relatively flat:

<u>Revenue Source</u>	<u>2010/2011</u>	<u>2011/2012</u>	<u>2012/2013</u>
Property Tax	\$2,790,000	\$2,790,000	\$2,820,000
VLF Property Tax	3,800,000	3,800,000	3,815,000
Sales Tax from Property Tax	380,000	575,000	580,000
Property Tax Fire	2,150,000	2,104,740	2,127,365
Extraction Tax	85,000	85,000	85,000
Sales Tax	1,515,000	1,525,000	1,560,000

The cost of the contract for law enforcement continuing to rise over the two-year budget period also made balancing the budget challenging. The Police Budget is estimated to increase by \$326,960 over the next two years. Since Fiscal Year 2006/07 the budget for law enforcement is projected to increase by over \$1.3 million by Fiscal Year 2012/13.

The Fire/Medic Department budgets are proposed to actually decrease by a combined \$272,885 over the two-year budget period. Since Fiscal Year 2006/07 the budget for the Fire Department increased over \$1 million by Fiscal Year 2010/11. Because of reductions in the State budget the contract with Cal Fire will reduce over the next two years. That being said, the major source of revenue for the Fire Department is property taxes which as stated previously have seen a dramatic reduction. So while the expenditures for these services have decreased the major revenue source has also decreased from peak levels by 24.5%.

OPERATIONAL BUDGET:

Without a doubt, the service that has been most enhanced in the City of Highland over the years has been public safety.

Within one year after incorporation, the City added six deputies to the police force in addition to that which was provided by the County of San Bernardino prior to incorporation. The City has continued to increase law enforcement services since this time by adding thirteen (13) additional sworn positions to the contract with the San Bernardino County Sheriff's Office. Changes to the scheduling format (3-12 schedule) by the Sheriff's Department allowed the City to have more officers on the street and created the opportunity to consider restructuring of the traditional enforcement models. After careful evaluation of the staffing allocation in the Police Department, the need for a dedicated Gang Team was established. To be effective, a Gang Team needed a minimum of 4 officers. One of those officers was the new Gang Detective who serves as the team leader/supervisor and is actively involved in the day to day enforcement activities. With this in mind, the following restructuring plan was conceived:

Build a four-man Gang Team:

- Moved one deputy position from the two- man MET (Multiple Enforcement Team).
- Moved one deputy position from patrol. (This still left **3 3/4 deputies per patrol shift**). This was only possible because of the new 3-12 schedule. Previously there were times when only two officers where on a patrol shift .
- Moved one deputy position from the two-man traffic detail. Some of the general traffic enforcement duties were transferred to the patrol deputies who are assigned a rotating traffic position on their by-weekly 8 hour shift.
- Added a new gang detective position to the police contract.
- Added a new Sheriff's Services Specialist to assist with reports to free up deputies for priority calls and proactive patrol.

This restructured model resulted in the Police Department maintaining the following:

- 16 officers assigned to patrol (with rotating traffic assignments)
- 4 officers assigned to the Gang Team (1 detective and 3 deputies)
- 1 officer assigned to the Traffic Division
- 1 officer assigned as the POP officer (Problem Oriented Policing)
- 1 officer assigned as the MET officer (Multiple Enforcement Team)
- 2 detectives assigned to general investigations (not including the gang detective)
- 5 sergeants assigned to patrol and administration.

This model which combines the new 3-12 schedule and creates a new Gang Team is significantly superior to any staffing model the Highland Police Department has ever utilized. This model signified a shift from being a primarily reactive police force to having a strong pro-active branch.

While the City has strived to increase law enforcement services the cost of providing these services continues to stretch the budget. The County of San Bernardino is currently in negotiations with the deputies to decline pay raises that are scheduled to take place over the next year. If the deputies vote to not forgo the raises then the Council will have to consider a reduction in the contract for law enforcement services. We could not balance the budget while including the projected cost of the raises. Therefore, it is staff's recommendation that if the

raises are given then the contract for law enforcement services be reduced to the amount budgeted.

In 1999 the City took over the fire services from CSA 38 and promptly opened up the east side fire station, which had previously been operated solely by volunteers. The City continued to increase service to the community by opening its third fire station located on Sterling Ave.

In the Fire Department, the greatest increase in personnel occurred when the City increased service levels from a minimum two staff per engine to minimum three staff per engine. Previously even though there might be three to four staff on the engine the minimum was two. Now there are no less than three fire personnel per engine. The complement of fire fighters and paramedics went from 25.5 personnel to 30 personnel.

The budget for Fire and Paramedic services is projected to decrease over the two years because of reductions in the State budget. There are no changes to staffing levels being proposed at this time. The City is planning for the future of the Fire Department and is currently designing a new Fire Station that would replace Station 1. This new station is being designed to house a ladder truck that would serve new commercial development that is projected to occur in the City.

For the most part there are no other significant operational increases or decreases contained in the proposed budget. No new full-time positions are being requested or considered. No cost of living increases are being proposed for City staff and travel and conference budgets have been reduced to a minimum.

FUND BALANCES:

Over the past 23 years the City has built up fund balances in order to weather hard times and to provide an adequate match to aggressively pursue grant opportunities. In addition, funds have been set aside to help in the construction of planned public projects. In doing so, the City has operated on a "pay as you go" basis and does not have outstanding debts by the City's general fund and therefore will not burden future generations.

The community capital projects over the next two years will be heavily reliant on the fund balances as well as bond proceeds through the Redevelopment Agency to pay for one-time projects.

On March 24, 1998 the city adopted the "Development Impact Fee Update Report and Capital Facilities Plan." This analysis adjusted the impact fees charged to all new development to make sure they paid their fair share of needed public infrastructures. The original study had been amended various times since its completion in 1989. The fees raised are used, in conjunction with local funds, to build necessary public infrastructure and facilities, which are impacted by new development.

The DIF Study was updated in 2006 with the revised report indicating that the City would need to match the development impact fees collected from new development with **\$123.2 million** of locally raised and/or grant funds. These development fees would only pay about half of the cost for such things as street/traffic facilities, storms drains, police/fire facilities, library facilities and parks/recreational facilities.

Therefore, the City has to maintain an adequate fund balance in order to pay its portion of these and other projects in the future when they are constructed.

The estimated fund balances available for community capital projects are provided below:

<u>FUND</u>	<u>2010/2011</u>	<u>2011/2012</u>	<u>2012/2013</u>
Development Impact Fee:			
Reserved	\$7,819,340	\$7,509,304	\$6,769,340
RDA:			
Capital Projects	28,751,323	16,093,173	11,498,223
Low/Mod Income Housing	7,124,934	4,401,479	3,679,699
RDA Debt Service	14,302,209	11,950,049	11,424,039
General Fund:			
Unreserved/Undesignated	1,739,946	1,739,946	1,739,946
Capital Projects	595,000	595,000	595,000
Operational	6,465,250	6,402,140	6,339,030
Equipment/Vehicle Replacement	675,000	675,000	675,000
Reserved	11,006	11,006	11,006
General Capital Financing:			
Unreserved/Undesignated	2,608,868	1,952,468	1,386,468
Capital Projects-Infrastructure	6,071,000	5,321,000	5,321,000
Fire:			
Unreserved/Undesignated	503,605	503,605	503,605
Capital Projects-Buildings	530,000	530,000	530,000
Operational	635,000	635,000	635,000
Equipment/Vehicle Replacement	1,650,000	1,050,000	1,050,000
Fire Emergency	1,611,756	1,611,756	1,611,756
Capital Projects	1,219,141	1,219,141	1,219,141
Gas Tax:			
Reserved	2,843,914	1,552,924	1,050,459
Measure I:			
Reserved	6,483,123	2,264,123	545,123
Developers Fees:			
Capital Projects	2,949,892	2,945,697	2,941,502
Assessment Districts			
Landscape Maintenance	446,275	423,775	395,175
Street Light	(202,665)	(389,965)	(571,565)
Community Trails	16,870	8,220	20
Park Maintenance	39,095	44,865	48,685
Street/Storm Drain	200,405	207,605	215,305

The two fund balances that continue to be a concern are the Street Light Assessment District and the Landscape Maintenance District. The main reason for the decrease in the fund balance for the Street Light Assessment District is the increase of energy costs. Staff is currently working with Southern California Edison on the installation of new technologies that will help to offset those impacts as well as a study to determine funding alternatives. Staff is also looking at other innovative methods to reduce the costs of the Landscape Maintenance Districts such as the installation of weather station monitored watering systems which occurred recently.

MAJOR COMMUNITY CAPITAL PROJECTS:

This budget reflects an extraordinary amount of community capital projects. These projects are generally one-time expenditures and are for infrastructure and facilities to benefit the community.

Listed below are some of the major community capital projects that are to be built or performed during 2011/12 and 2012/13 fiscal years. Information for the chart below was derived from the Five-Year Capital Improvement Program.

The major community capital projects for 2011/12 are:

<u>PROJECT</u>	<u>COST</u>
Police Station (Completion)	\$2,000,000
Sterling Ave Storm Drain	1,456,000
Base Line Rehabilitation (Victoria to Cole)	1,050,000
Base Line Rehabilitation (Cole to SR210)	768,000
Highland Ave Rehabilitation (Surry to Church St)	883,000
Church St Rehabilitation (Greenspot to Highland)	1,402,000
Base Line Rehabilitation (Osburn to Victoria)	1,294,000
Boulder Ave Bridge	14,758,000
Greenspot Bridge at Santa Ana River	4,505,000
Base Line Bridge at City Creek	2,191,000
Palm/Alabama Bridge at City Creek	1,000,000
Greenspot Rd (Boulder to SR 210)	5,296,000
Lankershim Curb, Gutters, Sidewalk (5 th to Cypress)	694,000
Tiger II Strom Drain	4,999,000
Tiger II 5 th St (SR210 to Del Rosa Dr)	11,761,000
Base Line Safety Improvements (SR 210 to Boulder)	910,000
Base Line Beautification (Cole to SR 210)	1,288,000

The major community capital projects for 2012/2013 are:

<u>PROJECT</u>	<u>COST</u>
Victoria Ave Interchange Project Report	\$1,250,000
Weaver St (Greenspot Rd to Base Line)	759,000
Greenspot Bridge at Santa Ana River	9,553,000
Base Line Bridge at City Creek	10,033,000
Palm/Historic District Improvements	899,000

The capital projects listed above are only those in excess of \$500,000 dollars. There are an additional thirty two (32) projects that range from \$40,000 to \$490,000 that are programmed to be constructed or under construction in the next two years.

The total estimated Five-Year Capital Improvement Program is estimated to be in excess of \$155 million.

LOOKING TO THE FUTURE:

Through the foresight of the present and past City Councils, Highland is in the position to build the planned infrastructure and community projects that will benefit the citizens now and into the future.

Through a conservative budget approach and efficient utilization of staffing, Highland is in a good position to weather this economic storm as long as there are no more takes of funds by the State of California. Any take or reduction of City or Redevelopment revenue by the State would mean either cuts in services or a reduction in reserves. The severity and length of the take or reduction would determine the option that staff would recommend to the Council.

Through the direction given in the Work Program, staff has the course set that is desired by the City Council. This budget is a direct reflection of the Work Program and staff will, to the best of our ability, work to obtain the goals that have been established.

Into the future, there are a number of projects that hold economic development potential for the community. Some of these are: the "Golden Triangle" at Greenspot Road east of the freeway, the San Manuel Band of Mission Indian's project west of the freeway at Highland Avenue, and the town center projects on Base Line west of the freeway. However, the revenues that these projects will bring in will probably be offset by an on going increase in services required by existing programs including but not limited to a future ladder company in the fire department (which is not included in this budget). The vacant land owned by Orange County Flood Control that is on the far eastern end of the community will also start the planning phase of its development soon. The 1600 acre project will be a master planned community and will take a considerable amount of staff time to go through the planning and entitlement process.

Looking to the future needs of public safety, as was pointed out above, the new potential development in the community will more than likely only generate enough revenue to offset the service requirements of the projects. Additionally, as detailed previously, the costs of providing public safety services continues to increase dramatically. In order to increase public safety services above the current level new funding sources will need to be explored in the future.

I want to thank the City Council for their support and conservative fiscal approach to local government. I also would like to thank the outstanding staff that we have in Highland for their day to day work as well as their work on this budget. A special thank you needs to go to the City's Director of Administrative Services, Chuck Dantuono, for his work on this budget. Finally, I want to express appreciation to the Finance Subcommittee of Councilmembers Sam Racadio and John Timmer for their insight during the budget process.

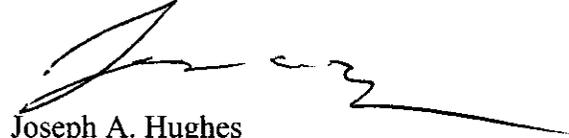
The City of Highland's mission statement reads:

Highland is dedicated to the betterment of the individual, the family, the neighborhood and the community. The City Council and the staff of Highland are dedicated to providing the quality of public facilities and services that its citizens are willing to fund and will do so as efficiently as possible.

This budget once again is a direct reflection of the Highland mission statement.

It is with great pleasure that I serve the City Council and the community and present this budget for your consideration.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Joseph A. Hughes', with a long horizontal flourish extending to the right.

Joseph A. Hughes
City Manager

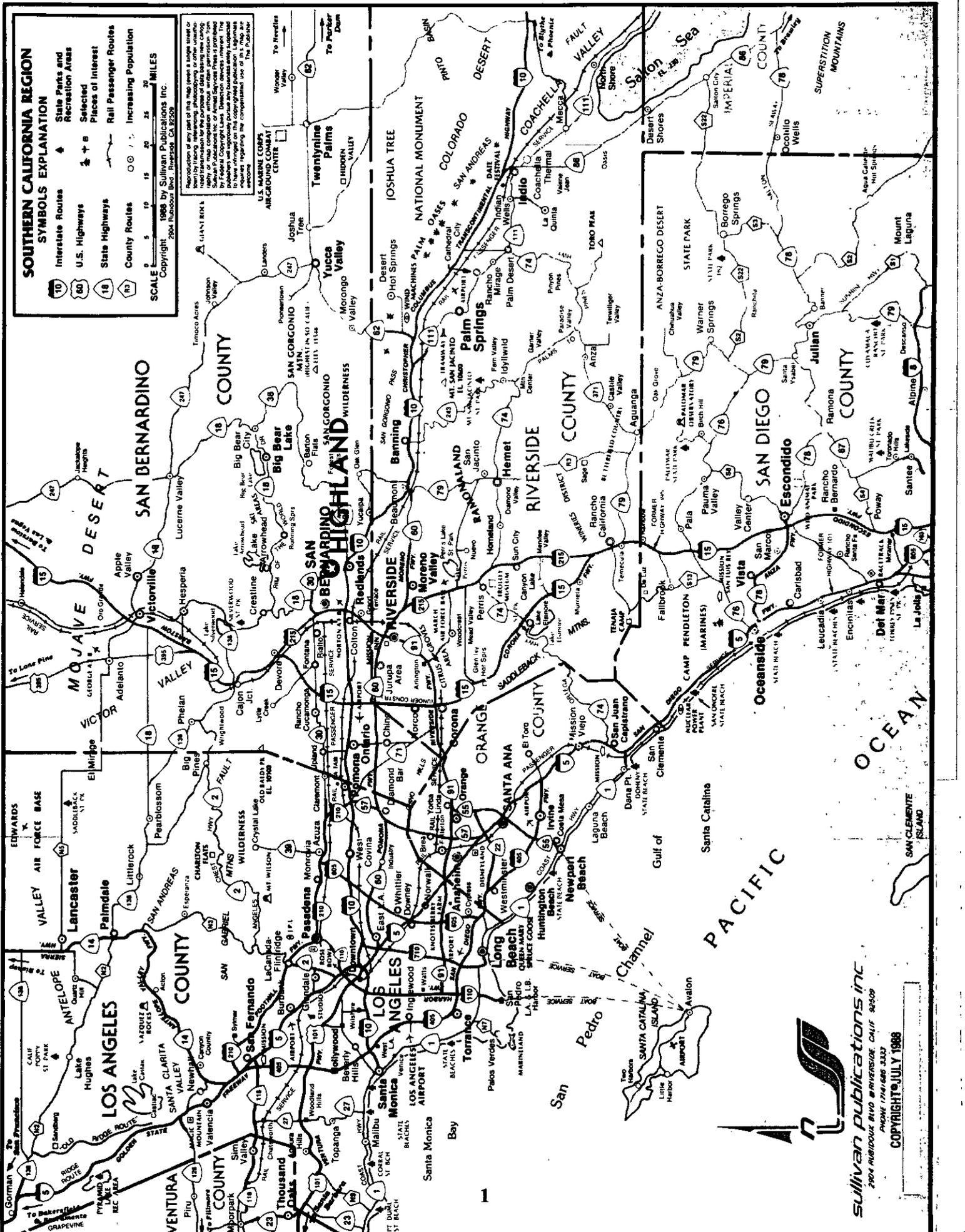
SOUTHERN CALIFORNIA REGION

- ## SYMBOLS EXPLANATION
- Interstate Routes
 - U.S. Highways
 - State Highways
 - County Routes
 - Scale
 - State Parks and Recreation Areas
 - Selected Places of Interest
 - Rail Passenger Routes
 - Increasing Population

SCALE 0 5 10 15 20 25 30 MILES

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**CITY OF HIGHLAND
2011-2013 BIENNIAL BUDGET**

CITY PROFILE

HISTORY

Highland's modern history began in the late 1850's when the Cram brothers settled in what is now known as Highland. The Cram's discovered that the soil produced excellent oranges and planted many of the groves that are still in existence today.

A small community called Messina began forming at Base Line and Palm Avenue in the 1870's, but the town name was changed to Highland in 1883 when a settlement was begun at Palm Avenue and Pacific Street. When the Santa Fe Railroad put in a depot at Palm and Pacific in 1891, the area became firmly entrenched as the town's center and its buildings and houses remain largely intact today. The original town site has been called one of the best preserved examples of a citrus town in California.

Highland became a well-known citrus region and remained so until the 1930's when the railroad ceased operation and the citrus industry was hit with a recession. The citrus industry never fully recovered in the area, and the community grew slowly over the next 20-30 years.

The next big change came in the early 1980's when Mobil Oil's master planned community of East Highlands Ranch began construction. East Highlands Ranch contains more than 1,760 acres with an eventual dwelling build out of 2,760 units. Many areas outside of East Highlands Ranch have housing options offering opportunities for the first time home buyer to the upscale buyer. The rural atmosphere and proximity to the mountains have made Highland an attractive location in which to live.

Highland incorporated on November 24, 1987 and is located in San Bernardino County. San Bernardino County along with Riverside County, comprise the Inland Empire, one of the fastest growing regions in the United States, not only in population, but in job growth rates as well. Highland has a current population of 53,444 people and is approximately 15 square miles. In October 2000, Highland completed annexation of 3,300 acres in the City's southeast area. This territory currently consists mainly of undeveloped land. Development is not expected in the immediate future.

SHOPPING OPPORTUNITIES

There is a large array of shopping opportunities available in the Highland area including nearby supermarkets, drug stores and shopping centers. The Highland Village Plaza contains a 184,000 square foot shopping center anchored by Albertson's Supermarket and CVS Pharmacy and is situated on the northeast corner of Boulder Avenue and Base Line. A Starbuck's & Popeye's were constructed next to the Shell Gas Station at the corner of Base Line & State Route 210. On Highland Avenue and Victoria Avenue are a Food 4 Less Supermarket and a 25,000 square foot Big Lots. Walgreens is located on the corner of Base Line and Boulder Avenue. The Village at East Highlands located at the corner of Greenspot Road and Church Street contains a new Stater Bros. supermarket as well as Coldstone Ice Cream, It's a Grind Coffee and Subway. Just recently

CITY PROFILE (continued)

opened on Greenspot Road just east of SR 210 are a Lowe's Home Improvement Center, Del Taco, Subway, Lindora, LA Fitness and Staples. In 'N Out Burger is expected to open in the summer of 2011. Also recently opened is a CVS pharmacy on Base Line/Palm Avenue.

EDUCATIONAL and MEDICAL FACILITIES

Highland is served by a multitude of hospitals and educational facilities. The award winning Redlands and San Bernardino School Districts both operate schools within Highland. Local colleges and universities include nearby California State University, San Bernardino (CSUSB), the University of California at Riverside (UCR), the University of Redlands, Loma Linda University, and junior colleges such as Riverside Community College (RCC), Crafton Hills College and San Bernardino Valley Community College. Recently constructed were Beattie Middle School and Highland Grove Elementary School. Both schools are located at Greenspot and Orange Street. Citrus Grove High School recently opened and is currently serving Highland.

Hospital or medical facilities located in or near Highland include St. Bernardine's Medical Clinic and Beaver Medical Clinic. Saint Bernardine's, San Bernardino County Hospital, San Bernardino Community Hospital, Veteran's Administration Hospital, Loma Linda University Hospital and Kaiser Permanente Hospital are also nearby.

CULTURAL and RECREATION ACTIVITIES

The East Highlands area has numerous community trails which will eventually link with the Santa Ana River Corridor Trail System, a trail system that will connect Highland with the Pacific Ocean. Mountain communities such as Lake Arrowhead, Crestline and Big Bear, are a short drive from Highland. Southern California's desert resort communities such as Palm Springs are also a short drive from Highland. Amusement parks such as Disneyland, Knott's Berry Farm and Magic Mountain are located in the Los Angeles/Orange County area about 60 miles west of Highland.

Highland residents who are sports fans have many venues to choose from. Sports Arenas such as Dodger Stadium, Angel Stadium, The Honda Center, The Home Depot Center and Staples Arena, host professional teams such as the Los Angeles Dodgers, Los Angeles Angels of Anaheim, Anaheim Ducks, Los Angeles Lakers, Los Angeles Clippers, Los Angeles Galaxy, Chivas USA and the Los Angeles Kings. The Auto Club Speedway, which host's NASCAR races, is approximately 10 miles west of Highland.

The San Manuel Amphitheatre, which has hosted musical acts such as Rascal Flatts, KISS, Toby Keith, Aerosmith, Tim McGraw and Ozzfest, is located approximately 15 miles north of Highland. Also, a short drive away from Highland, are ski resorts such as Snow Summit, Big Bear and Mountain High. The San Manuel Band of Mission Indians has a casino immediately north of Highland.

The City of Highland recently partnered with the County of San Bernardino to build a 25,000 square foot facility called the Sam J. Racadio Library and Environmental Learning Center. Leased to the County, this facility provides outstanding reading and learning opportunities for Highland residents. The Environmental Learning Center educates on how to recycle and protect

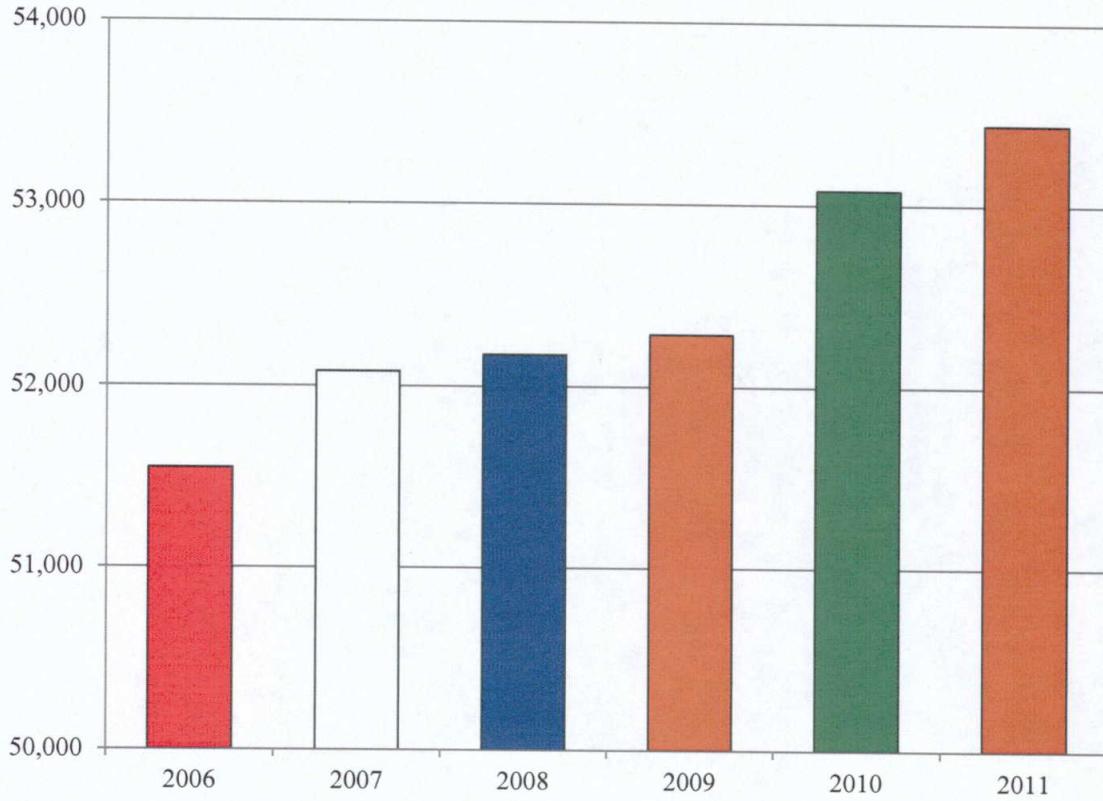
CITY PROFILE (continued)

the environment and is used by many schools in the neighboring cities for field trips. The San Bernardino County museum is a short four miles from Highland and its exhibits contain natural and local history. The Jerry Lewis Community Center and Highland Athletic Center is operated by the East Valley YMCA and is used as a multipurpose gymnasium and fitness center.

Highland's central location to the beach, mountains and desert make it a desirable place to live. Highland has a variety of parks. Aurantia Park, designated as a natural park, has a dog run, trails and picnic tables while Highland Community Park has four ball fields that are used by Central Little League. Highland Community Park also has park benches and built in barbeques. Canyon Oaks Park, Cunningham Park, Oak Creek Park and Seely Park make up the City's Parks Maintenance District.

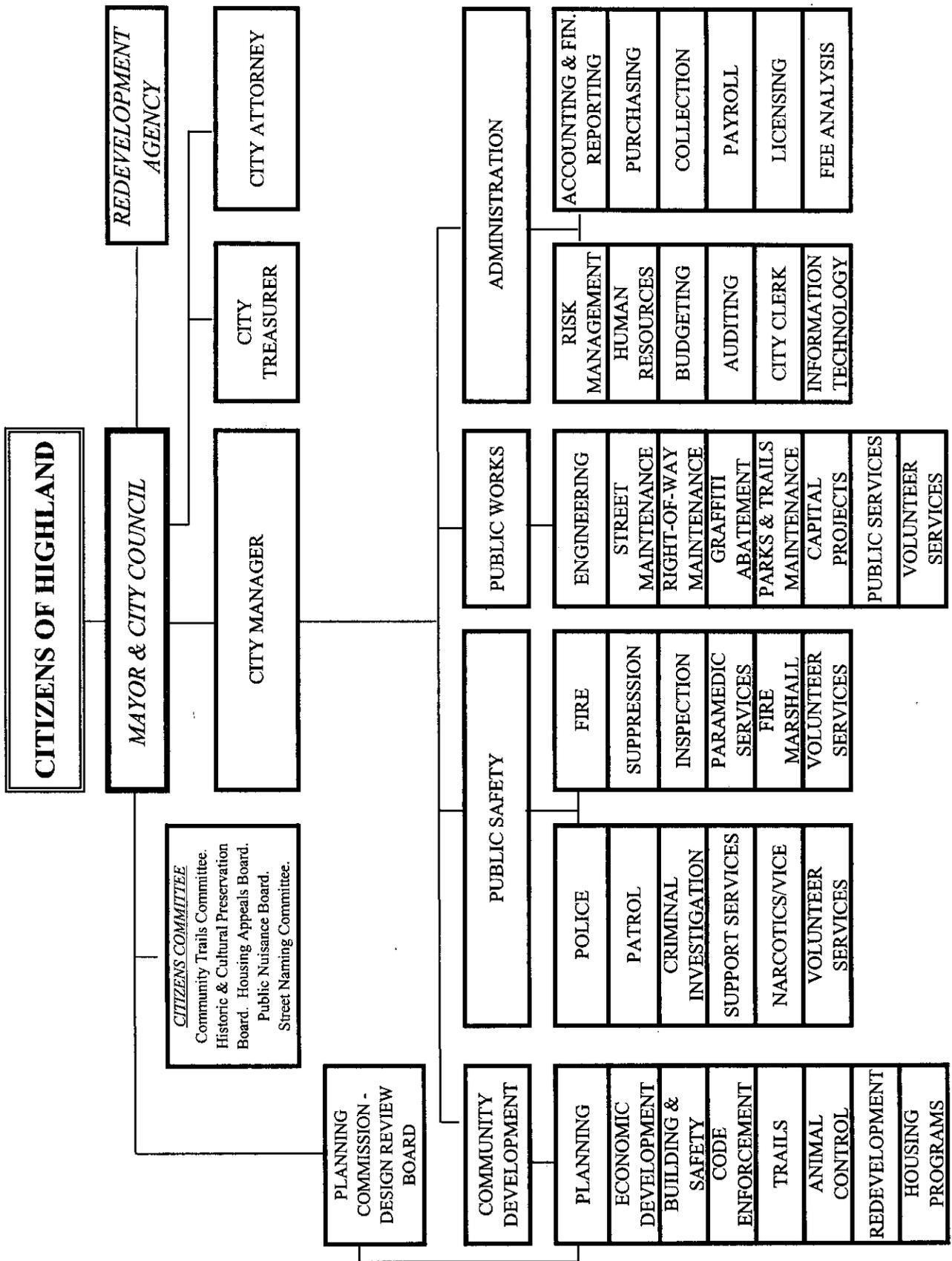


POPULATION



2006	51,549
2007	52,081
2008	52,175
2009	52,289
2010	53,080
2011	53,444





*Citizen Committees are appointed by the City Council for the in-depth study of specific projects.



**CITY OF HIGHLAND
2011-2013 BIENNIAL BUDGET**

CITY & CONTRACT STAFF

CITY STAFF

MANAGEMENT

CITY MANAGER	Joseph A. Hughes
ASSISTANT PUBLIC WORKS DIRECTOR	Dennis Barton
ADMINISTRATIVE ANALYST	David Daniely
DIRECTOR OF ADMINISTRATIVE SERVICES	Chuck Dantuono
BUILDING OFFICIAL	Dale Everman
CITY CLERK	Betty Hughes
COMMUNITY DEVELOPMENT DIRECTOR	John Jaquess
CITY PLANNER	Larry Mainez
PUBLIC SERVICES MANAGER	Melissa Morgan
ADMINISTRATIVE ANALYST*	Jim Rissmiller
PUBLIC WORKS DIRECTOR/CITY ENGINEER	Ernie Wong
ASSISTANT PUBLIC WORKS DIRECTOR*	Vacant

SUPPORT

PLANNING TECHNICIAN	Angela Aguilar
PERMIT TECHNICIAN	Debbie Ames
SENIOR MAINTENANCE WORKER	Lance Arnegard
MAINTENANCE WORKER I	Jack Avon
ACCOUNTING ASSISTANT II	Michelle Brooks
MAINTENANCE WORKER II	Angel Chenault
ACCOUNTING ASSISTANT I	Lia Dominguez
MAINTENANCE WORKER I*	Archie Drew
COMMUNITY VOLUNTEER SERVICES COORD.*	Denise Garnsey
CODE COMPLIANCE OFFICER*	Steve Harrison
HOUSING TECHNICIAN	Gabby Hernandez
ADMINISTRATIVE ASSISTANT II	Stacey Honn
MAINTENANCE WORKER I	Damion Houser
HOUSING TECHNICIAN	Judith Jaurigue
ASSISTANT PLANNER	Sean Kelleher
ADMINISTRATIVE ASSISTANT I	Brandy Littleton
ADMINISTRATIVE ASSISTANT III	Linda McKeough
SENIOR PLANNER	Bruce Meikle
MAINTENANCE SUPERINTENDENT	Vince Moreno
SENIOR CODE COMPLIANCE OFFICER	Vivienne Muro
ACCOUNTING TECHNICIAN I	Janel Olsen
MAINTENANCE WORKER II	Pino Perez
MAINTENANCE WORKER I	Sergio Quen
SENIOR ACCOUNTANT	Terry Rhodes
ADMINISTRATIVE ASSISTANT III	Elena Rodrigues
CODE COMPLIANCE OFFICER	Steven Rondina

CITY & CONTRACT STAFF (continued)

SUPPORT (continued)

PUBLIC SERVICES COORDINATOR
ADMINISTRATIVE ASSISTANT II
ECONOMIC DEVELOPMENT SPECIALIST
ADMINISTRATIVE ASSISTANT I

**Andrea Saavedra
Sharon Simon
Kim Stater
Nancy Stewart**

*Part-Time

CONTRACT STAFF

CITY ATTORNEY

**Craig Steele
Richards, Watson & Gershon**

POLICE DEPARTMENT

**Captain Dave Williams
Lieutenant Bobby Guillen
S. B. Co. Sheriff's Department**

FIRE DEPARTMENT

**Battalion Chief Jeff Veik
Cal Fire**

ENGINEERING PROJECT MANAGER

**Jim Godfredsen
Engineering Resources of
Southern California, Inc.**

STAFFING LEVELS

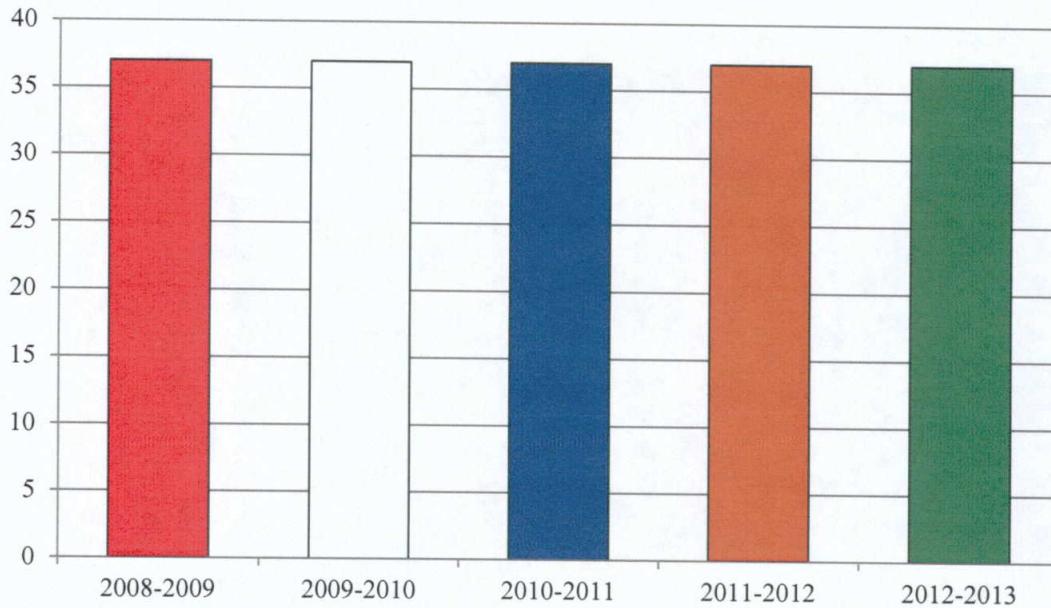
Staffing levels for full-time employees have not increased since fiscal year 2008-2009 as can be seen on the graph on page 13. From 2006-2007 to 2008-2009, only one full-time position was added.

There are no new full-time positions proposed for 2011-2012 & 2012-2013. However, a part-time Assistant Public Works Director position is being proposed to help with the current public works projects. This position would take the place of a current contract position and is only being proposed for the length of this biennial budget.

Most of the full-time employees are charged to several departments. At the beginning of every budget, these allocations are reviewed to see if any adjustments need to be made. For budget years 2011-2012 & 2012-2013, many positions were scrutinized to see if percentage allocations needed to be changed. As can be seen on page 13, the same staffing levels are present for fiscal years 2008-2009, 2009-2010, 2010-2011, 2001-2012 & 2012-2013. However, the allocations to departments may be different.

STAFF LEVELS

FULL-TIME



	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>	<u>2012-2013</u>
City Clerk	1.950	1.800	1.800	1.800	1.800
General Government	3.650	3.650	3.650	3.650	3.650
Personnel	0.300	0.300	0.300	0.300	0.300
Finance	3.950	3.900	3.900	3.900	3.900
Public Works	5.500	5.250	5.250	5.250	5.250
Engineering	1.000	0.750	0.750	0.750	0.750
Planning	4.650	4.500	4.500	4.500	4.500
Public Services	2.000	2.000	2.000	2.000	2.000
Building & Safety	1.800	1.475	1.475	1.475	1.475
Code Enforcement	1.750	1.775	1.775	1.775	1.775
Parks	2.250	2.250	2.250	2.250	2.250
Graffiti	1.000	1.000	1.000	1.000	1.000
CDBG	1.400	1.400	1.400	1.400	1.400
General Liability	0.400	0.400	0.400	0.400	0.400
Building Services	0.250	0.250	0.250	0.250	0.250
Redevelopment Agency	5.150	6.300	6.300	6.300	6.300
	<u>37.000</u>	<u>37.000</u>	<u>37.000</u>	<u>37.000</u>	<u>37.000</u>



**CITY OF HIGHLAND
2011-2013 BIENNIAL BUDGET**

EMPLOYEE BENEFIT SUMMARY

Retirement - The City is a member of the State of California Public Employee Retirement System (PERS). The City's formula is 2% @ 55. The City pays both the employee and employer contribution.

Mileage Reimbursement - Paid at the current Internal Revenue Service (IRS) rate while using a personal vehicle on legitimate City business.

Education Reimbursement - Any educational reimbursement must have the employee's supervisor's prior approval that courses are applicable. Any education reimbursement must also be budgeted in advance. There are no proposed educational reimbursements in this budget.

Life Insurance - Equivalent to employees' annual salary paid by the City (Full-time employees only).

Cafeteria Plan - The City contributes \$900 per month to a Cafeteria Plan that includes health insurance, dental insurance and vision insurance. Any unused balance can be taken as cash or be placed in a deferred compensation plan. Any amount that employees must pay out of their own pocket is tax deductible.

Deferred Compensation - A section 457 plan is available to full-time employees at their cost. The City Manager receives a city paid contribution of \$1 for every \$2 of personal contribution up to the maximum annual allowed combined contribution.

Vacation

Years of service	0-1	1-2	2-3	3-4	4-5	5-6	6-7	7-8	8-9	9-10	10+
Annual days accrued	10	11	12	13	14	15	16	17	18	19	20

*For more than ten years of service, employees accrue twenty annual days of vacation.

Holidays - Full-time employees receive 12 paid holidays per year. Three of the days are floating holidays and can be used at the employee's discretion.

Sick Leave - Full-time employees receive 8 hours of sick leave per month.

Administrative Leave - Full-time management employees receive 80 hours of administrative leave per year.

Call-out Credit - Available to non-management employees.

EMPLOYEE BENEFIT SUMMARY (continued)

Clothing Reimbursement - Available to employees for damaged clothing while conducting City business.

Uniform Allowance - A uniform allowance is available to specific employee classifications. The uniform allowance is \$300 per year and \$425 per year for those that require steel toe boots.

Auto Allowance – The City Manager receives \$700 per month and Directors receive \$300 per month.

Vacation Buy-back - Full-time employees can buy-back up to 60 hours of vacation per calendar year.

Sick Leave Incentive Program - Full-time employees can buy-back up to 48 hours of sick leave per calendar year as long as their balance does not go below 192 hours. Any sick leave used during the year is deducted from the amount that can be purchased.

Administrative Leave Buy-back - Management staff can buy-back up to 60 hours of administrative leave per fiscal year.

Comp Time Buy-back – Upon approval of the City Manager, employees can buy-back comp time if it exceeds 80 hours.

Medicare & Social Security – The employer portions are 1.45% for Medicare and 6.2% for Social Security.

**CITY OF HIGHLAND
2011-2013 BIENNIAL BUDGET**

SERVICES

The City of Highland provides a variety of services both at City Hall and through contract services. The four main branches of services that the City provides are: administrative, community development, public safety and public works. Below is a brief description of each.

ADMINISTRATIVE SERVICES includes the departments of the City Manager, the City Clerk, the City Treasurer and the City Attorney. The City Manager is responsible for running the day-to-day operations of the City. The City Clerk's department is primarily responsible for records management and is the custodian of all records. The City Treasurer's department is responsible for the investments and all financial reporting aspects of the City's investments. The City Attorney is contracted and does not have an office at City Hall. The City Attorney may be contacted through the City Clerk's Department. Part of the Administrative Services is fiscal services and is performed by city staff. Fiscal services include: Accounting, Purchasing, Payroll and Licensing. Collections, Fee Analysis and Auditing are contracted to private entities. Licensing includes business licenses and dog licenses, and is handled through the Finance Department along with other financial activities. Business license enforcement is handled through our code enforcement department at City Hall. Budgeting is handled through all departments and compiled in the City Manager and Finance Departments. Another branch of Administrative Services are general services. These services include Risk Management and Human Resources. These are provided at City Hall. Risk Management includes the City's insurance as well as issuance of special event permits. Human Resources include the recruitment and hiring in the City's Personnel Department.

COMMUNITY DEVELOPMENT encompasses Planning, Economic Development, Redevelopment, Building & Safety and Code Enforcement. All of these services are available at City Hall. The City through an engineering firm contracts building & safety plan checking services. Some of the services within each department may have portions contracted out, i.e., landscape architect and general plan checking and inspection.

PUBLIC SAFETY is completely contracted and located separately from City Hall. The City uses the San Bernardino County Sheriff's Department for all its police services and various preventive programs; i.e., citizen patrol, neighborhood watch, CAL-ID, and others. The City also contracts with the County of San Bernardino for animal control services. Fire and paramedic services are contracted through the State (Cal Fire) formerly known as the California Department of Forestry (CDF).

PUBLIC WORKS services are all handled through City Hall. Engineering is available at City Hall with inspections and plan checking provided through a contract-engineering firm that has office space inside City Hall. Minor street maintenance and general upkeep of the City is provided through our own maintenance staff. Major overlays and projects are performed by contract staff or are awarded through the public bid process. Special maintenance services are

SERVICES (continued)

contracted to independent firms. These services include but are not limited to: streetlights, landscape, trails, parks, traffic signals and street sweeping maintenance. Graffiti removal, parks maintenance, trails maintenance, facilities maintenance, fleet maintenance and public services are also provided by public works. Volunteer Services coordinates volunteers for different activities including community clean ups, blood drives and public safety appreciation week.

There are ***OTHER SERVICES*** provided to the citizens of Highland that are not overseen directly by the City. These services include utilities: gas, electric, water & sewer, refuse disposal, cable TV, satellite TV, internet service, library services, vector control, and public transportation. The private sector, special districts and the County of San Bernardino provide these services.

**CITY OF HIGHLAND
2011-2013 BIENNIAL BUDGET**

BUDGET PROCESS & TECHNIQUES

GOALS

The budget year starts in January with City staff discussing with the City Council the anticipated goals and objectives for the two-year period, also known as the Work Program. In this process, projects, anticipated work hours, costs and projected time of completion are discussed. After these discussions are completed, the City Council, with guidance from staff, sets the priorities for these various goals. The City Council works with staff to acquire an understanding of whether all their priorities are going to be met in a timely fashion and if the budget will allow these goals to be completed. Occasionally, there are goals that will have to be accomplished in future years due to budget constraints and/or work hours available.

BUDGET PREPARATION

After the goals process is complete, the budget process can begin. The budget process starts in January with the Director of Administrative Services preparing budget packets. The Director of Administrative Services provides a budget orientation and hands out budget packets at the first management staff meeting in February. Included in these budget packets are; instructions on how to print out expenditure reports; instructions on how to enter their budgets in the finance software; instructions on how to print their budgets after entering the information; a position allocation sheet which shows how each employee is allocated; and worksheets to provide detail on their budget requests.

During the remainder of February and into March, each department head prepares budgets for the departments they are responsible for. It is common for a department head to be responsible for multiple budgets. At this same time, the Director of Administrative Services begins to prepare the salary and benefit estimates. The Director of Administrative Services is responsible for preparing the budgets for salaries and benefits.

BUDGET REVIEWS

Meetings are scheduled so that each department head can meet with the City Manager and Director of Administrative Services to discuss each department's budget. These meetings usually begin in mid March and can continue into early April based on how difficult it is to balance the General Fund. Line items are then scrutinized as to their necessity and whether the item is needed. Additional funding mechanisms are discussed as well as expenditure alternatives. Detail must be presented for each line item requested. Department heads are not permitted to just add a percentage on the current budget to arrive at a proposed budget figure. Every line item must be justified. Other items discussed at these meetings are major expenditures being requested such as equipment, software, furniture & fixtures, vehicles, property acquisitions, capital projects and contract services. Requests for the additional personnel, whether it be a full-time position or a part-time position are also discussed at this meeting. Also discussed at this meeting is the departmental allocation of staff salaries and benefits. Department heads, the City Manager and the Director of Administrative Services discuss whether current staff allocations should be changed or not.

BUDGET PROCESS & TECHNIQUES (continued)

REVENUE FORECASTING

In late March or early April, the City Manager and Director of Administrative Services meet to discuss projected revenues. Revenue forecasting is accomplished by comparing revenues from previous years along with anticipated changes in the economy and the state budget. Any pending legislative acts combined with anticipated activities in the City are also added to the formula to arrive at a workable revenue forecast. The last ingredient to the mixture is conservatism to make revenues more realistic (in other words, revenues are reduced). The revenue estimates as well as the 5-year CIP is presented to the Finance Subcommittee at the first meeting in April.

BUDGET COMPILATION and PRELIMINARY BUDGET DOCUMENT

After the City Manager and Director of Administrative Services have met with the department heads and have discussed the revenues, the Director of Administrative Services compiles a rough draft of expenditures to compare with the revenue forecasting. The outcome of the comparison will decide whether further review of revenues and/or expenditures is needed. If no further review is needed at this time, the Director of Administrative Services prepares the estimated fund balance projections. The City Manager and Director of Administrative Services meet to discuss the projected fund balances. After this meeting, the City Manager and Director of Administrative Services will meet to go over the final draft of the preliminary budget. At the first meeting in May, the preliminary budget is presented to the City Council and Redevelopment Agency Board. At that meeting, the City Council/RDA Board set a date for the study session.

FINAL BUDGET DOCUMENT PRESENTATION

In late May or early June, a study session open to the public is held with the City Council/Redevelopment Agency Board and management staff. After this meeting, the City Manager and Director of Administrative Services will meet one last time to discuss the final draft of the budget. This final draft is presented to the City Council/Redevelopment Agency Board at the second meeting in June. If adopted, the budget is implemented on July 1st.

CHANGES DURING THE BUDGET YEARS

The most important thing to remember about any budget is that it is a best estimate of sources and uses that occur during a given period of time. There is always a need to review these estimates with actual figures to gauge performance, not only by monetary means, but by project as well. In the following January, a review of the budget is conducted to see how close the estimated figures are in comparison to the actual figures. The Director of Administrative Services prepares midyear budget adjustments for year one of the biennial budget. These are adjustments to the original budget that usually come up after the budget has been adopted. In the following July (the second budget year), carryover budget adjustments are prepared for items that were originally budgeted for in year one of the biennial budget, but could not be used until the second year. This is typically for capital projects that cross over fiscal years. In January of year two, budget adjustments are prepared for items that were not originally budgeted for 18 months earlier.

**CITY OF HIGHLAND
2011-2013 BIENNIAL BUDGET**

BUDGET STATEMENT & POLICIES

What is an “operational budget?”

An operational budget is a PLAN for the accomplishment of PROGRAMS related to OBJECTIVES and GOALS within a definite TIME period, including an estimate of RESOURCES REQUIRED, together with an estimate of the RESOURCES AVAILABLE, usually compared with one or more PAST PERIODS and showing FUTURE REQUIREMENTS.

The City of Highland views the budget as a means of balancing revenues and expenditures by estimating revenues conservatively and by adjusting department budget requests accordingly. The City estimates revenues based on prior year history and future projects that would bring in additional funds. The City staff is cognizant of the fact that revenues have always been lean and budget their departmental expenditures accordingly. Staff budgets revenues low and expenditures high. History has shown that actual revenues are higher and expenditures lower than budgeted. The City also tries to expend all current operating and capital operations out of current revenues.

An operational budget provides accountability and control over sources and uses by defining the budget to line item detail. It is a document of policy. City Council programs and policies along with departmental goals, objectives, accomplishments and performance measures are the guides for departments to assess their performance.

These policies are then defined as dollar amounts in areas of salaries, benefits, operations & materials, contractual services, debt service, capital outlay and capital project needs to accomplish these policies.

The budget document is designed to incorporate into the financial statements for ease of reporting in conformance with GAAP (Generally Accepted Accounting Principles). The budget is prepared on the modified accrual basis of accounting. This means that revenues are recognized in the period in which they become available and measurable and expenditures are recognized at the time a liability is incurred. The General Fund, Special Revenue Funds, Capital Projects Funds, Debt Service Funds, Redevelopment Agency Funds and Internal Service Funds are all subject to appropriations.

Changes to the adopted budget can happen in two different ways. One is to take a request (usually an increase in an expenditure) to the City Council. This is usually when a department is requesting a change in the total budget for that department. In this case, only the City Council can approve a budget adjustment. The other is to move budgeted amounts from one line item within a department, to another line item. As long as the total departmental amount does not change, the City Manager has the authority to approve this change.

The City of Highland has always operated under its mission statement, which states:

Highland is dedicated to the betterment of the individual, the family, the neighborhood and the community. The City Council and the staff of Highland are dedicated to providing the quality of public facilities and services that its citizens are willing to fund and will do so as efficiently as possible. This Mission is established to reflect the following beliefs which represent the predominant beliefs of the community. They express what matters most in the conduct of public affairs affecting the citizenry of Highland.

The City Council requires the General Fund budget to be balanced. However, the City Council is not opposed to operating transfers for one-time projects or equipment purchases in the General Fund. Operating transfers are not to be used to balance the budget. Capital Projects Funds and some Special Revenue Funds will be using fund balance to construct many of the projects being proposed in this budget. Many times, the reserves are “saved” over a period of time so the project can be completed and paid with cash.

Although the City does not have a formal reserve policy, a 5-year Capital Improvement Program (CIP) is established and updated with every budget to show which projects the City Council wants constructed, how it will be paid for and when it will be constructed. One of the reasons the CIP is created is to make sure there are adequate funds for the project. The CIP is prepared once the City Council Work Program is established. The Work Program sets the goals for the next two years and staff will make sure that the funds to implement the goals are placed in the budget.

The City Council has a policy on the use of one-time funds, usually grants. These funds are typically used to fund capital projects and not used to fund on-going expenditures. If a revenue source is unpredictable, such as the booking fee reimbursement, the City may choose not to budget for that item.

It has been a long-standing policy of the City Council not to issue debt in the general fund. The City has operated under the pay-as-you-go philosophy since it was incorporated. The only debt in this budget is for the Redevelopment Agency.

Further policies are discussed under the section, “Budget Process & Techniques,” and also in the City Manager’s Transmittal Letter.

**CITY OF HIGHLAND
2011-2013 BIENNIAL BUDGET**

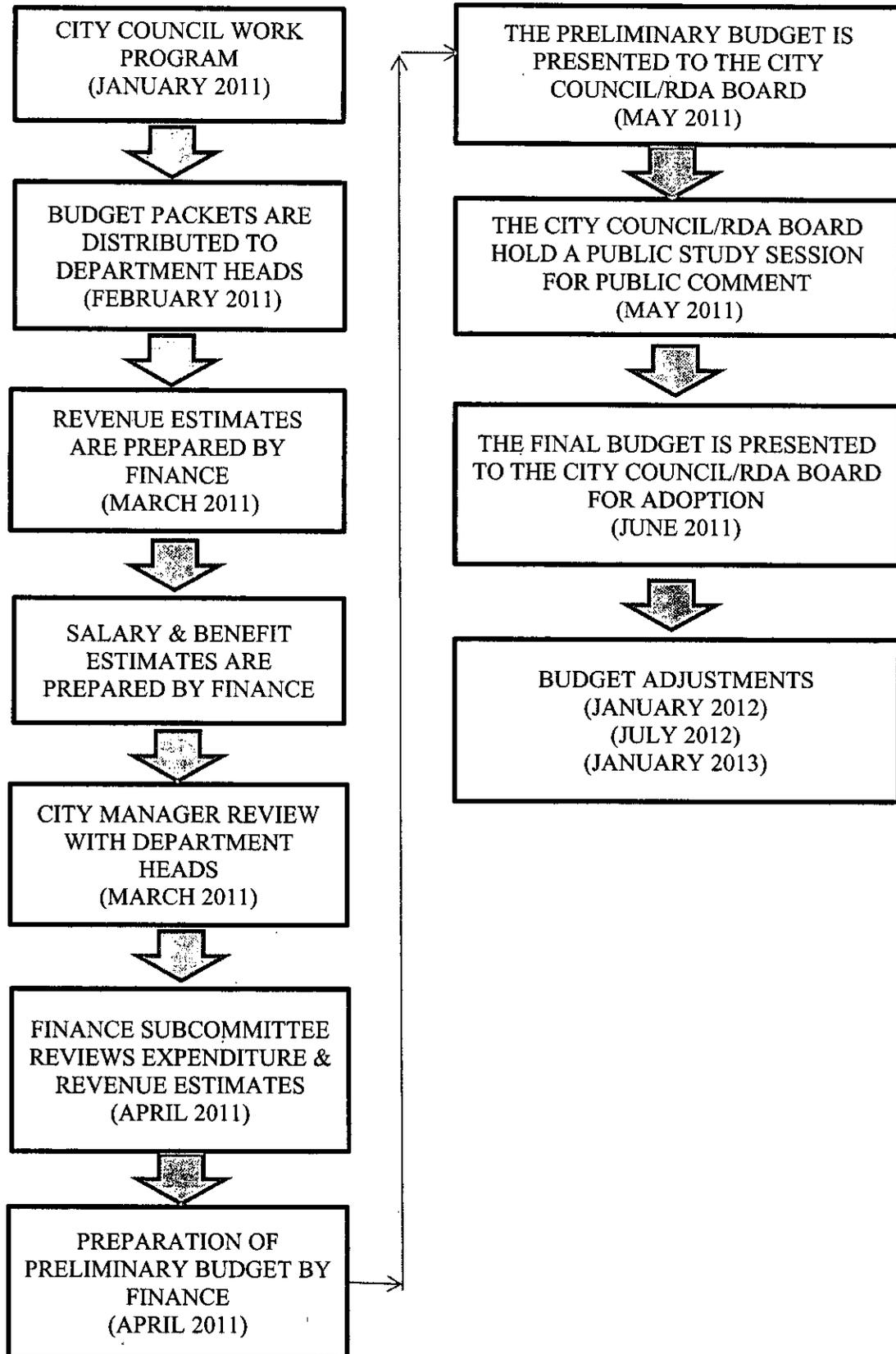
BUDGET CALENDAR

January 26, 2011	Director of Administrative Services begins to prepare budget packets for department heads.
January 28, 2011	Budget orientation and distribution of budget packets to department heads.
January 28, 2011 - February 24, 2011	Department heads prepare their departmental budgets.
February 24, 2011	Budget packets are due to the Director of Administrative Services.
March 1, 2011	City Manager and Director of Administrative Services meet with the Community Development Director and staff to go over all budgets associated with Community Development.
March 7, 2011	City Manager and Director of Administrative Services meet with the Public Works Director and staff to go over all budgets associated with Public Works.
March 9, 2011	City Manager and Director of Administrative Services meet with Police Chief and Fire Chief to go over all budgets associated with Public Safety.
March 10, 2011	City Manager meets with the Director of Administrative Services to go over all budgets associated with Administration.
March 11, 2011	City Manager and Director of Administrative Services meet to discuss revenue estimates.
April 5, 2011	Revenue and Expenditure estimates are presented to the Finance Subcommittee.
April 26, 2011	Capital Projects are presented to the Finance Subcommittee.
April 28, 2011	City Manager and Director of Administrative Services review the preliminary revenue, expenditure and estimated fund balance projections
May 5, 2011	City Manager and Director of Administrative Services review the final draft of the preliminary budget.

BUDGET CALENDAR (continued)

May 6, 2011	The preliminary budget is printed.
May 10, 2011	The preliminary budget is presented to the City Council/Redevelopment Agency Board for use at the study session. At this meeting, the City Council/Redevelopment Agency Board set the date for the budget study session.
May 31, 2011	City Council/Redevelopment Agency Board budget study session.
June 3, 2011	City Manager and Director of Administrative Services review the final draft of the budget.
June 7, 2011	The budget is printed.
June 14, 2011	The budget is presented to the City Council/Redevelopment Agency Board for adoption.
July 1, 2011	The 2011-2013 adopted budget is implemented.
January 24, 2012	2011-2012 midyear budget adjustments.
July 1, 2012	The 2012-2013 adopted budget is implemented.
July 24, 2012	Carryover budget adjustments from 2011-2012.
January 22, 2013	2012-2013 midyear budget adjustments.

2011-2013 BUDGET FLOW CHART





**CITY OF HIGHLAND
2011-2013 BIENNIAL BUDGET**

FUNDS

A fund is a fiscal and accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities and residual equities, or balances, and changes therein, are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions or limitations.* Each fund of the City is handled in somewhat the same process with restrictions on some funds. An average size city will have approximately 12 to 45 different funds. The City of Highland has 40. Some funds such as the General Fund may have up to 17 departments, whereas some funds only have one department. Some funds (Agency funds) do not have budgets.

The City of Highland uses the following types of funds to track resources and expenditures: General, Special Revenue, Capital Projects, Debt Service, Internal Service, and Trust & Agency.

GENERAL FUND

The General Fund accounts for all financial resources and expenditures except those required to be accounted for in another fund.** The General Fund keeps track of all activities that don't require special restrictions. There is never more than one general fund in a City. The City's policy has always been that the general fund doesn't subsidize any public works department, grant, or other program unless so designated by the City Council. The General Fund departments are:

1000 City Council	2200 Animal Control	4600 Code Enforcement
1200 City Clerk	3100 Public Works	6000 Parks
1450 General Government	3200 Engineering	6010 Graffiti
1600 Personnel	4100 Planning	6020 Community Volunteer Services
1700 Finance	4200 Public Services	6100 Trails
2000 Police Department	4500 Building & Safety	

SPECIAL REVENUE FUNDS

Special Revenue Funds account for the proceeds of specific revenue sources (other than expendable trusts or for major capital projects) that are legally restricted to expenditures for specified purposes.** A special revenue fund is just that, a fund that receives special revenues that must be accounted for separately. The special revenue funds of the City of Highland are: Traffic Safety, Gas Tax, Article 3, Community Development Block Grant, Development Impact Fees, Developer Fees, Office of Traffic Safety, Landscape Maintenance District, Street Light District, Community Trails District, Parks Maintenance District, Measure I, Federal Emergency Management Agency, AQMD AB 2766 Subvention, COPS, Street/Storm Drain Maintenance District, Justice Assistance Grant, Miscellaneous Grants Fund, Paramedic Department, Fire Department, Major Grants Fund and RDA Low and Moderate Income Housing.

FUNDS (continued)

CAPITAL PROJECTS FUNDS

Capital Projects Funds account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).** The capital projects funds of the City of Highland are: Facilities Construction, Parks Construction, HUD Special Purpose/Projects Grant, Community Facilities Districts (Mello-Roos), General Capital Financing, and the RDA Capital Projects.

DEBT SERVICE

Debt Service Funds account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.** Currently, the City has no debt, therefore there is no activity in the City Debt Service fund. The Redevelopment Agency has a debt service fund for payment of principal and interest on loans from the City, tax allocation bonds and payment of pass through agreements with other agencies.

INTERNAL SERVICE FUNDS

Internal Service Funds account for the financing of goods or services provided by one department or agency to other departments or agencies of the governmental unit, or to other governmental units, on a cost-reimbursement basis.** The City maintains two of these funds. The first one is the Insurance Fund. This fund includes the self-insured workers' compensation program, fire insurance, earthquake insurance, vehicle & property insurance, and general liability. The departments that are charged are: City Clerk, General Government, Personnel, Finance, Public Works, Engineering, Planning, Public Services, Building & Safety, Code Enforcement, Parks, Graffiti, RDA Capital Projects and RDA Low & Moderate Income Housing. The second internal service fund is the Building Services fund. This fund accounts for utilities, landscaping, janitorial services and equipment maintenance at City Hall. The departments charge for these expenditures are the same as the Insurance fund.

TRUST AND AGENCY FUNDS

Trust and Agency Funds account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds. These include (a) expendable trust funds, (b) non-expendable trust funds, (c) pension trust funds, and (d) agency funds.** The type of fund that the City maintains is the Agency Fund. This includes deposits for performance bonds and special donations.

* 1994 Governmental Accounting Auditing and Financial Reporting (GAAFR).

** Governmental Accounting Standards Board Section 1300.104

**CITY OF HIGHLAND
2011-2013 BIENNIAL BUDGET**

REVENUES

Revenues are additions to fund financial resources other than from inter-fund transfers. The City of Highland's revenues are received in the form of taxes, licenses and permits, fines and forfeitures, miscellaneous revenues, intergovernmental revenues and current service charges.

TAXES

- 7010** Property Tax-Secured
- 7020** Property Tax-Unsecured
- 7030** Property Tax-Supplemental Secured
- 7040** Property Tax-Supplemental Unsecured
- 7050** Utility Unitary Tax
- 7060** Homeowners Exemption
- 7070** Penalties & Interest on Delinquent Taxes
- 7090** Property Tax-VLF
- 7095** Property Tax-Sales Tax

Property taxes are taxes levied on an assessed valuation of real and/or personal property. The distinguishing characteristics of general property taxes are that the revenues are (1) derived from taxes (2) levied by the government reporting entity and (3) assessed on the general property. The City receives an apportionment of approximately 24.8% from San Bernardino County out of the 1% tax rate. Special Assessments for the Street Light District, the Landscape Maintenance District, the Community Trails District, the Parks Maintenance District and the Street & Storm Drain Maintenance District are also accounted for in this category. New accounts to the budget are Property Tax-VLF & Property Tax-Sales Tax. This is due to the Triple Flip and Vehicle License Fee Swap. The Triple Flip is a one for one exchange of sales tax revenue for property tax revenue. The Vehicle License Fee Swap is a dollar for dollar exchange of vehicle license fees (VLF) for property tax revenues. Basically, the state is taking part of the sales tax and VLF the city would normally receive from the state, and replacing it with property tax dollars we would normally receive from the county. The difference being the sales tax and VLF received from the county would grow at the same rate of property tax.

7085 Medic Tax

All proceeds from the Medic Tax are used to fund the Highland Paramedic Program. This special tax was established in 1985 and assumed by the City on July 1, 1999 upon detaching from County Service Area (CSA) 38. The Medic Tax has not been increased since its inception in 1985. The Medic Tax is levied at a rate of \$19 per year for residential units and \$38 per year for commercial units.

7100 Sales & Use Tax

The current sales tax rate in Highland is 8.75% of which 4.75% goes to the state general fund, .25% is placed in the state fiscal recovery fund, .50% goes to the state local revenue fund, .25% to the state general fund, .50% to the state local public safety fund, 1% to the state general fund, 1% to the cities and counties based on sales generation from consumers purchasing or consuming

REVENUES (continued)

goods and/or services in the City. The remaining .50% was voted on by the people of San Bernardino County to provide additional funds for transportation needs (Measure I funds). Sales Tax has continued to increase marginally and it is expected to increase with the addition of some new retailers for the next few years.

7110 Extraction Tax

The purpose of the extraction tax is to establish a tax on the commercial business of extraction and/or processing of rock, sand and gravel (aggregate) within the City, as a means of generating revenue for the City for municipal purposes and not as a regulatory measure. This business license tax is imposed in the interests of the health, safety, convenience and welfare of the residents of the City.

7205 Transportation Tax-Article 3

These revenues are allocated to the City from the County's Local Transportation Fund Article 3 Pedestrian and Bicycle Facilities per Public Utilities Code 99234. These revenues are derived from .25% of the state 8.75% retail sales tax rate and then apportioned based on population and allocated for specific purposes.

7300 Transient Occupancy Tax (TOT)

This tax, also known as the Bed or Hotel Tax, is derived from 7% of the gross rents collected by the three-hotel/motel operators in the City for the privilege of occupying quarters on a transient basis.

7400 Franchise Fees-Gas

7401 Franchise Fees-Electric

7402 Franchise Fees-Cable

7403 Franchise Fees-Refuse

7404 Franchise Fees-Kiosk Signs

7413 Franchise Fees-Refuse Household Hazardous Waste

Franchise fees are received from persons, firms and corporations that have franchises in the City for the right to use public right-of-way. Gas and electric franchise fees are derived from 2% of gross annual receipts arising from use, operation or possession of franchise, but not less than 1% of gross annual receipts derived from sale of gas/electricity within the City limits. The operators of gas and electricity are Southern California Gas and Electric. Cable franchise fees are based on 5% of gross receipts. The current cable operator in Highland is Time Warner. There are two refuse franchise fees in Highland. The first franchise fee is for regular refuse and the second is for household hazardous waste. These fees are 10% and 1.25% of gross receipts from residential, commercial and industrial collections, respectively. Franchise Fees have consistently increased over the years and this increase is expected to continue with the steady development in the city. Approximately 16 kiosk structures are placed throughout the City for residential home advertisement of which the City receives \$25 per panel per month. Commercial advertisement is

REVENUES (continued)

offered for businesses in Highland to which the City receives \$20 per panel per month after six months placement.

7460 Property Transfer Tax

This tax is levied when real property is transferred and filed with the County Recorder. The City receives \$.55 per \$1,000 of the value that is transferred.

LICENSES & PERMITS

7510 Animal License Fees

All dogs within the city limits of Highland are required to have a current license. Fees are charged for unaltered and altered dogs. A discount rate is given to senior citizens and physically challenged citizens with altered dogs. There is no charge to license a service dog. Also available are multiple year licenses.

7600 Building Permits-Inspections

7610 Building Permits-Plan Check Fee

7620 Strong Motion Instrumentation Program (SMIP)

7630 Building Standards Administration Revolving (BSAR) Fund

These revenues are based on fees set by Resolution. They are collected at the time a building permit is issued for construction, improvements, grading and excavation. Strong Motion Instrumentation Program (SMIP) revenues and Building Standards Administration Revolving (BSAR) revenues are collected based on new construction from residential and commercial areas and remitted to the State of California Conservation Department for seismic hazard mapping, education and data utilization.

7700 Yard Sale Permits

7800 Miscellaneous Permits

These revenues are derived from the sale of permits for yard sales and various other permits within the City.

FINES & FORFEITURES

8100 California Vehicle Code Fines (CVC)

8105 Redlight Traffic Camera

8150 Parking Citations

8200 General Fines

8201 Code Enforcement Fines

8202 Administrative Citation Program

Fines and Forfeitures are derived from the fines paid by persons who receive traffic, parking and general fines in the City. Code Enforcement fines and the Administrative Citation Program violations are usually for substandard properties. Redlight traffic cameras are currently at the intersections of Highland/Victoria and Base Line/Sterling.

REVENUES (continued)

MISCELLANEOUS REVENUE

8600 Interest

A large percentage of Highland's interest revenue is derived from the use of idle cash deposited in the State of California Treasurer's Local Agency Investment Fund (LAIF). Other sources of interest income come from investments with Public Financial Management, Inc. and U.S. Bank. U.S. Bank is the Trust for the CFD and RDA bond reserves while Public Financial Management, Inc. retains investments related to the California Asset Management Program (CAMP).

8700 Building Rental

8710 Land Rental

Revenue derived from the use of city owned land or facilities.

8850 Proceeds From Note

Revenues derived from the sale of notes.

8900 Miscellaneous

8910 Volunteer Donations

The miscellaneous revenue category is for infrequent occurring monies received.

INTERGOVERNMENTAL REVENUE

9010 Motor Vehicle In-Lieu Tax (VLF)

9050 Booking Fee Reimbursement

9200 Off-Highway Motor Vehicle In-Lieu Tax

Intergovernmental revenues are received from other governmental entities and range from the distribution of vehicle license fees to federal grants that are administered through the County of San Bernardino. Motor Vehicle In-Lieu (VLF) is a special license fee equivalent to 2% of the market value of motor vehicles in lieu of local property taxes, apportioned monthly on the basis of population per section 11005 of the Revenue and Taxation Code. Section 11005 (a) now states that 81.25% of the 2% will be split between cities and counties and then based on population. This revenue source is now subject to the Vehicle License Fee Swap. Off-Highway Motor Vehicle In-Lieu Tax is similar to Motor Vehicle except that taxes are apportioned semi-annually in July and January per sections 38230 and 38240(a) of the Vehicle Code. The Booking Fee Reimbursement is to reimburse cities for the booking fee imposed by counties. In 2005-2006, the reimbursement from the state went away.

The VLF is the City's biggest revenue source when combining both amounts received from the state and county. This budget anticipates a significant reduction in the VLF for fiscal years 2009-2010 & 2010-2011. The VLF had previously increased at a rate higher than sales tax and property tax, but since the implementation of the Vehicle License Fee Swap and Triple Flip, this may no longer be the case. The VLF received from the state will still grow at the same rate, but the larger portion of the VLF is now received from the county through property taxes, which will grow at a lower rate.

REVENUES (continued)

- 9100** Gas Tax - 2106
- 9110** Gas Tax - 2107
- 9120** Gas Tax - 2107.5
- 9130** Measure I
- 9140** Gas Tax - 2105

This revenue source is derived from the \$.09 tax applied to each gallon of gasoline sold in the state. These revenues are restricted for only street and pedestrian safety purposes and engineering and administrative costs. Section 2106 of the Streets and Highways Code allocates \$400 a month plus an apportionment based on population after county distribution for use on any street or road purpose. Section 2107 is an apportionment based on population and 2107.5 is a fixed amount based on population and to be used for engineering and administrative expenses. Section 2105 of the Streets and Highways Code approved by voters in June of 1990, allocates additional gas taxes collected over the \$.09 per gallon among cities and counties based on population. Measure I revenues are generated from additional sales tax. The distribution of the funds are provided by San Bernardino Association of Governments. After administrative costs are taken, approximately 16% of the available funds are distributed monthly for local road purposes.

- 9210** State-Other
- 9215** State-SLTPP
- 9220** State-Park Grants
- 9230** Housing and Urban Development (HUD) Special Purpose/Projects Grant
- 9300** Community Development Block Grant (CDBG)
- 9317** AQMD/AB 2766
- 9320** Prop 42
- 9323** Prop 1B
- 9350** Citizens Option for Public Safety (COPS)/ AB 3229
- 9360** Justice Assistance Grant (JAG)
- 9365** Environmental Protection Agency (EPA) Grant
- 9380** San Bernardino Unifies School District (SBUSD)
- 9400** FEMA

State-Other is for miscellaneous state grants such as recycling, trails and historical district grants. The SLTPP (State and Local Transportation Partnership Program) grant is for streets and roads. CDBG revenues are received from San Bernardino County for use in a targeted area designated by the City approved by Housing and Urban Development for asphalt, sidewalk and various repairs and reconstruction. Part of the CDBG program allows for revitalization of blighted areas. COPS are state grant programs that allow for summer youth employment and training and funds for specialized police services. The AQMD, also known as Air Quality Management District, provides funding for programs that provide cleaner air and eliminates smog. The City currently uses these funds for traffic signal coordination. Prop 42 funds are derived from gasoline sales and are to be used for transportation projects. Prop 1B was made available to cities for various transportation projects. The San Bernardino Unified School District and the City of San Bernardino will fund a portion of our public works projects and provide an after-school program for children that benefit their schools. In the past few years the City has experienced some storm damage and has sought reimbursement from the Federal Emergency Management Agency.

REVENUES (continued)

CURRENT SERVICE CHARGES

7450 Business License Fee
7451 Massage Parlor License Fee
9510-9519 Planning Fees
9520-9523 Engineering Fees
9525 Park Fees
9526 Police Department Fees
9527 Fire Department Fees
9700-9718 Development Impact Fees

Current Service Charges are revenues derived from fees collected for specific services rendered by the City, which have been set by Resolution. All City fees are determined through a cost analysis study performed by an independent consultant. Development Impact Fees are set by a separate Resolution. These fees are collected on new development to defray the cost of new infrastructures needed to supply services to the new areas.

99xx Operating Transfers In

These revenues are derived from inter-department transfers for payment of expenditures.

MAJOR REVENUE SOURCES & TRENDS

The largest revenue source for the general fund continues to be the Vehicle License Fee (VLF) when combining both portions received from the state and county. The VLF is approximately 25% of the general fund revenues. Property Tax revenue is the second largest source of general fund revenue at 20%. Sales Tax and Franchise Fees are third and fourth at 10% and 8%, respectively. Combined, these four revenue sources account for 63% of the general fund revenues. The Vehicle License fees (both categories) were budgeted to show a decrease due to the expected decrease in assessed property values. Property taxes were also budgeted to show a decrease as residential development in the city is declining and values are decreasing. Although a higher rate may be received, the City has always budgeted on the conservative side.

In keeping with this philosophy, franchise fees for electric and gas were also budgeted with a decrease. Franchise fees for cable and refuse were budgeted for with a slight increase. Sales Tax is the only major revenue that is budgeted at an increase. The property tax portion of Sales Tax is budgeted as an increase as is the major portion that is received by from the state. This is because of the addition of Lowe's and Staples a few years ago. It was also assumed that the City would not receive the Booking Fee reimbursement. All other revenues have been scrutinized individually (line item by line item) to examine if an increase or decrease should be applied. If an increase was applied, it is usually a conservative increase.

**CITY OF HIGHLAND
2011-2013 BIENNIAL BUDGET**

EXPENDITURES

Expenditures are decreases in fund financial resources other than through inter-fund transfers.

SALARIES & BENEFITS

These expenditures are for salaries, wages, compensatory time, sick leave, holiday pay, vacation, administrative leave, Public Employee's Retirement System health insurance, medi-care, deferred compensation, social security, PERS retirement, life insurance, dental insurance, vision insurance and auto allowances.

OPERATIONS & MATERIALS

The expenditures in this category consist of costs for utilities, office supplies, postage, fuel, vehicle & equipment maintenance, materials, advertising, publications, dues & subscriptions, travel & conference, training, insurance premiums & claims, elections, employment physicals & testing and other miscellaneous expenditures. Also, in this category are inter-fund transfers.

CONTRACTUAL SERVICES

These expenditures consist of services provided by outside agencies on contractual basis. Examples of services that are contracted include but are not limited to: attorney services, auditing, fee analysis, financial advising, engineering services, street sweeping, collection agency services, sheriff department services, fire & medic services and animal control.

DEBT SERVICE

These expenditures are for the payment of principal and interest on loans, notes, and bonds to finance the Redevelopment Agency activities. Currently, the City has no debt.

CAPITAL OUTLAY

These expenditures are for major purchases by the City in the amount of \$5,000 or greater for land, land improvements, buildings, equipment, furniture & fixtures, vehicles and software.

CAPITAL PROJECTS

The expenditures in this classification are for major construction within the City for sidewalks, street repairs and reconstruction, and other infrastructure construction. These expenditures are extracted from the City's 5-Year Capital Improvement Program (CIP) for fiscal years 2011-2012 to 2015-2016. The CIP is adopted by the City Council as a separate document. It is included in the budget for reference only.



City of Highland
2011-2013 Biennial Budget
Proposed Source of Financing with Estimated Fund Balance

	001.1000	001.1200	001.1450	001.1600	001.1700	001.2000	001.2200	001.3100	001.3200
General Fund	City Council	City Clerk	General Gov't	Personnel	Finance	Police Department	Animal Control	Public Works	Engineering
2011-2012 Estimated Fund Balance									
Salaries	39,500	113,880	272,595	27,920	223,775	-	-	323,130	112,280
Benefits	54,025	45,975	155,765	10,200	95,595	-	-	130,685	34,805
Operations & Materials	51,875	67,315	51,035	24,530	106,545	329,450	11,750	511,300	34,455
Operating Transfers Out	-	-	20,000	-	-	-	-	-	-
Contractual Services	-	16,500	150,865	10,050	58,250	6,490,380	459,190	1,015,560	461,795
Principal & Interest	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-	-	775,815	-
Total Expenditures	145,400	243,670	650,260	72,700	484,165	6,819,830	470,940	2,756,490	643,335

	001.4100	001.4200	001.4500	001.4600	001.6000	001.6010	001.6020	001.6100	Total
General Fund (continued)	Planning	Public Services	Building & Safety	Code Enforcement	Parks	Graffiti	Comm. Vol. Services	Trails	General Fund
2011-2012 Estimated Fund Balance									
Salaries	327,310	150,100	96,365	140,910	111,475	42,800	21,800	-	2,003,840
Benefits	126,045	54,740	38,530	58,785	54,150	20,780	17,165	-	897,245
Operations & Materials	83,110	62,585	40,795	51,975	277,295	45,145	18,580	5,400	1,773,140
Operating Transfers Out	-	-	-	-	36,160	-	-	-	56,160
Contractual Services	131,000	167,000	237,200	47,000	594,540	500	-	10,000	9,849,830
Principal & Interest	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-	-	-	-
Total Expenditures	667,465	434,425	412,890	298,670	1,073,620	109,225	57,545	15,400	15,356,030

Operating Revenues									12,516,430
Operating Transfers In									2,776,490
Total Revenues									<u>15,292,920</u>

Fund Balance 07/01/2011	Fund Balance 06/30/2012
Unreserved, Undesignated	Unreserved, Undesignated
Unreserved, Designated Absences	Unreserved, Designated Absences
Unreserved, Designated Vehicle/Equipment Replacement	Unreserved, Designated Vehicle/Equipment Replacement
Unreserved, Designated Public Safety Enhancements	Unreserved, Designated Public Safety Enhancements
Unreserved, Designated Technological Enhancements	Unreserved, Designated Technological Enhancements
Unreserved, Designated Service Enhancements	Unreserved, Designated Service Enhancements
Unreserved, Designated Continuing Appropriations	Unreserved, Designated Continuing Appropriations
Unreserved, Designated Economic Uncertainty	Unreserved, Designated Economic Uncertainty
Unreserved, Designated City Hall	Unreserved, Designated City Hall
Unreserved, Designated Capital Projects	Unreserved, Designated Capital Projects
Reserved for Inventory	Reserved for Inventory
Reserved for Advances	Reserved for Advances
Total Fund Balance 07/01/2011	Total Fund Balance 06/30/2012
1,739,946	1,739,946
495,390	495,390
675,000	675,000
200,000	200,000
300,000	300,000
1,559,859	1,496,749
520,000	520,000
1,990,000	1,990,000
1,400,000	1,400,000
595,000	595,000
11,006	11,006
9,486,202	9,423,092

City of Highland
2011-2013 Biennial Budget
Proposed Source of Financing with Estimated Fund Balance

2012-2013 Estimated Fund Balance	001-1000 City Council	001-1200 City Clerk	001-1450 General Gov't.	001-1600 Personnel	001-1700 Finance	001-2000 Police Department	001-2200 Animal Control	001-3100 Public Works	001-3200 Engineering
Salaries	39,500	113,880	272,595	27,920	223,775	-	-	312,440	91,090
Benefits	60,025	47,610	159,250	10,515	99,030	-	-	131,700	31,345
Operations & Materials	49,375	97,185	51,610	25,230	110,110	325,050	11,850	520,325	34,750
Operating Transfers Out	-	-	20,000	-	-	-	-	-	-
Contractual Services	-	16,500	150,865	10,200	45,250	6,619,090	420,700	997,500	517,340
Principal & Interest	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-	-	-	-
Total Expenditures	148,900	275,175	654,320	73,865	478,165	6,944,140	432,550	1,961,965	674,525

2012-2013 Estimated Fund Balance	001-4100 Planning	001-4200 Public Services	001-4500 Building & Safety	001-4600 Code Enforcement	001-6000 Parks	001-6010 Graffiti	001-6020 Comm. Vol. Services	001-6100 Trails	Total General Fund
Salaries	327,310	150,100	96,365	140,910	111,475	42,800	21,800	-	1,971,960
Benefits	130,340	56,615	39,885	61,010	56,295	21,590	17,875	-	923,085
Operations & Materials	76,125	63,745	41,510	53,070	290,065	46,515	18,580	5,400	1,820,495
Operating Transfers Out	-	-	-	-	37,790	-	-	-	57,790
Contractual Services	131,000	187,000	237,200	47,000	602,240	500	-	10,000	9,992,385
Principal & Interest	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-	-	-	-
Total Expenditures	664,775	457,460	414,960	301,990	1,097,865	111,405	58,255	15,400	14,765,715
Operating Revenues	-	-	-	-	-	-	-	-	12,720,640
Operating Transfers In	-	-	-	-	-	-	-	-	1,981,965
Total Revenues	-	-	-	-	-	-	-	-	14,702,605

Fund Balance 07/01/2012	Fund Balance 06/30/2013
Unreserved, Undesignated	Unreserved, Undesignated
1,739,946	1,739,946
Unreserved, Designated Compensated Absences	Unreserved, Designated Compensated Absences
495,390	495,390
Unreserved, Designated Vehicle/Equipment Replacement	Unreserved, Designated Vehicle/Equipment Replacement
675,000	675,000
Unreserved, Designated Public Safety Enhancements	Unreserved, Designated Vehicle Replacement
200,000	200,000
Unreserved, Designated Technological Enhancements	Unreserved, Designated Technological Enhancements
300,000	300,000
Unreserved, Designated Service Enhancements	Unreserved, Designated Service Enhancements
1,496,749	1,433,639
Unreserved, Designated Continuing Appropriations	Unreserved, Designated Continuing Appropriations
520,000	520,000
Unreserved, Designated Economic Uncertainty	Unreserved, Designated Economic Uncertainty
1,990,000	1,990,000
Unreserved, Designated City Hall	Unreserved, Designated City Hall
1,400,000	1,400,000
Unreserved, Designated Capital Projects	Unreserved, Designated Capital Projects
595,000	595,000
Reserved for Inventory	Reserved for Inventory
11,006	11,006
Reserved for Advances	Reserved for Advances
-	-
Total Fund Balance 07/01/2012	Total Fund Balance 06/30/2013
9,423,092	9,359,982

City of Highland
2011-2013 Biennial Budget
Proposed Source of Financing with Estimated Fund Balance

Special Revenue Funds 2011-2012 Estimated Fund Balance	002.8200	004.8310	005.8320	006.8400	007.8330	008.8340	011.8420	012.8500	013.8510	015.8530	016.8540
	Traffic Safety	Gas Tax	Article 3	CDBG	Dev. Impact Fees	Developer Fees	Traffic Safety	Landscapes Maint. Dist.	Street Light Dist.	Comm. Trails District	Parks Maint. District
Salaries	-	-	-	82,930	-	23,400	-	-	-	-	-
Benefits	-	-	-	34,440	-	1,795	-	-	-	-	-
Operations & Materials	12,000	-	-	43,000	-	1,000	-	115,500	551,000	9,300	46,650
Operating Transfers Out	-	2,756,490	-	-	-	-	-	-	-	-	-
Contractual Services	187,400	-	-	91,000	34,000	-	-	95,000	26,300	7,350	43,740
Principal & Interest	-	-	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Capital Projects	135,000	-	-	603,000	406,000	-	-	-	-	-	-
Total Expenditures	334,400	2,756,490	-	854,370	440,000	26,195	-	210,500	577,300	16,650	90,390
Operating Revenues	311,500	1,465,500	-	854,370	130,000	22,000	-	169,000	390,000	8,000	60,000
Operating Transfers In	-	-	-	-	-	-	-	20,000	-	-	36,160
Total Revenues	311,500	1,465,500	-	854,370	130,000	22,000	-	189,000	390,000	8,000	96,160
Fund Balance 07/01/2011	650,478	2,843,914	-	-	7,819,340	2,949,892	-	445,275	(202,665)	16,870	39,085
Reserved	-	-	-	-	-	-	-	-	-	-	-
Fund Balance 06/30/2012	627,578	1,552,924	-	-	7,509,340	2,945,697	-	423,775	(389,965)	8,220	44,865
Reserved	-	-	-	-	-	-	-	-	-	-	-
Special Revenue Funds (continued) 2011-2012 Estimated Fund Balance	017.8350	018.8400	020.8440	021.8450	023.8470	025.8480	027.8490	028.2050	029.2100	030.8495	Total
Measure 1	FEMA	AO&D	COPS	Street/Storm Drain Maint.	Justice	Abst. Grant	Guards Fund	Paramedic Department	Fire Department	Major Grants Fund	Special Revenue Funds
Salaries	-	-	-	-	-	-	-	-	8,000	-	114,330
Benefits	-	-	-	-	-	-	-	-	615	-	36,850
Operations & Materials	-	-	-	-	3,500	-	-	98,640	134,020	-	1,026,610
Operating Transfers Out	-	12,000	-	-	-	-	-	10,000	894,790	-	3,661,280
Contractual Services	1,183,000	-	-	-	16,000	-	669,000	1,127,150	1,828,540	269,000	5,755,480
Principal & Interest	-	-	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Capital Projects	3,654,000	-	-	-	-	-	8,092,000	-	600,000	-	617,000
Total Expenditures	4,837,000	107,000	100,000	19,500	-	-	8,092,000	1,235,790	3,465,965	27,474,000	40,364,000
Operating Revenues	618,000	61,200	100,000	26,700	-	-	8,501,000	351,000	2,865,965	27,743,000	43,677,235
Operating Transfers In	-	-	-	-	-	-	-	884,790	-	-	940,950
Total Revenues	618,000	61,200	100,000	26,700	-	-	8,501,000	1,235,790	2,865,965	27,743,000	44,618,185
Fund Balance 07/01/2011	6,483,123	-	425,044	200,405	-	-	260,000	-	503,605	-	22,174,376
Reserved	-	-	-	-	-	-	-	-	-	-	280,000
Unreserved, Designated Capital Projects	-	-	-	-	-	-	-	-	-	-	100,000
Unreserved, Designated Public Safety Enhancements	-	-	-	-	-	-	-	-	-	-	535,000
Unreserved, Designated Economic Uncertainty	-	-	-	-	-	-	-	-	-	-	1,219,141
Unreserved, Designated Special Capital Projects	-	-	-	-	-	-	-	-	-	-	1,611,756
Unreserved, Designated Fire Emergency	-	-	-	-	-	-	-	-	-	-	530,000
Unreserved, Designated Fire Facilities	-	-	-	-	-	-	-	-	-	-	1,650,000
Unreserved, Designated Vehicle/Equip Replacement	-	-	-	200,405	-	-	260,000	-	6,149,502	-	28,080,274
Total Fund Balance 07/01/2011	6,483,123	425,044	200,405	207,605	-	-	260,000	-	503,605	-	16,077,011
Fund Balance 06/30/2012	2,264,123	379,244	207,605	207,605	-	-	-	-	100,000	-	100,000
Reserved	-	-	-	-	-	-	-	-	535,000	-	535,000
Unreserved, Designated Capital Projects	-	-	-	-	-	-	-	-	1,219,141	-	1,219,141
Unreserved, Designated Public Safety Enhancements	-	-	-	-	-	-	-	-	1,611,756	-	1,611,756
Unreserved, Designated Economic Uncertainty	-	-	-	-	-	-	-	-	530,000	-	530,000
Unreserved, Designated Special Capital Projects	-	-	-	-	-	-	-	-	1,050,000	-	1,050,000
Unreserved, Designated Fire Emergency	-	-	-	-	-	-	-	-	5,549,502	-	21,122,909
Unreserved, Designated Fire Facilities	-	-	-	-	-	-	-	-	-	-	-
Unreserved, Designated Vehicle/Equip Replacement	-	-	-	207,605	-	-	-	-	-	-	-
Total Fund Balance 06/30/2012	2,264,123	379,244	207,605	207,605	-	-	-	-	5,549,502	-	21,122,909

City of Highland
2011-2013 Biennial Budget
Proposed Source of Financing with Estimated Fund Balance

2012-2013 Estimated Fund Balance	Special Revenue Funds			2012-2013 Estimated Fund Balance			Special Revenue Funds			2012-2013 Estimated Fund Balance		
	Traffic Safety	Gas Tax	Article 3	CDBG	Dev Impact Fees	Developer Fees	Office of Traffic Safety	Landscaping Maint. Dist.	Street Light Dist.	Comm. Trails District	015.8550	016.8540
Salaries	-	-	-	82,930	-	23,400	-	-	-	-	-	-
Benefits	-	-	-	35,685	-	1,795	-	-	-	-	-	-
Operations & Materials	13,000	-	-	40,850	-	1,000	-	122,400	565,000	9,300	-	49,000
Operating Transfers Out	-	1,961,965	-	-	-	-	-	-	-	-	-	-
Contractual Services	189,400	-	-	46,000	202,000	-	-	97,700	6,600	7,400	-	45,470
Principal & Interest	-	-	-	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	-
Capital Projects	135,000	-	-	306,000	668,000	-	-	-	-	-	-	-
Total Expenditures	337,400	1,961,965	-	511,465	870,000	26,195	-	220,100	571,600	16,700	-	94,470
Operating Revenues	311,500	1,459,500	-	511,465	130,000	22,000	-	171,500	390,000	8,500	-	60,500
Operating Transfers In	-	-	-	-	-	-	-	20,000	-	-	-	37,790
Total Revenues	311,500	1,459,500	-	511,465	130,000	22,000	-	191,500	390,000	8,500	-	98,290
Fund Balance 07/01/2012	627,578	1,552,924	-	-	7,509,340	2,945,697	-	423,775	(389,965)	8,220	-	44,865
Reserved	-	-	-	-	-	-	-	-	-	-	-	-
Fund Balance 06/30/2013	601,678	1,050,459	-	-	6,769,340	2,941,502	-	395,175	(571,565)	20	-	48,685
Reserved	-	-	-	-	-	-	-	-	-	-	-	-
2012-2013 Estimated Fund Balance	Measures	FEMA	AGMD	SCPS	Street/Storm Drain Maint.	Justice Asst. Grant	Grass Fund	Paramedic Department	Fire Department	Way Grants Fund	030.8495	Total
Salaries	-	-	-	-	024.8470	026.8460	027.8490	028.2050	029.2100	-	-	114,330
Benefits	-	-	-	-	-	-	-	-	-	-	-	38,095
Operations & Materials	-	-	-	-	3,500	-	-	98,640	134,020	-	-	1,036,710
Operating Transfers Out	-	-	-	-	-	-	-	10,000	894,790	-	-	2,866,755
Contractual Services	968,000	-	45,000	100,000	16,000	-	1,094,000	1,127,150	1,828,540	-	-	5,773,260
Principal & Interest	-	-	-	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	36,800	-	-	36,800
Capital Projects	2,481,000	-	204,000	-	-	-	1,768,000	-	-	16,215,000	-	21,787,000
Total Expenditures	3,449,000	-	249,000	100,000	19,500	-	2,862,000	1,235,790	2,902,765	16,215,000	-	31,662,950
Operating Revenues	1,730,000	-	61,200	100,000	27,200	-	2,882,000	351,000	2,902,765	16,215,000	-	27,334,130
Operating Transfers In	-	-	-	-	-	-	-	884,790	-	-	-	942,580
Total Revenues	1,730,000	-	61,200	100,000	27,200	-	2,882,000	1,235,790	2,902,765	16,215,000	-	28,276,710
Fund Balance 07/01/2012	2,264,123	-	391,244	-	207,605	-	-	-	503,605	-	-	16,089,011
Reserved	-	-	-	-	-	-	-	-	-	-	-	-
Unreserved, Designated Capital Projects	-	-	-	-	-	-	-	-	-	-	-	100,000
Unreserved, Designated Public Safety Enhancements	-	-	-	-	-	-	-	-	-	-	-	535,000
Unreserved, Designated Economic Uncertainty	-	-	-	-	-	-	-	-	-	-	-	1,219,141
Unreserved, Designated Special Capital Projects	-	-	-	-	-	-	-	-	-	-	-	1,611,756
Unreserved, Designated Fire Emergency	-	-	-	-	-	-	-	-	-	-	-	530,000
Unreserved, Designated Fire Facilities	-	-	-	-	-	-	-	-	-	-	-	1,050,000
Unreserved, Designated Vehicle/Equip Replacement	-	-	-	-	-	-	-	-	-	-	-	21,134,909
Total Fund Balance 07/01/2012	2,264,123	-	391,244	-	207,605	-	-	-	503,605	-	-	12,702,771
Fund Balance 06/30/2013	545,123	-	203,444	-	215,305	-	-	-	503,605	-	-	100,000
Reserved	-	-	-	-	-	-	-	-	-	-	-	535,000
Unreserved, Designated Capital Projects	-	-	-	-	-	-	-	-	-	-	-	1,219,141
Unreserved, Designated Public Safety Enhancements	-	-	-	-	-	-	-	-	-	-	-	1,611,756
Unreserved, Designated Economic Uncertainty	-	-	-	-	-	-	-	-	-	-	-	530,000
Unreserved, Designated Special Capital Projects	-	-	-	-	-	-	-	-	-	-	-	1,050,000
Unreserved, Designated Fire Emergency	-	-	-	-	-	-	-	-	-	-	-	5,549,502
Unreserved, Designated Fire Facilities	-	-	-	-	-	-	-	-	-	-	-	17,748,669
Unreserved, Designated Vehicle/Equip Replacement	-	-	-	-	-	-	-	-	-	-	-	-
Total Fund Balance 06/30/2013	545,123	-	203,444	-	215,305	-	-	-	503,605	-	-	17,748,669

City of Highland
2011-2013 Biennial Budget
Proposed Source of Financing with Estimated Fund Balance

Capital Projects Fund 2011-2012 Estimated Fund Balance	010.3830 Facilities Construction	010.3850 HUD	014.8520 CFD	023.3890 Gen. Capital Financing	Total Capital Projects Funds
Salaries	-	-	-	-	-
Benefits	-	-	-	-	-
Operations & Materials	-	-	5,600	1,400	7,000
Operating Transfers Out	-	-	-	-	-
Contractual Services	-	-	-	190,000	190,000
Principal & Interest	-	-	-	-	-
Capital Outlay	-	-	-	777,000	777,000
Capital Projects	-	-	-	460,000	460,000
Total Expenditures	-	-	5,600	1,428,400	1,434,000
Operating Revenues	-	-	5,600	22,000	27,600
Operating Transfers In	-	-	-	-	-
Total Revenues	-	-	5,600	22,000	27,600
Fund Balance 07/01/2011					
Unreserved, Undesignated	-	-	58,770	2,608,868	2,667,638
Unreserved, Designated Public Improvements	-	-	-	2,253,000	2,253,000
Unreserved, Designated Infrastructure	-	-	-	1,490,000	1,490,000
Unreserved, Designated Capital Projects	-	-	-	2,328,000	2,328,000
Reserved for Loans	-	-	-	-	-
Reserved for Advances to Other Funds	-	-	-	-	-
Fund Balance 07/01/2011	-	-	58,770	8,679,868	8,738,638
Fund Balance 06/30/2012					
Unreserved, Undesignated	-	-	58,770	1,952,468	2,011,238
Unreserved, Designated Public Improvements	-	-	-	1,503,000	1,503,000
Unreserved, Designated Infrastructure	-	-	-	1,490,000	1,490,000
Unreserved, Designated Capital Projects	-	-	-	2,328,000	2,328,000
Reserved for Loans	-	-	-	-	-
Reserved for Advances to Other Funds	-	-	-	-	-
Fund Balance 06/30/2012	-	-	58,770	7,273,468	7,332,238

Capital Projects Fund 2012-2013 Estimated Fund Balance	010.3830 Facilities Construction	010.3850 HUD	014.8520 CFD	023.3890 Gen. Capital Financing	Total Capital Projects Funds
Salaries	-	-	-	-	-
Benefits	-	-	-	-	-
Operations & Materials	-	-	5,600	-	5,600
Operating Transfers Out	-	-	-	-	-
Contractual Services	-	-	-	178,000	178,000
Principal & Interest	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	410,000	410,000
Total Expenditures	-	-	5,600	588,000	593,600
Operating Revenues	-	-	5,600	22,000	27,600
Operating Transfers In	-	-	-	-	-
Total Revenues	-	-	5,600	22,000	27,600
Fund Balance 07/01/2012					
Unreserved, Undesignated	-	-	58,770	1,952,468	2,011,238
Unreserved, Designated Public Improvements	-	-	-	1,503,000	1,503,000
Unreserved, Designated Infrastructure	-	-	-	1,490,000	1,490,000
Unreserved, Designated Capital Projects	-	-	-	2,328,000	2,328,000
Reserved for Loans	-	-	-	-	-
Reserved for Advances to Other Funds	-	-	-	-	-
Fund Balance 07/01/2012	-	-	58,770	7,273,468	7,332,238
Fund Balance 06/30/2013					
Unreserved, Undesignated	-	-	58,770	1,386,468	1,445,238
Unreserved, Designated Public Improvements	-	-	-	1,503,000	1,503,000
Unreserved, Designated Infrastructure	-	-	-	1,490,000	1,490,000
Unreserved, Designated Capital Projects	-	-	-	2,328,000	2,328,000
Reserved for Loans	-	-	-	-	-
Reserved for Advances to Other Funds	-	-	-	-	-
Fund Balance 06/30/2013	-	-	58,770	6,707,468	6,766,238

City of Highland
2011-2013 Biennial Budget
Proposed Source of Financing with Estimated Fund Balance

Internal Service Funds	041.9500	042.9510	Total
2011-2012 Estimated Fund Balance	Insurance	Building Services	Internal Service Funds
Salaries	52,775	19,475	72,250
Benefits	31,150	11,120	42,270
Operations & Materials	459,750	199,655	659,405
Operating Transfers Out	-	-	-
Contractual Services	-	27,400	27,400
Principal & Interest	-	-	-
Capital Outlay	-	-	-
Capital Projects	-	-	-
Total Expenditures	543,675	257,650	801,325
Operating Revenues	543,675	257,650	801,325
Operating Transfers In	-	-	-
Total Revenues	543,675	257,650	801,325
 Fund Balance 07/01/2011			
Reserved	4,069,193	2,000,000	6,069,193
 Fund Balance 06/30/2012			
Reserved	4,069,193	2,000,000	6,069,193

Internal Service Funds	041.9500	042.9510	Total
2012-2013 Estimated Fund Balance	Insurance	Building Services	Internal Service Funds
Salaries	52,775	19,475	72,250
Benefits	31,650	11,615	43,265
Operations & Materials	464,750	201,855	666,605
Operating Transfers Out	-	-	-
Contractual Services	-	28,300	28,300
Principal & Interest	-	-	-
Capital Outlay	-	-	-
Capital Projects	-	-	-
Total Expenditures	549,175	261,245	810,420
Operating Revenues	549,175	261,245	810,420
Operating Transfers In	-	-	-
Total Revenues	549,175	261,245	810,420
 Fund Balance 07/01/2012			
Reserved	4,069,193	2,000,000	6,069,193
 Fund Balance 06/30/2013			
Reserved	4,069,193	2,000,000	6,069,193

City of Highland
2011-2013 Biennial Budget
Proposed Source of Financing with Estimated Fund Balance

Redevelopment Agency Funds 2011-2012 Estimated Fund Balance	080.8000 Capital Projects	081.8010 Low & Moderate Income Housing	083.8030 Debt Service	086.8060 Capital Projects	Total Redevelopment Agency Funds
Salaries	258,170	221,420	-	-	479,590
Benefits	93,610	92,485	-	-	186,095
Operations & Materials	394,040	3,050,550	2,648,500	-	6,093,090
Operating Transfers Out	-	-	3,249,160	-	3,249,160
Contractual Services	4,169,490	160,000	28,500	408,000	4,765,990
Principal & Interest	-	954,000	3,006,000	-	3,960,000
Capital Outlay	1,250,000	-	-	-	1,250,000
Capital Projects	8,782,000	-	-	642,000	9,424,000
Total Expenditures	14,947,310	4,478,455	8,932,160	1,050,000	29,407,925
Operating Revenues	90,000	1,755,000	6,580,000	-	8,425,000
Operating Transfers In	2,199,160	-	-	1,050,000	3,249,160
Total Revenues	2,289,160	1,755,000	6,580,000	1,050,000	11,674,160
Fund Balance 07/01/2011					
Unreserved, Designated Capital Projects	28,751,323	7,124,934	14,302,209	-	50,178,466
Fund Balance 06/30/2012					
Unreserved, Designated Capital Projects	16,093,173	4,401,479	11,950,049	-	32,444,701

Redevelopment Agency Funds 2012-2013 Estimated Fund Balance	080.8000 Capital Projects	081.8010 Low & Moderate Income Housing	083.8030 Debt Service	086.8060 Capital Projects	Total Redevelopment Agency Funds
Salaries	258,170	221,420	-	-	479,590
Benefits	96,585	95,710	-	-	192,295
Operations & Materials	394,565	1,051,150	2,648,500	-	4,094,215
Operating Transfers Out	-	-	1,422,510	-	1,422,510
Contractual Services	1,752,140	160,000	28,500	280,000	2,220,640
Principal & Interest	-	948,500	3,006,500	-	3,955,000
Capital Outlay	-	-	-	-	-
Capital Projects	3,116,000	-	-	190,000	3,306,000
Total Expenditures	5,617,460	2,476,780	7,106,010	470,000	15,670,250
Operating Revenues	70,000	1,755,000	6,580,000	-	8,405,000
Operating Transfers In	952,510	-	-	470,000	1,422,510
Total Revenues	1,022,510	1,755,000	6,580,000	470,000	9,827,510
Fund Balance 07/01/2012					
Unreserved, Designated Capital Projects	16,093,173	4,401,479	11,950,049	-	32,444,701
Fund Balance 06/30/2013					
Unreserved, Designated Capital Projects	11,498,223	3,679,699	11,424,039	-	26,601,961

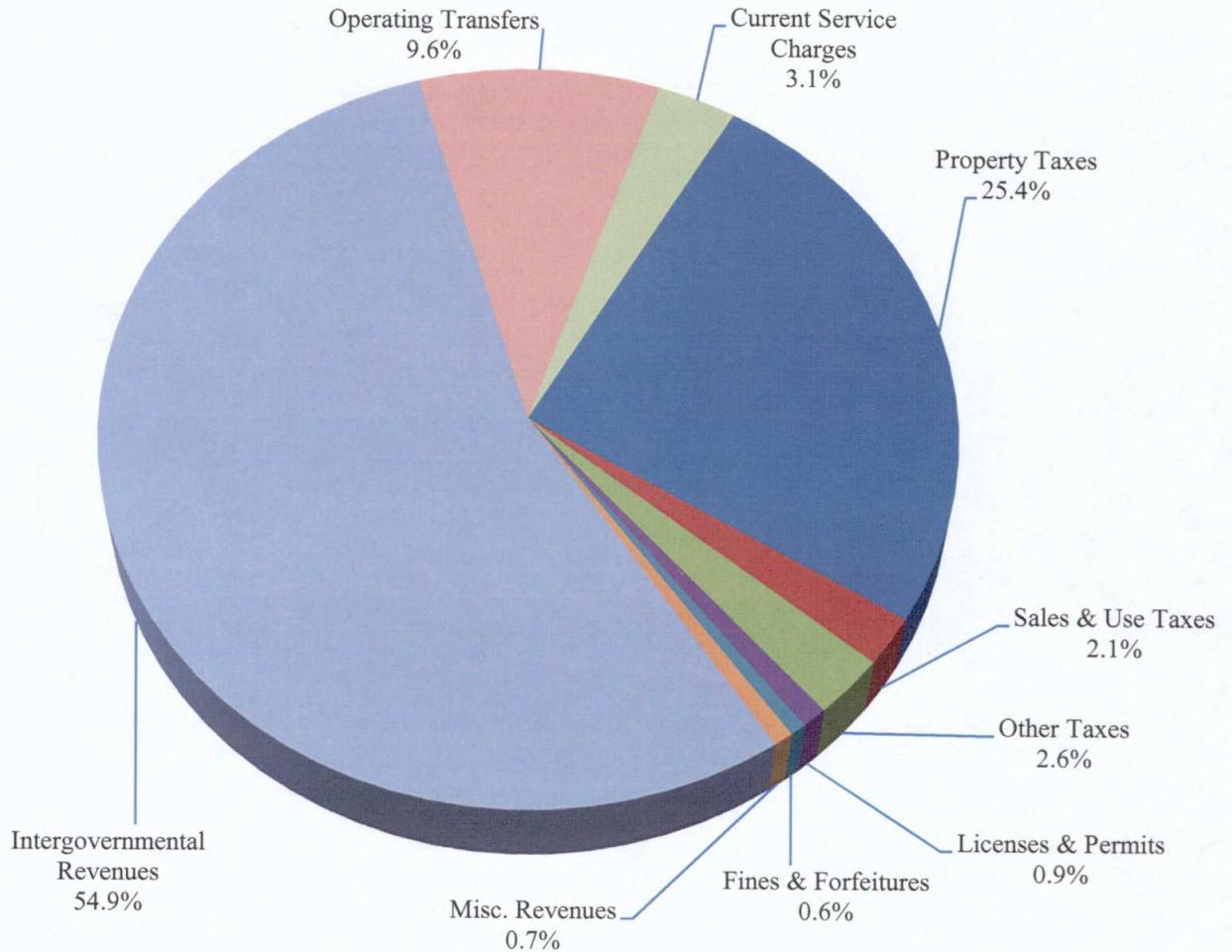
**City of Highland
2011-2013 Biennial Budget
Consolidated Overview**

	Fiscal Year 2011/2012	Fiscal Year 2012/2013
Beginning Fund Balance:	102,552,772	76,392,132
Revenues by Source:		
Taxes	21,839,240	21,950,865
Licenses & Permits	661,415	649,900
Fines & Forfeitures	430,000	430,000
Miscellaneous Revenues	514,000	487,900
Intergovernmental Revenue	39,737,110	23,384,205
Current Service Charges	2,265,825	2,394,920
Operating Transfers In	6,966,600	4,347,055
Total Revenues	<u>72,414,190</u>	<u>53,644,845</u>
Expenditures by Object:		
Salaries & Wages	2,670,010	2,670,010
Benefits	1,162,460	1,199,095
Operations & Materials	9,559,245	7,629,625
Contractual Services	20,588,700	19,219,350
Debt Service*	3,960,000	3,955,000
Capital Outlay	2,644,000	36,800
Capital Projects	51,023,815	24,446,000
Operating Transfers Out	6,966,600	4,347,055
Total Expenditures	<u>98,574,830</u>	<u>63,502,935</u>
Ending Fund Balance:	<u>76,392,132</u>	<u>66,534,042</u>

*Debt Service is for RDA

REVENUES BY SOURCE

2011-2012

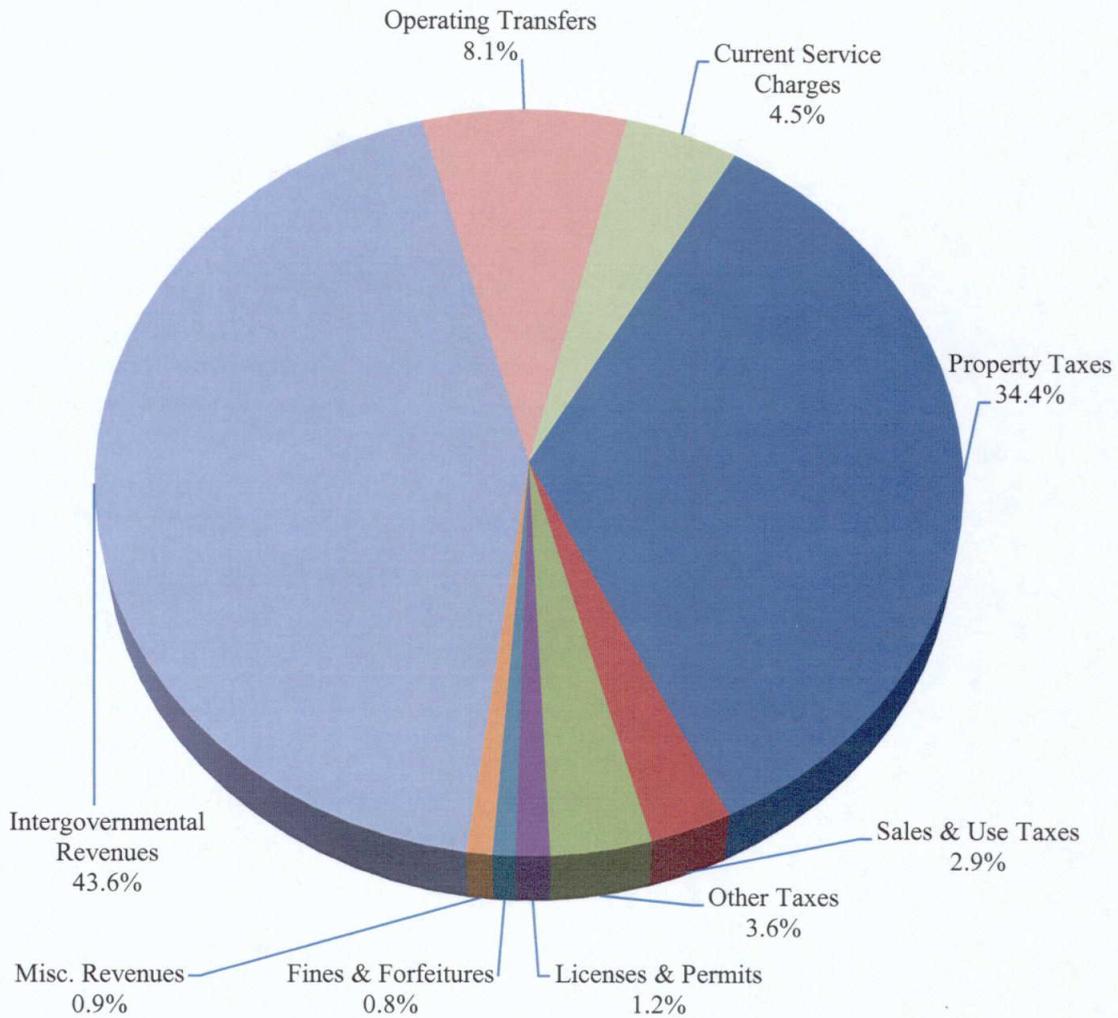


Property Taxes	\$18,397,240
Sales & Use Taxes	1,525,000
Other Taxes	1,917,000
Licenses & Permits	661,415
Fines & Forfeitures	430,000
Misc. Revenues	514,000
Intergovernmental Revenues	39,737,110
Operating Transfers	6,966,600
Current Service Charges	<u>2,265,825</u>
Total	\$72,414,190



REVENUES BY SOURCE

2012-2013



Property Taxes	\$18,473,865
Sales & Use Taxes	1,560,000
Other Taxes	1,917,000
Licenses & Permits	649,900
Fines & Forfeitures	430,000
Misc. Revenues	487,900
Intergovernmental Revenues	23,384,205
Operating Transfers	4,347,055
Current Service Charges	<u>2,394,920</u>
Total	\$53,644,845



Revenues by Source

Acct #	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
TAXES:						
7010 SECURED PROPERTY TAX	16,630,367	14,584,200	13,619,610	13,712,500	13,671,240	13,727,865
7020 UNSECURED PROPERTY TAX	231,445	235,009	-	-	-	-
7030 SUPPLEMENTAL SECURED PROPERTY TAX	266,846	109,464	-	-	-	-
7040 SUPPLEMENTAL UNSECURED PROPERTY TAX	558	(14,536)	-	-	-	-
7050 UTILITY UNITARY TAX	(66,033)	(72,642)	-	-	-	-
7060 HOMEOWNERS EXEMPTION	169,875	164,834	-	-	-	-
7070 INTEREST, PENALTIES & DELINQUENT	128,482	114,257	-	-	-	-
7085 PROPERTY TAX-PARAMEDIC TAX	364,005	358,880	331,000	355,000	351,000	351,000
7090 PROPERTY TAX-VLF	4,497,330	4,397,525	4,275,000	3,800,000	3,800,000	3,815,000
7095 PROPERTY TAX-SALES TAX	433,067	333,232	450,000	380,000	575,000	580,000
7100 SALES & USE TAX	1,048,170	1,327,033	1,515,000	1,515,000	1,525,000	1,560,000
7100 EXTRACTION TAX	129,696	90,863	85,000	85,000	85,000	85,000
7205 TRANSPORTATION TAX-ARTICLE 3	287,727	258,237	-	-	-	-
7300 TRANSIENT OCCUPANCY TAX	123,211	167,247	80,000	120,000	168,000	168,000
7400 FRANCHISE FEES-GAS	227,881	132,248	200,000	132,000	132,000	132,000
7401 FRANCHISE FEES-ELECTRIC	328,142	328,600	335,000	280,000	280,000	280,000
7402 FRANCHISE FEES-CABLE	327,777	350,498	295,000	350,000	370,000	370,000
7403 FRANCHISE FEES-REFUSE	541,142	568,492	540,000	570,000	570,000	570,000
7404 FRANCHISE FEES-KIOSK SIGNS	4,755	5,190	9,000	5,000	5,000	5,000
7413 FRANCHISE FEES-REFUSE HHW	67,643	71,062	67,500	70,000	72,000	72,000
7450 BUSINESS LICENSE FEE	109,377	136,566	87,500	135,000	145,000	145,000
7451 MASSAGE PARLOR LICENSE FEE	1,425	830	-	1,000	-	-
7460 PROPERTY TRANSFER TAX	91,333	98,644	80,000	85,000	90,000	90,000
TOTAL TAXES	25,944,222	23,745,734	21,969,610	21,595,500	21,839,240	21,950,865
LICENSES & PERMITS:						
7510 ANIMAL LICENSE FEE	60,834	85,050	32,500	60,000	110,690	60,000
7600 BUILDING PERMITS-INSPECTION FEES	292,103	287,215	205,000	267,500	440,000	475,000
7610 BUILDING PERMITS-PLAN CHECK FEES	103,562	66,390	75,000	65,000	98,225	102,400
7620 BUILDING PERMITS-SMIP	1,780	621	2,000	1,500	3,000	3,000
7630 BUILDING PERMITS-BSAR FUND	478	822	1,000	1,000	2,000	2,000
7700 YARD SALE PERMITS	5,329	7,965	2,500	7,500	7,500	7,500
7800 MISCELLANEOUS PERMITS	-	-	-	-	-	-
TOTAL LICENSES & PERMITS	464,086	448,064	318,000	402,500	661,415	649,900
FINES & FORFEITURES:						
8100 VEHICLE CODE FINES-CVC	186,685	310,431	70,000	310,000	310,000	310,000
8105 REDLIGHT TRAFFIC CAMERAS	-	-	152,400	-	-	-
8150 PARKING CITATIONS	31,832	27,020	26,500	22,000	30,000	30,000
8160 ADMINISTRATIVE HEARING FEE	45	-	-	-	-	-
8200 GENERAL FINES	24,989	6,554	12,500	25,000	20,000	20,000
8201 CODE ENFORCEMENT FINES	43,566	55,385	25,000	40,000	45,000	45,000
8202 ADMINISTRATIVE CITATION PROGRAM	6,249	12,755	13,000	17,000	25,000	25,000
8252 BOOKING FEE REIMBURSEMENT	240	316	-	500	-	-
TOTAL FINES & FORFEITURES	293,606	412,461	299,400	414,500	430,000	430,000
MISCELLANEOUS REVENUE:						
8600 INTEREST	2,320,760	706,331	958,500	405,900	380,900	354,900
8605 REFUSE PENALTIES & INTEREST	9,137	8,221	17,500	9,000	10,000	10,000
8650 PERCENTAGE RENTS	44,478	92,519	50,000	114,500	90,000	90,000
8700 BUILDING RENTAL	-	-	-	-	-	-
8705 LAND RENTAL	18,000	18,000	18,000	18,000	18,000	18,000
8800 BOND PROCEEDS	-	-	-	-	-	-
8820 GAIN ON INVESTMENTS	-	-	-	3,771,420	-	-

Revenues by Source

Acct #	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
8850 PROCEEDS FROM NOTE	-	-	-	-	-	-
8900 MISCELLANEOUS	308,732	122,562	13,600	34,245	6,600	6,500
8905 PAYOFF DEMANDS	11,310	4,505	10,000	-	-	-
8910 VOLUNTEER DONATIONS	4,055	9,240	5,000	8,500	8,500	8,500
8915 CLAIMS PAYABLE DECREASE	62,168	54,451	-	-	-	-
TOTAL MISCELLANEOUS REVENUE	2,778,639	1,015,829	1,072,600	4,361,565	514,000	487,900
INTERGOVERNMENTAL REVENUE:						
9010 MOTOR VEHICLE IN-LIEU TAX	178,413	153,991	55,000	85,000	130,000	140,000
9050 BOOKING FEE REIMBURSEMENT	-	-	-	-	-	-
9100 GAS TAX-2106	176,821	181,224	177,000	182,000	182,000	182,000
9110 GAS TAX-2107	375,040	381,550	397,000	382,000	382,000	382,000
9120 GAS TAX-2107.5	7,500	7,500	7,500	7,500	7,500	7,500
9130 MEASURE I 1990-2010	657,128	538,927	795,000	-	-	-
9131 MEASURE I 2010-2040	-	-	-	575,000	575,000	575,000
9135 SANBAG	-	-	-	-	793,000	1,140,000
9140 GAS TAX-2105	281,785	286,281	295,000	287,000	287,000	287,000
9145 GAS TAX-2103	-	-	-	600,000	600,000	600,000
9200 OFF-HIGHWAY MOTOR VEHICLE TAX	-	-	-	-	-	-
9210 STATE-OTHER	140,678	1,179,925	13,000	-	288,240	148,240
9215 STATE-SLTPP	-	-	-	-	-	-
9225 FEDERAL GRANT	1,462,164	484,452	18,505,155	650,000	27,743,000	16,215,000
9226 FEMA EOP GRANT	-	-	-	-	-	-
9230 HUD SPECIAL PURPOSE/PROJECTS	-	-	-	-	-	-
9300 COMMUNITY DEVELOPMENT BLOCK GRANT	412,270	742,025	409,145	408,145	854,370	511,465
9314 IVDA	23,575	721,828	-	300,000	6,509,000	1,033,000
9317 AQMD AB 2766	61,280	99,849	60,000	60,000	60,000	60,000
9318 CITY OF SAN BERNARDINO	5,450	-	-	700,000	961,000	728,000
9319 EVWD PROJECT REIMBURSEMENT	-	-	-	-	-	-
9320 PROP 42	443,975	473,913	300,000	-	-	-
9321 S.B. CO. FLOOD CONTROL PROJECT REIMBURSEMENT	-	-	-	-	-	-
9322 SAN BERNARDINO COUNTY	350,000	-	-	596,000	-	1,000,000
9323 PROP 1B	-	-	-	775,815	-	-
9325 ARTICLE 19 WDA	70,780	58,810	70,000	70,000	70,000	70,000
9326 EMERGENCY MANAGEMENT PERFORMANCE GRANT	7,963	9,309	-	-	-	-
9335 SB 90 STATE MANDATE REIMBURSEMENTS	28,997	-	20,000	10,000	10,000	10,000
9345 OFFICE OF TRAFFIC SAFETY GRANT	38,867	22,572	10,000	16,550	-	-
9350 COPS GRANT	101,229	100,287	100,000	100,000	100,000	100,000
9355 INDIAN GAMING GRANT	-	-	-	-	-	-
9360 JUSTICE ASSISTANCE GRANT	-	142,076	27,283	27,283	-	-
9365 EPA GRANT	-	-	-	-	-	-
9380 SAN BERNARDINO UNIFIED SCHOOL DIST	5,000	10,000	5,000	5,000	5,000	5,000
9400 FEMA	-	-	-	1,567,000	-	-
9410 PASS THRU-FIRE DEPARTMENT	226,984	190,103	135,000	180,000	180,000	190,000
TOTAL INTERGOVERNMENTAL REVENUE	5,055,898	5,784,621	21,381,083	7,584,293	39,737,110	23,384,205
CURRENT SERVICE CHARGES:						
9510 PLANNING FEES-ZONING/GPA	-	-	-	-	-	-
9511 PLANNING FEES-TENTATIVE PARCEL MAP	10,200	-	-	-	-	-
9512 PLANNING FEES-MINOR/MAJOR VARIANCE	3,385	-	-	-	-	-
9513 PLANNING FEES-DESIGN REVIEW	29,775	27,143	-	-	-	-
9514 PLANNING FEES-CONDITIONAL USE PERMIT	108,450	21,655	-	-	-	-
9515 PLANNING FEES-TENTATIVE TRACT MAP	-	-	-	-	-	-
9516 PLANNING FEES-LOT LINE ADJUSTMENT	5,080	1,755	-	-	-	-
9517 PLANNING FEES-OTHER	520,813	3,750	205,000	110,000	200,000	260,000

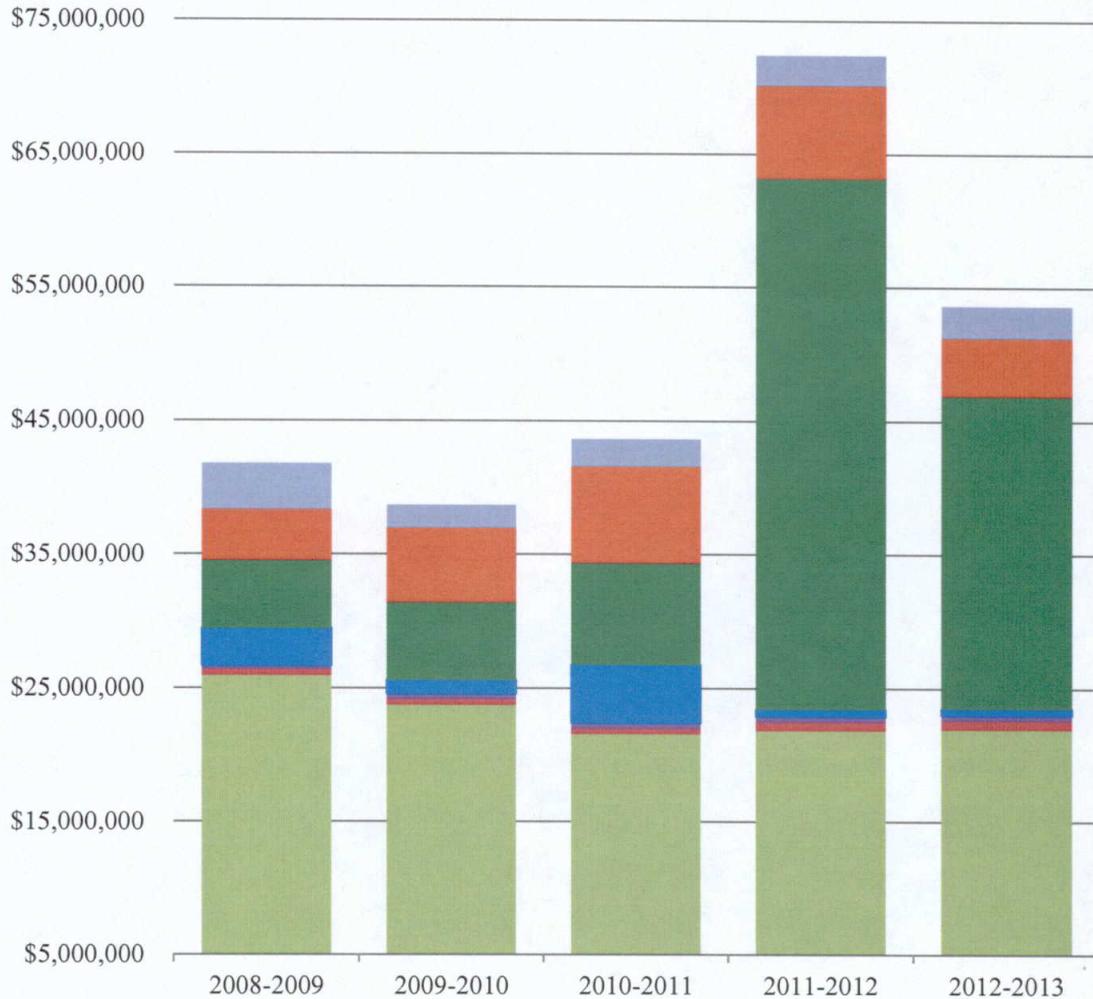
Revenues by Source

Acct #	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
9518	PLANNING FEES-APPEALS/HEARINGS	3,490	6,150	-	-	-
9519	PLANNING FEES-TEMPORARY OCCUPANCY PERMIT	1,630	1,850	-	-	-
9520	ENGINEERING FEES-PLAN CHECKS	78,921	67,505	-	-	-
9521	ENGINEERING FEES-INSPECTIONS	242,716	55,875	250,000	160,000	360,000
9522	ENGINEERING FEES-STREET OPENING PERMITS	-	-	-	-	-
9523	ENGINEERING FEES-OTHER	1,898	1,722	-	-	-
9525	PARK FEES	385	21,843	-	15,000	15,000
9526	POLICE DEPARTMENT FEES	148,417	160,637	152,500	157,000	160,000
9527	FIRE DEPARTMENT FEES	493,655	473,068	242,345	473,000	473,000
9528	CITATION SIGN OFF FEES	40	-	-	-	-
9529	REPOSSESSION RELEASE FEES	555	675	-	500	-
9532	SELF HAULER FEES	2,430	3,470	1,000	2,000	1,500
9534	DELINQUENT REFUSE ADMIN	69,701	78,481	45,000	75,000	75,000
9536	LIVESCAN SERVICE FEES	544	1,472	-	1,500	1,500
9537	GRAFFITI REMOVAL FEES	318	-	-	-	-
9538	FORECLOSURE REGISTRATION FEES	-	18,810	-	15,000	13,000
9540	RECORDATION OF DOCUMENT FEES	8,549	9,469	8,500	8,500	8,500
9543	MICROFILM FEES	14,822	6,023	10,000	10,000	10,000
9545	FALSE ALARM FEES	-	-	-	150	-
9546	LOUD PARTY RESPONSE FEES	-	-	-	-	-
9550	CANDIDATES STATEMENT DEPOSIT	-	-	-	-	-
9598	BUILDING SERVICES DEPARTMENT CHARGE	194,859	179,653	264,710	264,710	257,650
9599	INSURANCE DEPARTMENT CHARGE	219,874	331,233	592,965	592,965	543,675
9620	SALE OF MAPS	86	2	-	-	-
9630	SALE OF MISCELLANEOUS COPIES	9,738	1,683	2,000	5,000	2,000
9631	POLICE STATION REPORTS	281	296	-	200	-
9632	VEHICLE STORAGE FEES	42,080	59,120	30,000	40,000	45,000
9633	NOTARY FEES	290	530	-	150	-
9635	RETURNED CHECK CHARGE FEES	(162)	85	-	500	-
9640	DEVELOPER FEES-BASE LINE	-	-	-	-	-
9647	DEVELOPER FEES-STREET/TREES	-	56,274	-	40,000	-
9648	DEVELOPER FEES-SIGNALS	453,254	65,047	-	-	-
9651	DEVELOPER FEES-MEDIAN	-	-	-	-	-
9653	DEVELOPER FEES-UNDERGROUND UTILITIES	135,060	-	-	20,000	-
9700	DEV IMPACT FEES-POLICE FACILITIES	6,825	46	-	-	-
9701	DEV IMPACT FEES-FIRE FACILITIES	11,150	164	-	-	-
9702	DEV IMPACT FEES-GENERAL FACILITIES	13,507	205	-	-	-
9703	DEV IMPACT FEES-PARKS & RECREATION FACILITIES	5,994	766	-	-	-
9704	DEV IMPACT FEES-STORM DRAIN FACILITIES	(1,464)	-	-	-	-
9706	DEV IMPACT FEES-TRAFFIC CONTROL FACILITIES	(5,667)	-	-	-	-
9710	DEV IMPACT FEES-UNALLOCATED FACILITIES	-	-	475,000	50,000	100,000
9711	DEV IMPACT FEES-LIBRARY FACILITIES	1,845	189	-	-	-
9712	DEV IMPACT FEES-LOCAL CIRCULATION	169,700	727	-	-	-
9713	DEV IMPACT FEES-REGIONAL FLOOD	10,745	169	-	-	-
9714	DEV IMPACT FEES-PUBLIC USE	2,567	235	-	-	-
9715	DEV IMPACT FEES-REGIONAL CIRC DEL ROSA	15,926	78	-	-	-
9716	DEV IMPACT FEES-REGIONAL CIRC BASE LINE	35,744	177	-	-	-
9717	DEV IMPACT FEES-REGIONAL CIRC FIFTH STREET	35,174	174	-	-	-
9718	DEV IMPACT FEES-REGIONAL ARTERIALS	350,028	1,725	-	-	-
9720	INCLUSIONARY HOUSING	7,500	18,750	-	-	-
9840	PROCEEDS FROM NOTES PAYABLE	-	-	-	-	-
9850	PROCEEDS OF LONG TERM DEBT	-	-	-	-	-
9901	OPERATING TRANSFER IN-GENERAL FUND	1,203,499	998,485	24,380	32,820	56,160
9904	OPERATING TRANSFER IN-GAS TAX	1,394,717	1,887,488	2,121,415	3,298,800	2,756,490
9905	OPERATING TRANSFER IN-ARTICLE 3	-	81,649	-	-	-

Revenues by Source

Acct #	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
9908 OPERATING TRANSFER IN-DEVELOPER FEES	-	-	-	-	-	-
9918 OPERATING TRANSFER IN-FEMA	-	-	-	-	-	-
9923 OPERATING TRANSFER IN-GEN. CAPITAL FINANCING	-	217,535	217,535	2,217,535	-	-
9927 OPERATING TRANSFER IN-GRANTS FUND	-	61,146	-	-	-	-
9928 OPERATING TRANSFER IN-PARAMEDIC DEPARTMENT	35,375	36,085	36,805	36,805	10,000	10,000
9929 OPERATING TRANSFER IN-FIRE DEPARTMENT	488,998	648,909	1,026,940	1,002,765	894,790	894,790
9980 OPERATING TRANSFER IN-RDA CAPITAL PROJECTS	-	-	-	-	-	-
9983 OPERATING TRANSFER IN-RDA DEBT SERVICE	697,076	1,674,874	1,354,825	680,325	3,249,160	1,422,510
9986 OPERATING TRANSFER IN-RDA CAPITAL PROJECTS	-	-	-	-	-	-
TOTAL CURRENT SERVICE CHARGES	7,280,373	7,284,852	7,060,920	9,295,225	9,232,425	6,741,975
GRAND TOTAL	41,816,825	38,691,561	52,101,613	43,653,583	72,414,190	53,644,845

REVENUES BY SOURCE HISTORY

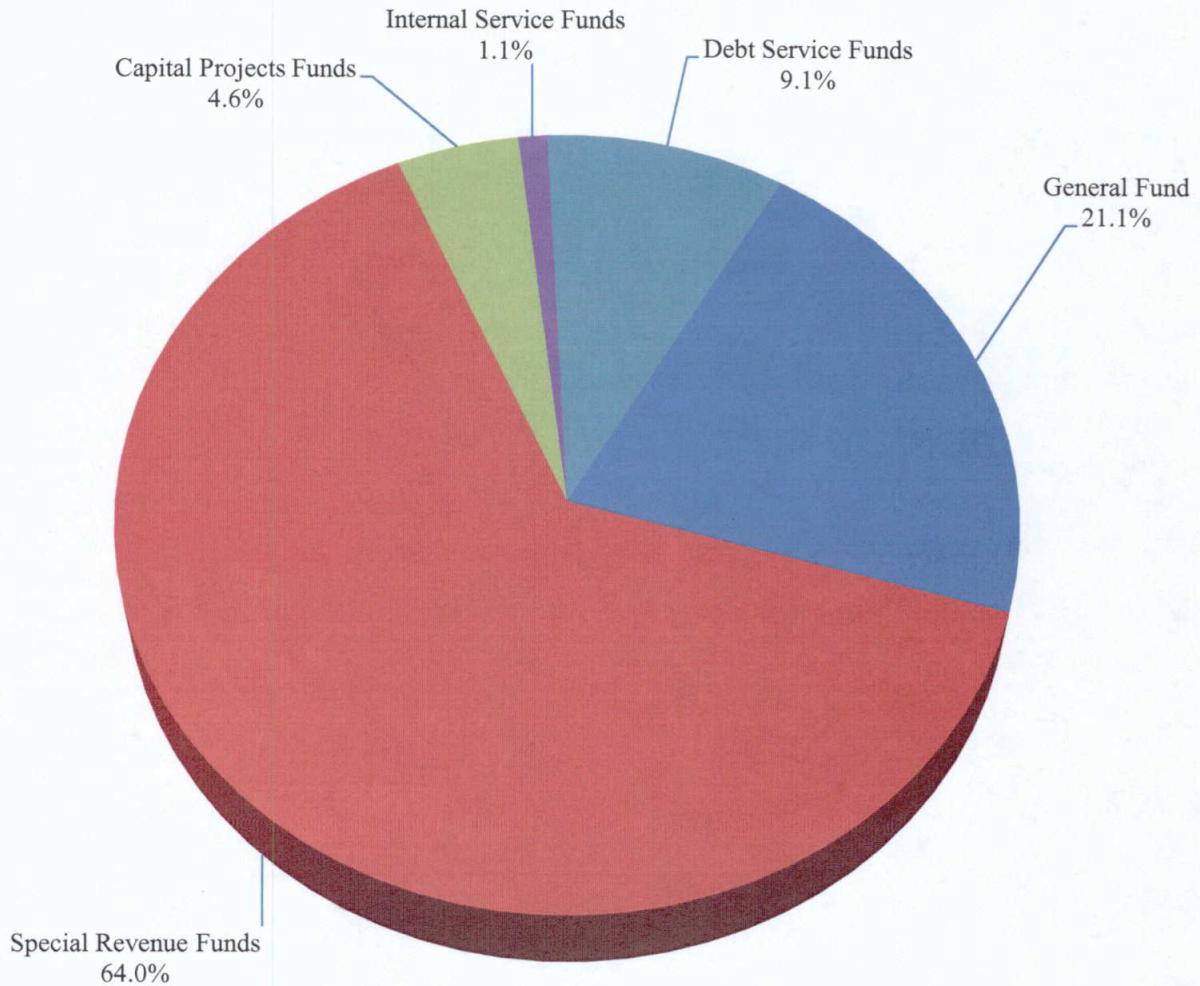


	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>	<u>2012-2013</u>
Taxes	25,944,222	23,745,734	21,595,500	21,839,240	21,950,865
Licenses & Permits	464,086	448,064	402,500	661,415	649,900
Fines & Forfeitures	293,606	412,461	414,500	430,000	430,000
Misc. Revenue	2,778,639	1,015,829	4,361,565	514,000	487,900
Intergovernmental Rev.	5,055,898	5,784,621	7,584,293	39,737,110	23,384,205
Operating Transfers	3,819,665	5,606,171	7,269,050	6,966,600	4,347,055
Current Service Charges	3,460,708	1,678,681	2,026,175	2,265,825	2,394,920
Total	\$41,816,824	\$38,691,561	\$43,653,583	\$72,414,190	\$53,644,845



REVENUES BY FUND

2011-2012

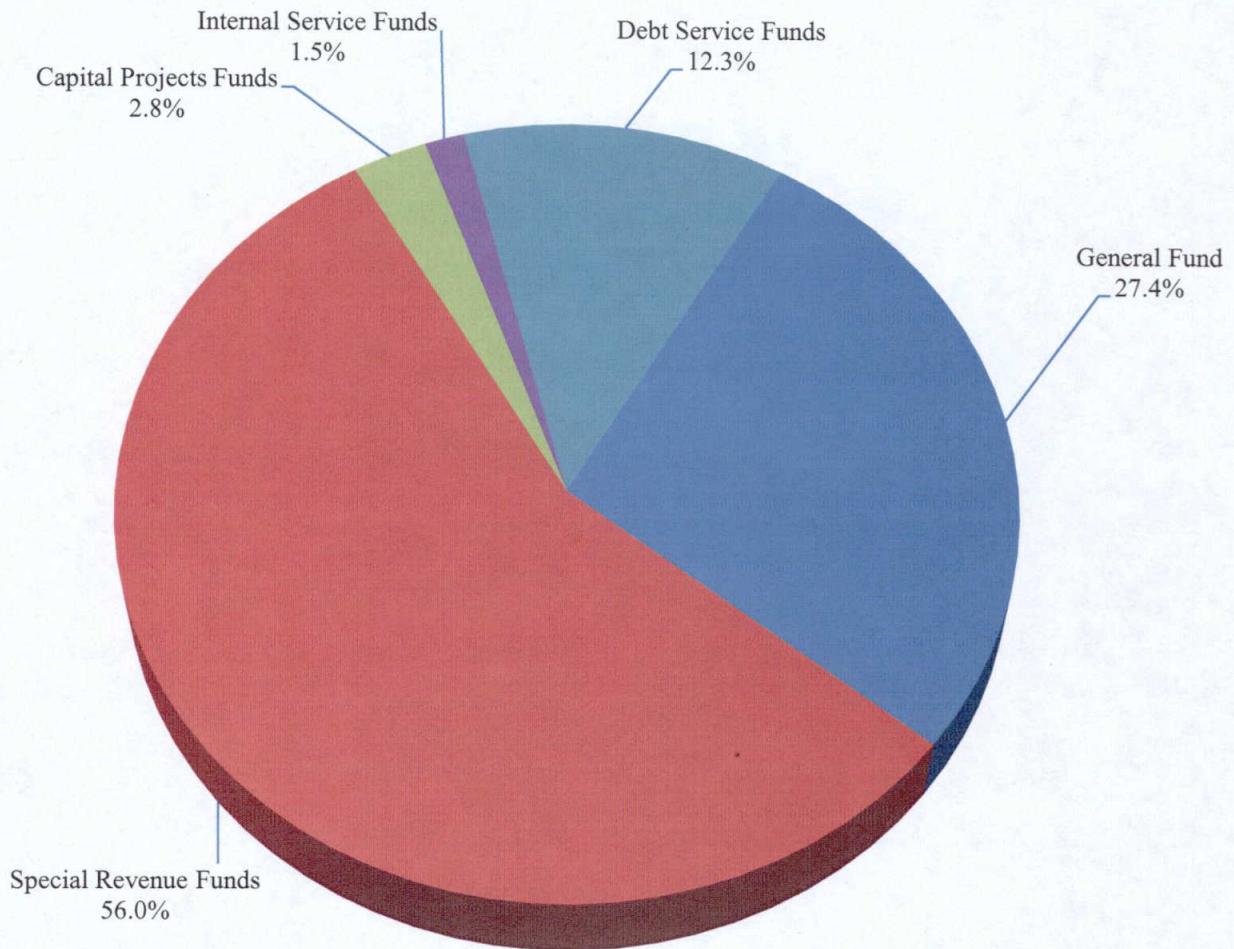


General Fund	\$15,292,920
Special Revenue Funds	46,373,185
Capital Projects Funds	3,366,760
Internal Service Funds	801,325
Debt Service Funds	<u>6,580,000</u>
Total	\$72,414,190



REVENUES BY FUND

2012-2013



General Fund	\$14,702,605
Special Revenue Funds	30,031,710
Capital Projects Funds	1,520,110
Internal Service Funds	810,420
Debt Service Funds	<u>6,580,000</u>
Total	\$53,644,845



General Fund

Acct #	General Fund-001	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
TAXES:							
7010	SECURED PROPERTY TAX	3,297,658	2,735,010	3,445,000	2,790,000	2,790,000	2,820,000
7020	UNSECURED PROPERTY TAX	135,002	137,081	-	-	-	-
7030	SUPPLEMENTAL SECURED PROPERTY TAX	155,651	63,850	-	-	-	-
7040	SUPPLEMENTAL UNSECURED PROPERTY TAX	326	(8,479)	-	-	-	-
7050	UTILITY UNITARY TAX	(38,517)	(42,372)	-	-	-	-
7060	HOMEOWNERS EXEMPTION	72,011	68,932	-	-	-	-
7070	INTEREST, PENALTIES & DELINQUENT	74,944	66,646	-	-	-	-
7090	PROPERTY TAX-VEHICLE LICENSE FEE	4,497,330	4,397,525	4,275,000	3,800,000	3,800,000	3,815,000
7095	PROPERTY TAX-SALES TAX	433,067	333,232	450,000	380,000	575,000	580,000
7100	SALES & USE TAX	1,048,170	1,327,033	1,515,000	1,515,000	1,525,000	1,560,000
7110	EXTRACTION TAX	129,696	90,863	85,000	85,000	85,000	85,000
7300	TRANSIENT OCCUPANCY TAX	123,211	167,247	80,000	120,000	168,000	168,000
7400	FRANCHISE FEES-GAS	227,881	132,248	200,000	132,000	132,000	132,000
7401	FRANCHISE FEES-ELECTRIC	328,142	328,600	335,000	280,000	280,000	280,000
7402	FRANCHISE FEES-CABLE	327,777	350,498	295,000	350,000	370,000	370,000
7403	FRANCHISE FEES-REFUSE	541,142	568,492	540,000	570,000	570,000	570,000
7404	FRANCHISE FEES-KIOSK SIGNS	4,755	5,190	9,000	5,000	5,000	5,000
7413	FRANCHISE FEES-REFUSE HOUSEHOLD HAZ. WASTE	67,643	71,062	67,500	70,000	72,000	72,000
7450	BUSINESS LICENSE FEE	109,377	136,566	87,500	135,000	145,000	145,000
7451	MASSAGE PARLOR LICENSE FEE	1,425	830	-	1,000	-	-
7460	PROPERTY TRANSFER TAX	91,333	98,644	80,000	85,000	90,000	90,000
	TOTAL TAXES	11,628,023	11,028,699	11,464,000	10,318,000	10,607,000	10,692,000
LICENSES & PERMITS:							
7510	ANIMAL LICENSE FEE	60,834	85,050	32,500	60,000	110,690	60,000
7600	BUILDING PERMITS-INSPECTION FEES	269,488	273,669	200,000	250,000	400,000	435,000
7610	BUILDING PERMITS-PLAN CHECK FEES	76,642	43,706	65,000	50,000	65,000	65,000
7620	BUILDING PERMITS-SMIP	1,780	621	2,000	1,500	3,000	3,000
7630	BUILDING PERMITS-BSAR FUND	478	822	1,000	1,000	2,000	2,000
7700	YARD SALE PERMITS	5,329	7,965	2,500	7,500	7,500	7,500
7800	MISCELLANEOUS PERMITS	-	-	-	-	-	-
	TOTAL LICENSES & PERMITS	414,550	411,834	303,000	370,000	588,190	572,500
FINES & FORFEITURES:							
8150	PARKING CITATIONS	31,832	27,020	26,500	22,000	30,000	30,000
8160	ADMINISTRATIVE HEARING FEE	45	-	-	-	-	-
8200	GENERAL FINES	24,989	6,554	12,500	25,000	20,000	20,000
8201	CODE ENFORCEMENT FINES	43,566	55,385	25,000	40,000	45,000	45,000
8202	ADMINISTRATIVE CITATION PROGRAM	6,249	12,755	13,000	17,000	25,000	25,000
8252	BOOKING FEE REIMBURSEMENT	240	316	-	500	-	-
	TOTAL FINES & FORFEITURES	106,921	102,030	77,000	104,500	120,000	120,000
MISCELLANEOUS REVENUE:							
8600	INTEREST	152,885	38,678	135,000	35,000	40,000	45,000
8605	REFUSE PENALTIES & INTEREST	9,137	8,221	17,500	9,000	10,000	10,000
8700	BUILDING RENTAL	18,000	18,000	18,000	18,000	18,000	18,000
8710	LAND RENTAL	-	-	-	-	-	-
8820	GAIN ON INVESTMENTS	-	-	-	2,668,552	-	-
8900	MISCELLANEOUS	28,557	7,923	1,000	1,000	1,000	900
8910	VOLUNTEER DONATIONS	4,055	9,240	5,000	8,500	8,500	8,500
	TOTAL MISCELLANEOUS REVENUE	212,634	82,062	176,500	2,740,052	77,500	82,400
INTERGOVERNMENTAL REVENUE:							
9010	MOTOR VEHICLE IN-LIEU TAX	178,413	153,991	55,000	85,000	130,000	140,000

General Fund

Acct #	General Fund-001	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
9050	BOOKING FEE REIMBURSEMENT	-	-	-	-	-	-
9200	OFF-HIGHWAY MOTOR VEHICLE TAX	-	-	-	-	-	-
9205	STATE-TECHNOLOGY GRANT	-	-	-	-	-	-
9210	STATE-OTHER	13,690	32,594	13,000	-	27,240	27,240
9220	STATE-PARK GRANTS	-	-	-	-	-	-
9225	FEDERAL GRANTS	-	-	37,155	-	-	-
9226	FEMA EOP GRANT	-	-	-	-	-	-
9325	ARTICLE 19 WDA	70,780	58,810	70,000	70,000	70,000	70,000
9326	EMERGENCY MANAGEMENT PERFORMANCE GRANT	7,963	9,309	-	-	-	-
9335	SB 90 STATE MANDATE REIMBURSEMENTS	28,997	-	20,000	10,000	10,000	10,000
9380	SAN BERNARDINO UNIFIED SCHOOL DISTRICT	5,000	10,000	5,000	5,000	5,000	5,000
	TOTAL INTERGOVERNMENTAL REVENUE	304,843	264,703	200,155	170,000	242,240	252,240
CURRENT SERVICE CHARGES:							
9510	PLANNING FEES-ZONING/GENERAL PLAN AMENDMENT	-	-	-	-	-	-
9511	PLANNING FEES-TENTATIVE PARCEL MAP	10,200	-	-	-	-	-
9512	PLANNING FEES-MINOR/MAJOR VARIANCE	3,385	-	-	-	-	-
9513	PLANNING FEES-DESIGN REVIEW	29,775	27,143	-	-	-	-
9514	PLANNING FEES-CONDITIONAL USE PERMIT	108,450	21,655	-	-	-	-
9515	PLANNING FEES-TENTATIVE TRACT MAP	-	-	-	-	-	-
9516	PLANNING FEES-LOT LINE ADJUSTMENT	5,080	1,755	-	-	-	-
9517	PLANNING FEES-OTHER	520,813	3,750	205,000	110,000	200,000	260,000
9518	PLANNING FEES-APPEALS/HEARINGS	3,490	6,150	-	-	-	-
9519	PLANNING FEES-TEMPORARY OCCUPANCY PERMIT	1,630	1,850	-	-	-	-
9520	ENGINEERING FEES-PLAN CHECKS	78,921	67,505	-	-	-	-
9521	ENGINEERING FEES-INSPECTIONS	242,716	55,875	250,000	160,000	360,000	420,000
9522	ENGINEERING FEES-STREET OPENING PERMITS	-	-	-	-	-	-
9523	ENGINEERING FEES-OTHER	1,898	1,722	-	-	-	-
9525	PARK FEES	385	21,843	-	-	15,000	15,000
9526	POLICE DEPARTMENT FEES	148,417	160,637	152,500	157,000	160,000	160,000
9528	CITATION SIGN OFF FEES	40	-	-	-	-	-
9529	REPOSSESSION RELEASE FEES	555	675	-	500	-	-
9532	SELF HAULER FEES	2,430	3,470	1,000	2,000	1,500	1,500
9534	DELINQUENT REFUSE ADMIN	69,701	78,481	45,000	75,000	75,000	75,000
9536	LIVESCAN SERVICE FEES	544	1,472	-	1,500	1,500	1,500
9537	GRAFFITI REMOVAL FEE	318	-	-	-	-	-
9538	FORECLOSURE REGISTRATION FEES	-	18,810	-	15,000	13,000	13,000
9540	RECORDATION OF DOCUMENT FEES	8,549	9,469	8,500	8,500	8,500	8,500
9545	FALSE ALARM FEES	-	-	-	150	-	-
9546	LOUD PARTY RESPONSE FEES	-	-	-	-	-	-
9550	CANDIDATES STATEMENT DEPOSIT	-	-	-	-	-	-
9620	SALE OF MAPS	86	2	-	-	-	-
9630	SALE OF MISCELLANEOUS COPIES	9,738	1,683	2,000	5,000	2,000	2,000
9631	POLICE STATION REPORTS	281	296	-	200	-	-
9632	VEHICLE STORAGE FEES	42,080	59,120	30,000	40,000	45,000	45,000
9633	NOTARY FEES	290	530	-	150	-	-
9635	RETURNED CHECK CHARGE FEES	(162)	85	-	500	-	-
9840	PROCEEDS FROM NOTES PAYABLE	-	-	-	-	-	-
9904	OPERATING TRANSFER IN-GAS TAX	1,394,717	1,443,512	2,121,415	3,298,800	2,756,490	1,961,965
9912	OPERATING TRANSFER IN-LANDSCAPE MAINT. DIST.	-	-	-	-	-	-
9918	OPERATING TRANSFER IN-FEMA	-	-	-	-	-	-
9923	OPERATING TRANSFER IN-GEN. CAPITAL FINANCING	-	-	-	-	-	-
9928	OPERATING TRANSFER IN-PARAMEDIC DEPARTMENT	35,375	36,085	36,805	36,805	10,000	10,000
9929	OPERATING TRANSFER IN-FIRE DEPARTMENT	45,780	46,700	47,630	47,630	10,000	10,000
9983	OPERATING TRANSFER IN RDA DEBT SERVICE	-	-	-	-	-	-
	TOTAL CURRENT SERVICE CHARGES	2,765,482	2,070,275	2,899,850	3,958,735	3,657,990	2,983,465
	TOTAL GENERAL FUND	15,432,453	13,959,604	15,120,505	17,661,287	15,292,920	14,702,605

Traffic Safety

Acct #	Traffic Safety-002	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
FINES & FORFEITURES:							
8100	VEHICLE CODE FINES-CVC	186,685	310,431	70,000	310,000	310,000	310,000
8105	REDLIGHT TRAFFIC CAMERAS	-	-	152,400	-	-	-
	TOTAL FINES & FORFEITURES	186,685	310,431	222,400	310,000	310,000	310,000
MISCELLANEOUS REVENUE:							
8600	INTEREST	11,019	2,594	5,000	1,500	1,500	1,500
	TOTAL MISCELLANEOUS REVENUE	11,019	2,594	5,000	1,500	1,500	1,500
TOTAL TRAFFIC SAFETY		197,704	313,025	227,400	311,500	311,500	311,500

Gas Tax

Acct #	Gas Tax-004	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
MISCELLANEOUS REVENUE:							
8600	INTEREST	91,279	22,597	5,000	13,000	7,000	1,000
8900	MISCELLANEOUS	5,791	277	-	500	-	-
	TOTAL MISCELLANEOUS REVENUE	97,070	22,874	5,000	13,500	7,000	1,000
INTERGOVERNMENTAL REVENUE:							
9100	GAS TAX-2106	176,821	181,224	177,000	182,000	182,000	182,000
9110	GAS TAX-2107	375,040	381,550	397,000	382,000	382,000	382,000
9120	GAS TAX-2107.5	7,500	7,500	7,500	7,500	7,500	7,500
9140	GAS TAX-2105	281,785	286,281	295,000	287,000	287,000	287,000
9145	GAS TAX-2103	-	-	-	600,000	600,000	600,000
9225	FEDERAL GRANT	77,444	-	-	-	-	-
9319	EVWD PROJECT REIMBURSEMENT	-	-	-	-	-	-
9320	PROP 42	443,975	473,913	300,000	-	-	-
9323	PROP 1B	-	-	-	775,815	-	-
	TOTAL INTERGOVERNMENTAL REVENUE	1,362,565	1,330,467	1,176,500	2,234,315	1,458,500	1,458,500
CURRENT SERVICE CHARGES:							
9918	OPERATING TRANSFER IN-FEMA	-	-	-	-	-	-
9923	OPERATING TRANSFER IN-GEN. CAPITAL FINANCING	-	-	217,535	217,535	-	-
	TOTAL CURRENT SERVICE CHARGES	-	-	217,535	217,535	-	-
TOTAL GAS TAX		1,459,635	1,353,341	1,399,035	2,465,350	1,465,500	1,459,500

Article 3

Acct #	Article 3-005	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
TAXES:							
7205	TRANSPORTATION TAX-ARTICLE 3	287,727	258,237	-	-	-	-
	TOTAL TAXES	287,727	258,237	-	-	-	-
TOTAL ARTICLE 3		287,727	258,237	-	-	-	-

Community Development Block Grant

Acct #	Community Development Block Grant-006	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
INTERGOVERNMENTAL REVENUE:							
9300	COMMUNITY DEVELOPMENT BLOCK GRANT	412,270	742,025	409,145	408,145	854,370	511,465
	TOTAL INTERGOVERNMENTAL REVENUE	412,270	742,025	409,145	408,145	854,370	511,465
	TOTAL CDBG	412,270	742,025	409,145	408,145	854,370	511,465

Development Impact Fees

Acct #	Development Impact Fees-007	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
MISCELLANEOUS REVENUE:							
8600	INTEREST	162,866	41,547	25,000	32,000	30,000	30,000
8900	MISCELLANEOUS REVENUE	-	-	-	-	-	-
	TOTAL MISCELLANEOUS REVENUE	162,866	41,547	25,000	32,000	30,000	30,000
INTERGOVERNMENTAL REVENUE:							
9210	STATE-OTHER	-	-	-	-	-	-
9225	FEDERAL GRANT	-	-	-	-	-	-
9321	S.B. CO. FLOOD CONTROL PROJECT REIMBURSEMENT	-	-	-	-	-	-
	TOTAL INTERGOVERNMENTAL REVENUE	-	-	-	-	-	-
CURRENT SERVICE CHARGES:							
9700	DEV IMPACT FEES-POLICE FACILITIES	6,825	46	-	-	-	-
9701	DEV IMPACT FEES-FIRE FACILITIES	11,150	164	-	-	-	-
9702	DEV IMPACT FEES-GENERAL FACILITIES	13,507	205	-	-	-	-
9703	DEV IMPACT FEES-PARKS & RECREATION FACILITIES	5,994	766	-	-	-	-
9704	DEV IMPACT FEES-STORM DRAIN FACILITIES	(1,464)	-	-	-	-	-
9706	DEV IMPACT FEES-TRAFFIC CONTROL FACILITIES	(5,667)	-	-	-	-	-
9710	DEV IMPACT FEES-UNALLOCATED FACILITIES	-	-	475,000	50,000	100,000	100,000
9711	DEV IMPACT FEES-LIBRARY FACILITIES	1,845	189	-	-	-	-
9712	DEV IMPACT FEES-LOCAL CIRCULATION	169,700	727	-	-	-	-
9713	DEV IMPACT FEES-REGIONAL FLOOD	10,745	169	-	-	-	-
9714	DEV IMPACT FEES-PUBLIC USE	2,567	235	-	-	-	-
9715	DEV IMPACT FEES-REGIONAL CIRC DEL ROSA	15,926	78	-	-	-	-
9716	DEV IMPACT FEES-REGIONAL CIRC BASE LINE	35,744	177	-	-	-	-
9717	DEV IMPACT FEES-REGIONAL CIRC FIFTH STREET	35,174	174	-	-	-	-
9718	DEV IMPACT FEES-REGIONAL ARTERIALS	350,028	1,725	-	-	-	-
9927	OPERATING TRANSFER IN-GRANTS FUND	-	61,146	-	-	-	-
	TOTAL CURRENT SERVICE CHARGES	652,075	65,803	475,000	50,000	100,000	100,000
TOTAL DEVELOPMENT IMPACT FEES		814,941	107,350	500,000	82,000	130,000	130,000

Developer Fees

Acct #	Developer Fees-008	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
MISCELLANEOUS REVENUE:							
8600	INTEREST	55,364	18,107	15,000	12,000	12,000	12,000
8900	MISCELLANEOUS REVENUE	-	-	-	-	-	-
	TOTAL MISCELLANEOUS REVENUE	55,364	18,107	15,000	12,000	12,000	12,000
CURRENT SERVICE CHARGES:							
9543	MICROFILM FEES	14,822	6,023	10,000	10,000	10,000	10,000
9640	DEVELOPER FEES-BASE LINE	-	-	-	-	-	-
9647	DEVELOPER FEES-STREETS/TREES	-	56,274	-	40,000	-	-
9648	DEVELOPER FEES-SIGNALS	453,254	65,047	-	-	-	-
9650	DEVELOPER FEES-BLED SOE CREEK	-	-	-	-	-	-
9651	DEVELOPER FEES-MEDIAN	-	-	-	-	-	-
9653	DEVELOPER FEES-UNDERGROUND UTILITIES	135,060	-	-	20,000	-	-
9720	INCLUSIONARY HOUSING	7,500	18,750	-	-	-	-
	TOTAL CURRENT SERVICE CHARGES	610,636	146,094	10,000	70,000	10,000	10,000
	TOTAL DEVELOPER FEES	666,000	164,201	25,000	82,000	22,000	22,000

Capital Improvements

Acct #	Capital Improvements-010	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
MISCELLANEOUS REVENUE:							
8600	INTEREST	-	-	-	-	-	-
8900	MISCELLANEOUS	-	-	-	-	-	-
	TOTAL MISCELLANEOUS REVENUE	-	-	-	-	-	-
INTERGOVERNMENTAL REVENUE:							
9220	STATE-PARK GRANTS	-	-	-	-	-	-
9230	HUD SPECIAL PURPOSE/PROJECTS	-	-	-	-	-	-
	TOTAL INTERGOVERNMENTAL REVENUE	-	-	-	-	-	-
CURRENT SERVICE CHARGES:							
9901	OPERATING TRANSFER IN-GENERAL FUND	-	-	-	-	-	-
	TOTAL CURRENT SERVICE CHARGES	-	-	-	-	-	-
TOTAL CAPITAL IMPROVEMENTS		-	-	-	-	-	-

Office of Traffic Safety

Acct #	Office of Traffic Safety-011	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
INTERGOVERNMENTAL REVENUE:							
9345	OFFICE OF TRAFFIC SAFETY GRANT	38,867	22,572	10,000	16,550	-	-
	TOTAL INTERGOVERNMENTAL REVENUE	38,867	22,572	10,000	16,550	-	-
	TOTAL OFFICE OF TRAFFIC SAFETY	38,867	22,572	10,000	16,550	-	-

Landscape Maintenance District

Acct #	Landscape Maintenance District-012	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
TAXES:							
7010	SECURED PROPERTY TAX	153,421	160,577	137,500	165,000	167,500	170,000
	TOTAL TAXES	153,421	160,577	137,500	165,000	167,500	170,000
MISCELLANEOUS REVENUE:							
8600	INTEREST	9,487	2,682	5,000	1,500	1,500	1,500
8900	MISCELLANEOUS	14,300	25,650	-	-	-	-
	TOTAL MISCELLANEOUS REVENUE	23,787	28,332	5,000	1,500	1,500	1,500
CURRENT SERVICE CHARGES:							
9901	OPERATING TRANSFER IN-GENERAL FUND	10,701	-	-	-	20,000	20,000
	TOTAL CURRENT SERVICE CHARGES	10,701	-	-	-	20,000	20,000
TOTAL LANDSCAPE MAINTENANCE DISTRICT		187,909	188,909	142,500	166,500	189,000	191,500

Street Light District

Acct #	Street Light District-013	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
TAXES:							
7010	SECURED PROPERTY TAX	374,125	391,570	340,500	390,000	390,000	390,000
	TOTAL TAXES	374,125	391,570	340,500	390,000	390,000	390,000
MISCELLANEOUS REVENUE:							
8600	INTEREST	3,109	67	-	-	-	-
	TOTAL MISCELLANEOUS REVENUE	3,109	67	-	-	-	-
CURRENT SERVICE CHARGES:							
9908	OPERATING TRANSFER IN-DEVELOPER FEES	-	-	-	-	-	-
	TOTAL CURRENT SERVICE CHARGES	-	-	-	-	-	-
TOTAL STREET LIGHT DISTRICT		377,234	391,637	340,500	390,000	390,000	390,000

Community Facilities Districts

Acct #	Community Facilities Districts-014	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
	MISCELLANEOUS REVENUE:						
8900	MISCELLANEOUS	2,320	3,130	12,600	5,600	5,600	5,600
	TOTAL MISCELLANEOUS REVENUE	2,320	3,130	12,600	5,600	5,600	5,600
	TOTAL COMMUNITY FACILITIES DISTRICTS	2,320	3,130	12,600	5,600	5,600	5,600

Community Trails District

Acct #	Community Trails District-015	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
TAXES:							
7010	SECURED PROPERTY TAX	6,205	6,494	5,750	7,500	8,000	8,500
	TOTAL TAXES	6,205	6,494	5,750	7,500	8,000	8,500
MISCELLANEOUS REVENUE:							
8600	INTEREST	524	100	-	-	-	-
	TOTAL MISCELLANEOUS REVENUE	524	100	-	-	-	-
TOTAL COMMUNITY TRAILS DISTRICT		6,729	6,594	5,750	7,500	8,000	8,500

Parks Maintenance District

Acct #	Parks Maintenance District-016	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
TAXES:							
7010	SECURED PROPERTY TAX	30,459	31,879	32,000	59,500	60,000	60,500
	TOTAL TAXES	30,459	31,879	32,000	59,500	60,000	60,500
MISCELLANEOUS REVENUE:							
8600	INTEREST	589	7	-	-	-	-
8900	MISCELLANEOUS	-	-	-	20,400	-	-
	TOTAL MISCELLANEOUS REVENUE	589	7	-	20,400	-	-
CURRENT SERVICE CHARGES:							
9901	OPERATING TRANSFER IN-GENERAL FUND	27,798	33,485	24,380	32,820	36,160	37,790
	TOTAL CURRENT SERVICE CHARGES	27,798	33,485	24,380	32,820	36,160	37,790
TOTAL PARKS MAINTENANCE DISTRICT		58,846	65,371	56,380	112,720	96,160	98,290

Measure I

Acct #	Measure I-017	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
MISCELLANEOUS REVENUE:							
8600	INTEREST	105,779	34,628	25,000	25,000	20,000	15,000
	TOTAL MISCELLANEOUS REVENUE	105,779	34,628	25,000	25,000	20,000	15,000
INTERGOVERNMENTAL REVENUE:							
9130	MEASURE I 1990-2010	657,128	538,927	-	-	-	-
9131	MEASURE I 2010-2040	-	-	795,000	575,000	575,000	575,000
9315	SANBAG	-	-	-	-	23,000	1,140,000
	TOTAL INTERGOVERNMENTAL REVENUE	657,128	538,927	795,000	575,000	598,000	1,715,000
TOTAL MEASURE I		762,907	573,555	820,000	600,000	618,000	1,730,000

Federal Emergency Management Agency

Acct #	Federal Emergency Management Agency-018	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
INTERGOVERNMENTAL REVENUE:							
9400	FEMA	-	-	-	1,567,000	-	-
	TOTAL INTERGOVERNMENTAL REVENUE	-	-	-	1,567,000	-	-
	TOTAL FEMA				1,567,000		

Air Quality Management District (AQMD)

Acct #	Air Quality Management District-020	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
MISCELLANEOUS REVENUE:							
8600	INTEREST	4,522	1,498	2,500	1,200	1,200	1,200
	TOTAL MISCELLANEOUS REVENUE	4,522	1,498	2,500	1,200	1,200	1,200
INTERGOVERNMENTAL REVENUE:							
9317	AQMD AB 2766	61,280	99,849	60,000	60,000	60,000	60,000
	TOTAL INTERGOVERNMENTAL REVENUE	61,280	99,849	60,000	60,000	60,000	60,000
TOTAL AQMD		65,802	101,347	62,500	61,200	61,200	61,200

Citizen's Option for Public Safety (COPS)

Acct #	Citizen's Option for Public Safety-021	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
INTERGOVERNMENTAL REVENUE:							
9350	COPS GRANT	101,229	100,287	100,000	100,000	100,000	100,000
	TOTAL INTERGOVERNMENTAL REVENUE	101,229	100,287	100,000	100,000	100,000	100,000
	TOTAL COPS	101,229	100,287	100,000	100,000	100,000	100,000

General Capital Financing

Acct #	General Capital Financing-023	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
MISCELLANEOUS REVENUE:							
8600	INTEREST	56,648	21,897	5,000	22,000	22,000	22,000
8820	GAIN ON INVESTMENTS	-	-	-	1,102,868	-	-
8900	MISCELLANEOUS	211,070	231	-	-	-	-
	TOTAL MISCELLANEOUS REVENUE	267,718	22,128	5,000	1,124,868	22,000	22,000
INTERGOVERNMENTAL REVENUE:							
9210	STATE-OTHER	-	516,508	-	-	-	-
9225	FEDERAL GRANT	523,189	231,129	-	-	-	-
9322	SAN BERNARDINO COUNTY	350,000	-	-	-	-	-
	TOTAL INTERGOVERNMENTAL REVENUE	873,189	747,637	-	-	-	-
CURRENT SERVICE CHARGES:							
9901	OPERATING TRANSFER IN-GENERAL FUND	665,000	465,000	-	2,000,000	-	-
	TOTAL CURRENT SERVICE CHARGES	665,000	465,000	-	2,000,000	-	-
TOTAL GENERAL CAPITAL FINANCING		1,805,907	1,234,765	5,000	3,124,868	22,000	22,000

Street & Storm Drain Maintenance District

Acct #	Street & Storm Drain Maintenance District-024	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
TAXES:							
7010	SECURED PROPERTY TAX	25,806	25,402	20,000	25,500	26,000	26,500
	TOTAL TAXES	25,806	25,402	20,000	25,500	26,000	26,500
MISCELLANEOUS REVENUE:							
8600	INTEREST	2,776	904	1,000	700	700	700
8900	MISCELLANEOUS	-	-	-	6,745	-	-
	TOTAL MISCELLANEOUS REVENUE	2,776	904	1,000	7,445	700	700
TOTAL STREET & STORM DRAIN MAINTENANCE DIST.		28,582	26,306	21,000	32,945	26,700	27,200

Justice Assistance Grant

Acct #	Justice Assistance Grant-026	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
MISCELLANEOUS REVENUE:							
8600	INTEREST	305	67	-	-	-	-
	TOTAL MISCELLANEOUS REVENUE	305	67	-	-	-	-
INTERGOVERNMENTAL REVENUE:							
9360	JUSTICE ASSISTANCE GRANT	-	142,076	27,283	27,283	-	-
	TOTAL INTERGOVERNMENTAL REVENUE	-	142,076	27,283	27,283	-	-
TOTAL JUSTICE ASSISTANCE GRANT		305	142,143	27,283	27,283	-	-

Grants Fund

Acct #	Grants Fund-027	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
MISCELLANEOUS REVENUE:							
8600	INTEREST	14,429	213	-	-	-	-
8900	MISCELLANEOUS REVENUE	12,213	44,643	-	-	-	-
	TOTAL MISCELLANEOUS REVENUE	26,642	44,856	-	-	-	-
INTERGOVERNMENTAL REVENUE:							
9135	SANBAG	-	-	-	-	770,000	-
9210	STATE-OTHER	126,988	615,018	-	-	261,000	121,000
9225	FEDERAL GRANTS	861,532	253,322	18,468,000	650,000	-	-
9314	IVDA	23,575	721,828	-	300,000	6,509,000	1,033,000
9318	CITY OF SAN BERNARDINO	5,450	-	-	700,000	961,000	728,000
9322	COUNTY OF SAN BERNARDINO	-	-	-	596,000	-	1,000,000
9355	INDIAN GAMING GRANT	-	-	-	-	-	-
9365	EPA GRANT	-	-	-	-	-	-
	TOTAL INTERGOVERNMENTAL REVENUE	1,017,545	1,590,168	18,468,000	2,246,000	8,501,000	2,882,000
TOTAL GRANTS FUND		1,044,187	1,635,024	18,468,000	2,246,000	8,501,000	2,882,000

Paramedic Department

Acct #	Paramedic Department-028	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
TAXES:							
7085	PROPERTY TAX-PARAMEDIC TAX	364,005	358,881	331,000	355,000	351,000	351,000
	TOTAL TAXES	364,005	358,881	331,000	355,000	351,000	351,000
MISCELLANEOUS REVENUE:							
8600	INTEREST	1,384	175	-	-	-	-
	TOTAL MISCELLANEOUS REVENUE	1,384	175	-	-	-	-
CURRENT SERVICE CHARGES:							
9929	OPERATING TRANSFER IN-FIRE DEPARTMENT	443,218	602,209	979,310	955,135	884,790	884,790
	TOTAL CURRENT SERVICE CHARGES	443,218	602,209	979,310	955,135	884,790	884,790
TOTAL PARAMEDIC DEPARTMENT		808,608	961,265	1,310,310	1,310,135	1,235,790	1,235,790

Fire Department

Acct #	Fire Department-029	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
TAXES:							
7010	SECURED PROPERTY TAX	2,355,719	1,947,334	2,598,860	2,150,000	2,104,740	2,127,365
7020	UNSECURED PROPERTY TAX	96,443	97,928	-	-	-	-
7030	SUPPLEMENTAL SECURED PROPERTY TAX	111,195	45,613	-	-	-	-
7040	SUPPLEMENTAL UNSECURED PROPERTY TAX	233	(6,057)	-	-	-	-
7050	UTILITY UNITARY TAX	(27,516)	(30,270)	-	-	-	-
7070	INTEREST, PENALTIES & DELINQUENT	53,539	47,611	-	-	-	-
	TOTAL TAXES	2,589,612	2,102,160	2,598,860	2,150,000	2,104,740	2,127,365
LICENSES & PERMITS:							
7600	BUILDING PERMITS-INSPECTION FEES	22,615	13,546	5,000	17,500	40,000	40,000
7610	BUILDING PERMITS-PLAN CHECK FEES	26,921	22,683	10,000	15,000	33,225	37,400
	TOTAL LICENSES & PERMITS	49,535	36,229	15,000	32,500	73,225	77,400
MISCELLANEOUS REVENUE:							
8600	INTEREST	94,126	34,645	35,000	30,000	35,000	35,000
8900	MISCELLANEOUS	9,461	-	-	-	-	-
	TOTAL MISCELLANEOUS REVENUE	103,587	34,645	35,000	30,000	35,000	35,000
INTERGOVERNMENTAL REVENUE:							
9210	STATE-OTHER	-	15,806	-	-	-	-
9225	FEDERAL GRANTS	-	-	-	-	-	-
9410	PASS THRU-FIRE DEPARTMENT	226,984	190,103	135,000	180,000	180,000	190,000
	TOTAL INTERGOVERNMENTAL REVENUE	226,984	205,909	135,000	180,000	180,000	190,000
CURRENT SERVICE CHARGES:							
9527	FIRE DEPARTMENT FEES	493,655	473,068	242,345	473,000	473,000	473,000
	TOTAL CURRENT SERVICE CHARGES	493,655	473,068	242,345	473,000	473,000	473,000
TOTAL FIRE DEPARTMENT		3,463,373	2,652,011	3,026,205	2,865,500	2,865,965	2,902,765

Major Grants Fund

Acct #	Major Grants Fund-030	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
INTERGOVERNMENTAL REVENUE:							
9225	FEDERAL GRANTS	-	-	-	-	27,743,000	16,215,000
	TOTAL INTERGOVERNMENTAL REVENUE	-	-	-	-	27,743,000	16,215,000
TOTAL MAJOR GRANTS FUND						27,743,000	16,215,000

Insurance

Acct #	Insurance-041	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
MISCELLANEOUS REVENUE:							
8600	INTEREST	70,860	23,025	-	-	-	-
8900	MISCELLANEOUS	20,421	123	-	-	-	-
8915	CLAIMS PAYABLE DECREASE	62,168	54,451	-	-	-	-
	TOTAL MISCELLANEOUS REVENUE	153,449	77,599	-	-	-	-
CURRENT SERVICE CHARGES:							
9599	INSURANCE DEPARTMENT CHARGE	219,874	331,233	592,965	592,965	543,675	549,175
9901	OPERATING TRANSFER IN-GENERAL FUND	500,000	200,000	-	-	-	-
	TOTAL CURRENT SERVICE CHARGES	719,874	531,233	592,965	592,965	543,675	549,175
	TOTAL INSURANCE	873,322	608,832	592,965	592,965	543,675	549,175

General Services

Acct #	General Services-042	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
MISCELLANEOUS REVENUE:							
8600	INTEREST	34,641	9,936	-	-	-	-
	TOTAL MISCELLANEOUS REVENUE	34,641	9,936	-	-	-	-
CURRENT SERVICE CHARGES:							
9598	BUILDING SERVICES DEPARTMENT CHARGE	194,859	179,653	264,710	264,710	257,650	261,245
9901	OPERATING TRANSFER IN-GENERAL FUND	-	300,000	-	-	-	-
	TOTAL CURRENT SERVICE CHARGES	194,859	479,653	264,710	264,710	257,650	261,245
TOTAL GENERAL SERVICES		229,500	489,589	264,710	264,710	257,650	261,245

Redevelopment Agency Capital Projects

Acct #	RDA Capital Projects-080	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
MISCELLANEOUS REVENUE:							
8600	INTEREST	898,570	291,911	500,000	110,000	90,000	70,000
8900	MISCELLANEOUS	-	35,987	-	-	-	-
	TOTAL MISCELLANEOUS REVENUE	898,570	327,898	500,000	110,000	90,000	70,000
CURRENT SERVICE CHARGES:							
9850	PROCEEDS OF LONG TERM DEBT	-	-	-	-	-	-
9904	OPERATING TRANSFER IN-GAS TAX	-	443,975	-	-	-	-
9905	OPERATING TRANSFER IN-ARTICLE 3	-	81,649	-	-	-	-
9923	OPERATING TRANSFER IN-GEN. CAPITAL FINANCING	-	217,535	-	-	-	-
9983	OPERATING TRANSFER IN-RDA DEBT SERVICE	663,853	1,604,997	1,057,825	620,325	2,199,160	952,510
9986	OPERATING TRANSFER IN-RDA CAPITAL PROJECTS	-	-	-	-	-	-
	TOTAL CURRENT SERVICE CHARGES	663,853	2,348,156	1,057,825	620,325	2,199,160	952,510
TOTAL RDA CAPITAL PROJECTS		1,562,423	2,676,054	1,557,825	730,325	2,289,160	1,022,510

Redevelopment Agency Low & Moderate Income Housing

Acct #	RDA Low & Moderate Income Housing-081	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
TAXES:							
7010	SECURED PROPERTY TAX	2,077,395	1,857,187	1,440,000	1,625,000	1,625,000	1,625,000
7060	HOMEOWNERS EXEMPTION	19,573	19,180	-	-	-	-
	TOTAL TAXES	2,096,968	1,876,367	1,440,000	1,625,000	1,625,000	1,625,000
MISCELLANEOUS REVENUE:							
8600	INTEREST	182,283	48,302	50,000	42,000	40,000	40,000
8650	PERCENTAGE RENTS	44,478	92,519	50,000	114,500	90,000	90,000
8900	MISCELLANEOUS	4,599	4,599	-	-	-	-
8905	PAYOFF DEMANDS	11,310	4,505	10,000	-	-	-
	TOTAL MISCELLANEOUS REVENUE	242,670	149,925	110,000	156,500	130,000	130,000
CURRENT SERVICE CHARGES:							
9720	INCLUSIONARY HOUSING	-	-	-	-	-	-
9850	PROCEEDS OF LONG TERM DEBT	-	-	-	-	-	-
	TOTAL CURRENT SERVICE CHARGES	-	-	-	-	-	-
TOTAL RDA LOW & MODERATE INCOME HOUSING		2,339,638	2,026,292	1,550,000	1,781,500	1,755,000	1,755,000

Redevelopment Agency Debt Service

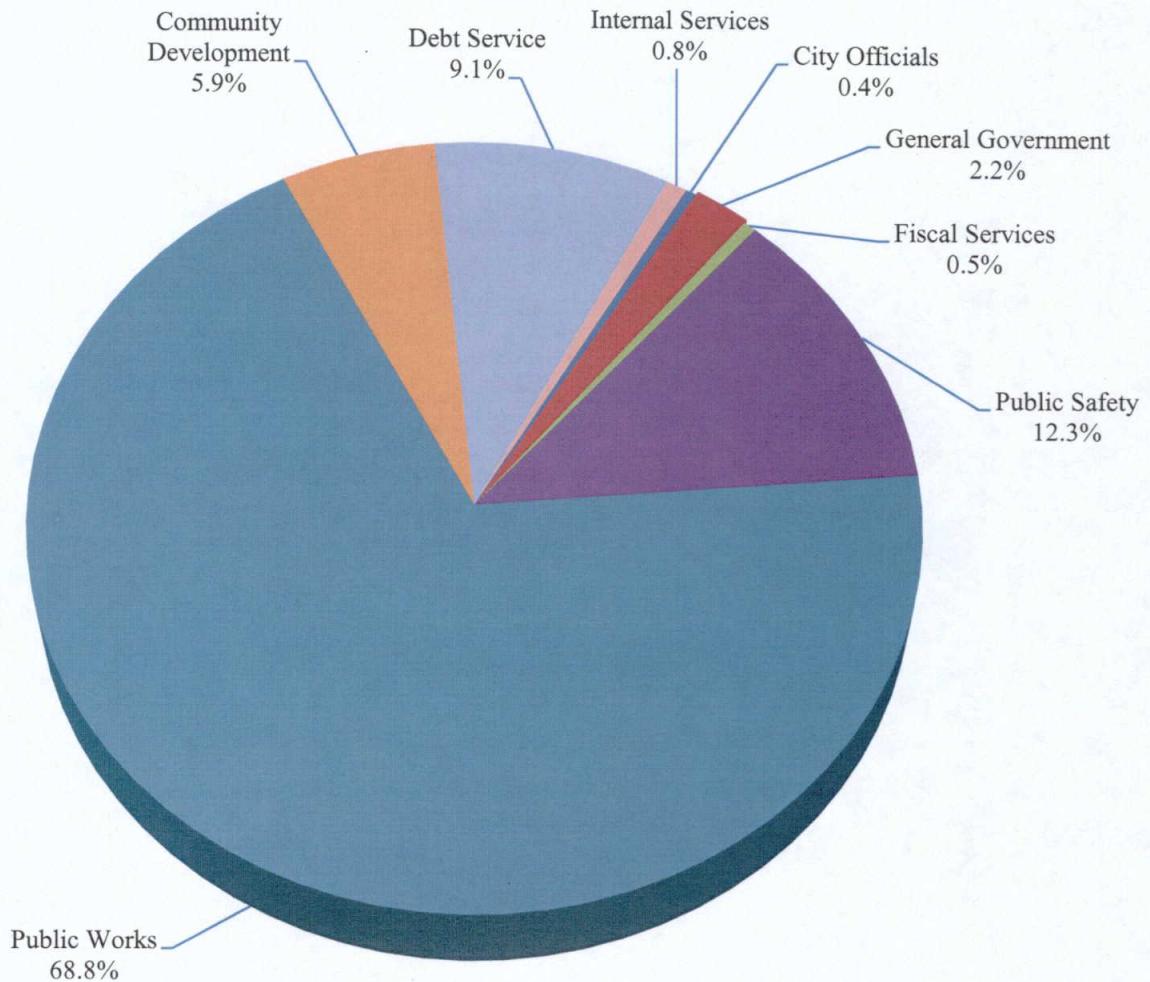
Acct #	RDA Debt Service-083	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
TAXES:							
7010	SECURED PROPERTY TAX	8,309,580	7,428,747	5,600,000	6,500,000	6,500,000	6,500,000
7060	HOMEOWNERS EXEMPTION	78,291	76,721	-	-	-	-
	TOTAL TAXES	8,387,872	7,505,468	5,600,000	6,500,000	6,500,000	6,500,000
MISCELLANEOUS REVENUE:							
8600	INTEREST	367,315	112,751	150,000	80,000	80,000	80,000
8900	MISCELLANEOUS	-	-	-	-	-	-
	TOTAL MISCELLANEOUS REVENUE	367,315	112,751	150,000	80,000	80,000	80,000
CURRENT SERVICE CHARGES:							
9850	PROCEEDS OF LONG TERM DEBT	-	-	-	-	-	-
	TOTAL CURRENT SERVICE CHARGES	-	-	-	-	-	-
TOTAL RDA DEBT SERVICE		8,755,187	7,618,219	5,750,000	6,580,000	6,580,000	6,580,000

Redevelopment Agency Capital Projects

Acct #	RDA Capital Projects-086	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
CURRENT SERVICE CHARGES:							
9983	OPERATING TRANSFER IN-RDA DEBT SERVICE	33,223	69,878	297,000	60,000	1,050,000	470,000
	TOTAL CURRENT SERVICE CHARGES	33,223	69,878	297,000	60,000	1,050,000	470,000
	TOTAL RDA CAPITAL PROJECTS	33,223	69,878	297,000	60,000	1,050,000	470,000

EXPENDITURES BY FUNCTION

2011-2012

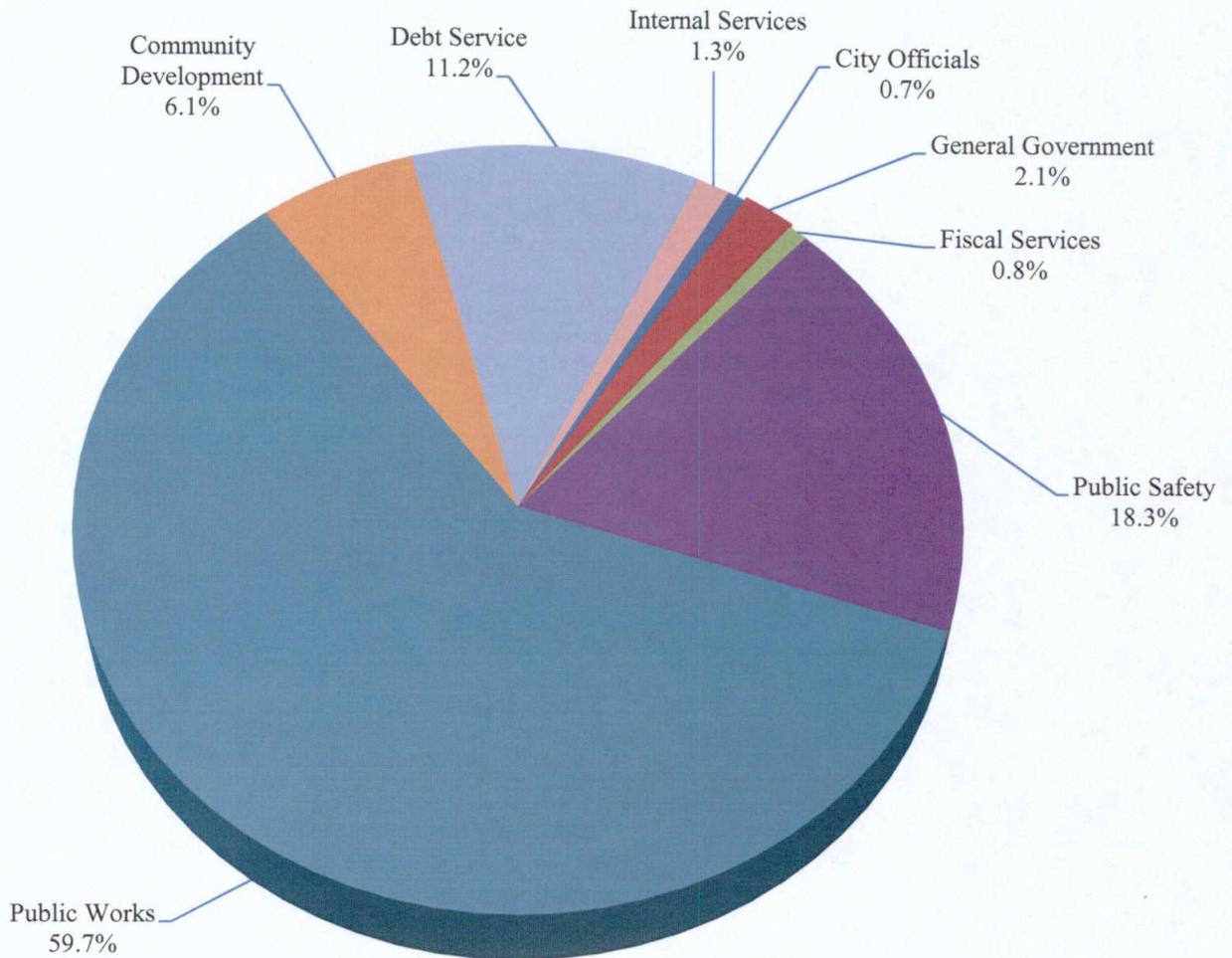


City Officials	\$ 389,070
General Government	2,151,360
Fiscal Services	484,165
Public Safety	12,092,525
Public Works	67,866,745
Community Development	5,857,480
Debt Service	8,932,160
Internal Services	<u>801,325</u>
Total	\$98,574,830



EXPENDITURES BY FUNCTION

2012-2013



City Officials	\$ 421,075
General Government	1,316,185
Fiscal Services	478,165
Public Safety	11,615,245
Public Works	37,894,330
Community Development	3,861,505
Debt Service	7,106,010
Internal Services	<u>810,420</u>
Total	\$63,502,935



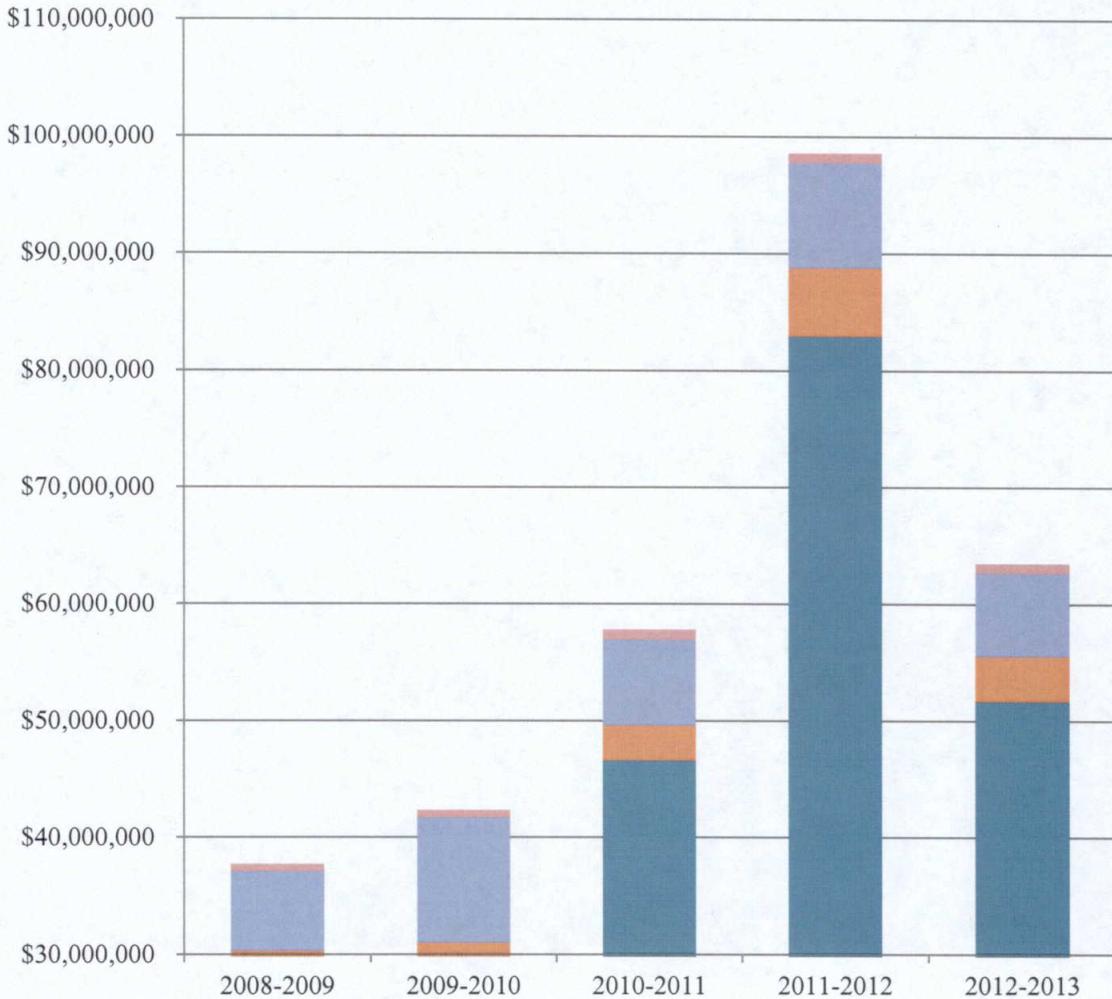
Expenditures by Function

Fund #	Dept #		2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
CITY OFFICIALS:								
001	1000	CITY COUNCIL	142,420	140,699	156,275	155,125	145,400	145,900
001	1200	CITY CLERK	254,047	222,168	293,210	268,065	243,670	275,175
TOTAL CITY OFFICIALS			396,467	362,867	449,485	423,190	389,070	421,075
GENERAL GOVERNMENT:								
001	1450	GENERAL GOVERNMENT	2,147,172	1,581,724	647,855	2,621,905	650,260	654,320
001	1600	PERSONNEL	75,014	61,605	75,515	70,935	72,700	73,865
010	3830	FACILITIES CONSTRUCTION	-	-	-	-	-	-
010	3840	PARKS CONSTRUCTION	-	-	-	-	-	-
023	3890	CAPITAL CONSTRUCTION	944,186	528,344	315,035	286,320	1,428,400	588,000
TOTAL GENERAL GOVERNMENT			3,166,372	2,171,672	1,038,405	2,979,160	2,151,360	1,316,185
FISCAL SERVICES:								
001	1700	FINANCE	422,502	452,063	474,660	469,425	484,165	478,165
TOTAL FISCAL SERVICES			422,502	452,063	474,660	469,425	484,165	478,165
PUBLIC SAFETY:								
001	2000	POLICE DEPARTMENT	5,983,789	5,961,394	6,775,715	6,617,180	6,819,830	6,944,140
001	2200	ANIMAL CONTROL	464,327	427,315	424,500	424,450	470,940	432,550
011	8420	OFFICE OF TRAFFIC SAFETY	38,867	22,572	10,000	16,550	-	-
021	8450	COPS AB 3229	142,259	122,377	100,000	100,000	100,000	100,000
026	8460	JUSTICE ASSISTANCE GRANT	15,233	68,359	84,283	102,822	-	-
028	2050	PARAMEDIC DEPARTMENT	808,608	961,265	1,310,310	1,310,135	1,235,790	1,235,790
029	2100	FIRE DEPARTMENT	2,059,824	2,470,107	3,630,570	3,101,305	3,465,965	2,902,765
TOTAL PUBLIC SAFETY			9,512,908	10,033,390	12,335,378	11,672,442	12,092,525	11,615,245
INTERNAL SERVICES:								
041	9500	GENERAL LIABILITY	373,322	408,831	592,965	592,965	543,675	549,175
042	9510	BUILDING SERVICES	229,500	189,589	264,710	264,710	257,650	261,245
TOTAL INTERNAL SERVICES			602,822	598,420	857,675	857,675	801,325	810,420
PUBLIC WORKS:								
001	3100	PUBLIC WORKS	1,394,717	1,443,512	2,121,415	3,298,800	2,756,490	1,961,965
001	3200	ENGINEERING	999,170	716,794	846,535	705,795	643,335	674,525
001	4200	PUBLIC SERVICES	302,957	331,748	413,375	411,145	434,425	457,460
001	6000	PARKS	462,503	915,957	1,068,605	1,054,955	1,073,620	1,097,865
001	6010	GRAFFITI	96,952	102,795	140,595	111,125	109,225	111,405
001	6020	COMMUNITY VOLUNTEER SERVICES	37,644	43,101	55,215	54,815	57,545	58,255
001	6100	TRAILS	5,925	27,402	61,270	39,020	15,400	15,400
002	8200	TRAFFIC SAFETY	168,085	209,608	207,400	207,110	334,400	337,400
004	8310	GAS TAX	1,394,717	1,887,488	2,121,415	3,298,800	2,756,490	1,961,965
005	8320	ARTICLE 3	147,777	355,826	-	-	-	-
006	8400	HOUSING & COMMUNITY DEVELOPMENT	412,270	742,025	409,145	408,145	854,370	511,465
007	8330	DEVELOPMENT IMPACT FEES	453,455	276,297	1,162,000	180,000	440,000	870,000
008	8340	DEVELOPER FEES	-	25,636	25,195	33,100	26,195	26,195
012	8500	LANDSCAPE MAINTENANCE DISTRICT	172,593	181,736	179,600	190,500	210,500	220,100
013	8510	STREET LIGHT DISTRICT	495,424	521,926	545,200	538,200	577,300	571,600
014	8520	COMMUNITY FACILITIES DISTRICTS	2,320	3,130	12,600	5,600	5,600	5,600
015	8530	COMMUNITY TRAILS DISTRICT	6,082	12,529	12,250	11,250	16,650	16,700
016	8540	PARKS MAINTENANCE DISTRICT	69,496	83,711	60,945	82,050	90,390	94,470
017	8350	MEASURE I	-	-	2,797,000	25,000	4,837,000	3,449,000
018	8600	FEMA	-	-	-	1,567,000	-	-
020	8440	AQMD AB 2766	2,260	3,600	15,000	15,000	107,000	249,000
024	8470	STREET/STORM DRAIN MAINT. DISTRICT	216	1,319	13,150	13,000	19,500	19,500
027	8490	MISCELLANEOUS GRANTS	1,796,746	1,868,939	18,468,000	2,246,000	8,761,000	2,882,000
030	8495	MAJOR GRANTS	-	-	-	-	27,743,000	16,215,000
080	8000	RDA CAPITAL PROJECTS	3,815,300	4,993,260	15,863,730	16,545,580	14,947,310	5,617,460
086	8060	RDA CAPITAL PROJECTS	33,223	69,878	297,000	60,000	1,050,000	470,000
TOTAL PUBLIC WORKS			12,269,833	14,818,216	46,896,640	31,101,990	67,866,745	37,894,330

Expenditures by Function

Fund #	Dept #		2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
COMMUNITY DEVELOPMENT:								
001	4100	PLANNING	1,133,556	575,833	761,525	642,075	667,465	667,775
001	4500	BUILDING & SAFETY	423,734	279,762	453,610	324,140	412,890	414,960
001	4600	CODE ENFORCEMENT	261,419	283,917	345,795	314,195	298,670	301,990
010	3850	HUD SPECIAL PURPOSE/PROJECTS	-	-	-	-	-	-
081	8010	RDA LOW/MODERATE INCOME HOUSING	2,764,342	2,052,759	5,033,610	1,730,300	4,478,455	2,476,780
TOTAL COMMUNITY DEVELOPMENT			4,583,051	3,192,272	6,594,540	3,010,710	5,857,480	3,861,505
DEBT SERVICE:								
083	8030	RDA DEBT SERVICE	6,780,043	10,736,423	8,141,460	7,301,960	8,932,160	7,106,010
TOTAL DEBT SERVICE			6,780,043	10,736,423	8,141,460	7,301,960	8,932,160	7,106,010
TOTAL EXPENDITURES BY FUNCTION			37,733,998	42,365,322	76,788,243	57,816,552	98,574,830	63,502,935

EXPENDITURES BY FUNCTION HISTORY

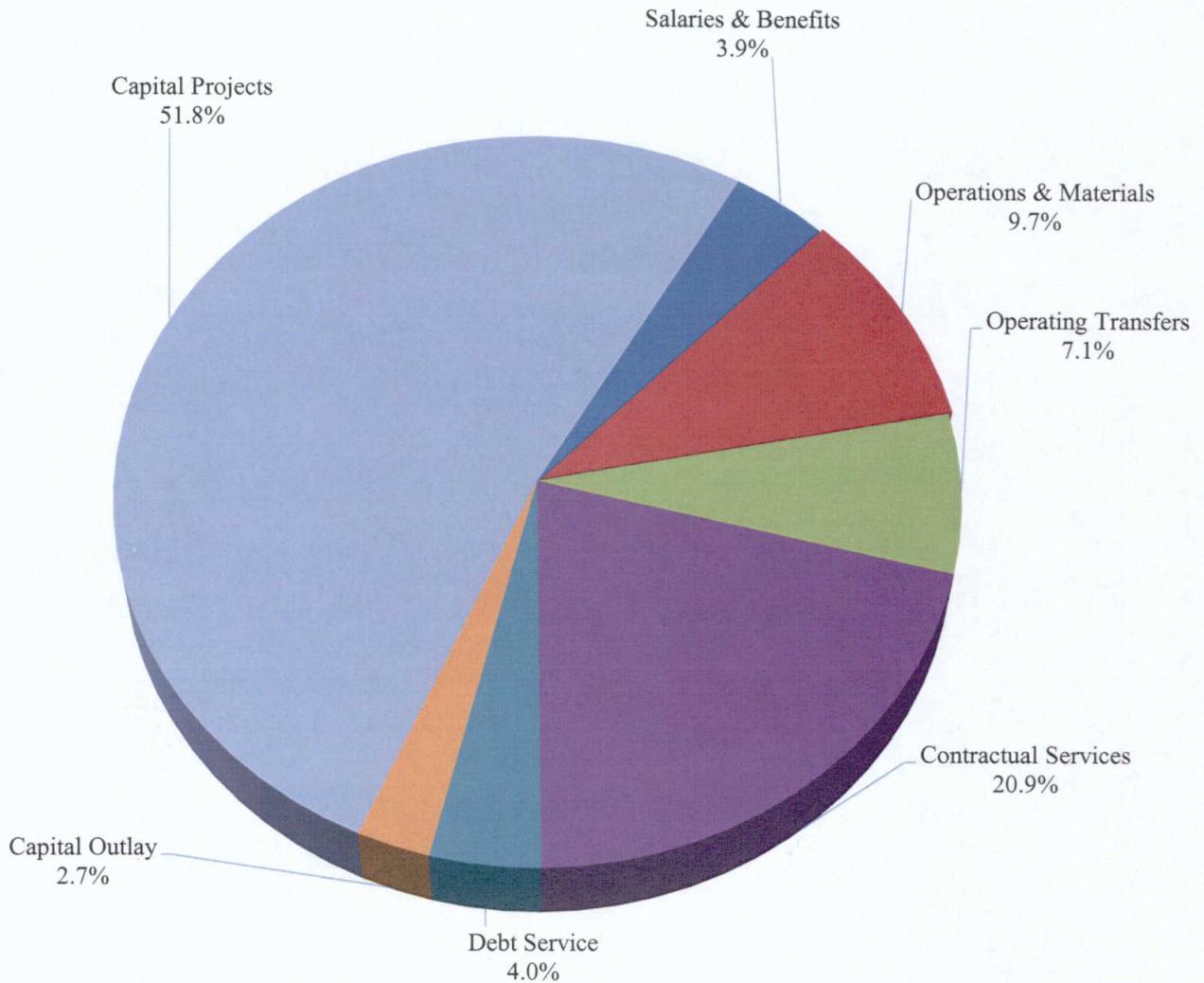


	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>	<u>2012-2013</u>
City Officials	\$ 396,467	\$ 362,867	\$ 423,190	\$ 389,070	\$ 421,075
General Government	3,166,372	2,171,672	2,979,160	2,151,360	1,316,185
Fiscal Services	422,502	452,063	469,425	484,165	478,165
Public Safety	9,512,908	10,033,390	11,672,442	12,092,525	11,615,245
Public Works	12,269,833	14,818,216	31,101,990	67,866,745	37,894,330
Community Development	4,583,051	3,192,272	3,010,710	5,857,480	3,861,505
Debt Service	6,780,043	10,736,423	7,301,960	8,932,160	7,106,010
Internal Services	<u>602,822</u>	<u>598,420</u>	<u>857,675</u>	<u>801,325</u>	<u>810,420</u>
Total	\$37,733,998	\$42,365,323	\$57,816,552	\$98,574,830	\$63,502,935



EXPENDITURES BY OBJECT

2011-2012

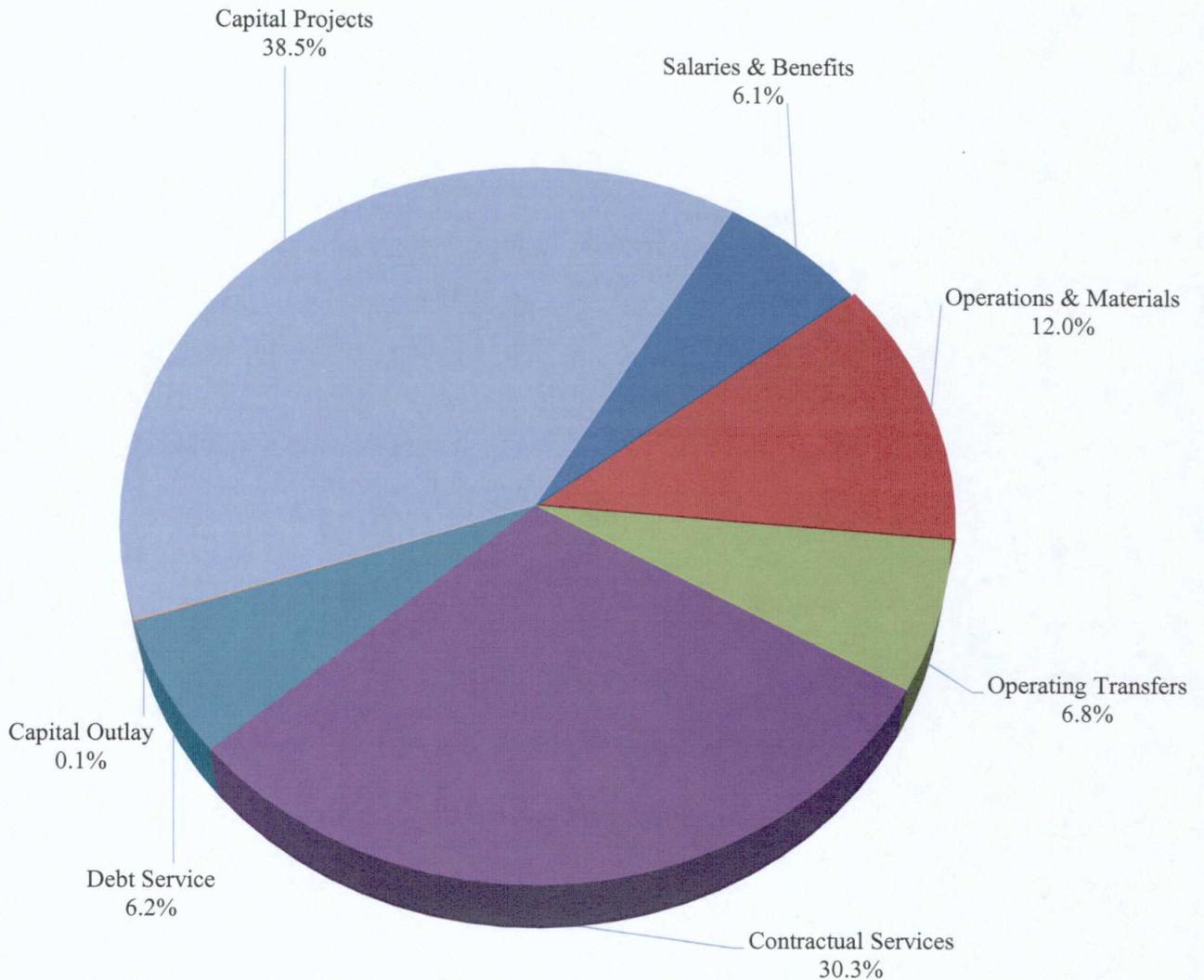


Salaries & Benefits	\$ 3,832,470
Operation & Materials	9,559,245
Operating Transfers	6,966,600
Contractual Services	20,588,700
Debt Service	3,960,000
Capital Outlay	2,644,000
Capital Projects	<u>51,023,815</u>
Total	\$98,574,830



EXPENDITURES BY OBJECT

2012-2013



Salaries & Benefits	\$ 3,869,105
Operation & Materials	7,629,625
Operating Transfers	4,347,055
Contractual Services	19,219,350
Debt Service	3,955,000
Capital Outlay	36,800
Capital Projects	<u>24,446,000</u>
Total	\$63,502,935



Expenditures by Object

Acct #	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
SALARIES & WAGES:						
3010 SALARIES	1,996,360	2,078,022	2,640,010	2,622,110	2,670,010	2,670,010
3040 OVERTIME	6,331	3,209	-	-	-	-
3050 COMPENSATORY TIME	23,959	19,859	-	-	-	-
3100 SICK LEAVE	38,241	30,428	-	-	-	-
3110 HOLIDAY	106,143	109,830	-	-	-	-
3120 VACATION	99,209	96,879	-	-	-	-
3125 MANAGEMENT LEAVE	28,115	21,995	-	-	-	-
TOTAL SALARIES & WAGES	2,298,358	2,360,222	2,640,010	2,622,110	2,670,010	2,670,010
BENEFITS:						
3510 PERS-HEALTH INSURANCE	420,392	443,422	459,000	459,000	493,800	518,400
3515 PERS-HEALTH INSURANCE-RETIRED	11,600	11,600	12,000	12,000	12,000	12,000
3530 MEDICARE & SOCIAL SECURITY	45,586	48,000	50,545	48,985	49,330	49,330
3540 WORKER'S COMPENSATION	2,001	1,845	-	2,000	-	-
3560 PERS-RETIREMENT	498,469	532,079	524,450	524,450	530,325	542,360
3580 DEFERRED COMPENSATION	5,381	5,537	5,500	5,500	5,500	5,500
3590 LIFE INSURANCE	7,201	7,506	8,105	8,105	8,105	8,105
3600 AUTO ALLOWANCE	19,281	18,704	17,400	17,400	17,400	17,400
3650 VACATION BUYBACK	17,586	25,668	17,500	17,500	17,500	17,500
3655 SICK LEAVE INCENTIVE	23,074	23,268	15,000	15,000	16,500	16,500
3660 ADMINISTRATIVE LEAVE BUYBACK	12,362	15,694	8,000	8,000	10,000	10,000
3665 COMPENSATORY TIME BUYBACK	1,432	174	1,000	1,000	2,000	2,000
TOTAL BENEFITS	1,064,367	1,133,497	1,118,500	1,118,940	1,162,460	1,199,095
OPERATIONS & MATERIALS:						
4010 ELECTRICITY	165,676	162,662	211,450	187,100	200,100	208,450
4011 ELECTRICITY-STREET LIGHTING	485,481	512,371	534,000	530,000	549,000	563,000
4020 GAS	4,882	5,583	7,450	6,000	7,450	7,450
4030 WATER/SEWER	145,886	168,869	172,920	183,100	204,900	213,800
4040 EXTERMINATOR	8,647	9,681	12,170	11,400	12,000	12,500
4045 LANDSCAPING	18,470	21,777	18,500	20,000	4,900	5,150
4050 TRASH	-	850	2,500	-	1,000	1,000
4055 JANITORIAL SUPPLIES	56,031	50,352	64,250	58,000	20,200	20,400
4060 TELEPHONE	63,473	53,613	59,400	59,070	64,620	64,820
4065 INTERNET/CABLE/SATELLITE	2,580	2,252	2,410	635	725	725
4070 BUILDING MAINTENANCE	78,412	84,041	116,600	105,500	107,600	110,600
4075 PUBLIC FACILITIES IMPROVEMENT	1,211	3,392	7,500	7,500	10,000	10,000
4080 BUILDING SERVICES DEPARTMENT CHARGE	194,859	179,653	264,710	264,710	257,650	261,245
4101 OPERATING TRANSFER OUT-GENERAL FUND	1,475,872	1,526,297	2,205,850	3,383,235	2,776,490	1,981,965
4104 OPERATING TRANSFER OUT-GAS TAX	-	-	217,535	217,535	-	-
4107 OPERATING TRANSFER OUT-DIF	-	61,146	-	-	-	-
4110 OPERATING TRANSFER OUT-CAPITAL IMPROVEMENTS	-	-	-	-	-	-
4112 OPERATING TRANSFER OUT-LMD	10,701	-	-	-	20,000	20,000
4116 OPERATING TRANSFER OUT-PMD	27,798	33,485	24,380	32,820	36,160	37,790
4123 OPERATING TRANSFER OUT-GEN CAPITAL FINANCING	665,000	465,000	-	2,000,000	-	-
4128 OPERATING TRANSFER OUT-PARAMEDIC DEPT.	443,218	602,209	979,310	955,135	884,790	884,790
4141 OPERATING TRANSFER OUT-INSURANCE	500,000	200,000	-	-	-	-
4142 OPERATING TRANSFER OUT-GENERAL SERVICES	-	300,000	-	-	-	-
4180 OPERATING TRANSFER OUT-RDA CAPITAL PROJECTS	663,853	2,348,156	1,057,825	620,325	2,199,160	952,510
4186 OPERATING TRANSFER OUT-RDA CAPITAL PROJECTS	33,223	69,878	297,000	60,000	1,050,000	470,000
4198 CITY ADMINISTRATION	75,149	93,147	96,450	96,100	85,200	87,900
4199 INSURANCE DEPARTMENT CHARGE	219,874	331,233	592,965	592,965	543,675	549,175
4200 OFFICE SUPPLIES	67,487	59,313	81,110	76,450	73,700	76,900
4202 CRV GRANT USE	13,627	18,379	13,650	13,650	13,650	13,650

Expenditures by Object

Acct #	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget	
4203	EQUIPMENT/FURNITURE	7,663	48,932	18,650	18,450	11,500	5,000
4204	PERSONAL PROTECTIVE EQUIPMENT	-	22,024	25,000	25,000	15,000	15,000
4205	PHOTOCOPIER	28,273	27,173	28,200	28,200	26,400	26,400
4206	MATERIALS	86,488	101,360	123,600	341,800	102,800	107,300
4207	PARAMEDIC SUPPLIES	9,326	8,077	9,430	9,430	9,430	9,430
4208	NETWORK	20,895	8,132	15,300	15,300	15,300	15,300
4210	POSTAGE	17,593	15,899	19,545	16,845	19,220	19,470
4220	FUEL	143,216	154,470	182,800	182,300	194,200	198,400
4235	PHYSICALS/TESTING	674	430	800	350	10,600	10,600
4236	LIVESCAN SERVICE FEE	303	1,476	600	1,570	2,660	2,660
4240	VEHICLE MAINTENANCE	78,594	131,581	202,100	151,900	155,400	156,900
4245	EQUIPMENT MAINTENANCE	48,663	37,683	50,060	46,100	48,450	49,050
4248	EQUIPMENT RENTAL/LEASE	23,200	31,719	29,000	228,800	29,400	29,900
4250	SPECIAL DEPARTMENT SUPPLIES	1,837	4,420	7,550	5,800	12,750	8,850
4251	ADA COMPLIANCE	-	-	2,000	2,000	2,000	2,000
4255	SOFTWARE SUPPORT	62,372	70,675	66,200	69,800	73,025	74,025
4260	DISASTER SUPPLIES	-	360	1,600	1,600	1,600	1,600
4290	TITLE SEARCH	120	-	1,000	500	1,000	1,000
4300	ADVERTISING	47,663	17,944	44,750	27,750	28,700	29,200
4305	PUBLICATIONS & NEWSLETTERS	-	2,058	8,500	8,500	-	-
4310	DUES & SUBSCRIPTIONS	27,453	38,738	41,285	41,760	38,885	38,920
4320	TRAVEL & CONFERENCE	24,614	21,243	34,925	31,500	33,000	33,850
4330	TRAINING	8,015	6,178	19,445	13,300	19,605	16,005
4332	MILEAGE REIMBURSEMENT	4,395	4,262	8,280	5,800	6,670	6,870
4335	ELECTIONS	325	1,176	30,000	16,000	1,000	30,000
4336	COMMUNITY EVENTS	12,135	14,875	22,100	19,100	20,030	20,030
4340	LONG TERM COVENANTS	-	-	-	-	2,000,000	-
4341	ERAF SHIFT	-	3,182,076	655,135	655,135	-	-
4343	BOOKING FEES	-	-	65,000	-	-	-
4344	VOUCHER/REBATE PROGRAM	3,195	7,870	10,000	10,000	5,000	5,000
4345	NOTICE OF DETERMINATION	17,762	2,243	6,000	5,500	6,000	6,000
4346	LAFCO FEES	4,394	4,235	12,000	5,000	5,000	5,000
4347	GRAFFITI REWARD PROGRAM	-	-	1,500	1,500	500	500
4348	CDBG PROGRAMS	31,994	28,976	18,000	30,000	43,000	40,850
4349	GRANT PROGRAMS	712,785	605,558	1,260,000	365,000	1,312,000	1,300,000
4351	EMERGENCY INCIDENTS	2,512	-	500	500	500	500
4355	CLAIMS PAYABLE INCREASE	-	-	10,000	10,000	10,000	10,000
4360	INSURANCE PREMIUMS	264,611	312,130	342,500	342,500	358,000	363,000
4370	INSURANCE CLAIMS	13,548	7,500	50,000	50,000	25,000	25,000
4380	INSURANCE ADJUSTING FEES	14,704	7,996	25,000	25,000	20,000	20,000
4390	INSURANCE LEGAL	6,530	16,643	100,000	100,000	80,000	80,000
4400	MISCELLANEOUS	-	1,493	500	500	750	750
4410	PASS THRU-SAN BERNARDINO COUNTY	858,900	721,479	805,000	720,000	805,000	805,000
4412	PASS THRU-SAN BERNARDINO UNIFIED SCHOOL DIST.	795,724	715,676	725,000	710,000	725,000	725,000
4413	PASS THRU-REDLANDS UNIFIED SCHOOL DISTRICT	35,105	28,867	35,000	25,000	35,000	35,000
4414	PASS THRU-SAN BERNARDINO VALLEY MWD	714,726	720,288	715,000	715,000	715,000	715,000
4415	PASS THRU-SAN BERNARDINO CO. COMM. COLL. DIST.	133,887	122,720	125,000	120,000	125,000	125,000
4416	PASS THRU-SAN BERNARDINO CO. SUPERINTENDENT	15,741	14,705	20,000	12,500	20,000	20,000
4417	PASS THRU-COUNTY SERVICE AREA 70/SL-1	825	576	1,500	1,500	1,500	1,500
4418	PASS THRU-EAST VALLEY RESOURCE CONSERVATION	473	330	1,000	1,000	1,000	1,000
4419	PASS THRU-SAN BERNARDINO VALLEY WATER DIST.	473	330	1,000	1,000	1,000	1,000
4420	PASS THRU-FIRE DEPARTMENT	226,984	190,103	220,000	185,000	220,000	220,000
4450	RELEASE/USE OF DEPOSIT/FEE	405,762	23,033	17,500	28,750	10,000	10,000
	TOTAL OPERATIONS & MATERIALS	10,335,858	14,849,046	13,254,790	14,911,070	16,525,845	11,976,680

Expenditures by Object

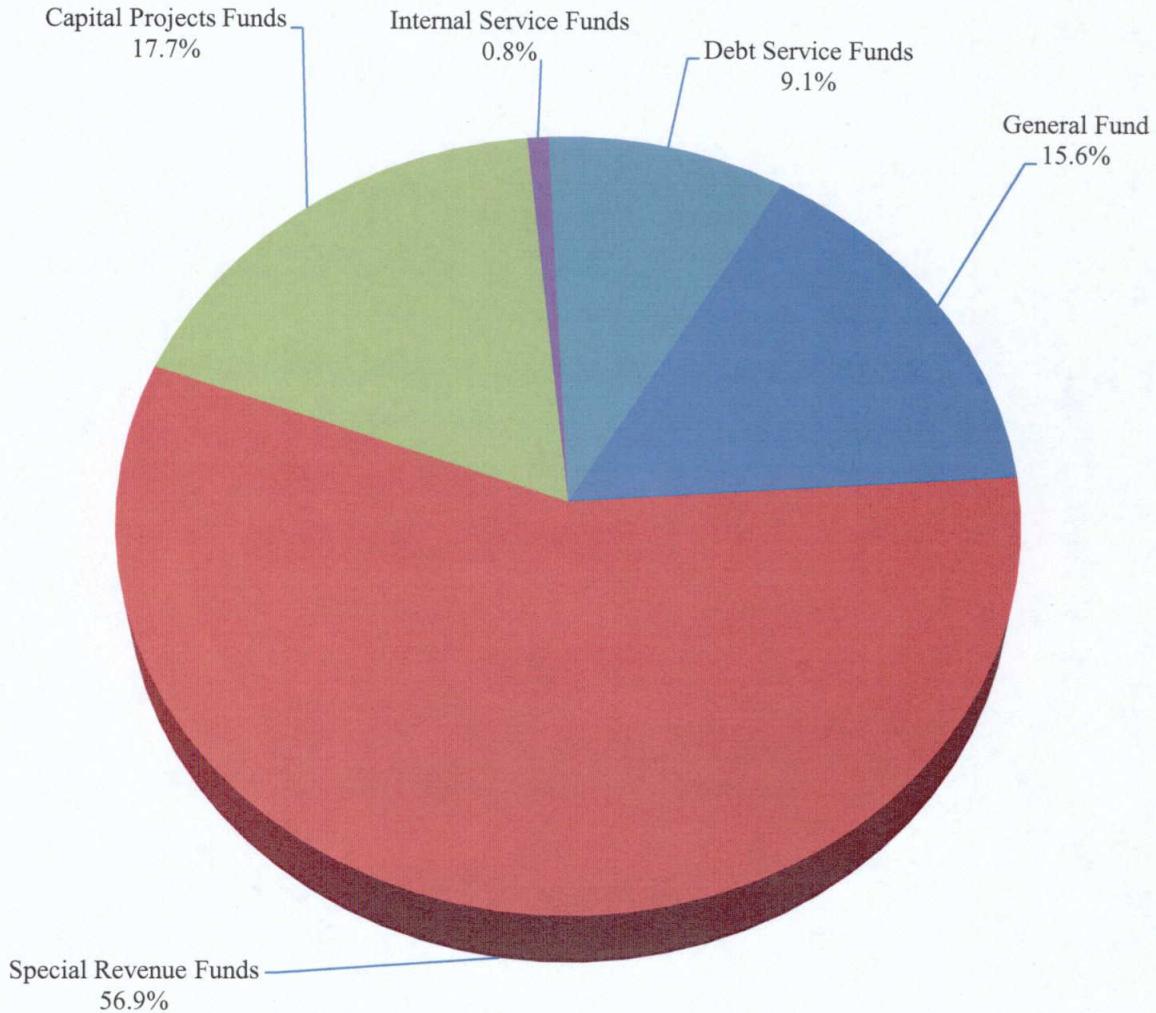
Acct #	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
CONTRACTUAL SERVICES:						
4504	-	-	-	-	38,400	39,000
4505	1,800	1,800	2,200	2,200	2,200	2,200
4506	3,483	2,462	15,000	13,000	8,000	8,000
4507	34,650	26,730	26,730	26,730	26,730	26,730
4508	-	-	10,000	-	-	-
4509	561,060	215,066	597,650	337,500	185,150	46,950
4510	44,595	45,360	59,500	54,290	55,750	53,750
4512	2,500	-	2,500	-	-	-
4513	-	-	-	-	2,000	2,000
4515	49	1,725	2,000	250	2,000	2,000
4516	1,239	1,266	2,160	1,350	1,500	1,500
4517	822	837	1,200	1,000	1,000	1,000
4520	300,459	162,994	148,500	188,500	163,500	163,500
4525	45,271	45,323	45,300	45,300	45,300	45,300
4526	328,451	427,621	477,540	475,000	477,540	477,540
4530	29,271	30,075	40,000	35,000	35,000	37,000
4533	18,777	7,506	28,750	11,060	9,900	10,200
4534	-	73,343	124,000	59,000	122,000	122,000
4535	-	26,526	1,500	-	-	-
4536	-	-	-	-	-	-
4537	10,725	9,000	8,000	8,500	9,750	9,900
4538	-	42,986	15,000	-	-	-
4540	455,327	207,000	359,520	265,000	309,600	309,600
4542	1,780	621	3,000	600	3,000	3,000
4543	158	1,838	2,000	500	2,000	2,000
4545	8,953	6,075	45,210	40,210	41,210	41,210
4547	1,738	-	-	-	-	-
4548	44,116	-	10,000	1,500	5,500	5,500
4450	2,469,746	2,850,273	6,289,995	3,218,500	7,142,000	5,800,980
4551	394,976	210,620	400,000	225,000	150,000	180,000
4552	1,290	-	3,000	1,500	1,500	1,500
4553	998	894	1,500	1,000	1,500	1,500
4554	560,114	149,225	355,000	212,500	267,000	267,000
4555	-	-	7,500	-	-	-
4556	-	-	58,000	-	-	-
4557	28,373	23,497	28,000	28,000	20,000	20,000
4558	25,250	10,500	27,500	13,500	20,000	20,000
4560	5,960,475	5,862,687	6,431,688	6,466,777	6,515,380	6,643,090
4561	1,593	921	5,000	1,500	3,000	3,000
4563	-	3,131	5,000	3,250	5,000	5,000
4564	39,140	54,784	56,250	55,000	56,000	57,000
4565	456,216	413,211	409,500	409,500	459,190	420,700
4566	1,159	668	2,500	2,000	2,000	2,000
4567	677,535	826,820	1,097,810	1,097,810	1,117,150	1,117,150
4569	1,335,771	1,598,567	1,808,480	1,808,480	1,703,930	1,703,930
4570	86,057	21,358	124,500	50,000	100,000	100,000
4571	-	400	2,500	2,000	2,000	2,000
4572	591	200	10,000	10,000	10,000	10,000
4573	-	-	5,000	5,000	2,500	2,500
4574	3,030	2,000	10,000	9,500	10,000	10,000
4575	-	-	1,000	-	1,000	1,000
4576	24,180	-	10,500	900,500	10,500	10,500
4577	-	-	-	200,000	-	-
4578	40,521	40,382	50,700	40,000	50,000	54,000

Expenditures by Object

Acct #		2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
4580	CONTRACT SERVICES-TRAFFIC SIGNALS	156,222	192,781	202,000	200,000	210,000	230,000
4582	CONTRACT SERVICES-STUDIES	97,779	26,625	45,000	100,000	344,500	292,000
4585	CONTRACT SERVICES-MAINTENANCE	212,120	222,632	209,725	232,400	265,400	273,500
4586	CONTRACT SERVICES-RED LIGHT CAMERAS	109,482	165,088	152,400	152,400	152,400	152,400
4595	CONTRACT SERVICES-AB 939	-	-	-	-	-	-
4596	CONTRACT SERVICES-ENVIRON. HEALTH SERVICES	48,868	51,340	62,500	62,500	67,000	70,000
4600	CONTRACT SERVICES-GENERAL PLAN	5,960	-	-	-	-	-
4605	CONTRACT SERVICES-CONSERVATION PLAN	9,970	-	-	-	8,000	8,000
4610	CONTRACT SERVICES-ECONOMIC DEVELOPMENT	10,097	15,646	25,000	25,000	25,000	25,000
4611	CONTRACT SERVICES-LOW/MODERATE INC. HOUSING	622,679	20,449	60,000	25,000	60,000	60,000
4613	CONTRACT SERVICES-1ST TIME HOME BUYER	-	38,500	100,000	12,600	60,000	60,000
4621	CONTRACT SERVICES-COST ALLOCATION STUDY	3,525	10,575	-	3,525	11,000	-
4622	CONTRACT SERVICES-NYL 125 PLAN	285	285	300	300	300	300
4625	CONTRACT SERVICES-CODIFICATION	4,887	2,134	5,500	5,000	5,000	5,000
4626	CONTRACT SERVICES-RECORDS MANAGEMENT	3,470	3,692	3,300	3,300	3,500	3,500
4627	CONTRACT SERVICES-NETWORK	6,832	4,687	8,000	8,000	8,000	8,000
4628	CONTRACT SERVICES-BANNERS	-	-	2,500	-	-	-
4650	CONTRACT SERVICES-ENVIRONMENTAL	-	32,000	-	-	10,000	10,000
4661	CONTRACT SERVICES-SMARA COMPLIANCE	3,318	-	-	-	-	-
4662	CONTRACT SERVICES-HOUSING ELEMENT	17,308	-	15,000	5,000	10,000	10,000
4665	CONTRACT SERVICES-STORM DRAIN	42,052	42,291	83,000	83,000	103,000	120,000
4667	CONTRACT SERVICES-GRAFFITI	-	-	24,000	500	500	500
4680	CONTRACT SERVICES-TREE TRIMMING	27,271	42,645	40,000	36,000	48,420	48,420
	TOTAL CONTRACTUAL SERVICES	15,384,363	14,277,661	20,266,408	17,282,332	20,588,700	19,219,350
	DEBT SERVICE:						
5100	PRINCIPAL	975,000	1,085,000	1,130,000	1,130,000	1,170,000	1,215,000
5200	INTEREST	3,322,660	3,306,338	3,272,250	3,272,250	2,790,000	2,740,000
	TOTAL DEBT SERVICE	4,297,660	4,391,338	4,402,250	4,402,250	3,960,000	3,955,000
	CAPITAL OUTLAY:						
6010	LAND	104,400	909,581	2,000,000	230,755	-	-
6020	LAND IMPROVEMENTS	-	-	500,000	-	-	-
6030	BUILDING	205,033	1,786,777	4,000,000	8,807,735	2,000,000	-
6040	EQUIPMENT	628,231	269,116	70,155	73,705	25,000	36,800
6050	FURNITURE & FIXTURES	72,541	-	-	-	-	-
6060	VEHICLES	23,584	-	500,000	-	619,000	-
6070	SOFTWARE	1,000	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	1,034,800	2,965,475	7,070,155	9,112,195	2,644,000	36,800
	CAPITAL PROJECTS:						
6530	STREET/SIDEWALK CONSTRUCTION	1,989,570	927,426	1,141,000	310,000	25,901,000	4,917,000
6533	STREET WIDENING PROJECTS	159,241	454,272	-	-	-	-
6540	UNDERGROUND UTILITIES	35,030	-	-	4,407,000	-	-
6545	SIDEWALK REPAIRS	-	-	37,000	-	-	-
6550	TRAFFIC IMPROVEMENTS	199,107	187,519	4,608,000	3,585,535	1,070,815	444,000
6565	DIF-TRAFFIC FACILITIES	5,002	6,139	-	-	-	-
6600	STORM DRAIN PROJECTS	-	757,756	2,523,000	-	6,374,000	200,000
6811	RIGHT-OF-WAY ACQUISITION	930,643	24,810	-	25,000	159,000	4,000
6813	BRIDGE CONSTRUCTION	-	30,161	19,702,010	15,000	17,519,000	18,881,000
6815	PARK CONSTRUCTION	-	-	-	-	-	-
6816	TRAILS CONSTRUCTION	-	-	25,120	25,120	-	-
	TOTAL CAPITAL PROJECTS	3,318,593	2,388,083	28,036,130	8,367,655	51,023,815	24,446,000
	TOTAL EXPENDITURES BY OBJECT	37,733,998	42,365,322	76,788,243	57,816,552	98,574,830	63,502,935

EXPENDITURES BY FUND

2011-2012

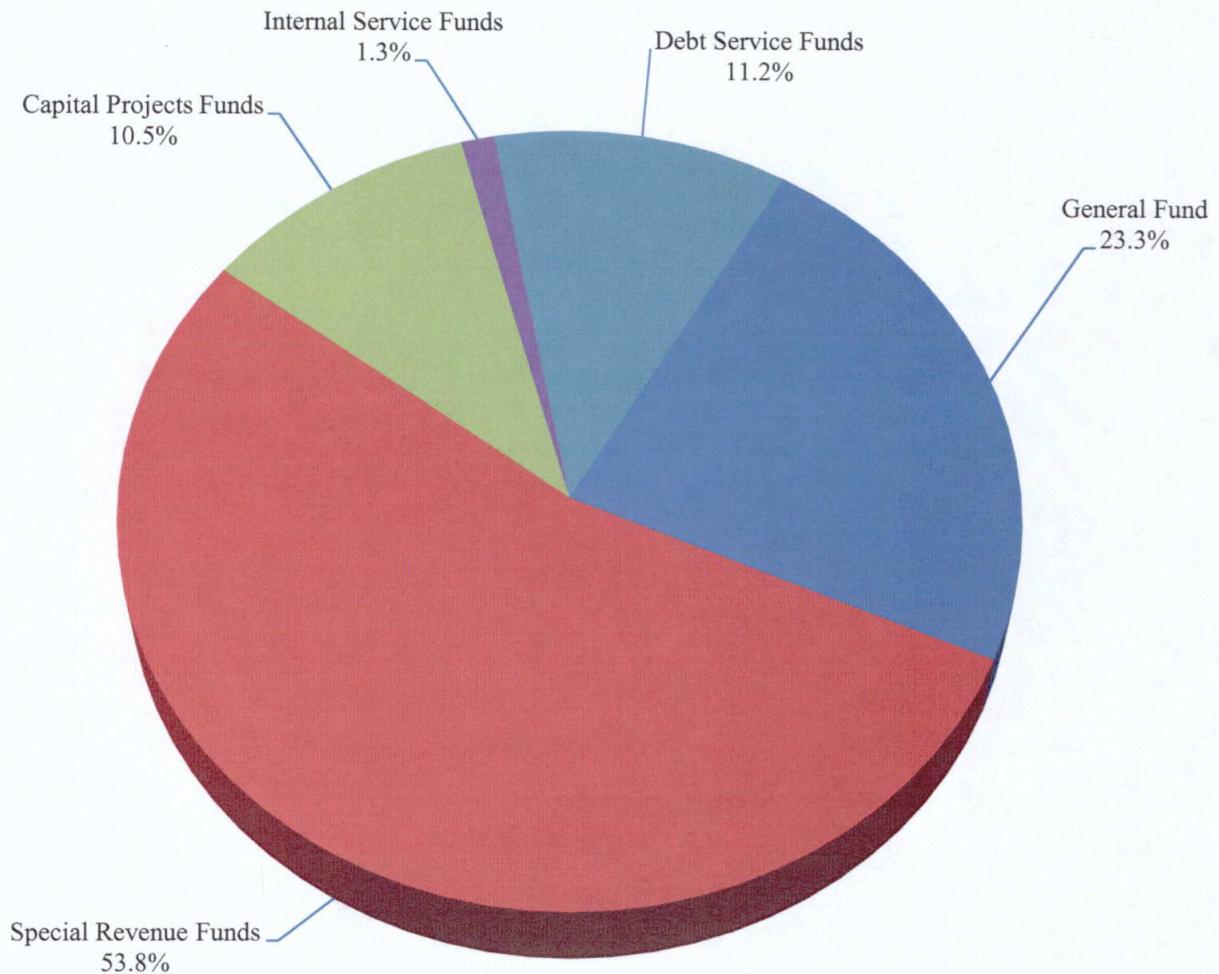


General Fund	\$15,356,030
Special Revenue Funds	56,054,005
Capital Projects Funds	17,431,310
Internal Service Funds	801,325
Debt Service Funds	<u>8,932,160</u>
Total	\$98,574,830



EXPENDITURES BY FUND

2012-2013



General Fund	\$14,765,715
Special Revenue Funds	34,139,730
Capital Projects Funds	6,681,060
Internal Service Funds	810,420
Debt Service Funds	<u>7,106,010</u>
Total	\$63,502,935



Expenditures By Fund

Dept#	Fund Name - Fund No.	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
GENERAL FUND - 001							
1000	CITY COUNCIL	142,420	140,699	156,275	155,125	145,400	145,900
1200	CITY CLERK	254,047	222,168	293,210	268,065	243,670	275,175
1450	GENERAL GOVERNMENT	2,147,172	1,581,724	647,855	2,621,905	650,260	654,320
1600	PERSONNEL	75,014	61,605	75,515	70,935	72,700	73,865
1700	FINANCE	422,502	452,063	474,660	469,425	484,165	478,165
2000	POLICE DEPARTMENT	5,983,789	5,961,394	6,775,715	6,617,180	6,819,830	6,944,140
2200	ANIMAL CONTROL	464,327	427,315	424,500	424,450	470,940	432,550
3100	PUBLIC WORKS	1,394,717	1,443,512	2,121,415	3,298,800	2,756,490	1,961,965
3200	ENGINEERING	999,170	716,794	846,535	705,795	643,335	674,525
4100	PLANNING	1,133,556	575,833	761,525	642,075	667,465	667,775
4200	PUBLIC SERVICES	302,957	331,748	413,375	411,145	434,425	457,460
4500	BUILDING & SAFETY	423,734	279,762	453,610	324,140	412,890	414,960
4600	CODE ENFORCEMENT	261,419	283,917	345,795	314,195	298,670	301,990
6000	PARKS	462,503	915,957	1,068,605	1,054,955	1,073,620	1,097,865
6010	GRAFFITI	96,952	102,795	140,595	111,125	109,225	111,405
6020	COMMUNITY VOLUNTEER SERVICES	37,644	43,101	55,215	54,815	57,545	58,255
6100	TRAILS	5,925	27,402	61,270	39,020	15,400	15,400
	TOTAL GENERAL FUND	14,607,848	13,567,790	15,115,670	17,583,150	15,356,030	14,765,715
TRAFFIC SAFETY - 002							
8200	TRAFFIC SAFETY	168,085	209,608	207,400	207,110	334,400	337,400
	TOTAL TRAFFIC SAFETY	168,085	209,608	207,400	207,110	334,400	337,400
ARTICLE 8 - 003							
8300	ARTICLE 8	-	-	-	-	-	-
	TOTAL ARTICLE 8	-	-	-	-	-	-
GAS TAX - 004							
8310	GAS TAX	1,394,717	1,887,488	2,121,415	3,298,800	2,756,490	1,961,965
	TOTAL GAS TAX	1,394,717	1,887,488	2,121,415	3,298,800	2,756,490	1,961,965
ARTICLE 3 - 005							
8320	ARTICLE 3	147,777	355,826	-	-	-	-
	TOTAL ARTICLE 3	147,777	355,826	-	-	-	-
CDBG - 006							
8400	HOUSING & COMMUNITY DEVELOPMENT	412,270	742,025	409,145	408,145	854,370	511,465
	TOTAL CDBG	412,270	742,025	409,145	408,145	854,370	511,465
DEVELOPMENT IMPACT FEES - 007							
8330	DEVELOPMENT IMPACT FEES	453,455	276,297	1,162,000	180,000	440,000	870,000
	TOTAL DEVELOPMENT IMPACT FEES	453,455	276,297	1,162,000	180,000	440,000	870,000
DEVELOPER FEES - 008							
8340	DEVELOPER FEES	-	25,636	25,195	33,100	26,195	26,195
	TOTAL DEVELOPER FEES	-	25,636	25,195	33,100	26,195	26,195

Expenditures By Fund

Dept#	Fund Name - Fund No.	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
OCJP - 009							
8410	OCJP	-	-	-	-	-	-
	TOTAL OCJP	-	-	-	-	-	-
CAPITAL IMPROVEMENTS - 010							
3830	FACILITIES CONSTRUCTION	-	-	-	-	-	-
3840	PARKS CONSTRUCTION	-	-	-	-	-	-
3850	HUD SPECIAL PURPOSE/PROJECTS	-	-	-	-	-	-
	TOTAL CAPITAL IMPROVEMENTS	-	-	-	-	-	-
OFFICE OF TRAFFIC SAFETY - 011							
8420	OFFICE OF TRAFFIC SAFETY	38,867	22,572	10,000	16,550	-	-
	TOTAL OFFICE OF TRAFFIC SAFETY	38,867	22,572	10,000	16,550	-	-
LANDSCAPE MAINTENANCE DISTRICT - 012							
8500	LANDSCAPE MAINTENANCE DISTRICT	172,593	181,736	179,600	190,500	210,500	220,100
	TOTAL LANDSCAPE MAINTENANCE DISTRICT	172,593	181,736	179,600	190,500	210,500	220,100
STREET LIGHT DISTRICT - 013							
8510	STREET LIGHT DISTRICT	495,424	521,926	545,200	538,200	577,300	571,600
	TOTAL STREET LIGHT DISTRICT	495,424	521,926	545,200	538,200	577,300	571,600
COMMUNITY FACILITIES DISTRICTS - 014							
8520	COMMUNITY FACILITIES DISTRICTS	2,320	3,130	12,600	5,600	5,600	5,600
	TOTAL COMMUNITY FACILITIES DISTRICTS	2,320	3,130	12,600	5,600	5,600	5,600
COMMUNITY TRAILS DISTRICT - 015							
8530	COMMUNITY TRAILS DISTRICT	6,082	12,529	12,250	11,250	16,650	16,700
	TOTAL COMMUNITY TRAILS DISTRICT	6,082	12,529	12,250	11,250	16,650	16,700
PARKS MAINTENANCE DISTRICT - 016							
8540	PARKS MAINTENANCE DISTRICT	69,496	83,711	60,945	82,050	90,390	94,470
	TOTAL PARKS MAINTENANCE DISTRICT	69,496	83,711	60,945	82,050	90,390	94,470
MEASURE I - 017							
8350	MEASURE I	-	-	2,797,000	25,000	4,837,000	3,449,000
	TOTAL MEASURE I	-	-	2,797,000	25,000	4,837,000	3,449,000
FEMA - 018							
8600	FEMA	-	-	-	1,567,000	-	-
	TOTAL FEMA	-	-	-	1,567,000	-	-
JOB TRAINING PARTNERSHIP ACT - 019							
8430	SYETP	-	-	-	-	-	-
	TOTAL JTPA	-	-	-	-	-	-

Expenditures By Fund

Dept#	Fund Name - Fund No.	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
AIR QUALITY MANAGEMENT DISTRICT - 020							
8440	AB 2766	2,260	3,600	15,000	15,000	107,000	249,000
	TOTAL AIR QUALITY MANAGEMENT DISTRICT	2,260	3,600	15,000	15,000	107,000	249,000
COPS - 021							
8450	AB 3229	142,259	122,377	100,000	100,000	100,000	100,000
	TOTAL COPS	142,259	122,377	100,000	100,000	100,000	100,000
AFTER SCHOOL PROGRAM - 022							
8460	AFTER SCHOOL PROGRAM	-	-	-	-	-	-
	TOTAL AFTER SCHOOL PROGRAM	-	-	-	-	-	-
GENERAL CAPITAL FINANCING - 023							
3890	CAPITAL CONSTRUCTION	944,186	528,344	315,035	286,320	1,428,400	588,000
	TOTAL GENERAL CAPITAL FINANCING	944,186	528,344	315,035	286,320	1,428,400	588,000
STREET/STORM DRAIN MAINTENANCE DISTRICT - 024							
8470	STREET/STORM DRAIN MAINTENANCE DISTRICT	216	1,319	13,150	13,000	19,500	19,500
	TOTAL STREET/STORM DRAIN MAINT. DISTRICT	216	1,319	13,150	13,000	19,500	19,500
DEBT SERVICE - 025							
9000	DEBT SERVICE	-	-	-	-	-	-
	TOTAL DEBT SERVICE	-	-	-	-	-	-
JUSTICE ASSISTANCE GRANT - 026							
8480	JUSTICE ASSISTANCE GRANT	15,233	68,359	84,283	102,822	-	-
	TOTAL JUSTICE ASSISTANCE GRANT	15,233	68,359	84,283	102,822	-	-
GRANTS FUND - 027							
8490	MISCELLANEOUS GRANTS	1,796,746	1,868,939	18,468,000	2,246,000	8,761,000	2,882,000
	TOTAL GRANTS FUND	1,796,746	1,868,939	18,468,000	2,246,000	8,761,000	2,882,000
PARAMEDIC DEPARTMENT - 028							
2050	PARAMEDIC DEPARTMENT	808,608	961,265	1,310,310	1,310,135	1,235,790	1,235,790
	TOTAL PARAMEDIC DEPARTMENT	808,608	961,265	1,310,310	1,310,135	1,235,790	1,235,790
FIRE DEPARTMENT - 029							
2100	FIRE DEPARTMENT	2,059,824	2,470,107	3,630,570	3,101,305	3,465,965	2,902,765
	TOTAL FIRE DEPARTMENT	2,059,824	2,470,107	3,630,570	3,101,305	3,465,965	2,902,765
MAJOR GRANTS FUND - 030							
8495	MAJOR GRANTS	-	-	-	-	27,743,000	16,215,000
	TOTAL MAJOR GRANTS FUND	-	-	-	-	27,743,000	16,215,000
INSURANCE - 041							
9500	GENERAL LIABILITY	373,322	408,831	592,965	592,965	543,675	549,175
	TOTAL INSURANCE	373,322	408,831	592,965	592,965	543,675	549,175

Expenditures By Fund

Dept#	Fund Name - Fund No.	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
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GENERAL SERVICES - 042

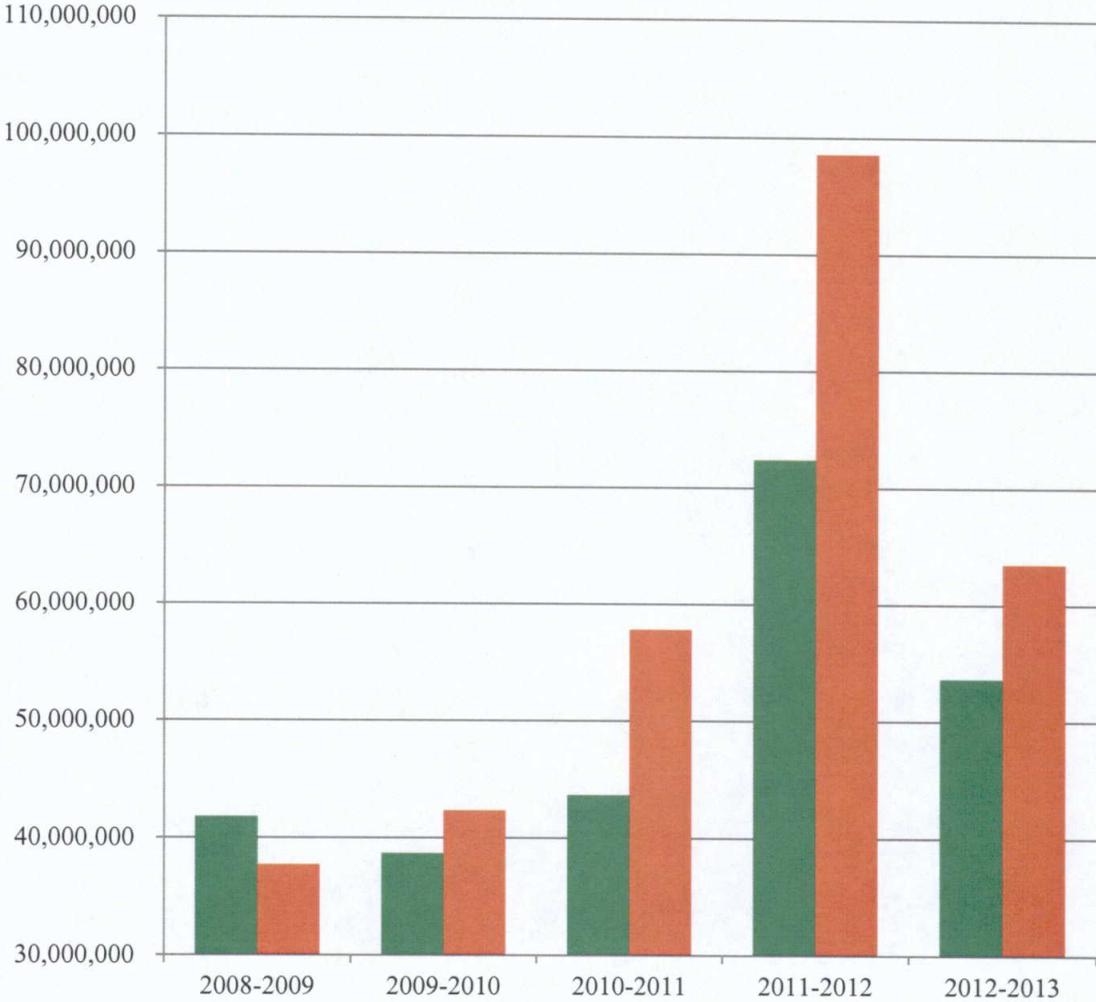
9510	BUILDING SERVICES	229,500	189,589	264,710	264,710	257,650	261,245
	TOTAL GENERAL SERVICES	229,500	189,589	264,710	264,710	257,650	261,245

RDA - 080, 081, 083 & 086

8000	RDA CAPITAL PROJECTS	3,815,300	4,993,260	15,863,730	16,545,580	14,947,310	5,617,460
8010	RDA LOW/MODERATE INCOME HOUSING	2,764,342	2,052,759	5,033,610	1,730,300	4,478,455	2,476,780
8030	RDA DEBT SERVICE	6,780,043	10,736,423	8,141,460	7,301,960	8,932,160	7,106,010
8060	RDA CAPITAL PROJECTS	33,223	69,878	297,000	60,000	1,050,000	470,000
	TOTAL REDEVELOPMENT AGENCY	13,392,907	17,852,319	29,335,800	25,637,840	29,407,925	15,670,250

	TOTAL EXPENDITURES BY FUND	37,733,998	42,365,322	76,788,243	57,816,552	98,574,830	63,502,935
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REVENUES vs. EXPENDITURES HISTORY

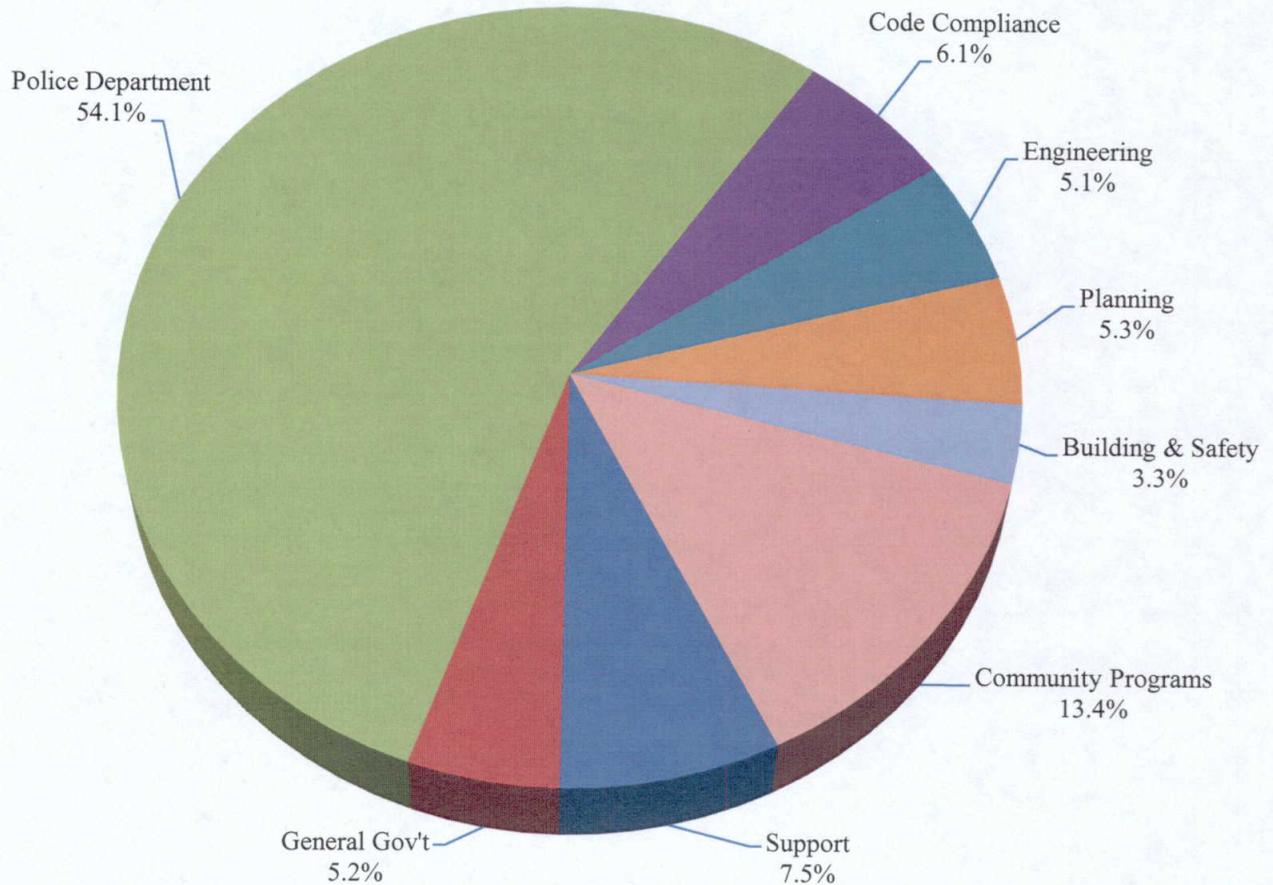


	Revenues	Expenditures
2008-2008	\$41,816,825	\$37,733,998
2009-2010	\$38,691,561	\$42,365,322
2010-2011	\$43,653,583	\$57,816,552
2011-2012	\$72,414,190	\$98,574,830
2012-2013	\$53,644,845	\$63,502,935



GENERAL FUND EXPENDITURES

2011-2012



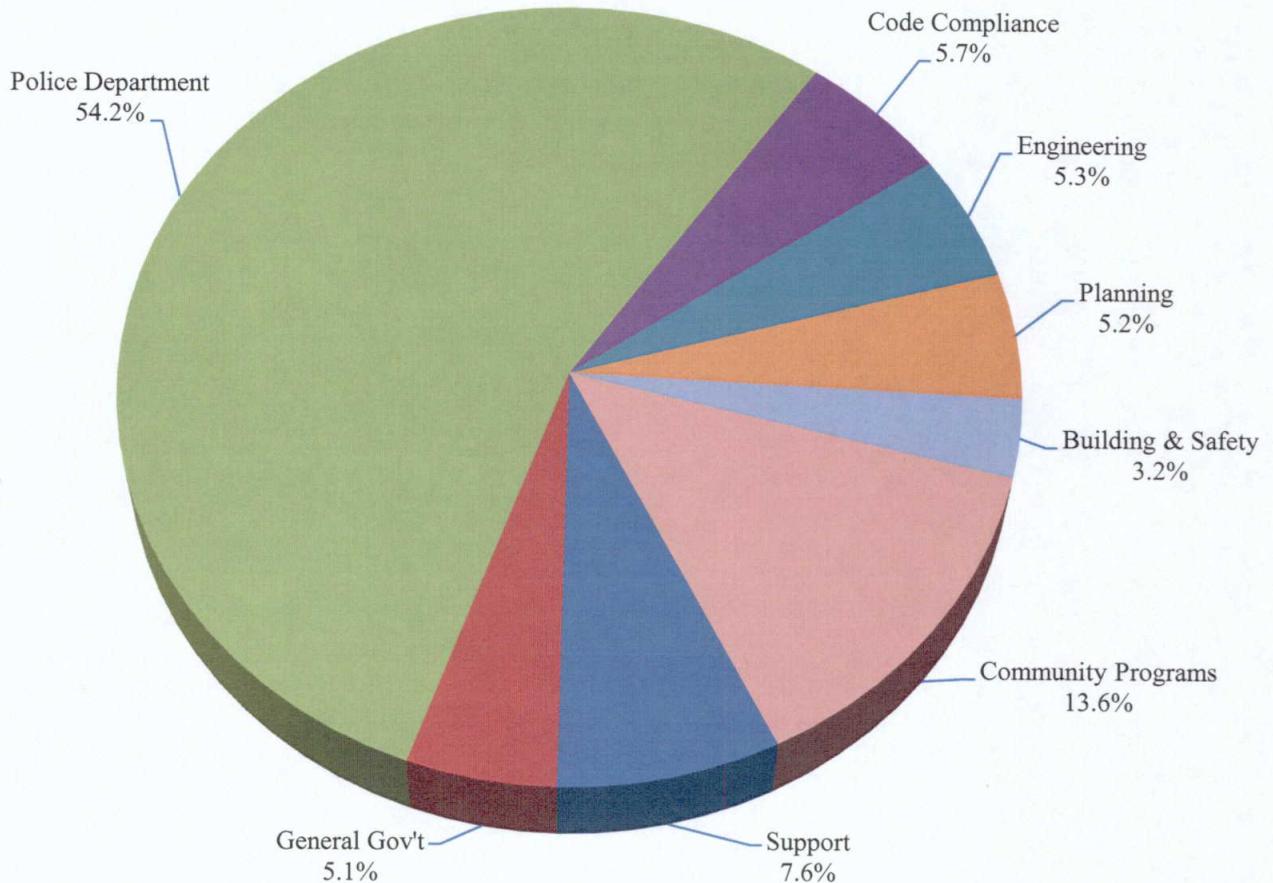
Support	\$ 945,935
General Government	650,260
Police Department	6,819,830
Code Compliance	769,610
Engineering	643,335
Planning	667,465
Building & Safety	412,890
Community Programs	<u>1,690,215</u>
Total	\$12,599,540*

*Does not include Public Works (\$2,756,490) which is funded by Gas Tax.



GENERAL FUND EXPENDITURES

2012-2013



Support	\$ 973,105
General Government	654,320
Police Department	6,944,140
Code Compliance	734,540
Engineering	674,525
Planning	667,775
Building & Safety	414,960
Community Programs	<u>1,740,385</u>
Total	\$12,803,750*

*Does not include Public Works (\$1,961,965) which is funded by Gas Tax.



**CITY OF HIGHLAND
2011-2013 BIENNIAL BUDGET**

GENERAL FUND EXPENDITURES RECAP

DESCRIPTION	AMOUNT
001 GENERAL FUND EXPENDITURES 2011-2012	15,356,030
001.3100 PUBLIC WORKS (GAS TAX) EXPENDITURES 2011-2012	<u>(2,756,490)</u>
TOTAL GENERAL FUND EXPENDITURES 2011-2012	<u><u>12,599,540</u></u>

DESCRIPTION	AMOUNT
001 GENERAL FUND EXPENDITURES 2012-2013	14,765,715
001.3100 PUBLIC WORKS (GAS TAX) EXPENDITURES 2012-2013	(1,961,965)
TOTAL GENERAL FUND EXPENDITURES 2012-2013	<u><u>12,803,750</u></u>



2011/2012 Salaries By Department

Position	City Council (400)	City Clerk (1200)	General Government (1450)	Personnel (1600)	Finance (1700)	Public Works (3100)	Engineering (3200)	Planning (4100)	Public Services (4200)	Building & Safety (4500)	Code Enforcement (4500)	Parks (4800)	Graffiti (5010)	Community Volunteer Services (5020)	CDSSG (6400)	Records Mgmt (6240)	Fire Department (7100)	General Liability (8500)	Building Services (8510)	RDA Capital Projects (8000)	RDA Law & Mod Inc. Housing (8010)	2011/2012 Total (8010)
City Council-100%	7,900																					7,900
City Council-100%	7,900																					7,900
City Council-100%	7,900																					7,900
City Council-100%	7,900																					7,900
City Council-100%	7,900																					7,900
Director of Admin. Services-15%-15%-20%-10%			92,895																			92,895
Director of Admin. Services-15%-15%-15%-15%-5%-5%			19,485	19,485	58,455																	19,485
Senior Accountant-5%-5%-5%-5%-5%			3,525	3,525	56,400																	3,525
Accounting Technician I-65%-30%-5%					29,120																	29,120
Accounting Assistant II-100%					41,800																	41,800
Accounting Assistant I-100%					36,000																	36,000
Finance Intern-100%																						
City Clerk-85%-5%-10%		75,310																				75,310
Administrative Assistant I-95%-5%		39,570																				39,570
Administrative Assistant I-100%			40,600																			40,600
Administrative Assistant III-90%-10%			44,190	4,910																		44,190
Administrative Analyst-100%			63,900																			63,900
Administrative Analyst-50%-50%			8,000														8,000					8,000
City Engineer/Public Works Director-37.5%-37.5%-25%						48,715	48,715															48,715
Asst. Public Works Director-37.5%-37.5%-25%						42,375	42,375															42,375
Asst. Public Works Director-37.5%-37.5%-25%						21,190	21,190															21,190
Maintenance Superintendent-100%						59,400																59,400
Maintenance Worker I-100%						39,900																39,900
Senior Maintenance Worker-100%						36,700						49,200										36,700
Maintenance Worker II-100%												42,800										42,800
Maintenance Worker I-100%													42,800									42,800
Maintenance Worker I-50%-25%-25%						19,450						9,725										19,450
Maintenance Worker I-50%-50%												9,750										9,750
Administrative Assistant II-100%						44,700																44,700
Public Works Intern-100%						11,700																11,700
Public Services Manager-100%									77,500													77,500
Public Services Coordinator-100%									60,900													60,900
Volunteer Coordinator-100%														21,800								21,800
Public Services Intern-100%																						
Public Services Intern-100%																						
City Planner-80%-10%									11,700													11,700
Senior Planner-90%-10%									51,960													51,960
Assistant Planner-80%-15%-5%									83,250													83,250
Planning Technician-100%									69,150													69,150
Administrative Assistant III-50%-50%									59,800													59,800
Economic Development Specialist-25%-37.5%-37.5%									47,000													47,000
Housing Technician-10%-50%									24,550													24,550
Housing Technician-10%-50%																						
Building Official-47.5%-47.5%-5%										45,220												45,220
Permit Technician-95%-5%										44,650												44,650
Records Management Intern-100%																						
Records Management Intern-100%																						
Senior Code Compliance Officer-75%-25%																						
Code Compliance Officer-80%-20%																						
Code Compliance Officer-100%																						
Administrative Assistant II-45%-40%-15%																						
TOTAL SALARIES BY DEPARTMENT	39,500	113,600	771,695	27,820	223,775	323,130	112,200	327,510	150,100	96,365	146,910	111,475	42,800	21,800	62,530	21,400	4,000	52,775	19,475	251,170	221,420	2,670,910

*This spreadsheet does not include One-time.

Totals by Fund	Salaries
General Fund	1,860,710
Public Works (Gas Tax)	323,130
Housing Community Development (CDBG)	62,930
Records Management	23,400
Fire Department	8,000
General Liability (Insurance)	52,775
Building Services	19,475
RDA Capital Projects	258,170
RDA Low & Moderate Income Housing	231,420
Total	2,670,910

2012/2013 Salaries By Department

Position	City Council 090	City Clerk 120	General Government 1450	Personnel 1600	Finance 1700	Public Works 3100	Engineering 3200	Planning 4100	Public Services 4200	Building & Safety 4300	Code Enforcement 4600	Parks 8000	Graffiti 8010	Community Volunteer Services 8020	CDSC 8400	Records Mgmt 8340	Fire Department 2100	General Liability 3300	Building Services 3510	RDA Capital Projects 8000	RDA Low & Mod Inc. Housing 8010	2012-2013 Total Salaries	
City Council-100%	7,900																					7,900	
City Council-100%	7,900																						7,900
City Council-100%	7,900																						7,900
City Council-100%	7,900																						7,900
City Council-100%	7,900																						7,900
Director of Adm. Services-15%-5%-15%-5%-5%			92,885		58,465														25,335	33,780	16,880		168,900
Senior Accountant 5%-5%-8%-5%-5%			19,485		56,400														19,485	6,495	6,495		129,900
Accounting Technician 15%-20%-5%			3,525		26,130														3,525	1,525			70,500
Accounting Assistant II-100%					41,800															13,440	2,240		44,800
Accounting Assistant I-100%					38,000																		41,800
Finance Intern-100%																							41,800
City Clerk-85%-5%-10%		75,310																4,430					86,800
Administrative Assistant I-95%-5%		38,370																		2,030			40,600
Administrative Assistant I-100%			40,600																				40,600
Administrative Assistant III-90%-10%			44,190		4,910																		49,100
Administrative Analyst-100%			63,900																				63,900
Administrative Analyst-50%-50%			8,000														8,000						16,000
City Engineer-Public Works Director-37.5%-37.5%-25%						48,715																	48,715
Asst. Public Works Director-37.5%-37.5%-25%						42,375																	42,375
Asst. Public Works Director-37.5%-37.5%-25%						21,180																	21,180
Maintenance Superintendent-100%						59,400																	59,400
Maintenance Worker I-100%						39,900																	39,900
Senior Maintenance Worker-100%						36,700																	36,700
Maintenance Worker I-100%																							42,800
Maintenance Worker II-100%																							42,800
Maintenance Worker I-50%-50%						19,450																	19,450
Maintenance Worker I-50%-50%						44,700																	44,700
Administrative Assistant II-100%						11,700																	11,700
Public Works Intern-100%																							11,700
Public Services Manager-100%																							11,700
Public Services Coordinator-100%																							11,700
Volunteer Coordinator-100%																							11,700
Public Services Intern-100%																							11,700
Comm. Dev. Director-40%-5%-25%-25%																							11,700
City Planner-80%-10%																							11,700
Senior Planner-90%-10%																							11,700
Assistant Planner-80%-15%-5%																							11,700
Planning Technician-100%																							11,700
Administrative Assistant III-50%-50%																							11,700
Planning Intern-100%																							11,700
Economic Development Specialist-25%-37.5%-37.5%																							11,700
Housing Technician 10%-5%																							11,700
Housing Technician 10%-5%																							11,700
Building Official-47.5%-47.5%-5%																							11,700
Permit Technician-95%-5%																							11,700
Records Management Intern-100%																							11,700
Records Management Intern-100%																							11,700
Senior Code Compliance Officer-75%-25%																							11,700
Code Compliance Officer-80%-20%																							11,700
Code Compliance Officer-100%																							11,700
Administrative Assistant II-45%-45%-15%																							11,700
TOTAL SALARIES BY DEPARTMENT	39,500	113,940	272,585	27,820	228,275	323,130	112,280	327,310	159,100	96,365	148,910	111,475	42,800	21,800	82,650	23,400	8,800	52,275	19,475	255,170	271,430	2,670,010	

*This spreadsheet does not include Over-time

Totals by Fund:		Salaries
General Fund	1,980,710	1,980,710
Public Works (Gas Tax)	323,130	323,130
Housing Community Development (CDBG)	82,930	82,930
Records Management	23,400	23,400
Fire Department	8,000	8,000
General Liability (Insurance)	52,775	52,775
Building Services	19,475	19,475
RDA Capital Projects	258,170	258,170
RDA Low & Moderate Income Housing	221,430	221,430
	2,670,010	2,670,010

2011/2012 Capital Outlay

Acct #	Description	020-8440 AQMD	023-3890 Capital Construction	080-8000 RDA Cap Proj
6040	Diesel truck retro-fit	17,000		
6030	Police Station (City storage unit)		750,000	
6040	Misc. Equipment		8,000	
6060	Citizen's Patrol Vehicle		19,000	
6060	Fire Engine			600,000
6030	Police Station			1,250,000
TOTAL CAPITAL OUTLAY		17,000	777,000	1,850,000
				2,644,000

Capital Outlay Accounts:

- 6010-Land
- 6020-Land Improvements
- 6030-Building
- 6040-Equipment
- 6050-Furniture & Fixtures
- 6060-Vehicles
- 6070-Software

2012/2013 Capital Outlay

Acct #	Description	029-2100 Fire Department
6040	Misc. Equipment for Fire Department	36,800
	TOTAL CAPITAL OUTLAY	36,800
		36,800

Capital Outlay Accounts:

- 6010-Land
- 6020-Land Improvements
- 6030-Building
- 6040-Equipment
- 6050-Furniture & Fixtures
- 6060-Vehicles
- 6070-Software

2011/2012 Capital Projects

Acct #	Description	001-3100 Public Works	002-8200 Traffic Safety	006-8400 HCD	007-8330 Development Impact Fees	017-8350 Measure I	023-3890 Capital Construction	027-8490 Misc. Grants	030-8495 Major Grants	080-8000 RDA Capital Projects	086-8060 RDA Capital Projects	Total
6530	Base Line Rehabilitation										632,000	632,000
6811	Base Line Town Center Gateway Sign-ROW										10,000	10,000
6550	Solar Speed Feedback signs-Variou Locations		30,000									30,000
6550	Lighted Crosswalks w/ signage-Variou		105,000									105,000
6530	City-Wide Overlay/Slurry Seal					372,000				50,000		422,000
6813	Greenspot Road Bridge				366,000			3,605,000		312,000		3,917,000
6813	Base Line Bridge							1,825,000				2,191,000
6813	Boulder Avenue Bridge							10,411,000				10,411,000
6813	Alabama Bridge									1,000,000		1,000,000
6530	Base Line/Highland/Summitrail Improvements									332,000		332,000
6530	East Highland Village Improvements									363,000		363,000
6530	Greenspot Road (SR 210 to Boulder Avenue)									3,990,000		3,990,000
6550	Victoria Avenue/14th Street Signal									160,000		160,000
6600	Sterling Avenue Storm Drain									1,250,000		1,250,000
6530	Bruce Street/Crest Street Improvements									385,000		385,000
6530	Hillview St 9th Street to Bruce Street									347,000		347,000
6530	Cunningham St (Base Line to 9th Street)									258,000		258,000
6530	Base Line (SR 210 to Boulder Avenue)							683,000		108,000		791,000
6530	Base Line (SR 210 to Cole)	328,000						950,000		170,000		1,448,000
6811	Palm Historic District Improvements-ROW									57,000		57,000
6530	Church Street (Highland Ave. to Greenspot)	447,815				817,000						1,264,815
6530	Lankershim Ave (5th Street to 9th Street)			551,000								551,000
6811	Lankershim Ave (5th Street to 9th Street)-ROW			52,000								52,000
6600	Highland Ave Storm Drain Extension						250,000					250,000
6530	City-Wide Overlay/Slurry Seal						170,000					170,000
6530	City-Wide Crack Seal						40,000					40,000
6530	Highland Ave (Surrey Street to Church Street)					706,000						706,000
6530	Base Line (Osburn to Victoria)					1,275,000						1,275,000
6530	City-Wide Sidewalks					38,000						38,000
6530	Water Street Rehab (Elder Gulch to Weaver)					139,000						139,000
6530	Water Street Rehab (Church St. to Elder Gulch)					45,000						45,000
6530	Sterling Ave (Base Line to Pacific Street)					262,000						262,000
6811	Olive Street (Base Line to 14th Street)-ROW				40,000							40,000
6530	Tiger II Street Improvements											12,026,000
6600	Tiger II Storm Drain Improvements											4,874,000
6550	Victoria Ave Emergency Vehicle Pre-Emption											204,000
6530	Base Line (Victoria Ave. to Cole)											770,000
6530	East Highlands Ranch Bikeways											218,000
TOTAL CAPITAL PROJECTS		775,815	135,000	603,000	406,000	3,654,000	460,000	8,992,000	27,474,000	8,782,000	642,000	51,023,815

The amounts on this spreadsheet do not include design & engineering construction.

2012/2013 Capital Projects

Acct #	Description	002-8200 Traffic Safety	006-8400 HCD	007-8330 Development Impact Fees	017-8350 Measure I	020-8440 AQMD	029-3890 Capital Construction	027-8490 Misc. Grants	030-8495 Major Grants	090-8000 RDA Capital Projects	086-8060 RDA Capital Projects	Total
6530	Base Line Town Center Gateway Sign										190,000	190,000
6550	Solar Speed Feedback Signs-Various Locations	30,000										30,000
6550	Lighted Crosswalks w/ Signage-Various Locations	105,000										105,000
6530	City-Wide Overlay/Slurry Seal				372,000		170,000			50,000		592,000
6813	Greenspot Road Bridge			268,000					4,303,000	2,488,000		7,059,000
6813	Base Line Bridge			400,000					9,000,000			9,400,000
6530	Boulder Avenue Bridge								2,422,000			2,422,000
6530	Palm Historic District Improvements					204,000				578,000		782,000
6530	Olive Street (Base Line to 14th Street)		306,000									306,000
6600	Carriage Hills Storm Drain						200,000					200,000
6530	City-Wide Crack Seal						40,000					40,000
6530	Pacific Street Rehabilitation				327,000							327,000
6530	City-Wide Sidewalks				38,000							38,000
6530	Weaver Street (Base Line to Greenspot Road)				677,000							677,000
6530	9th Street (Del Rosa Dr. to Palm Avenue)								490,000			490,000
6530	Tiger II Street Improvements							1,679,000				1,679,000
6811	Tiger II Street Improvements-ROW							4,000				4,000
6550	Natural Parkland & Trail Education Project							105,000				105,000
TOTAL CAPITAL PROJECTS		135,000	306,000	668,000	1,414,000	204,000	410,000	1,788,000	16,215,000	3,116,000	190,000	24,446,000

The amounts on this spreadsheet do not include design & engineering construction.

**CITY OF HIGHLAND REDEVELOPMENT AGENCY
2007 TAX ALLOCATION REVENUE BONDS**

Payment Date	Principal Amount	Interest	Total
12/1/2007	-	975,679.69	975,679.69
12/1/2008	280,000.00	1,858,437.50	2,138,437.50
12/1/2009	400,000.00	1,847,237.50	2,247,237.50
12/1/2010	535,000.00	1,831,237.50	2,366,237.50
12/1/2011	680,000.00	1,809,837.50	2,489,837.50
12/1/2012	800,000.00	1,782,637.50	2,582,637.50
12/1/2013	855,000.00	1,750,637.50	2,605,637.50
12/1/2014	895,000.00	1,716,437.50	2,611,437.50
12/1/2015	925,000.00	1,680,637.50	2,605,637.50
12/1/2016	965,000.00	1,643,637.50	2,608,637.50
12/1/2017	1,005,000.00	1,605,037.50	2,610,037.50
12/1/2018	1,045,000.00	1,564,837.50	2,609,837.50
12/1/2019	1,080,000.00	1,523,037.50	2,603,037.50
12/1/2020	1,130,000.00	1,478,487.50	2,608,487.50
12/1/2021	1,175,000.00	1,431,875.00	2,606,875.00
12/1/2022	1,225,000.00	1,381,937.50	2,606,937.50
12/1/2023	1,275,000.00	1,329,875.00	2,604,875.00
12/1/2024	1,335,000.00	1,275,687.50	2,610,687.50
12/1/2025	1,390,000.00	1,218,950.00	2,608,950.00
12/1/2026	1,445,000.00	1,159,875.00	2,604,875.00
12/1/2027	1,510,000.00	1,094,850.00	2,604,850.00
12/1/2028	1,580,000.00	1,026,900.00	2,606,900.00
12/1/2029	1,650,000.00	955,800.00	2,605,800.00
12/1/2030	1,725,000.00	881,550.00	2,606,550.00
12/1/2031	1,805,000.00	803,925.00	2,608,925.00
12/1/2032	1,885,000.00	722,700.00	2,607,700.00
12/1/2033	1,970,000.00	637,875.00	2,607,875.00
12/1/2034	2,060,000.00	549,225.00	2,609,225.00
12/1/2035	3,235,000.00	456,525.00	3,691,525.00
12/1/2036	3,380,000.00	310,950.00	3,690,950.00
12/1/2037	3,530,000.00	158,850.00	3,688,850.00
	42,770,000.00	38,465,167.19	81,235,167.19

**CITY OF HIGHLAND REDEVELOPMENT AGENCY
2004 TAX ALLOCATION REVENUE BONDS
SERIES A**

Payment Date	Principal Amount	Interest	Total
12/1/2004	-	380,066.49	380,066.49
12/1/2005	295,000.00	819,305.00	1,114,305.00
12/1/2006	310,000.00	813,405.00	1,123,405.00
12/1/2007	280,000.00	806,895.00	1,086,895.00
12/1/2008	280,000.00	799,615.00	1,079,615.00
12/1/2009	295,000.00	790,935.00	1,085,935.00
12/1/2010	310,000.00	780,905.00	1,090,905.00
12/1/2011	315,000.00	769,745.00	1,084,745.00
12/1/2012	295,000.00	757,932.50	1,052,932.50
12/1/2013	305,000.00	746,427.50	1,051,427.50
12/1/2014	315,000.00	734,075.00	1,049,075.00
12/1/2015	335,000.00	720,845.00	1,055,845.00
12/1/2016	345,000.00	706,272.50	1,051,272.50
12/1/2017	365,000.00	690,920.00	1,055,920.00
12/1/2018	380,000.00	672,670.00	1,052,670.00
12/1/2019	405,000.00	655,000.00	1,060,000.00
12/1/2020	420,000.00	634,750.00	1,054,750.00
12/1/2021	440,000.00	613,750.00	1,053,750.00
12/1/2022	460,000.00	591,750.00	1,051,750.00
12/1/2023	485,000.00	568,750.00	1,053,750.00
12/1/2024	510,000.00	544,500.00	1,054,500.00
12/1/2025	825,000.00	519,000.00	1,344,000.00
12/1/2026	870,000.00	477,750.00	1,347,750.00
12/1/2027	910,000.00	434,250.00	1,344,250.00
12/1/2028	955,000.00	388,750.00	1,343,750.00
12/1/2029	1,005,000.00	341,000.00	1,346,000.00
12/1/2030	1,055,000.00	290,750.00	1,345,750.00
12/1/2031	1,105,000.00	238,000.00	1,343,000.00
12/1/2032	1,160,000.00	182,750.00	1,342,750.00
12/1/2033	1,215,000.00	124,750.00	1,339,750.00
12/1/2034	1,280,000.00	64,000.00	1,344,000.00
	17,525,000.00	17,659,513.99	35,184,513.99

**CITY OF HIGHLAND REDEVELOPMENT AGENCY
2004 TAX ALLOCATION REVENUE BONDS
SERIES B**

Payment Date	Principal Amount	Interest	Total
12/1/2004	160,000.00	41,069.58	201,069.58
12/1/2005	115,000.00	173,852.50	288,852.50
12/1/2006	115,000.00	171,610.00	286,610.00
12/1/2007	120,000.00	168,792.50	288,792.50
12/1/2008	130,000.00	164,472.50	294,472.50
12/1/2009	130,000.00	159,337.50	289,337.50
12/1/2010	135,000.00	153,942.50	288,942.50
12/1/2011	140,000.00	148,137.50	288,137.50
12/1/2012	150,000.00	141,767.50	291,767.50
12/1/2013	155,000.00	134,792.50	289,792.50
12/1/2014	165,000.00	127,430.00	292,430.00
12/1/2015	170,000.00	119,345.00	289,345.00
12/1/2016	180,000.00	110,760.00	290,760.00
12/1/2017	185,000.00	101,580.00	286,580.00
12/1/2018	200,000.00	91,960.00	291,960.00
12/1/2019	205,000.00	81,360.00	286,360.00
12/1/2020	220,000.00	69,777.50	289,777.50
12/1/2021	230,000.00	57,347.50	287,347.50
12/1/2022	250,000.00	44,352.50	294,352.50
12/1/2023	260,000.00	30,227.50	290,227.50
12/1/2024	275,000.00	15,537.50	290,537.50
	3,690,000.00	2,307,452.08	5,997,452.08

**CITY OF HIGHLAND CFD NO. 2001-1
SPECIAL TAX BONDS
SERIES 2001**

Payment Date	Principal Amount	Interest	Total
9/1/2002	85,000.00	425,070.61	510,070.61
9/1/2003	105,000.00	403,582.50	508,582.50
9/1/2004	110,000.00	399,120.00	509,120.00
9/1/2005	130,000.00	394,170.00	524,170.00
9/1/2006	135,000.00	387,740.00	522,740.00
9/1/2007	140,000.00	380,772.50	520,772.50
9/1/2008	145,000.00	373,430.00	518,430.00
9/1/2009	160,000.00	365,702.50	525,702.50
9/1/2010	165,000.00	356,852.50	521,852.50
9/1/2011	175,000.00	347,442.50	522,442.50
9/1/2012	185,000.00	337,317.50	522,317.50
9/1/2013	195,000.00	326,375.00	521,375.00
9/1/2014	210,000.00	314,585.00	524,585.00
9/1/2015	220,000.00	301,780.00	521,780.00
9/1/2016	230,000.00	288,272.50	518,272.50
9/1/2017	250,000.00	274,052.50	524,052.50
9/1/2018	260,000.00	258,367.50	518,367.50
9/1/2019	275,000.00	241,942.50	516,942.50
9/1/2020	300,000.00	224,327.50	524,327.50
9/1/2021	315,000.00	205,110.00	520,110.00
9/1/2022	340,000.00	184,792.50	524,792.50
9/1/2023	355,000.00	162,862.50	517,862.50
9/1/2024	385,000.00	139,965.00	524,965.00
9/1/2025	405,000.00	115,132.50	520,132.50
9/1/2026	430,000.00	89,010.00	519,010.00
9/1/2027	460,000.00	61,275.00	521,275.00
9/1/2028	490,000.00	31,605.00	521,605.00
	6,655,000.00	7,390,655.61	14,045,655.61

**CITY OF HIGHLAND CFD NO. 90-1
SPECIAL TAX REFUNDING BONDS
SERIES 2001-A (SENIOR)**

Payment Date	Principal Amount	Interest	Total	Annual Total
3/1/2002	-	160,069.39	160,069.39	
9/1/2002	210,000.00	147,002.50	357,002.50	517,071.89
3/1/2003	-	144,167.50	144,167.50	
9/1/2003	260,000.00	144,167.50	404,167.50	548,335.00
3/1/2004	-	140,462.50	140,462.50	
9/1/2004	300,000.00	140,462.50	440,462.50	580,925.00
3/1/2005	-	135,962.50	135,962.50	
9/1/2005	345,000.00	135,962.50	480,962.50	616,925.00
3/1/2006	-	130,356.25	130,356.25	
9/1/2006	400,000.00	130,356.25	530,356.25	660,712.50
3/1/2007	-	123,456.25	123,456.25	
9/1/2007	460,000.00	123,456.25	583,456.25	706,912.50
3/1/2008	-	115,061.25	115,061.25	
9/1/2008	520,000.00	115,061.25	635,061.25	750,122.50
3/1/2009	-	105,051.25	105,051.25	
9/1/2009	590,000.00	105,051.25	695,051.25	800,102.50
3/1/2010	-	93,251.25	93,251.25	
9/1/2010	610,000.00	93,251.25	703,251.25	796,502.50
3/1/2011	-	80,746.25	80,746.25	
9/1/2011	640,000.00	80,746.25	720,746.25	801,492.50
3/1/2012	-	67,146.25	67,146.25	
9/1/2012	665,000.00	67,146.25	732,146.25	799,292.50
3/1/2013	-	52,350.00	52,350.00	
9/1/2013	695,000.00	52,350.00	747,350.00	799,700.00
3/1/2014	-	36,365.00	36,365.00	
9/1/2014	725,000.00	36,365.00	761,365.00	797,730.00
3/1/2015	-	18,240.00	18,240.00	
9/1/2015	760,000.00	18,240.00	778,240.00	796,480.00
	7,180,000.00	2,792,304.39	9,972,304.39	9,972,304.39

**CITY OF HIGHLAND CFD NO. 90-1
SPECIAL TAX REFUNDING BONDS
SERIES 2001-B (SUBORDINATE)**

Payment Date	Principal Amount	Interest	Total	Annual Total
3/1/2002	-	72,404.31	72,404.31	
9/1/2002	130,000.00	66,493.75	196,493.75	268,898.06
3/1/2003	-	64,056.25	64,056.25	
9/1/2003	145,000.00	64,056.25	209,056.25	273,112.50
3/1/2004	-	61,156.25	61,156.25	
9/1/2004	150,000.00	61,156.25	211,156.25	272,312.50
3/1/2005	-	57,968.75	57,968.75	
9/1/2005	155,000.00	57,968.75	212,968.75	270,937.50
3/1/2006	-	54,481.25	54,481.25	
9/1/2006	160,000.00	54,481.25	214,481.25	268,962.50
3/1/2007	-	50,681.25	50,681.25	
9/1/2007	170,000.00	50,681.25	220,681.25	271,362.50
3/1/2008	-	46,601.25	46,601.25	
9/1/2008	180,000.00	46,601.25	226,601.25	273,202.50
3/1/2009	-	42,191.25	42,191.25	
9/1/2009	185,000.00	42,191.25	227,191.25	269,382.50
3/1/2010	-	37,427.50	37,427.50	
9/1/2010	195,000.00	37,427.50	232,427.50	269,855.00
3/1/2011	-	32,260.00	32,260.00	
9/1/2011	205,000.00	32,260.00	237,260.00	269,520.00
3/1/2012	-	26,725.00	26,725.00	
9/1/2012	220,000.00	26,725.00	246,725.00	273,450.00
3/1/2013	-	20,675.00	20,675.00	
9/1/2013	230,000.00	20,675.00	250,675.00	271,350.00
3/1/2014	-	14,235.00	14,235.00	
9/1/2014	240,000.00	14,235.00	254,235.00	268,470.00
3/1/2015	-	7,395.00	7,395.00	
9/1/2015	255,000.00	7,395.00	262,395.00	269,790.00
	2,620,000.00	1,170,605.56	3,790,605.56	3,790,605.56

INTRODUCTION

Consisting of the Mayor, Mayor Pro-Tem, and three Council Members, the City Council serves as the policy making body of the City. The City Council appoints the City Manager, City Attorney, and City Treasurer, as well as various members of the City's advisory committees and commissions. The Council also establishes fiscal policy through the adoption of a biennial Operating Budget and Capital Improvement Program. Overall policy is established through the Work Program process.

ACCOMPLISHMENTS

1. Maintained a sound fiscal base and approved a balanced budget.
2. Opened the Sam J. Racadio Library & Environmental Learning Center.
3. Provided ongoing direction for a comprehensive community development program.
4. Approved various Landscape Maintenance District annexations throughout the City.
5. Continued to implement the 2010 Strategic Plan for the long-term planning & vision of the City.
6. Started construction of a new Police Station

GOALS & OBJECTIVES

Ongoing objectives consist of:

1. Continue building a sound fiscal base.
2. Insure proper public facilities and infrastructure for current and future generations.
3. Assure proper level of public safety and health for the community.
4. Enhance the image and identity of the City.
5. Insure a high level of human resources and relations for staff, commissions and citizens.
6. Oversee implementation of the 2010 Strategic Plan.
7. Complete construction of the new Police Station and Memorial Park.

City Council

Acct #	General Fund-001 City Council-1000	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
SALARIES & WAGES:							
3010	SALARIES	38,068	39,473	39,500	39,500	39,500	39,500
	TOTAL SALARIES & WAGES	38,068	39,473	39,500	39,500	39,500	39,500
BENEFITS:							
3510	PERS-HEALTH INSURANCE	48,234	49,769	51,000	51,000	51,000	51,000
3530	MEDICARE & SOCIAL SECURITY	5,718	5,919	3,025	3,025	3,025	3,025
	TOTAL BENEFITS	53,952	55,688	54,025	54,025	54,025	54,025
OPERATIONS & MATERIALS:							
4200	OFFICE SUPPLIES	5,488	4,983	5,900	5,500	5,750	5,750
4210	POSTAGE	454	539	500	500	500	500
4305	PUBLICATIONS & NEWSLETTERS	-	2,058	8,500	8,500	-	-
4310	DUES & SUBSCRIPTIONS	18,662	23,847	26,350	26,350	24,125	24,125
4320	TRAVEL & CONFERENCE	6,235	5,288	10,000	9,500	10,000	10,500
4330	TRAINING	631	355	2,500	2,500	2,500	2,500
4332	MILEAGE REIMBURSEMENT	320	376	500	250	500	500
4336	COMMUNITY EVENTS	10,716	3,860	3,500	3,500	3,500	3,500
4346	LAFCO FEES	4,394	4,235	5,000	5,000	5,000	5,000
	TOTAL OPERATIONS & MATERIALS	46,899	45,539	62,750	61,600	51,875	52,375
CONTRACTUAL SERVICES:							
4554	CONTRACT SERVICES-CONSULTANT	3,500	-	-	-	-	-
	TOTAL CONTRACTUAL SERVICES	3,500	-	-	-	-	-
TOTAL CITY COUNCIL		142,420	140,699	156,275	155,125	145,400	145,900

INTRODUCTION

The Municipal Clerk is one of the oldest of public servants. The Office of Clerk can be traced back to the year 1272 in the History of the Corporation of Old London. It was also the first office established when the early colonists came to America.

The office of the City Clerk is committed and dedicated to serving the City Council, the various City departments and the citizens of this community pursuant to state statute and in an efficient, courteous, and professional manner that lends itself to bringing respect and dignity to the City we serve. In today's era of open, fluid and faceless communications, nowhere is the need for truth greater than in government. The paramount challenge for clerks in the electronic age is to retain the people's confidence as an impartial administrator and trusted conservator of public records and processes.

The statutes of the State of California prescribe the basic functions and duties of the City Clerk in general law cities, and the Government Code and Election Code provide precise and specific responsibilities and procedures to follow. The City Clerk oversees, promotes and encourages open and participatory government. The office of the City Clerk is a service department within the municipal government upon which the City Council, all city departments, and the general public rely for information regarding the operations and legislative history of the City.

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

As an Elections Official, the City Clerk administers federal, state and local procedures through which local government representatives are selected. The Clerk assists candidates in meeting their legal responsibilities before, during and after an election. From Election pre-planning to certification of election results and filing of final campaign disclosure documents, the City Clerk manages the process which forms the foundation of our democratic system of government.

As a Legislative Administrator, the City Clerk plays a critical role in the decision-making process of the local legislature. As the key staff for Council meetings, the City Clerk prepares the legislative Agenda, verifies legal notices have been posted or published, and completes the necessary arrangements to ensure an effective meeting. The City Clerk is entrusted with the responsibility of recording the decisions which constitute the building blocks of our representative government.

As a Records Manager, the City Clerk oversees yet another legislative process; the preservation and protection of the public record. By statute, the clerk is required to maintain and index the minutes, ordinances and resolutions adopted by the legislative body. The City Clerk also ensures that other municipal records are readily accessible to the public. The public record under the conservatorship of the City Clerk provides fundamental integrity to the structure of our democracy.

FULL TIME EQUIVALENTS

City Clerk 85%
Administrative Assistant I 95% Total FTE 1.80

ACCOMPLISHMENTS

This past year, the City Clerk's office continued its commitment to the citizens and the City team. Specific examples of this are:

1. Processed the City's tenth General Municipal Election held in November, 2010.
2. Expanded the records management conversion of City records into a document imaging and retrieval system. Resolutions, ordinances, agendas, minutes, contracts and agreements, deeds and easements, liens, claims, building permits and plans, account payables, engineering plans, landscaping plans, etc., are among the myriad of documents that have been scanned for electronic accessibility.
3. Municipal Code updates as ordinances are adopted.

GOALS AND OBJECTIVES

The City Clerk's office will continue to provide timely information regarding City business and the City Council's actions to the public; accurately record, maintain and preserve City records; provide quality customer service; and demonstrate professionalism and continually strive for excellence.

Future expansion of services of this office includes the following:

1. Continue the document imaging and expansion of the records management conversion of city records into a document imaging and retrieval system for city-wide accessibility.
2. Municipal code updates.

PERFORMANCE MEASURES

	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013
Agendas/Minutes	85	85	85	85	85
Document Recordation	365	365	365	365	365
FPPC Forms	200	200	200	200	200
Notary Public	250	250	250	250	250
Ordinances	6	7	11	10	10
Proclamations/Awards	300	300	300	300	300
Public Records Requests	50	50	50	50	50
Resolutions	45	45	45	45	45
Staff Reports	150	150	150	150	150

City Clerk

Acct #	General Fund-001 City Clerk-1200	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
SALARIES & WAGES:							
3010	SALARIES	110,541	99,178	113,880	113,880	113,880	113,880
3040	OVERTIME	-	-	-	-	-	-
3050	COMPENSATORY TIME	994	19	-	-	-	-
3100	SICK LEAVE	409	2,482	-	-	-	-
3110	HOLIDAY	6,448	4,600	-	-	-	-
3120	VACATION	3,732	5,383	-	-	-	-
3125	MANAGEMENT LEAVE	3,057	2,651	-	-	-	-
	TOTAL SALARIES & WAGES	125,182	114,312	113,880	113,880	113,880	113,880
BENEFITS:							
3510	PERS-HEALTH INSURANCE	18,811	18,132	18,360	18,360	19,440	20,520
3530	MEDICARE & SOCIAL SECURITY	2,116	1,969	1,655	1,655	1,655	1,655
3560	PERS-RETIREMENT	27,411	25,781	23,970	23,970	24,500	25,055
3590	LIFE INSURANCE	414	378	380	380	380	380
	TOTAL BENEFITS	48,753	46,260	44,365	44,365	45,975	47,610
OPERATIONS & MATERIALS:							
4080	BUILDING SERVICES DEPARTMENT CHARGE	12,666	8,803	12,970	12,970	12,625	12,800
4199	INSURANCE DEPARTMENT CHARGE	8,795	10,185	18,230	18,230	16,720	16,890
4200	OFFICE SUPPLIES	2,219	1,787	5,500	5,200	3,000	3,000
4203	EQUIPMENT/FURNITURE	-	-	-	-	-	-
4210	POSTAGE	687	269	800	650	650	650
4245	EQUIPMENT MAINTENANCE	465	-	1,000	750	2,000	2,000
4255	SOFTWARE SUPPORT	5,241	11,464	9,000	9,000	9,000	9,500
4300	ADVERTISING	31,044	16,855	29,000	22,000	20,000	20,000
4310	DUES & SUBSCRIPTIONS	867	909	1,270	750	1,350	1,375
4320	TRAVEL & CONFERENCE	3,461	1,085	2,425	2,000	-	-
4330	TRAINING	1,646	40	270	270	270	270
4332	MILEAGE REIMBURSEMENT	857	735	700	700	700	700
4335	ELECTIONS	325	1,176	30,000	16,000	1,000	30,000
	TOTAL OPERATIONS & MATERIALS	68,273	53,308	111,165	88,520	67,315	97,185
CONTRACTUAL SERVICES:							
4506	CONTRACT SERVICES-SB COUNTY RECORDER	3,483	2,462	15,000	13,000	8,000	8,000
4535	CONTRACT SERVICES-PERSONNEL	-	-	-	-	-	-
4625	CONTRACT SERVICES-CODIFICATION	4,887	2,134	5,500	5,000	5,000	5,000
4626	CONTRACT SERVICES-RECORDS MANAGEMENT	3,470	3,692	3,300	3,300	3,500	3,500
	TOTAL CONTRACTUAL SERVICES	11,840	8,288	23,800	21,300	16,500	16,500
TOTAL CITY CLERK		254,047	222,168	293,210	268,065	243,670	275,175

INTRODUCTION

General Government services include the operations of the City Manager and Administrative Services. The City Manager serves as the chief administrative officer of the City. Under the policy direction of the City Council, the City Manager is responsible for the efficient and effective management of all municipal affairs. The City Manager recommends to the Council the adoption of policies and regulations that are deemed necessary. This office is responsible for the preparation of the City's annual budget and for the adherence to the City Council approved expenditure levels.

Administrative services include providing contract maintenance, major purchase analysis, and staff support as required by the City Manager and City Council.

FULL-TIME EQUIVALENTS

City Manager	55%	
Director of Administrative Services	15%	
Senior Accountant	5%	
Administrative Assistant I	100%	
Administrative Assistant III	90%	
Administrative Analyst	100%	
Administrative Analyst	50%*	Total FTE 3.775

*Part-time

ACCOMPLISHMENTS

1. Presented balanced and objectives-oriented annual budget.
2. Maintained a positive fiscal position.
3. Achieved Tree City U.S.A. recognition for twenty-first consecutive year.
4. Started construction of the new Police Station.
5. Continued to expend the grant funding through the Environmental Protection Agency for displays, equipment and exhibits for the Highland Sam J. Racadio Environmental Learning Center.

- 6. Updated the City's website.
- 7. Installed a new sound system in the Council Chambers.
- 8. Started the installation of Solar Panels at City Hall and the Athletic Center.

GOALS AND OBJECTIVES

Investigate the ability to accept on-line applications and credit card payments.

Purchase a new vehicle for Citizen's Patrol.

PERFORMANCE MEASURES

	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013
Contract Negotiations	1	1	1	1	1
Weekly Reports	52	52	52	52	52

General Government

Acct #	General Fund-001 General Government-1450	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
SALARIES & WAGES:							
3010	SALARIES	230,149	236,305	280,595	280,595	272,595	272,595
3040	OVERTIME	111	-	-	-	-	-
3050	COMPENSATORY TIME	761	220	-	-	-	-
3100	SICK LEAVE	2,785	3,009	-	-	-	-
3110	HOLIDAY	12,827	13,303	-	-	-	-
3120	VACATION	8,120	9,274	-	-	-	-
3125	MANAGEMENT LEAVE	2,824	1,977	-	-	-	-
	TOTAL SALARIES & WAGES	257,577	264,088	280,595	280,595	272,595	272,595
BENEFITS:							
3510	PERS-HEALTH INSURANCE	34,349	37,571	37,230	37,230	39,420	41,610
3530	MEDICARE & SOCIAL SECURITY	4,430	4,751	5,065	5,065	4,455	4,455
3560	PERS-RETIREMENT	56,116	58,549	55,690	55,690	56,920	58,215
3580	DEFERRED COMPENSATION	2,959	3,045	3,025	3,025	3,025	3,025
3590	LIFE INSURANCE	808	820	875	875	875	875
3600	AUTO ALLOWANCE	5,182	5,008	5,070	5,070	5,070	5,070
3650	VACATION BUYBACK	12,536	15,512	17,500	17,500	17,500	17,500
3655	SICK LEAVE INCENTIVE	16,433	15,573	15,000	15,000	16,500	16,500
3660	ADMINISTRATIVE LEAVE BUYBACK	8,654	11,067	8,000	8,000	10,000	10,000
3665	COMPENSATORY TIME BUYBACK	1,074	-	1,000	1,000	2,000	2,000
	TOTAL BENEFITS	142,541	151,897	148,455	148,455	155,765	159,250
OPERATIONS & MATERIALS:							
4080	BUILDING SERVICES DEPARTMENT CHARGE	30,203	20,301	29,910	29,910	29,115	29,520
4112	OPERATING TRANSFER OUT-LMD	10,701	-	-	-	20,000	20,000
4116	OPERATING TRANSFER OUT-PMD	27,798	-	-	-	-	-
4123	OPERATING TRANSFER OUT-GEN CAPITAL FINANCING	665,000	465,000	-	2,000,000	-	-
4141	OPERATING TRANSFER OUT-INSURANCE	500,000	200,000	-	-	-	-
4142	OPERATING TRANSFER OUT-GENERAL SERVICES	-	300,000	-	-	-	-
4199	INSURANCE DEPARTMENT CHARGE	8,795	10,185	18,230	18,230	16,720	16,890
4200	OFFICE SUPPLIES	681	1,152	3,000	1,500	1,500	1,500
4203	EQUIPMENT/FURNITURE	-	-	250	250	250	250
4210	POSTAGE	742	443	1,400	800	800	800
4310	DUES & SUBSCRIPTIONS	1,303	1,367	2,300	2,200	2,000	2,000
4320	TRAVEL & CONFERENCE	1,722	150	2,500	-	-	-
4330	TRAINING	520	225	1,000	500	500	500
4332	MILEAGE REIMBURSEMENT	-	30	350	100	150	150
4400	MISCELLANEOUS	-	701	-	-	-	-
	TOTAL OPERATIONS & MATERIALS	1,247,466	999,554	58,940	2,053,490	71,035	71,610
CONTRACTUAL SERVICES:							
4505	CONTRACT SERVICES-SALES TAX AUDIT	1,800	1,800	2,200	2,200	2,200	2,200
4507	CONTRACT SERVICES-CHAMBER OF COMMERCE	17,325	13,365	13,365	13,365	13,365	13,365
4508	CONTRACT SERVICES-AIRPORT	-	-	10,000	-	-	-
4512	CONTRACT SERVICES-CALIFORNIA WELCOME CENTER	2,500	-	2,500	-	-	-
4520	CONTRACT SERVICES-ATTORNEY	100,741	101,447	80,000	75,000	90,000	90,000
4525	CONTRACT SERVICES-AFTER SCHOOL PROGRAM	45,271	45,323	45,300	45,300	45,300	45,300
4526	CONTRACT SERVICES-YMCA	328,451	-	-	-	-	-
4535	CONTRACT SERVICES-PERSONNEL	-	-	1,500	-	-	-
4558	CONTRACT SERVICES-APPRAISALS	3,500	4,250	2,500	3,500	-	-
4628	CONTRACT SERVICES-BANNERS	-	-	2,500	-	-	-
	TOTAL CONTRACTUAL SERVICES	499,588	166,185	159,865	139,365	150,865	150,865
	TOTAL GENERAL GOVERNMENT	2,147,172	1,581,724	647,855	2,621,905	650,260	654,320



INTRODUCTION

Responsible for the centralized human resource functions within the City, the Personnel Department manages recruitment, classification, reclassification, evaluations, training programs, employee benefit monitoring, compensation studies, and employee relations.

FULL-TIME EQUIVALENTS

Director of Administrative Services	15%	
Senior Accountant	5%	
Administrative Assistant III	10%	Total FTE 0.30

ACCOMPLISHMENTS

1. The following recruitments were successfully completed last year to meet the City's personnel needs: Housing Technician.
2. Continued to insure Compliance with the American's with Disabilities Act (ADA).
3. Monitored staff evaluations to insure timeliness and appropriateness for step increases.
4. Reviewed Personnel policies to determine compliance.
5. Placed employment application on city web site.
6. Provided an opportunity for employees to purchase AFLAC supplemental insurance.
7. Help a team building workshop through the City's JPA, PARSAC.

GOALS AND OBJECTIVES

1. Continue to monitor new laws relating to Personnel actions and take necessary steps to keep City in compliance.
2. Review employee benefit programs.
3. Update employee handbooks.

Implement recommendations consistent with classification and compensation study.

Update Personnel Resolution.

PERFORMANCE MEASURES

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>	<u>2012-2013</u>
Recruitments	5	0	1	1	1
Reclassifications	0	0	0	0	0
Applications Received	275	0	95	50	50
Personnel Action Forms	595	605	605	615	625

Personnel

Acct #	General Fund-001 Personnel-1600	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
SALARIES & WAGES:							
3010	SALARIES	24,514	24,755	27,920	27,920	27,920	27,920
3040	OVERTIME	12	-	-	-	-	-
3050	COMPENSATORY TIME	132	97	-	-	-	-
3100	SICK LEAVE	202	71	-	-	-	-
3110	HOLIDAY	1,161	1,623	-	-	-	-
3120	VACATION	1,368	845	-	-	-	-
3125	MANAGEMENT LEAVE	206	159	-	-	-	-
	TOTAL SALARIES & WAGES	27,594	27,550	27,920	27,920	27,920	27,920
BENEFITS:							
3510	PERS-HEALTH INSURANCE	2,894	3,201	3,060	3,060	3,240	3,420
3530	MEDICARE & SOCIAL SECURITY	462	463	405	405	405	405
3560	PERS-RETIREMENT	6,133	6,321	5,880	5,880	6,010	6,145
3590	LIFE INSURANCE	92	92	95	95	95	95
3600	AUTO ALLOWANCE	542	545	450	450	450	450
	TOTAL BENEFITS	10,123	10,622	9,890	9,890	10,200	10,515
OPERATIONS & MATERIALS:							
4080	BUILDING SERVICES DEPARTMENT CHARGE	1,949	1,437	2,120	2,120	2,060	2,090
4199	INSURANCE DEPARTMENT CHARGE	8,795	10,185	18,235	18,235	16,720	16,890
4200	OFFICE SUPPLIES	1,735	656	1,000	1,000	750	750
4203	EQUIPMENT/FURNITURE	-	-	-	-	-	-
4210	POSTAGE	169	50	200	150	200	200
4235	PHYSICALS/TESTING	674	430	800	350	600	600
4236	LIVESCAN SERVICE FEE	96	160	100	320	200	200
4300	ADVERTISING	12,226	594	5,000	1,500	3,500	4,000
4310	DUES & SUBSCRIPTIONS	528	583	1,200	550	-	-
4320	TRAVEL & CONFERENCE	-	-	-	-	-	-
4330	TRAINING	114	53	750	100	500	500
	TOTAL OPERATIONS & MATERIALS	26,287	14,147	29,405	24,325	24,530	25,230
CONTRACTUAL SERVICES:							
4536	CONTRACT SERVICES-CLASSIFICATION STUDY	-	-	-	-	-	-
4537	CONTRACT SERVICES-EMPLOYEE ASST. PROGRAM	10,725	9,000	8,000	8,500	9,750	9,900
4622	CONTRACT SERVICES-SECTION 125 PLAN	285	285	300	300	300	300
	TOTAL CONTRACTUAL SERVICES	11,010	9,285	8,300	8,800	10,050	10,200
TOTAL PERSONNEL		75,014	61,605	75,515	70,935	72,700	73,865



INTRODUCTION

The Finance Department is responsible for administering all financial recording and reporting functions. This department also compiles and produces the fiscal budget and financial statements for the City. The Director of Administrative Services plans, administers and directs the activities of the department. Some of these activities include: managing the receipt, custody, investment and disbursement of funds; preparation of the operating and capital budgets; fiscal planning; and workers' compensation. The functions of the department are: financial recording and reporting, internal auditing, budget control, cash management, accounts payable, accounts receivable, purchasing, payroll, fee analysis, collections, business licenses, dog licenses, parking citations and grant accounting & reporting. The Finance Department also administers and directs activities for the Highland Redevelopment Agency, the Highland Public Financing Authority, Special Assessment Districts and Community Facilities Districts. The staff of the Finance Department consists of: the Director of Administrative Services, Senior Accountant, Accounting Technician I, Accounting Assistant II and Accounting Assistant I.

FULL TIME EQUIVALENTS

Director of Administrative Services	45%	
Senior Accountant	80%	
Accounting Technician I	65%	
Accounting Assistant II	100%	
Accounting Assistant I	100%	Total FTE 3.90

ACCOMPLISHMENTS

1. The Finance Department produced the City's sixth Biennial Budget which received the Merit in Operational Budgeting given by the California Society of Municipal Finance Officers for fiscal years 2009-2010 and 2010-2011. The City also received the Distinguished Budget award given by the Government Finance Officers Association for fiscal years 2009-2010 and 2010-2011.
2. The 2008-2009 and the 2009-2010 audits of the Comprehensive Annual Financial Reports with supplemental Redevelopment Agency and Single Audit Reports were completed by November 3, 2009 and December 1, 2010 respectively. These reports were accepted by the City Council/Redevelopment Agency Board on November 24, 2009 and December 14, 2010 respectively. The City/Redevelopment Agency was in compliance for both years.
3. There were no management letter findings for fiscal years 2008-2009 or 2009-2010.

4. The Comprehensive Annual Financial Reports for fiscal years ended June 30, 2009 and June 30, 2010, received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association.
5. Annual financial statements were completed and sent to the State Controller and other appropriate agencies for fiscal years 2008-2009 and 2009-2010.
6. Special audits were conducted by independent auditors to review the Measure I Transportation Sales Tax Fund for fiscal years ended June 30, 2009 and 2010; and the Local Transportation Fund Article 3 for compliance for fiscal years ended June 30, 2009 and 2010. There were no findings.
7. An Investment Policy was prepared and adopted for fiscal years 2009-2010 and 2010-2011.
8. The City Fee Study was completed by staff for fiscal year 2010-2011.
9. Physical inventories of all fixed assets were completed by June 30, 2009 and June 30, 2011.
10. A Special audit was conducted by the State Controller's Office of the City's Gas Tax fund for fiscal year ended June 30, 2009. There were no findings.

GOALS AND OBJECTIVES

Ongoing objectives consist of:

1. Maintain strict accountability of all money received by and disbursed by the City.
2. Maintain the accounting system, inventory of assets and supplies.
3. Invest idle cash and provide for maximum safety, liquidity and yield.
4. Prepare annual financial statements for City and State Controller.
5. Continue to submit the Operating Budget and CAFR for awards through the GFOA and CSMFO and improve on both.
6. Continuous update of accounting and payroll information into new software.
7. Continuous review of fixed assets inventory.
8. Adopt investment policies for 2011-2012 and 2012-2013.
9. Conduct the City Fee Study for fiscal year 2012-2013.
10. Conduct fixed asset inventories by June 30, 2012 and June 30, 2013.

New goals and objectives:

Install and implement a payment by credit card system at the Finance counter.

PERFORMANCE MEASURES

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>	<u>2012-2013</u>
Warrant Registers	26	26	26	26	26
Treasurer's Reports	12	12	12	12	12

Finance

Acct #	General Fund-001 Finance-1700	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
SALARIES & WAGES:							
3010	SALARIES	180,506	189,905	223,775	223,775	223,775	223,775
3040	OVERTIME	-	-	-	-	-	-
3050	COMPENSATORY TIME	3,582	3,343	-	-	-	-
3100	SICK LEAVE	1,847	2,803	-	-	-	-
3110	HOLIDAY	9,281	12,533	-	-	-	-
3120	VACATION	9,686	6,183	-	-	-	-
3125	MANAGEMENT LEAVE	618	478	-	-	-	-
	TOTAL SALARIES & WAGES	205,519	215,245	223,775	223,775	223,775	223,775
BENEFITS:							
3510	PERS-HEALTH INSURANCE	35,855	40,207	39,780	39,780	42,120	44,460
3530	MEDICARE & SOCIAL SECURITY	3,294	3,549	3,245	3,245	3,245	3,245
3560	PERS-RETIREMENT	45,305	48,886	47,100	47,100	48,140	49,235
3590	LIFE INSURANCE	668	713	740	740	740	740
3600	AUTO ALLOWANCE	1,627	1,634	1,350	1,350	1,350	1,350
	TOTAL BENEFITS	86,748	94,989	92,215	92,215	95,595	99,030
OPERATIONS & MATERIALS:							
4080	BUILDING SERVICES DEPARTMENT CHARGE	22,019	19,223	28,325	28,325	27,570	27,955
4199	INSURANCE DEPARTMENT CHARGE	8,795	10,185	18,235	18,235	16,720	16,890
4200	OFFICE SUPPLIES	7,404	2,333	9,000	7,000	5,000	8,000
4203	EQUIPMENT/FURNITURE	399	71	250	250	250	250
4210	POSTAGE	3,721	3,793	4,100	4,100	4,100	4,100
4236	LIVESCAN SERVICE FEE	207	1,316	500	1,250	1,500	1,500
4250	SPECIAL DEPARTMENT SUPPLIES	-	-	750	-	1,000	1,000
4255	SOFTWARE SUPPORT	45,424	46,626	41,000	44,150	46,650	46,650
4310	DUES & SUBSCRIPTIONS	1,205	2,185	1,600	1,600	1,905	1,915
4320	TRAVEL & CONFERENCE	45	-	-	-	-	-
4330	TRAINING	1,136	346	1,900	900	600	600
4332	MILEAGE REIMBURSEMENT	463	445	650	500	500	500
4400	MISCELLANEOUS	-	792	500	500	750	750
	TOTAL OPERATIONS & MATERIALS	90,818	87,315	106,810	106,810	106,545	110,110
CONTRACTUAL SERVICES:							
4510	CONTRACT SERVICES-AUDITOR	33,781	40,110	46,500	40,500	40,750	38,750
4513	CONTRACT SERVICES-SB 90	-	-	-	-	2,000	2,000
4515	CONTRACT SERVICES-COLLECTIONS	49	1,725	2,000	250	2,000	2,000
4516	CONTRACT SERVICES-CITATIONS	1,239	1,266	2,160	1,350	1,500	1,500
4517	CONTRACT SERVICES-DMV	822	837	1,200	1,000	1,000	1,000
4535	CONTRACT SERVICES-PERSONNEL	-	-	-	-	-	-
4621	CONTRACT SERVICES-COST ALLOCATION STUDY	3,525	10,575	-	3,525	11,000	-
	TOTAL CONTRACTUAL SERVICES	39,417	54,513	51,860	46,625	58,250	45,250
	TOTAL FINANCE	422,502	452,063	474,660	469,425	484,165	478,165

INTRODUCTION

Since incorporation in 1987, the City of Highland has contracted with the San Bernardino County Sheriff's Department for law enforcement services.

The Highland Police Department has twenty-two deputy sheriff positions. They are assigned as follows:

- 3 deputies assigned to the Gang Team
- 1 deputy assigned to traffic enforcement.
- 1 deputy assigned to the Multiple Enforcement Team (MET)
- 1 deputy assigned to Problem Oriented Policing
- 16 deputies assigned to patrol

The Members of the Gang Team are led by a detective/corporal. They focus on gang members in the area and gang related crimes. They interact with State Parole, County Probation and specialized units from other agencies to track and identify gang members who live in or frequent the city.

The deputy assigned to traffic enforcement monitors traffic safety statistics in the city and applies focused enforcement to decrease the amount of accidents, especially those with injuries. The position also serves as a resource for schools, and high traffic areas to help in formulating plans for traffic related issues. He / she will also coordinate with other agencies for Driving Under the Influence (DUI) checkpoints and enforcement.

The Multiple Enforcement Team (MET) is comprised of one deputy. His responsibilities include: focused attention to locations (liquor stores, apartment complexes, parks etc.) that generate repeated calls for service and drain resources, participate in the Crime Free Multi-Housing Project as a representative of Highland, focus on any neighborhood problems and provide assistance in quality of life issues as related to law enforcement.

There is one deputy assigned to the Problem Oriented Policing position. He primarily works with the code enforcement officers of the City of Highland. His responsibilities include: vendor / hawker compliance, assist the code enforcement officer, compliance regarding the sale of alcoholic beverages in the city, and serve as a liaison between police and City of Highland personnel.

The sixteen deputies assigned to the patrol bureau are responsible for responding for calls for service within the city twenty four hours a day, seven days a week. They are also tasked with providing pro-active enforcement while on patrol and locating wanted persons, stolen vehicles / property, resolve disputes, provide traffic enforcement and a multitude of other tasks. They are the largest part of the law enforcement services provided.

Additionally, there are ten positions at the rank of detective or higher, they include:

- 1 Captain, Chief of Police
- 1 Lieutenant
- 5 Sergeants, (1 grant funded)
- 3 detectives, (1 assigned to the Gang Team)

The Captain / Chief of Police provides leadership for the station. He is the head of the police department and is ultimately responsible for all law enforcement services and police functions. He works directly with the leadership of the City of Highland and reports to the city manager.

The lieutenant serves as the assistant to the captain, and oversees the operation of patrol and investigative functions within the station. He is the second in command and fills in for the captain in his absence. The lieutenant also has many administrative responsibilities and sees to the completion of numerous administrative tasks. An additional function of the lieutenant is to provide supervision, support and resources to both safety and general personnel.

There are five sergeants assigned to the station. Four are assigned to patrol and serve as Watch Commanders of patrol functions. Generally, one of the four sergeants is assigned to supervise patrol operations twenty four hours a day, seven days a week. The fifth sergeant is assigned to administrative duties and also supervises the detectives, gang team, specialized units and all general employees within the station. He fills in for patrol sergeant vacation coverage and also provides support to the Command Staff with administrative tasks.

There are three detectives assigned to the station who work in the investigations bureau. Currently two detectives provide investigative services beyond that which can be completed by patrol deputies. They handle a variety of crimes to include: crimes against persons, robbery, sexual assaults, and property crimes. They have been extremely successful in the apprehension, arrest and prosecution of numerous offenders including several "high profile" investigations.

The floods of December 2010 provided many challenges for city, fire and law enforcement personnel. The collective response from these entities was a display of the cooperative effort and organizational structure that existed and was ready to be implemented. It was clearly evident that the lessons learned during the Old Fire of October 2003, and the floods of January 2005, helped develop the response to the aftermath of the storms. Although devastating, the storms were not responsible for any deaths or serious injuries. Numerous homes were evacuated and many residents fled with only what they could carry. Those residents and their property were protected by around the clock security demanded by city leaders and provided by law enforcement. At the conclusion, there were no reports of theft by any of the displaced citizens or work crews who left tools and equipment in the area overnight for weeks during the clean-up efforts.

ACCOMPLISHMENTS

1. During calendar year 2010, the City of Highland had 4 murders, compared to 7 in 2009, a decrease of 43%. Although Part I crimes showed a slight increase of 7% overall, the categories that posted significant decreases were Rape (-38%), Aggravated Assault (-12%), and Simple Assault (-18%). Part II crimes saw a decrease of 25%, the largest margin of reduction of any contract city or unincorporated area in all of San Bernardino County.
2. In 2010, Highland deputies responded to 38,145 calls for service (1,734 per deputy), made 1,720 arrests (78 per deputy), and took 6,740 reports (306 per deputy). Highland deputies led all contract cities and unincorporated areas of the County in arrests per deputy and reports per deputy by high margins. They were also in the top category in calls for service per deputy. Of special note, the Highland deputies produced a full 25% increase from the previous year in the number of arrests made. By all accounts, Highland deputies successfully manage the highest workload demands of any station in the county.
3. Highland station created a Gang Team which has been instrumental in the arrest and prosecution of suspects in gang related crimes and many other serious crimes. Because of their efforts, most gang related crimes are quickly solved and the impact of their proactive enforcement is being widely recognized.

GOALS AND OBJECTIVES

The primary goal of the Police Department is to provide the community with the highest quality of police services, and make the city a safe place to live and conduct business. We will strive to achieve our goal of providing superior public safety services to our citizens by accomplishing the following objectives:

1. Discourage criminal activity through high visibility and coordinated police events. This will include, but not be limited to: warrant sweeps, HUD and Welfare fraud sweeps, monitoring of individuals on probation and parole, as well as gang members. Conduct directed enforcement campaigns.
2. Increase community policing efforts through the Neighborhood Watch Programs, Crime-Free Multi-Housing Program and the Problem Oriented Policing (POP) Officers effort. Encourage patrol personnel to support these efforts.
3. Direct traffic enforcement efforts to those areas that adversely affect public safety. Increase the level of public awareness of traffic related issues through education, safety checkpoints and saturation patrols.
4. Continue our efforts to identify gang members who live and frequent our area, aggressively enforce laws to deter gang activity and related crime.
5. Effectively utilize crime analysis tools to identify crime trends and deploy resources in an efficient manner to reduce crime.
6. Install Automatic License Plate Recognition cameras on all patrol cars and several key intersections to effectively deter crime and significantly increase ability to apprehend criminals engaged in serious crimes.
7. Effectively pursue opportunities to apprehend and deter graffiti vandals who cause blight in our community.

Police Department

Acct #	General Fund-001 Police Department-2000	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
OPERATIONS & MATERIALS:							
4010	ELECTRICITY	19,623	20,027	33,000	21,000	33,000	33,000
4020	GAS	960	654	2,000	750	2,000	2,000
4030	WATER/SEWER	3,755	5,149	4,500	5,200	9,000	9,000
4040	EXTERMINATOR	654	720	1,000	750	1,250	1,250
4045	LANDSCAPING	5,574	5,495	7,000	5,500	1,000	1,000
4050	TRASH	-	-	-	-	-	-
4055	JANITORIAL	4,468	3,656	5,500	4,500	5,500	5,500
4060	TELEPHONE	13,439	12,706	13,000	13,000	18,000	18,000
4065	INTERNET/CABLE/SATELLITE	307	314	400	325	400	400
4070	BUILDING MAINTENANCE	7,775	2,785	15,000	5,000	9,000	9,000
4075	PUBLIC FACILITIES IMPROVEMENTS	-	-	-	-	5,000	5,000
4198	CITY ADMINISTRATION	2,488	2,772	1,500	1,500	2,000	1,500
4200	OFFICE SUPPLIES	1,556	3,101	5,000	3,000	3,500	3,500
4203	EQUIPMENT/FURNITURE	-	-	-	-	250	250
4205	PHOTOCOPIER	7,268	7,361	7,200	7,200	8,400	8,400
4206	MATERIALS	1,766	276	2,000	500	1,000	1,000
4210	POSTAGE	1,837	1,400	1,700	1,700	1,800	1,800
4220	FUEL	78,488	85,675	115,000	115,000	115,000	115,000
4240	VEHICLE MAINTENANCE	10	72,841	150,000	100,000	100,000	100,000
4245	EQUIPMENT MAINTENANCE	3,645	655	7,160	3,500	7,350	7,350
4250	SPECIAL DEPARTMENT SUPPLIES	-	-	2,500	1,500	6,000	2,100
4336	COMMUNITY EVENTS	-	-	5,000	2,500	-	-
4343	BOOKING FEES	-	-	65,000	-	-	-
	TOTAL OPERATIONS & MATERIALS	153,610	225,587	443,460	292,425	329,450	325,050
CONTRACTUAL SERVICES:							
4535	CONTRACT SERVICES-PERSONNEL	-	26,526	-	-	-	-
4560	CONTRACT SERVICES-SHERIFF	5,764,279	5,649,378	6,261,005	6,261,005	6,415,380	6,543,090
4561	CONTRACT SERVICES-SHERIFF RESERVES	1,593	921	5,000	1,500	3,000	3,000
4563	CONTRACT SERVICES-WE TIP	-	3,131	5,000	3,250	5,000	5,000
4564	CONTRACT SERVICES-CAL ID	39,140	54,784	56,250	55,000	56,000	57,000
4566	CONTRACT SERVICES-CITIZEN PATROL	1,159	668	2,500	2,000	2,000	2,000
4571	CONTRACT SERVICES-SHERIFF EXPLORERS	-	400	2,500	2,000	2,000	2,000
4585	CONTRACT SERVICES-MAINTENANCE	-	-	-	-	7,000	7,000
	TOTAL CONTRACTUAL SERVICES	5,806,171	5,735,808	6,332,255	6,324,755	6,490,380	6,619,090
CAPITAL OUTLAY:							
6040	EQUIPMENT	24,008	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	24,008	-	-	-	-	-
TOTAL POLICE DEPARTMENT		5,983,789	5,961,394	6,775,715	6,617,180	6,819,830	6,944,140

INTRODUCTION

The Highland City Council in June 1997, entered into a contractual agreement with the County of San Bernardino for Animal Care and Control Field and Shelter Services. This agreement has worked well for the City in that it has provided for a cost effective, pro-active program consisting of patrols seven days a week and emergency services after hours as necessary. The County's Animal Control Officers have also assisted City Staff with issuance of citations, court proceedings, and preparation of reports for aggressive and vicious animal hearings.

The County's animal shelter is presently open seven days a week. The County has contracted with a veterinarian to provide consistent veterinary care to all animals housed at the shelter as mandated by California State law. In addition, the County participates in a variety of off-site adoption events to encourage the adoption of stray or homeless animals found from within the City of Highland.

The County conducted the first dog license canvassing program in the City of Highland during fiscal year 2008-09 and the County's proposed agreement for Fiscal Year 2011-12 includes a provision for providing dog license canvassing services within the City. This program is cost effective and has generated additional revenue to offset costs incurred to provide animal control services.

ACCOMPLISHMENTS

During Fiscal Year 2010-11, a number of activities were accomplished that are worth mentioning.

1. Animal Control Officers respond to approximately 4,100 calls for service annually to assist members of the community with animal related issues or concerns, including stray animal complaints, biting animal complaints, wildlife assistance and other animal related matters.
2. In excess of 2,500 animals annually will be sheltered, cared for, adopted, reclaimed by their owners or provided for as allowed by law. Enhanced veterinary care provided to animals at the shelter will help assure that pets adopted are healthy.
3. The County has implemented a Bordetello (Kennel Cough) vaccination program for dogs housed at County animal shelters. All dogs admitted to the shelters will receive this additional vaccination, upon admission, to protect dogs from this disease.
4. The County offers Microchips as a permanent form of owner identification. The Microchip, which is the size of a grain of rice, can be implanted under a pet's skin and provides a unique owner identification number. Microchips can be purchased for the price of \$20.00 and includes the cost of registration with a national registry.

5. The County and the City have established a mandatory Pit Bull sterilization ordinance which requires the owners of dogs described as Pit Bulls or Pit Bull types to be spayed/neutered. Enforcement of the ordinance will reduce the number of Pit Bull type dogs in the City.
6. Staff worked with the Humane Society of San Bernardino Valley for low cost vaccination and pet sterilization services.
7. The County completed a remodel of the animal shelter facility this year and partnered with the non-profit organization, the Animals aRe First Fund (ARFF) to make facility improvements and enhancements for the animal's welfare. Sub-floor heating has been upgraded in all kennels, a commercial dishwasher has been added to sterilize animal bowls, and custom-made dog resting platforms were purchased by ARFF for \$36,000. Total animal shelter facility upgrades made in this Fiscal Year were valued at \$827,578.
8. Developed an Administrative Citation Ordinance, in which residents who violate Highland City Ordinances pertaining to animals can be issued an "Administrative Citation." Administrative Citations are heard at the hearing officer level and this will avoid having residents and Animal Control Officers waiting for hours in Superior Court to have their cases heard. The process is faster and more cost effective than having cases heard in Superior Court.

GOALS & OBJECTIVES

The City expects to accomplish the following Goals and Objectives related to Animal Control Services:

1. Conduct a dog license canvassing program in Fiscal Year 2011-12 to educate residents on the importance of being a responsible pet owner and to increase the number of licensed and vaccinated dogs from within the City. Evaluate the results of this program and determine if a subsequent canvassing effort should be conducted in Fiscal Year 2012-13.
2. Work with the Humane Society of San Bernardino Valley to have a secondary source of low cost vaccinations for dogs and cats along with affordable pet sterilization or spay/neuter services.
3. Continue to work with the County and identify if other animal control ordinances should be considered next year
4. Continue to offer Highland residents with efficient and cost effective Animal Care and Control services.
5. Continue to work with the County to provide information to the general public on the importance of spaying and neutering, leash law requirements, responsible pet ownership and dog licensing.

PERFORMANCE MEASURES

PERFORMANCE MEASURES – ANIMAL CARE & CONTROL PROGRAM				
CITY OF HIGHLAND STATISTICS				
For Contract Period: July 1 - June 30				
(A)				
Description		Actual	Projected	
		2009-10	2010-11	2011-12
BITES:				
Bites Reported		107	67	67
F.R.A. Bite Testing		8	23	23
CITATIONS:				
Citations Issued		143	136	136
Notices of Violations Issued		61	56	56
Investigations (RPRT)		39	25	25
SHELTERING SERVICES				
Dogs Impounded		1073	1160	1160
Cats Impounded		930	876	876
Other Animals		195	147	147
D.O.A. Animals		330	328	328
Total Impounds	(B)	2528	2511	2511
OFFICER CALLS:				
Agency Assist Calls		195	174	174
Dead Animal Pick Up Calls		438	418	418
Confined and Loose Animal Calls		2240	2412	2412
Investigation Calls		1061	930	930
Wildlife Calls		260	196	196
Total Calls	(B)	4194	4130	4130
Licenses Sold	(C)	3259	2750	2500
Notes				
(A) Annualized Numbers. Final results may vary. <i>Subject to final audit.</i>				
(B) Based on Chameleon and/or Crystal reports.				
(C) Total license deposits received by County and remitted to City.				

Animal Control

Acct #	General Fund-001 Animal Control-2200	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
OPERATIONS & MATERIALS:							
4200	OFFICE SUPPLIES	1,666	1,614	1,000	1,000	1,500	1,500
4210	POSTAGE	673	1,745	1,000	1,000	1,750	1,750
4255	SOFTWARE SUPPORT	2,577	2,875	2,500	2,950	3,000	3,100
4300	ADVERTISING	-	-	500	-	500	500
4344	VOUCHER/REBATE PROGRAM	3,195	7,870	10,000	10,000	5,000	5,000
	TOTAL OPERATIONS & MATERIALS	8,111	14,104	15,000	14,950	11,750	11,850
CONTRACTUAL SERVICES:							
4565	CONTRACT SERVICES-ANIMAL CONTROL	456,216	413,211	409,500	409,500	459,190	420,700
	TOTAL CONTRACTUAL SERVICES	456,216	413,211	409,500	409,500	459,190	420,700
	TOTAL ANIMAL CONTROL	464,327	427,315	424,500	424,450	470,940	432,550

INTRODUCTION

The Public Works Department consists of two functional divisions: Maintenance Services and Public Services. Each division is further broken down into specific programs.

Maintenance Services includes Street Maintenance, Weed Abatement, Traffic Signal Maintenance, Storm Drain Maintenance, Street Sweeping, Striping/Traffic Signage, Tree Trimming, Building and Grounds Maintenance, and Parkway Maintenance.

Public Services includes Crossing Guards, Bus Shelter Contract, Graffiti Abatement and Assessment District administration. Graffiti abatement and assessment district administration are discussed separately under their own headings within the budget.

FULL TIME EQUIVALENTS

City Engineer/Public Works Director	37.5%	
Asst. Public Works Director	37.5%	
Asst. Public Works Director	37.5%*	
Maintenance Superintendent	100%	
Maintenance Worker I	100%	
Maintenance Worker I	100%	
Maintenance Worker I	50%	
Administrative Assistant II	100%	
Intern	100%*	Total FTE 5.9375
*Part-time		

PERFORMANCE MEASURES

	<u>2009/2010</u>	<u>2010/2011</u>	<u>2011/2012</u>	<u>2012/2013</u>
Landscape maintenance districts	48	49	53	53
Roadway maintained (miles)	152	152	152	152
Signs installed	109	102	150	150
Signals maintained	33	34	35	36
Storm drain inspections	293	323	330	330
Streets swept (curb mile)	305	305	305	305
Trees maintained	1,589	1,808	2,000	2,000
Parks maintained	6	6	6	6
Trails maintained (miles)	8.55	8.55	8.55	8.55

Public Works

Acct #	General Fund-001 Public Works-3100	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
SALARIES & WAGES:							
3010	SALARIES	240,500	213,273	312,440	312,440	323,130	323,130
3040	OVERTIME	3,123	1,949	-	-	-	-
3050	COMPENSATORY TIME	3,159	3,241	-	-	-	-
3100	SICK LEAVE	7,248	2,208	-	-	-	-
3110	HOLIDAY	14,061	11,484	-	-	-	-
3120	VACATION	20,170	8,761	-	-	-	-
3125	MANAGEMENT LEAVE	3,780	2,047	-	-	-	-
	TOTAL SALARIES & WAGES	292,041	242,963	312,440	312,440	323,130	323,130
BENEFITS:							
3510	PERS-HEALTH INSURANCE	53,123	51,486	53,550	53,550	60,750	64,125
3520	DENTAL/VISION INSURANCE	-	-	-	-	-	-
3530	MEDICARE & SOCIAL SECURITY	5,127	4,442	5,910	5,910	5,410	5,410
3560	PERS-RETIREMENT	65,942	62,166	61,085	61,085	62,440	63,855
3590	LIFE INSURANCE	990	854	960	960	960	960
3600	AUTO ALLOWANCE	1,808	1,304	1,125	1,125	1,125	1,125
3650	VACATION BUYBACK	1,873	5,235	-	-	-	-
3655	SICK LEAVE INCENTIVE	3,831	2,153	-	-	-	-
3660	ADMINISTRATIVE LEAVE BUYBACK	1,873	1,643	-	-	-	-
3665	COMPENSATORY TIME BUYBACK	-	174	-	-	-	-
	TOTAL BENEFITS	134,567	129,459	122,630	122,630	130,685	135,475
OPERATIONS & MATERIALS:							
4010	ELECTRICITY	13,750	12,036	19,000	13,000	14,000	15,000
4020	GAS	36	-	200	-	200	200
4030	WATER/SEWER	9,489	11,344	7,500	10,000	10,000	10,000
4040	EXTERMINATOR	802	540	700	700	700	700
4045	LANDSCAPING	6,441	6,968	5,500	5,500	500	550
4050	TRASH	-	850	1,500	-	500	500
4055	JANITORIAL	1,091	728	750	1,000	1,200	1,200
4060	TELEPHONE	10,732	9,490	6,010	9,000	9,150	9,150
4070	BUILDING MAINTENANCE	3,238	9,511	4,500	4,000	4,500	4,500
4075	PUBLIC FACILITIES IMPROVEMENTS	-	3,392	-	-	-	-
4080	BUILDING SERVICES DEPARTMENT CHARGE	18,901	31,260	46,060	46,060	44,830	45,455
4198	CITY ADMINISTRATION	11,464	18,028	11,500	18,000	15,000	16,500
4199	INSURANCE DEPARTMENT CHARGE	109,937	198,740	355,780	355,780	326,205	329,505
4200	OFFICE SUPPLIES	727	925	2,100	1,650	2,100	2,100
4203	EQUIPMENT/FURNITURE	919	3,576	1,000	500	3,700	1,000
4206	MATERIALS	30,933	31,881	37,500	32,000	36,000	37,500
4210	POSTAGE	46	138	200	200	150	200
4220	FUEL	13,814	15,251	14,700	14,000	18,000	20,000
4240	VEHICLE MAINTENANCE	11,420	7,089	8,300	7,500	8,500	9,500
4245	EQUIPMENT MAINTENANCE	6,765	7,561	5,000	4,000	5,000	5,000
4248	EQUIPMENT RENTAL/LEASE	227	335	3,000	3,500	2,500	3,000
4250	SPECIAL DEPARTMENT SUPPLIES	791	492	1,200	1,200	2,125	2,125
4255	SOFTWARE SUPPORT	-	418	400	400	425	425
4300	ADVERTISING	-	-	1,000	-	200	200
4310	DUES & SUBSCRIPTIONS	45	60	100	105	100	100
4320	TRAVEL & CONFERENCE	-	-	-	-	-	-
4330	TRAINING	1,379	695	2,845	1,000	2,015	2,015
4332	MILEAGE REIMBURSEMENT	2,161	2,263	2,000	2,000	2,200	2,400
4336	COMMUNITY EVENTS	-	-	1,000	-	1,500	1,500
	TOTAL OPERATIONS & MATERIALS	255,107	373,569	539,345	531,095	511,300	520,325

Public Works

Acct #	General Fund-001 Public Works-3100	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
CONTRACTUAL SERVICES:							
4533	CONTRACT SERVICES-SOFTWARE SUBSCRIPTIONS	-	5,307	5,500	5,310	5,500	5,500
4534	CONTRACT SERVICES-GIS	-	10,000	24,000	29,000	12,000	12,000
4548	CONTRACT SERVICES-PLANNING	-	-	7,500	-	500	500
4550	CONTRACT SERVICES-ENGINEERING	334,265	296,139	13,000	425,000	276,260	276,035
4552	CONTRACT SERVICES-TRAFFIC COUNTS	1,290	-	3,000	1,500	1,500	1,500
4553	CONTRACT SERVICES-UNDERGROUND SERVICE ALERT	998	894	1,500	1,000	1,500	1,500
4570	CONTRACT SERVICES-STREET MAINTENANCE	86,057	21,358	124,500	50,000	100,000	100,000
4575	CONTRACT SERVICES-STREET SWEEPING	-	-	1,000	-	1,000	1,000
4576	CONTRACT SERVICES-EMERGENCY WORK	24,180	-	10,000	-	10,000	10,000
4578	CONTRACT SERVICES-STRIPING	39,900	36,536	50,000	40,000	50,000	50,000
4580	CONTRACT SERVICES-TRAFFIC SIGNALS	156,222	192,781	202,000	200,000	210,000	230,000
4582	CONTRACT SERVICES-STUDIES	35,864	12,384	-	15,000	299,500	247,000
4585	CONTRACT SERVICES-MAINTENANCE	-	-	-	-	4,800	5,000
4596	CONTRACT SERVICES-ENVIRON. HEALTH SERVICES	-	-	-	-	3,000	3,000
4680	CONTRACT SERVICES-TREE TRIMMING	27,271	37,797	40,000	35,000	40,000	40,000
	TOTAL CONTRACTUAL SERVICES	706,048	613,196	482,000	801,810	1,015,560	983,035
CAPITAL OUTLAY:							
6030	BUILDING	-	-	-	-	-	-
6040	EQUIPMENT	-	12,801	-	-	-	-
6060	VEHICLES	-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	-	12,801	-	-	-	-
CAPITAL PROJECTS:							
6530	STREET/SIDEWALK CONSTRUCTION	6,954	71,524	300,000	-	-	-
6533	STREET WIDENING PROJECTS	-	-	-	-	-	-
6545	SIDEWALK REPAIRS	-	-	37,000	-	-	-
6550	TRAFFIC IMPROVEMENTS	-	-	328,000	1,530,825	775,815	-
6811	RIGHT-OF-WAY ACQUISITION	-	-	-	-	-	-
6900	CONTINGENCY	-	-	-	-	-	-
	TOTAL CAPITAL PROJECTS	6,954	71,524	665,000	1,530,825	775,815	-
TOTAL PUBLIC WORKS		1,394,717	1,443,512	2,121,415	3,298,800	2,756,490	1,961,965

INTRODUCTION

This Division of the Public Works Department provides engineering services through contracts with a number of engineering firms under the direction of the Public Works Director/City Engineer. This Division is responsible for the conditioning, plan checking and inspection of grading, street, traffic and storm drain improvements associated with development projects. This Division is also responsible for the planning and implementation of capital improvement projects, which are funded by public money. This Division conducts special studies such as traffic signal warrants, speed studies, development impact fee studies, etc. In addition, this Division also provides staff support for various Federal and State programs, including application of Federal and State grants.

FULL TIME EQUIVALENTS

City Engineer/Public Works Director	37.5%	
Assistant Public Works Director	37.5%	
Assistant Public Works Director*	37.5%	Total FTE 0.9375

*Part-time

ACCOMPLISHMENTS

1. Prepared and submitted 19 Federal and State competitive grant applications for a total amount of \$38,063,392, and received approval of 7 applications for a total amount of \$11,937,800.
2. Secured a \$10,000,000 Federal grant under the TIGER II program for widening and improvement of 3 miles of 5th Street from SR 210 to Del Rosa Drive, and 0.5 mile of Del Rosa Drive from 5th Street to 3rd Street. The project includes construction of tie-back walls at the freeway bridge abutments to accommodate widening of 5th Street between the on and off-ramps.
3. Secured a \$650,000 State Transportation Enhancement grant and a \$300,000 Federal Highway Safety Improvement Program grant for the beautification and traffic safety of Base Line within the Town Center between Cole Avenue and SR 210.
4. Secured a \$490,000 Federal Highway Safety Improvement Program grant for slurry seal and pavement restriping of 9th Street from Del Rosa Drive to Palm Avenue, adding a 2-way center turn lane and a bike lane.

5. Secured a \$247,800 State Safe Route to School grant, adding new bicycle lanes and signage on Highland Avenue, Base Line, Church Street, and Weaver Street, and lighted crosswalks and warning lights on Base Line, Church Street, Streater Drive and Webster Street.
6. Secured a \$250,000 State Rubberized Asphalt Concrete grant for utilization of rubberized asphalt in pavement rehabilitation of Highland Avenue, Boulder Avenue, Church Street, Water Street and Sterling Avenue.
7. Acquired 85 dedications of street rights-of-way and 102 temporary easements for construction of roadway improvement projects.
8. Acted as lead agency, managed the coordination with various stakeholder agencies and secured completion by Caltrans an approved Project Study Report for a new interchange on SR 210 at Victoria Avenue.
9. Developed a concept plan for future improvement of Palm Avenue from Base Line to SR 210.
10. Coordinated with the San Bernardino City Unified School District and the Redlands Unified School District, and completed the development of Suggested Walking Routes for all elementary schools within City of Highland.
11. Completed emergency demolition of a portion of Boulder Avenue Bridge over City Creek due to damage from the December 2010 storm.
12. Completed a \$1,610, 500 joint project with County of San Bernardino and City of San Bernardino to construct pavement rehabilitation on Pacific Street from Perris Hill Park to Church Avenue
13. Constructed \$923,100 of pavement rehabilitation, and overlay.
14. Constructed \$756,800 of storm drain improvements in Base Line from Olive St. to Central Avenue, and in Water Street from Cloverhill Drive to drainage channel east of Flintlock Drive.
15. Installed a \$160,000 new traffic signal at the Victoria Avenue/14th Street intersection.
16. Completed installation of an \$81,000 Emergency Vehicle Pre-emption system along Victoria Avenue, from Highland Avenue to 9th Street.
17. Began construction to realign approximately 2,900 feet of Greenspot Road “S” curve east of Santa Paula Street.

18. Completed design for street improvements on Lankershim Avenue (5th Street and Cypress Street), and bike lane on 5th Street/Greenspot Road (Waterman Avenue to Valencia Court).
19. Constructed \$170,000 of new sidewalk and ADA ramp improvements at various locations within the City.

GOALS AND OBJECTIVES

1. Complete implementation of the first 2 years of the Capital Improvement Program involving various phases of 50 capital projects including interchange, bridge, roadway widening, pavement rehabilitation, overlay, drainage, and traffic signal projects.
2. Obtain environmental clearance, complete engineering design, acquire right of way, and secure FHWA funding obligation of \$10,000,000 TIGER II grant for the widening and improvement of 3 miles of 5th Street and 0.5 mile of Del Rosa Drive prior to the Federal required deadline of September 30, 2012.
3. Complete widening and improvement of approximately 0.5 mile of Boulder Avenue including construction of a new 4-lane bridge over City Creek.
4. Complete construction of approximately 0.5 mile of Greenspot Road along a new alignment with larger radius to accommodate a design speed of 65 mph, including construction of a new 4-lane bridge over Santa Ana River.
5. Complete construction of infrastructure improvements along approximately 0.75 mile of Greenspot Road from SR 210 to Boulder Avenue within the Golden Triangle Project Area.
6. Pursue funding and continue project development of a new interchange on SR 210 at Victoria Avenue Interchange.
7. Initiate Caltrans-required project development documents for the ultimate widening of the freeway bridge across Base Line and associated on and off ramp improvements.

PERFORMANCE MEASURES

	<u>2009/10</u>	<u>2010/11</u>	<u>2011/12</u>	<u>2012/13</u>
Subdivisions Plan Checked	0	0	0	2
Parcel Maps Plan Checked	2	1	2	2
Misc. Plans Checked	14	22	14	20
Encroachment Permits (Private)	17	28	30	32
Encroachment Permit (Utility)	82	80	80	84
Grading Permits Issued/Inspected	7	12	14	16
Construction Inspection Off-site	6	11	8	10
Professional Reports Reviewed	12	6	6	10
Vacations Processed	2	1	0	0
Capital Projects Designed	15	24	14	6
Capital Projects Constructed	10	12	30	13
Assessment District Annexations	1	6	5	7

Engineering

Acct #	General Fund-001 Engineering-3200	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
SALARIES & WAGES:							
3010	SALARIES	108,180	79,550	91,090	91,090	112,280	112,280
3100	SICK LEAVE	-	-	-	-	-	-
3110	HOLIDAY	4,966	3,915	-	-	-	-
3120	VACATION	5,218	6,077	-	-	-	-
3125	MANAGEMENT LEAVE	3,780	2,047	-	-	-	-
	TOTAL SALARIES & WAGES	122,144	91,588	91,090	91,090	112,280	112,280
BENEFITS:							
3510	PERS-HEALTH INSURANCE	9,647	7,680	7,650	7,650	12,150	12,825
3530	MEDICARE & SOCIAL SECURITY	1,972	1,460	1,325	1,325	1,630	1,630
3560	PERS-RETIREMENT	26,665	20,611	19,170	19,170	19,595	20,040
3590	LIFE INSURANCE	396	297	305	305	305	305
3600	AUTO ALLOWANCE	1,808	1,304	1,125	1,125	1,125	1,125
	TOTAL BENEFITS	40,488	31,353	29,575	29,575	34,805	35,925
OPERATIONS & MATERIALS:							
4060	TELEPHONE	139	144	150	150	150	150
4080	BUILDING SERVICES DEPARTMENT CHARGE	6,235	3,773	5,560	5,560	5,410	5,485
4199	INSURANCE DEPARTMENT CHARGE	8,795	10,185	18,235	18,235	16,720	16,890
4200	OFFICE SUPPLIES	931	883	3,310	2,000	2,000	2,000
4203	EQUIPMENT/FURNITURE	2,121	-	300	300	300	-
4210	POSTAGE	816	860	800	600	800	800
4245	EQUIPMENT MAINTENANCE	1,392	-	2,250	1,600	1,600	1,600
4255	SOFTWARE SUPPORT	-	-	-	-	250	250
4310	DUES & SUBSCRIPTIONS	411	416	605	605	605	605
4320	TRAVEL & CONFERENCE	164	100	-	-	-	350
4330	TRAINING	1,002	518	480	480	1,020	1,020
4332	MILEAGE REIMBURSEMENT	(134)	29	1,680	600	600	600
4450	RELEASE/USE OF DEPOSIT/FEE	6,791	-	7,500	5,000	5,000	5,000
	TOTAL OPERATIONS & MATERIALS	28,664	16,908	40,870	35,130	34,455	34,750
CONTRACTUAL SERVICES:							
4534	CONTRACT SERVICES-GIS	-	24,775	-	-	-	-
4550	CONTRACT SERVICES-ENGINEERING	350,283	327,310	240,000	240,000	311,795	311,570
4551	CONTRACT SERVICES-ENGINEERING PROJECTS	394,976	210,620	400,000	225,000	150,000	180,000
4576	CONTRACT SERVICES-EMERGENCY WORK	-	-	-	-	-	-
4582	CONTRACT SERVICES-STUDIES	61,915	14,241	45,000	85,000	-	-
	TOTAL CONTRACTUAL SERVICES	807,173	576,945	685,000	550,000	461,795	491,570
CAPITAL OUTLAY:							
6050	FURNITURE & FIXTURES	702	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	702	-	-	-	-	-
TOTAL ENGINEERING		999,170	716,794	846,535	705,795	643,335	674,525



INTRODUCTION

The Planning Division is part of the Community Development Department and primarily serves as the City's Planning Agency. To insure a coordinated approach to development, the Planning Division facilitates and coordinates extensively with other Department within the City including the Building and Safety Division, Engineering/Public Works Department, Fire Department, and Code Compliance/Police Department. It also facilitates coordination with surrounding communities and regional agencies with development review, including compliance with the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) Assessments. In addition to conducting technical reviews of various land use entitlements, the Planning Division also staff's the Planning Commission, the Design Review Board, Community Trails Committee, Street Naming Committee, and the Historic & Cultural Preservation Board. The Division as necessary prepares various Ordinances and Resolutions for consideration by the City Council. To assist the public through the land use entitlement and development process, the Division meets weekly with various individuals and developers, and is the clearinghouse for general statistical information regarding past, current, and proposed development.

The Planning Division has a responsibility to oversee maintenance and ensure implementation of the General Plan and Land Use & Development Code and makes recommendations for revisions as appropriate to meet the changing vision of the City. The Division processes minor land use applications (i.e. Staff Review Permits/Minor Design Reviews) at a staff level and submits the more complex and/or policy type applications (i.e. Major Design Reviews, Conditional Use Permits, Specific Plans, Zone Changes, and General Plan Amendments) to the Planning Commission and/or City Council for consideration.

FULL TIME EQUIVALENTS

Community Development Director	40%	
City Planner	90%	
Senior Planner	90%	
Assistant Planner	80%	
Planning Technician	100%	
Administrative Assistant III	50%	Total FTE 4.50

ACCOMPLISHMENTS

1. 2006-2014 Housing Element. Successfully completed the City's 4th round update to the City's General Plan Housing Element. The City Council approved the 2006-2014 Element for certification on January 25, 2011.
2. Natural Parkland and Trail Grant Award. Planning successful applied and was awarded grant funding to complete the City's "Natural Parkland and Trail Education Project", which will include a comprehensive environmental education program and interpretive signage and staging area utilizing the City's 87 acre Natural Parkland dedicated to the City in 2009.

3. Sign Code Update. After thorough review by the City's Sign Code Subcommittee and public hearings before the Planning Commission, the City Council adopted Ordinance 358 on February 22, 2011 updating the City's Sign Code. This was the first comprehensive update to the City's Sign regulations since first adopted in 1994.
4. "Adopt a Trail" and "Mile Markers" program. The Community Trails Committee was instrumental in recommending the City Council adopt these two programs. Since adoption in 2009, three (3) residents/organizations have "Adopted a Trail" in the City and twelve (12) residents/organizations have sponsored a "Mile Marker" sign. This program is advertised on the City's webpage.
5. General Plan Land Use Plan and Zoning Maps on-line. The Planning Division maintains the City's first GIS generated Land Use and Zoning Maps on-line (located on the City's web-page). A large parcel based Zoning Map has also been placed at the Planning Counter and copies are available upon request.
6. Initiated public workshops on the Palm Avenue Streetscape Design Guidelines. In December 2010, Planning Conducted a Joint Planning Commission and Historic & Cultural Preservation Board Study Session to obtain input into the City's Palm Avenue Streetscape Design Guideline efforts. A neighborhood meeting in the Historic District was also held on March 2011. A final draft is anticipated in the summer of 2011.
7. Contributed to the Draft 2008 San Bernardino County Regional/Community Greenhouse Gas Inventory. A draft of the Greenhouse Gas Inventory was completed in March 2011 and final document is expected late 2011.
8. GIS Planning Activity Reports (Housing and Commercial Development Activity). Utilizing GIS parcel based mapping and tables, the Planning Division maintains a bi-monthly Development Activity Report for current, and proposed "housing" and "commercial" development in the City. This new format gives the public, as well as other City Departments and local agencies a quick status of recent and proposed development applications submitted to the City.
9. Weekly Pre-Application and/or Consultation Meetings (Thursdays). Implemented early in 2004, the Planning Division now requires a "pre-application and/or consultation meeting" with all developers/business owners prior to the formal development application submittal. The time spent with developers prior to application submittal has saved an enormous amount of time in the end.
10. Community Trails Committee (CTC) Work Program. Due to limited resources and staff time, the Planning Division created a detailed CTC Work Program (modeled after the City Council Work Program process). The Work Program is intended to help manage CTC's directives and goals more efficiently.

GOALS AND OBJECTIVES

1. SB375 Implementation (Sustainable Communities Strategy Plan). Participate with SCAG to complete the required elements of the 2012 Regional Transportation Plan (RTP)/Sustainable Communities Strategies (SCS) and Regional Housing Needs Allocation (RHNA) for 5th round Housing Element Update. Final 2012 RTP/SCS is anticipated in April 2012 and next Housing Element due to HCD in October 2013.
2. Facilitate the Specific Plan Application for Seven Oaks Policy Area (Orange County/Lewis Group of Companies). Initiated in January 2011, Planning will continue to meet weekly with the County of Orange and Lewis Group of Companies to assist with the Specific Plan application process.

3. Update the City's Industrial/Business Park Zoning Standards and Uses. With the completion of improvements to the San Bernardino International Airport and completion of State Route 210, there is renewed interest in development along the 3rd Street and 5th corridors (Policy Area). The Planning Division will evaluate the current Industrial and Business Park boundaries and the City's Land Use and Development Code to determine appropriate adjustments to facilitate new investment and recycling of existing parcels and uses along the southerly city boundary (contiguous to the San Bernardino International Airport).
4. Facilitate Business Development through Comprehensive Review of Municipal Code. The Planning Division will undertake a comprehensive review of the City's Municipal Code and relevant City Policies to identify areas where modifications can be made to enhance City service and attract new development.
5. Obtain grant funding for the City's "Park and Recreation Master Plan". With the recent success in obtaining grant funding for the City's Natural Parkland, the Planning Division will continue to seek grant funding for the City's first comprehensive "Park and Recreation Master Plan".

PERFORMANCE MEASURES

Application Type:	FY09/10***	FY10/11**	FY11/12*	FY12/13*
General Plan Amendment	0	1	1	1
Zone Change	0	1	1	1
Tentative Tract Map	0	0	1	3
Parcel Map	2	0	2	2
Design Review Application (PC)	6	3	5	5
Variances	0	0	1	0
Conditional Use Permit	4	5	5	5
Planned Development	0	0	2	2
Specific Plan	0	1	0	0
Total Development Entitlements:	12	11	18	19
Ordinances	5	8	5	5
Appeals	4	0	2	2
Code Interpretation	0	0	2	2
Environmental Review	8	11	10	10
Accessory Sign Permit	7	13	10	10
Alcohol Beverage Control License	2	1	5	5
Business License/Zoning Approval	105	85	110	110
Certificate of Compliance	5	6	2	2
Special Event Permits	26	16	20	20
Staff Review Permits	20	27	24	24
Temporary Occupancy Permits	21	19	20	20
Total Applications:	203	197	228	229
Notes:				
* Figures based development interest (April 2011 Planning Activity Report)				
** Estimates from Hdl database as of April 2011				
*** Actual figures from Hdl database				

Planning

Acct #	General Fund-001 Planning-4100	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
SALARIES & WAGES:							
3010	SALARIES	284,636	279,887	327,310	327,310	327,310	327,310
3040	OVERTIME	-	-	-	-	-	-
3050	COMPENSATORY TIME	2,038	2,274	-	-	-	-
3100	SICK LEAVE	8,630	6,040	-	-	-	-
3110	HOLIDAY	15,959	14,319	-	-	-	-
3120	VACATION	12,392	18,474	-	-	-	-
3125	MANAGEMENT LEAVE	7,007	4,055	-	-	-	-
	TOTAL SALARIES & WAGES	330,662	325,048	327,310	327,310	327,310	327,310
BENEFITS:							
3510	PERS-HEALTH INSURANCE	44,982	45,007	45,900	45,900	48,600	51,300
3530	MEDICARE & SOCIAL SECURITY	4,989	4,843	4,750	4,750	4,750	4,750
3560	PERS-RETIREMENT	72,394	73,229	68,890	68,890	70,415	72,010
3590	LIFE INSURANCE	1,073	1,036	1,080	1,080	1,080	1,080
3600	AUTO ALLOWANCE	1,446	1,391	1,200	1,200	1,200	1,200
	TOTAL BENEFITS	124,884	125,506	121,820	121,820	126,045	130,340
OPERATIONS & MATERIALS:							
4080	BUILDING SERVICES DEPARTMENT CHARGE	35,464	22,097	32,560	32,560	31,690	32,135
4199	INSURANCE DEPARTMENT CHARGE	8,795	10,185	18,235	18,235	16,720	16,890
4200	OFFICE SUPPLIES	6,285	2,306	4,500	10,000	4,500	4,500
4203	EQUIPMENT/FURNITURE	1,681	-	-	300	600	-
4210	POSTAGE	6,022	2,578	4,000	3,000	4,000	4,000
4245	EQUIPMENT MAINTENANCE	-	-	-	-	-	-
4255	SOFTWARE SUPPORT	-	-	4,500	4,500	4,500	4,500
4300	ADVERTISING	-	-	-	-	-	-
4310	DUES & SUBSCRIPTIONS	836	910	1,000	1,000	1,000	1,000
4320	TRAVEL & CONFERENCE	3,245	138	-	-	3,000	3,000
4330	TRAINING	58	1,339	1,000	500	5,000	1,000
4332	MILEAGE REIMBURSEMENT	480	147	500	250	500	500
4336	COMMUNITY EVENTS	470	350	600	600	600	600
4345	NOTICE OF DETERMINATION	17,762	2,243	6,000	5,500	6,000	6,000
4346	LAFCO FEES	-	-	7,000	-	-	-
4450	RELEASE/USE OF DEPOSIT/FEE	139,115	-	10,000	5,000	5,000	5,000
	TOTAL OPERATIONS & MATERIALS	220,212	42,293	89,895	81,445	83,110	79,125
CONTRACTUAL SERVICES:							
4520	CONTRACT SERVICES-ATTORNEY	2,408	12,648	5,000	5,000	5,000	5,000
4547	CONTRACT SERVICES-ARCHITECTURAL LANDSCAPE	-	-	-	-	-	-
4548	CONTRACT SERVICES-PLANNING	44,116	-	2,500	1,500	5,000	5,000
4554	CONTRACT SERVICES-CONSULTANT	374,715	70,337	200,000	100,000	103,000	103,000
4582	CONTRACT SERVICES-STUDIES	-	-	-	-	-	-
4600	CONTRACT SERVICES-GENERAL PLAN	5,960	-	-	-	-	-
4605	CONTRACT SERVICES-CONSERVATION PLAN	9,970	-	-	-	8,000	8,000
4661	CONTRACT SERVICES-SMARA COMPLIANCE	3,318	-	-	-	-	-
4662	CONTRACT SERVICES-HOUSING ELEMENT	17,308	-	15,000	5,000	10,000	10,000
	TOTAL CONTRACTUAL SERVICES	457,797	82,986	222,500	111,500	131,000	131,000
	TOTAL PLANNING	1,133,556	575,833	761,525	642,075	667,465	667,775

INTRODUCTION

The Public Services Division of the Public Works Department primarily serves as the program manager/coordinator of several State and Federal Mandated programs.

The division manages all aspects of Solid Waste and serves as the primary coordination point for the City's National Pollution Discharge Elimination System (NPDES) Program. In addition, the Division manages the Household Hazardous Waste (HHW) Program contract with the County of San Bernardino.

The Division is the YMCA Staff contact regarding their responsibility for Sports Field Reservations and coordination of the fields lighting schedules at Highland Community Park.

FULL TIME EQUIVALENTS

Public Services Manager	100%
Public Services Coordinator	100%
Intern	100%* Total FTE 2.50

*Part-time

ACCOMPLISHMENTS

In 2010 the City received its' new NPDES Permit issued by the Santa Ana Regional Water Quality Control Board. In the coming fiscal years the Division Staff will be implementing new and expanded mandated tasks that were adopted. New tasks include Residential Outreach Program, Mobile Business Enforcement Program, and Water Quality Management Plan Monitoring Program.

In the previous fiscal years the Division, in conjunction with the City's Solid Waste Franchised Haulers, successfully implemented a fully automated solid waste collection system city-wide, implemented once-a-week street sweeping city-wide and launched an extensive public outreach program to support the City's diversion efforts. As a result, the City's 2009 Jurisdictional Annual Report to CalRecycle revealed that City has exceeded the mandated diversion goal set by the state.

GOALS AND OBJECTIVES

As part of the Public Services Division budget, the following Goals and Objectives will be the focus of its effort:

1. Implement the required Solid Waste Diversion programs to support the City's compliance with the state's mandated diversion goals.
2. Implement the required NPDES Program components to support the City's compliance with its' NPDES Permit.

PERFORMANCE MEASURES

	<u>2009/10</u>	<u>2010/11</u>	<u>2011/12</u>	<u>2012/13</u>
Solid Waste Liens	522	580	650	650
Solid Waste Lien Demands	198	200	220	220
Solid Waste Exemptions	185	165	200	200
NPDES Inspections	148	120	150	150

Public Services

Acct #	General Fund-001 Public Services-4200	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
SALARIES & WAGES:							
3010	SALARIES	111,088	118,153	150,100	150,100	150,100	150,100
3040	OVERTIME	-	-	-	-	-	-
3050	COMPENSATORY TIME	2,402	2,005	-	-	-	-
3100	SICK LEAVE	2,002	746	-	-	-	-
3110	HOLIDAY	6,689	5,811	-	-	-	-
3120	VACATION	5,457	6,499	-	-	-	-
3125	MANAGEMENT LEAVE	1,998	3,629	-	-	-	-
	TOTAL SALARIES & WAGES	129,635	136,842	150,100	150,100	150,100	150,100
BENEFITS:							
3510	PERS-HEALTH INSURANCE	19,658	20,128	20,400	20,400	21,600	22,800
3530	MEDICARE & SOCIAL SECURITY	2,644	2,694	2,905	2,905	2,905	2,905
3560	PERS-RETIREMENT	26,856	29,056	29,130	29,130	29,775	30,450
3590	LIFE INSURANCE	403	422	460	460	460	460
	TOTAL BENEFITS	49,561	52,300	52,895	52,895	54,740	56,615
OPERATIONS & MATERIALS:							
4060	TELEPHONE	876	550	1,080	360	360	360
4080	BUILDING SERVICES DEPARTMENT CHARGE	-	14,732	21,705	21,705	21,130	21,420
4199	INSURANCE DEPARTMENT CHARGE	8,795	10,185	18,235	18,235	16,720	16,890
4200	OFFICE SUPPLIES	1,524	1,630	2,000	1,500	2,000	2,000
4202	CRV GRANT USE	13,627	18,379	13,650	13,650	13,650	13,650
4203	EQUIPMENT/FURNITURE	397	-	150	150	-	-
4206	MATERIALS	265	268	900	700	700	700
4210	POSTAGE	338	199	550	400	400	400
4220	FUEL	778	556	1,200	1,200	1,200	1,200
4240	VEHICLE MAINTENANCE	142	65	900	600	600	900
4250	SPECIAL DEPARTMENT SUPPLIES	200	144	300	300	425	425
4300	ADVERTISING	2,386	-	1,000	750	1,000	1,000
4310	DUES & SUBSCRIPTIONS	652	252	310	300	500	500
4320	TRAVEL & CONFERENCE	2,289	100	-	-	-	-
4330	TRAINING	458	1,678	2,500	2,400	3,500	3,900
4332	MILEAGE REIMBURSEMENT	114	238	400	400	400	400
	TOTAL OPERATIONS & MATERIALS	32,840	48,975	64,880	62,650	62,585	63,745
CONTRACTUAL SERVICES:							
4596	CONTRACT SERVICES-ENVIRON. HEALTH SERVICES	48,868	51,340	62,500	62,500	64,000	67,000
4665	CONTRACT SERVICES-STORM DRAIN	42,052	42,291	83,000	83,000	103,000	120,000
	TOTAL CONTRACTUAL SERVICES	90,920	93,631	145,500	145,500	167,000	187,000
TOTAL PUBLIC SERVICES		302,957	331,748	413,375	411,145	434,425	457,460



INTRODUCTION

The Building and Safety Division is a service of the Community Development Department responsible for the enforcement of the State of California Model Building Codes and laws adopted by the State of California and the City of Highland. Building and Safety ensures that buildings comply with the State's Health and Safety requirements and provides for the protection of property in the interest of public welfare. This component of the community Development Department specifically processes plan reviews, issues building permits, and performs field inspections to verify compliance with the structural, electrical, plumbing, mechanical, State of California energy and disability standards. The Division is also responsible for ensuring all in house and outside agency clearances are obtained prior to issuing building permits and prior to clearing properties for occupancy. Building and Safety assists Code Enforcement efforts, which relate specifically to Building Code requirements or requirements of the Housing Code.

FULL TIME EQUIVALENTS

Community Development Director	5%	
Building Official	47.5%	
Permit Technician	95%	Total FTE 1.475

ACCOMPLISHMENTS

During the fiscal year 2010-2011, The City formally adopted the 2010 State of California Building Code series, including the new California Green Building Standards Code. In addition, the Building and Safety division has continued to provide plan check and inspection support to the Fire Prevention Division.

Approximately \$14,641,274.00 in construction projects were permitted the current fiscal year to date (April 1, 2011), bringing in approximately \$ 278,970.00 in building permit fees.

Information flyers and forms have been updated and placed on the City's web site for review and use by the public.

The Building and Safety Division has commenced electronically archiving of stored paper plans and files.

GOALS AND OBJECTIVES

1. Additional handout standards, forms and information flyers are being developed in order to provide additional information to the public at the counter and on the web site.
2. To continue transferring all currently stored plans and files to electronically archives.
3. To find alternate funding or means in the abatement of sub-standard properties.

PERFORMANCE MEASURES

	2009/2010	2010/11 (Thru April 1)
New Industrial Permits	0	0
New Commercial Permits	3	4
New Single Family Residence Permits	8	24
Other Permits	915	698
Plan Checks	120	135
Inspections Performed	2,547	1,864

Building & Safety

Acct #	General Fund-001 Building & Safety-4500	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
SALARIES & WAGES:							
3010	SALARIES	34,125	87,059	96,365	96,365	96,365	96,365
3040	OVERTIME	-	-	-	-	-	-
3050	COMPENSATORY TIME	23	150	-	-	-	-
3100	SICK LEAVE	-	627	-	-	-	-
3110	HOLIDAY	863	4,448	-	-	-	-
3120	VACATION	-	829	-	-	-	-
3125	MANAGEMENT LEAVE	465	304	-	-	-	-
	TOTAL SALARIES & WAGES	35,475	93,418	96,365	96,365	96,365	96,365
BENEFITS:							
3510	PERS-HEALTH INSURANCE	5,224	14,902	15,045	15,045	15,930	16,815
3530	MEDICARE & SOCIAL SECURITY	545	1,495	1,400	1,400	1,400	1,400
3560	PERS-RETIREMENT	7,770	21,069	20,285	20,285	20,730	21,200
3590	LIFE INSURANCE	106	304	320	320	320	320
3600	AUTO ALLOWANCE	181	174	150	150	150	150
	TOTAL BENEFITS	13,826	37,944	37,200	37,200	38,530	39,885
OPERATIONS & MATERIALS:							
4080	BUILDING SERVICES DEPARTMENT CHARGE	11,302	7,186	10,590	10,590	10,305	10,450
4199	INSURANCE DEPARTMENT CHARGE	8,795	10,185	18,235	18,235	16,720	16,890
4200	OFFICE SUPPLIES	2,165	2,773	3,000	2,000	3,000	3,200
4203	EQUIPMENT/FURNITURE	-	-	-	-	-	-
4206	MATERIALS	-	-	100	100	100	100
4210	POSTAGE	79	103	200	200	250	250
4220	FUEL	383	1,422	500	900	1,800	1,800
4240	VEHICLE MAINTENANCE	106	334	500	1,000	1,000	1,000
4255	SOFTWARE SUPPORT	4,973	5,072	5,300	5,300	5,500	5,700
4310	DUES & SUBSCRIPTIONS	265	546	800	300	800	800
4320	TRAVEL & CONFERENCE	-	-	-	-	-	-
4330	TRAINING	-	620	1,200	750	1,200	1,200
4332	MILEAGE REIMBURSEMENT	-	-	100	100	120	120
	TOTAL OPERATIONS & MATERIALS	28,068	28,242	40,525	39,475	40,795	41,510
CONTRACTUAL SERVICES:							
4540	CONTRACT SERVICES-BUILDING INSPECTIONS	344,427	117,700	244,520	150,000	232,200	232,200
4542	CONTRACT SERVICES-SMIP	1,780	621	3,000	600	3,000	3,000
4543	CONTRACT SERVICES-BSAR FUND	158	1,838	2,000	500	2,000	2,000
4556	CONTRACT SERVICES-DEMOLITION	-	-	30,000	-	-	-
	TOTAL CONTRACTUAL SERVICES	346,365	120,159	279,520	151,100	237,200	237,200
TOTAL BUILDING & SAFETY		423,734	279,762	453,610	324,140	412,890	414,960



INTRODUCTION

The Code Enforcement Division is a function of the Community Development Department and is responsible for enforcing the provisions of the City Municipal Codes and State laws. Code Enforcement Staff responds to concerns related to land use, public nuisance, vehicle abatement, substandard housing, street vendors and business license requirements. Code Enforcement Staff assists in accomplishing community goals, such as protecting property values and the environment. The Code Enforcement Officers are teamed along with the Problem Oriented Policing (POP) Officer assisting in abating blight and crime throughout the City.

FULL TIME EQUIVALENTS

Community Development Director	5%	
Building Official	47.5%	
Code Compliance Officer	80%	
Code Compliance Officer	100%*	
Administrative Assistant II	45%	Total FTE 2.275

ACCOMPLISHMENTS

Since July 2009, Code Compliance has brought in approximately:

\$123,062 in Administrative Citation fines/fees
\$91,175 in Residential Rental Registrations fees.

Staff has implemented a program requiring the registration and monitoring of foreclosed properties within the City, and to date has brought in approximately \$37,215 in registration fees; plus the discovery and abatement of unapproved, unpermitted or sub-standard construction on the properties.

In the past two years, the Division has expended \$50,767 on the securing, board-up or abatement of properties that have become nuisances. Expenditures are recuperated through the removal of utilities and liens placed on the properties.

The Residential Rental Enhancement Program provides an annual inspection procedure for residential rental units. It is estimated that there are over 5,000 residential rental units within the City of Highland. The City recognizes a need for an organized inspection program of residential rental units within the City in order to ensure that rental units meet basic City and State life safety, health, fire and zoning codes: to provide a more efficient system for compelling both absentee and local landlords to correct violations of these codes which pose an immediate threat to the health and/or safety of tenants; and to ensure the continued maintenance of residential

rental properties within the City. The City recognizes that the most efficient system to provide for rental inspections is the creation of a regulatory program requiring the registration of all residential rental units within the City so that City Staff can make orderly inspection schedules

Code Compliance is currently fully staffed and is able to provide partial weekend coverage, and occasional evening patrol.

Since July 2009, Code Enforcement staff has conducted 2,789 inspections of various types/complaints and currently has 1,130 open cases.

New and renewal inspections are being conducted on all Home Occupation Business Licenses to ensure that they meet all the regulations required.

GOALS AND OBJECTIVES

1. Locate and initiate compliance of un-registered rental properties
2. Abatement of sub-standard properties
3. Purge all old files after they have been placed into the microfiche system.
4. Place all old information into code enforcement tracking system.
5. Incorporate the GIS system into Code Enforcement activities.

Code Enforcement

Acct #	General Fund-001 Code Enforcement-4600	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
SALARIES & WAGES:							
3010	SALARIES	94,840	97,138	140,910	140,910	140,910	140,910
3040	OVERTIME	-	-	-	-	-	-
3050	COMPENSATORY TIME	16	92	-	-	-	-
3100	SICK LEAVE	729	1,236	-	-	-	-
3110	HOLIDAY	3,323	4,471	-	-	-	-
3120	VACATION	1,740	3,647	-	-	-	-
3125	MANAGEMENT LEAVE	465	304	-	-	-	-
	TOTAL SALARIES & WAGES	101,113	106,888	140,910	140,910	140,910	140,910
BENEFITS:							
3510	PERS-HEALTH INSURANCE	26,897	21,244	28,305	28,305	29,970	31,635
3530	MEDICARE & SOCIAL SECURITY	1,624	2,255	3,695	3,695	3,695	3,695
3560	PERS-RETIREMENT	21,576	22,036	29,660	29,660	24,590	25,150
3590	LIFE INSURANCE	236	294	380	380	380	380
3600	AUTO ALLOWANCE	181	174	150	150	150	150
	TOTAL BENEFITS	50,513	46,002	62,190	62,190	58,785	61,010
OPERATIONS & MATERIALS:							
4060	TELEPHONE	1,816	1,561	4,000	1,600	1,680	1,680
4080	BUILDING SERVICES DEPARTMENT CHARGE	18,512	11,138	16,410	16,410	15,975	16,200
4199	INSURANCE DEPARTMENT CHARGE	8,795	10,185	18,235	18,235	16,720	16,890
4200	OFFICE SUPPLIES	3,148	5,792	3,000	3,000	4,000	4,000
4203	EQUIPMENT/FURNITURE	-	-	-	-	-	-
4206	MATERIALS	60	223	750	500	500	500
4210	POSTAGE	1,060	2,870	1,600	1,600	1,800	2,000
4220	FUEL	3,243	3,594	3,500	3,300	3,500	3,800
4240	VEHICLE MAINTENANCE	1,913	2,276	1,500	1,250	2,000	2,000
4250	SPECIAL DEPARTMENT SUPPLIES	254	700	900	900	900	900
4255	SOFTWARE SUPPORT	4,157	4,219	3,500	3,500	3,700	3,900
4290	TITLE SEARCH	120	-	1,000	500	1,000	1,000
4310	DUES & SUBSCRIPTIONS	-	-	300	300	-	-
4320	TRAVEL & CONFERENCE	1,126	-	-	-	-	-
4330	TRAINING	-	-	900	900	-	-
4332	MILEAGE REIMBURSEMENT	-	-	100	100	200	200
	TOTAL OPERATIONS & MATERIALS	44,204	42,559	55,695	52,095	51,975	53,070
CONTRACTUAL SERVICES:							
4520	CONTRACT SERVICES-ATTORNEY	28,263	15,911	20,000	25,000	20,000	20,000
4538	CONTRACT SERVICES-CODE ENFORCEMENT	-	42,986	-	-	-	-
4545	CONTRACT SERVICES-WEED ABATEMENT	8,953	6,075	11,000	6,000	7,000	7,000
4556	CONTRACT SERVICES-DEMOLITION	-	-	28,000	-	-	-
4557	CONTRACT SERVICES-BOARD/SECURE	28,373	23,497	28,000	28,000	20,000	20,000
	TOTAL CONTRACTUAL SERVICES	65,589	88,469	87,000	59,000	47,000	47,000
	TOTAL CODE ENFORCEMENT	261,419	283,917	345,795	314,195	298,670	301,990



INTRODUCTION

This budget provides funding for two parks – Aurantia Park and Highland Community Park.

Aurantia Park is approximately 10 acres and contains picnic facilities; a children’s play structure; hundreds of feet of walking trails; a large parking lot and a rest room; a historic bridge within the trail system; an orange grove; and a dog run.

Highland Community Park is approximately 20 acres with 4 lighted baseball fields, a soccer-sport field, playground, numerous picnic tables and structure, 2 restroom buildings and a snack bar. The parking lot is shared with the adjacent community center building.

FULL TIME EQUIVALENTS

Senior Maintenance Worker	100%	
Maintenance Worker II	100%	
Maintenance Worker I	25%	
Maintenance Worker I	50%	Total FTE 2.50

Parks

Acct #	General Fund-001 Parks-6000	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
SALARIES & WAGES:							
3010	SALARIES	58,353	50,279	111,475	111,475	111,475	111,475
3040	OVERTIME	1,371	899	-	-	-	-
3050	COMPENSATORY TIME	910	1,071	-	-	-	-
3100	SICK LEAVE	1,442	740	-	-	-	-
3110	HOLIDAY	4,344	3,751	-	-	-	-
3120	VACATION	4,316	3,226	-	-	-	-
	TOTAL SALARIES & WAGES	70,735	59,965	111,475	111,475	111,475	111,475
BENEFITS:							
3510	PERS-HEALTH INSURANCE	26,520	27,943	28,050	28,050	29,700	31,350
3530	MEDICARE & SOCIAL SECURITY	2,529	2,492	2,225	2,225	2,225	2,225
3560	PERS-RETIREMENT	20,955	21,704	21,410	21,410	21,885	22,380
3590	LIFE INSURANCE	319	295	340	340	340	340
	TOTAL BENEFITS	50,323	52,435	52,025	52,025	54,150	56,295
OPERATIONS & MATERIALS:							
4010	ELECTRICITY	62,938	60,574	75,000	70,000	72,000	76,000
4030	WATER/SEWER	56,103	52,688	73,500	65,000	73,500	77,200
4040	EXTERMINATOR	4,221	4,104	5,000	4,500	4,500	5,000
4045	LANDSCAPING	411	-	-	-	500	500
4050	TRASH	-	-	500	-	500	500
4055	JANITORIAL	31,885	28,270	37,000	33,000	4,000	4,200
4060	TELEPHONE	1,373	1,243	1,400	1,200	1,200	1,400
4070	BUILDING MAINTENANCE	34,245	42,302	62,000	60,000	64,000	67,000
4116	OPERATING TRANSFER OUT-PMD	-	33,485	24,380	32,820	36,160	37,790
4198	CITY ADMINISTRATION	7,618	8,279	10,000	8,000	8,000	8,000
4199	INSURANCE DEPARTMENT CHARGE	8,795	10,185	18,235	18,235	16,720	16,890
4203	EQUIPMENT/FURNITURE	-	24	-	-	1,500	-
4206	MATERIALS	14,462	11,711	12,000	11,000	12,000	13,000
4210	POSTAGE	-	-	50	50	50	50
4220	FUEL	10,465	12,267	12,000	12,000	13,000	14,300
4240	VEHICLE MAINTENANCE	760	1,804	1,500	1,500	1,600	1,600
4245	EQUIPMENT MAINTENANCE	3,735	3,423	2,000	4,000	2,200	2,400
4248	EQUIPMENT RENTAL/LEASE	-	-	1,000	500	500	500
4250	SPECIAL DEPARTMENT SUPPLIES	471	330	600	600	1,125	1,125
4330	TRAINING	107	10	800	400	400	400
	TOTAL OPERATIONS & MATERIALS	237,589	270,698	336,965	322,805	313,455	327,855
CONTRACTUAL SERVICES:							
4504	CONTRACT SERVICES-JANITORIAL SERVICES	-	-	-	-	27,000	27,000
4526	CONTRACT SERVICES-YMCA	-	427,621	477,540	475,000	477,540	477,540
4533	CONTRACT SERVICES-SOFTWARE SUBSCRIPTIONS	2,199	2,199	3,000	3,000	3,000	3,300
4550	CONTRACT SERVICES-ENGINEERING	4,911	2,918	-	2,750	-	-
4575	CONTRACT SERVICES-STREET SWEEPING	-	-	-	-	-	-
4578	CONTRACT SERVICES-STREET STRIPING	621	3,846	700	-	-	4,000
4585	CONTRACT SERVICES-MAINTENANCE	95,879	90,686	86,900	86,900	82,000	85,400
4680	CONTRACT SERVICES-TREE TRIMMING	-	4,848	-	1,000	5,000	5,000
	TOTAL CONTRACTUAL SERVICES	103,610	532,118	568,140	568,650	594,540	602,240
CAPITAL OUTLAY:							
6040	EQUIPMENT	247	741	-	-	-	-
	TOTAL CAPITAL OUTLAY	247	741	-	-	-	-
	TOTAL PARKS	462,503	915,957	1,068,605	1,054,955	1,073,620	1,097,865

INTRODUCTION

The Graffiti Abatement Program is administered through the Public Works Department and is intended to provide for a comprehensive graffiti removal effort in the City. The program is currently staffed by one full-time employee who removes graffiti primarily from public property and some private properties. The methods used for removal include sandblasting, water blasting and painting.

The Public Works Department maintains a thorough record keeping system and the graffiti crew keeps a detailed log including size of area, amounts of paint used, and all locations that are treated for graffiti removal. The City's program provides an extra level of service by not painting over concrete (e.g., street light poles, curb, gutter, etc.) but uses a sand/water blaster to remove the paint and a great deal of effort is made to match existing paint color whenever possible. City Public Works staff also removes the graffiti from street signs.

A Council Work Goal is to expand the program to include photographing and logging all graffiti and compiling cost for eradication when apprehensions are made and retribution paid.

FULL TIME EQUIVALENTS

Maintenance Worker II 100% Total FTE 1.0

PERFORMANCE MEASURES

	<u>2007-08</u>	<u>2008-09</u>	<u>2009/10</u>	<u>2010/11</u>	<u>2011/12</u>	<u>2012/13</u>
Square Feet Abated	127,800	153,600	252,600	170,000	200,000	200,000

Graffiti

Acct #	General Fund-001 Graffiti-6010	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
SALARIES & WAGES:							
3010	SALARIES	34,014	38,258	42,800	42,800	42,800	42,800
3040	OVERTIME	1,274	-	-	-	-	-
3050	COMPENSATORY TIME	382	1,349	-	-	-	-
3100	SICK LEAVE	2,088	1,487	-	-	-	-
3110	HOLIDAY	1,946	1,856	-	-	-	-
3120	VACATION	2,870	415	-	-	-	-
	TOTAL SALARIES & WAGES	42,574	43,366	42,800	42,800	42,800	42,800
BENEFITS:							
3510	PERS-HEALTH INSURANCE	9,647	10,174	10,200	10,200	10,800	11,400
3530	MEDICARE & SOCIAL SECURITY	768	783	625	625	625	625
3560	PERS-RETIREMENT	8,962	9,580	9,010	9,010	9,210	9,420
3590	LIFE INSURANCE	135	140	145	145	145	145
	TOTAL BENEFITS	19,512	20,678	19,980	19,980	20,780	21,590
OPERATIONS & MATERIALS:							
4030	WATER/SEWER	-	-	1,320	-	-	-
4060	TELEPHONE	657	510	660	660	900	900
4198	CITY ADMINISTRATION	4,630	6,238	5,000	5,000	5,000	5,000
4199	INSURANCE DEPARTMENT CHARGE	8,795	10,185	18,235	18,235	16,720	16,890
4200	OFFICE SUPPLIES	-	7	-	-	-	-
4206	MATERIALS	11,147	11,635	16,500	12,000	12,000	12,000
4210	POSTAGE	-	-	-	-	-	-
4220	FUEL	5,233	6,657	6,200	6,200	6,200	6,800
4240	VEHICLE MAINTENANCE	3,103	962	1,100	1,750	1,200	1,400
4245	EQUIPMENT MAINTENANCE	961	2,022	2,400	2,000	2,000	2,400
4248	EQUIPMENT RENTAL/LEASE	-	201	200	-	-	-
4250	SPECIAL DEPARTMENT SUPPLIES	121	167	300	300	425	425
4330	TRAINING	219	168	400	200	200	200
4347	GRAFFITI REWARD PROGRAM	-	-	1,500	1,500	500	500
	TOTAL OPERATIONS & MATERIALS	34,866	38,751	53,815	47,845	45,145	46,515
CONTRACTUAL SERVICES:							
4667	CONTRACT SERVICES-GRAFFITI	-	-	24,000	500	500	500
	TOTAL CONTRACTUAL SERVICES	-	-	24,000	500	500	500
	TOTAL GRAFFITI	96,952	102,795	140,595	111,125	109,225	111,405

INTRODUCTION

The community volunteer service programs are under the direction of the Public Services Division of the Public Works Department. The programs emphasize community volunteers to assist in the planning and implementation of a wide range of civic events. Such events include, but are not limited to the following: Highland Improvement Team Days, Arbor Day Celebrations, Volunteer Recognition Dinner, Public Safety Appreciation Week, Make a Difference Day, and Community Blood Drives. Support services are also provided for the Fire Station Open House events.

FULL TIME EQUIVALENTS

Community Volunteer Services Coordinator* 100% Total FTE 0.50
*Part-time

ACCOMPLISHMENTS

1. Continued to work on the expansion of the Highland Improvement Team (HIT) program.
2. Disseminated information to the media regarding City programs and events.
3. Successfully held the annual Volunteer Recognition Dinner.
4. Provided support services for the three Fire Station Open House events.

GOALS AND OBJECTIVES

1. Review grant opportunities, coordinate and prepare grant application packets for City volunteer programs and services when required.
2. Continue to develop and implement a wide range of civic and community events to bring together various groups emphasizing community spirit and pride.
3. Continue to recruit volunteers for various programs throughout the City of Highland in order to achieve a sense of purpose, pride and accomplishment for volunteers as well as the continued improvements of the City of Highland using the most cost effective measures.
4. Continue to disseminate information to the media regarding City programs and event.

Community Volunteer Services

Acct #	General Fund-001 Community Volunteer Services-6020	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
SALARIES & WAGES:							
3010	SALARIES	18,192	15,711	21,800	21,800	21,800	21,800
3040	OVERTIME	193	-	-	-	-	-
	TOTAL SALARIES & WAGES	18,385	15,711	21,800	21,800	21,800	21,800
BENEFITS:							
3510	PERS-HEALTH INSURANCE	9,647	10,241	10,200	10,200	10,800	11,400
3530	MEDICARE & SOCIAL SECURITY	387	265	1,675	1,675	1,675	1,675
3560	PERS-RETIREMENT	4,001	3,562	4,590	4,590	4,690	4,800
3590	LIFE INSURANCE	-	-	-	-	-	-
	TOTAL BENEFITS	14,035	14,068	16,465	16,465	17,165	17,875
OPERATIONS & MATERIALS:							
4200	OFFICE SUPPLIES	1,240	437	1,200	1,000	1,000	1,000
4206	MATERIALS	2,371	1,393	2,000	1,500	1,500	1,500
4210	POSTAGE	223	292	500	500	600	600
4300	ADVERTISING	-	445	600	500	500	500
4310	DUES & SUBSCRIPTIONS	135	35	-	-	-	-
4320	TRAVEL & CONFERENCE	149	-	-	-	-	-
4330	TRAINING	105	55	350	350	350	350
4332	MILEAGE REIMBURSEMENT	52	-	300	200	200	200
4336	COMMUNITY EVENTS	949	10,665	12,000	12,500	14,430	14,430
	TOTAL OPERATIONS & MATERIALS	5,224	13,322	16,950	16,550	18,580	18,580
TOTAL COMMUNITY VOLUNTEER SERVICES		37,644	43,101	55,215	54,815	57,545	58,255

INTRODUCTION

This budget provides funding for the many segments of public trails within the City that interconnect with the trails funded by the Community Trails District and trails within San Bernardino County Flood Control District properties.

Trails

Acct #	General Fund-001 Trails-6100	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
OPERATIONS & MATERIALS:							
4198	CITY ADMINISTRATION	-	-	200	400	400	400
4206	MATERIALS	3,023	4,556	20,950	3,500	5,000	5,000
4330	TRAINING	-	-	-	-	-	-
	TOTAL OPERATIONS & MATERIALS	3,023	4,556	21,150	3,900	5,400	5,400
CONTRACTUAL SERVICES:							
4550	CONTRACT SERVICES-ENGINEERING	2,335	-	-	-	-	-
4585	CONTRACT SERVICES-MAINTENANCE	567	22,846	15,000	10,000	10,000	10,000
	TOTAL CONTRACTUAL SERVICES	2,902	22,846	15,000	10,000	10,000	10,000
CAPITAL PROJECTS:							
6816	TRAILS CONSTRUCTION	-	-	25,120	25,120	-	-
	TOTAL CAPITAL PROJECTS	-	-	25,120	25,120	-	-
TOTAL TRAILS		5,925	27,402	61,270	39,020	15,400	15,400

INTRODUCTION

The City's crossing guard program is administered through the Public Works Department. For the past eleven years the crossing guard services have been provided through contract with a private firm, All Cities Management Services. The City is served by two school districts: San Bernardino City Unified and Redlands Unified School District. The City has six existing public elementary school campuses within its boundaries, all are on year-round schedules; one new campus under construction; one middle school campus. In addition, there is one middle school, two elementary and two high school campuses immediately adjacent to the City's boundaries. All Cities Management Services currently provides a total of five crossing guards in both districts including supervision and training of all personnel. The City's Public Safety Subcommittee re-evaluates each crossing guard location on a regular basis to determine the need and justification for crossing guard service.

Traffic Safety

Acct #	Traffic Safety-002 Traffic Safety-8200	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
OPERATIONS & MATERIALS:							
4203	EQUIPMENT/FURNITURE	968	-	-	-	-	-
4206	MATERIALS	8,497	14,445	15,000	11,000	12,000	13,000
	TOTAL OPERATIONS & MATERIALS	9,465	14,445	15,000	11,000	12,000	13,000
CONTRACTUAL SERVICES:							
4530	CONTRACT SERVICES-CROSSING GUARD	29,271	30,075	40,000	35,000	35,000	37,000
4586	CONTRACT SERVICES-RED LIGHT CAMERAS	109,482	165,088	152,400	152,400	152,400	152,400
	TOTAL CONTRACTUAL SERVICES	138,752	195,163	192,400	187,400	187,400	189,400
CAPITAL PROJECTS:							
6550	TRAFFIC IMPROVEMENTS	19,868	-	-	8,710	135,000	135,000
	TOTAL CAPITAL PROJECTS	19,868	-	-	8,710	135,000	135,000
	TOTAL TRAFFIC SAFETY	188,085	209,608	207,400	207,110	334,400	337,400

Gas Tax

Acct #	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
	Gas Tax-004					
	Gas Tax-8310					
OPERATIONS & MATERIALS:						
4101	OPERATING TRANSFER OUT-GENERAL FUND	1,394,717	1,443,512	2,121,415	3,298,800	2,756,490
4180	OPERATING TRANSFER OUT-RDA CAPITAL PROJECTS	-	443,975	-	-	-
	TOTAL OPERATIONS & MATERIALS	1,394,717	1,887,488	2,121,415	3,298,800	2,756,490
	TOTAL GAS TAX	1,394,717	1,887,488	2,121,415	3,298,800	2,756,490



Article 3

Acct #	Article 3-005 Article 3-8320	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
OPERATIONS & MATERIALS:							
4180	OPERATING TRANSFER OUT-RDA CAPITAL PROJECTS	-	81,649	-	-	-	-
	TOTAL OPERATIONS & MATERIALS	-	81,649	-	-	-	-
CONTRACTUAL SERVICES:							
4550	CONTRACT SERVICES-ENGINEERING	-	-	-	-	-	-
	TOTAL CONTRACTUAL SERVICES	-	-	-	-	-	-
CAPITAL PROJECTS:							
6530	STREET/SIDEWALK CONSTRUCTION	147,777	274,177	-	-	-	-
6533	STREET WIDENING PROJECTS	-	-	-	-	-	-
	TOTAL CAPITAL PROJECTS	147,777	274,177	-	-	-	-
TOTAL ARTICLE 3		147,777	355,826	-	-	-	-



INTRODUCTION

Each year, the County of San Bernardino applies for and receives grant funds from the United States Department of Housing and Urban Development (HUD) as an Urban County to meet housing, economic and community development needs.

As a co-applicant with the County of San Bernardino in obtaining Federal Community Development Block Grant (CDBG) funds, funds are allocated to eligible projects that benefit residents of the City.

CDBG funds are used for projects that promote the development of decent housing and suitable living environments, construction of public infrastructure, and expanding economic opportunities, principally for persons of low and moderate income. In addition, these funds may be used to aid in the prevention or elimination of slums or blight and to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community where other financial resources are not available to meet such needs.

FULL TIME EQUIVALENTS

Economic Development Specialist	25%	
Senior Code Compliance Officer	75%	
Administrative Assistant II	40%	Total FTE 1.40

ACCOMPLISHMENTS

During Budget Cycle 2009-2011, a number of milestones were accomplished and are worth mentioning.

1. Street improvements on Fisher, Elm, Byron, Newberry, Jane and Miller Streets.
2. Construction of curb, gutter and sidewalk improvements along both sides of Lankershim Avenue, between Fifth Street and Cypress Street.
3. Code Enforcement continued to conduct inspections on properties that have existing code violations and work with residents to seek compliance. Code Enforcement conducts inspection of properties in the Southwest Highland CDBG target area for property maintenance and/or building code violations.
4. Southwest Highland Neighborhood Revitalization efforts included negotiation of a commercial façade improvement loan at 27196 Base Line, administration of the

'Neighborhood Pride' single family grant program, coordination of the bi-annual World Changers program, representation of the City at the annual International Council of Shopping Centers (ICSC) in San Diego and Las Vegas.

5. The City Council funded various public service organizations: San Bernardino County Library for the continuation of literacy education, the YMCA adult and youth recreation programs, Central Little League registration scholarships, the Highland Senior Center's visitation and phone pal program, transportation and life enrichment services for seniors and the Legal Aid Society of San Bernardino.

GOALS AND OBJECTIVES

As part of the CDBG budget, the following Goals and Objectives will be the focus of its effort:

Public Works road reconstruction and rehabilitation in high priority areas as identified by the City Council.

Continue to expand services provided under the Code Enforcement and Southwest Highland Neighborhood Revitalization.

Continue to fund public service programs that best service the needs of Highland residents such as the Highland Senior Center, Highland Branch of the San Bernardino County Library, Highland Family YMCA and Central Little League.

Administer all CDBG projects as assigned by the County and submit monthly monitoring and fiscal reports as necessary.

Housing & Community Development

Acct #	Community Development Block Grant-006 Housing & Community Development-8400	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
SALARIES & WAGES:							
3010	SALARIES	62,211	69,302	82,930	82,930	82,930	82,930
3050	COMPENSATORY TIME	1,957	1,105	-	-	-	-
3100	SICK LEAVE	2,657	2,173	-	-	-	-
3110	HOLIDAY	3,708	3,523	-	-	-	-
3120	VACATION	6,242	4,457	-	-	-	-
	TOTAL SALARIES & WAGES	76,775	80,560	82,930	82,930	82,930	82,930
BENEFITS:							
3510	PERS-HEALTH INSURANCE	12,896	14,028	14,280	14,280	15,120	15,960
3530	MEDICARE & SOCIAL SECURITY	1,126	1,178	1,205	1,205	1,205	1,205
3540	WORKER'S COMPENSATION	2,001	1,845	-	2,000	-	-
3560	PERS-RETIREMENT	16,936	18,194	17,455	17,455	17,840	18,245
3590	LIFE INSURANCE	252	265	275	275	275	275
	TOTAL BENEFITS	33,211	35,511	33,215	35,215	34,440	35,685
OPERATIONS & MATERIALS:							
4348	CDBG PROGRAMS	31,994	28,976	18,000	30,000	43,000	40,850
	TOTAL OPERATIONS & MATERIALS	31,994	28,976	18,000	30,000	43,000	40,850
CONTRACTUAL SERVICES:							
4550	CONTRACT SERVICES-ENGINEERING	-	-	-	-	91,000	46,000
	TOTAL CONTRACTUAL SERVICES	-	-	-	-	91,000	46,000
CAPITAL PROJECTS:							
6530	STREET/SIDEWALK CONSTRUCTION	270,290	596,978	275,000	260,000	551,000	306,000
6811	RIGHT-OF-WAY ACQUISITION	-	-	-	-	52,000	-
	TOTAL CAPITAL PROJECTS	270,290	596,978	275,000	260,000	603,000	306,000
	TOTAL HOUSING & COMMUNITY DEVELOPMENT	412,270	742,025	409,145	408,145	854,370	511,465



Development Impact Fees

Acct #	Development Impact Fees-007 Development Impact Fees-8330	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
OPERATIONS & MATERIALS:							
4450	RELEASE/USE OF DEPOSIT/FEE	94,856	19,283	-	-	-	-
	TOTAL OPERATIONS & MATERIALS	94,856	19,283	-	-	-	-
CONTRACTUAL SERVICES:							
4550	CONTRACT SERVICES-ENGINEERING	195,578	149,576	358,000	150,000	34,000	202,000
	TOTAL CONTRACTUAL SERVICES	195,578	149,576	358,000	150,000	34,000	202,000
CAPITAL OUTLAY:							
6030	BUILDING	-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	-	-	-	-	-	-
CAPITAL PROJECTS:							
6530	STREET/SIDEWALK CONSTRUCTION	118,552	6,163	-	-	-	-
6533	STREET WIDENING PROJECTS	33,375	40,165	-	-	-	-
6565	DIF-TRAFFIC FACILITIES	5,002	6,139	-	-	-	-
6600	STORM DRAIN PROJECTS	-	-	-	-	-	-
6811	RIGHT-OF-WAY ACQUISITION	6,093	24,810	-	15,000	40,000	-
6813	BRIDGE CONSTRUCTION	-	30,161	804,000	15,000	366,000	668,000
	TOTAL CAPITAL PROJECTS	163,022	107,438	804,000	30,000	406,000	668,000
	TOTAL DEVELOPMENT IMPACT FEES	453,455	276,297	1,162,000	180,000	440,000	870,000



Developer Fees

Acct #	Developer Fees-008 Developer Fees-8340	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
SALARIES & WAGES:							
3010	SALARIES	-	-	23,400	13,500	23,400	23,400
	TOTAL SALARIES & WAGES	-	-	23,400	13,500	23,400	23,400
BENEFITS:							
3530	MEDICARE & SOCIAL SECURITY	-	-	1,795	850	1,795	1,795
	TOTAL BENEFITS	-	-	1,795	850	1,795	1,795
OPERATIONS & MATERIALS:							
4203	EQUIPMENT/FURNITURE	-	3,300	-	-	-	-
4245	EQUIPMENT MAINTENANCE	-	-	-	-	1,000	1,000
4450	RELEASE/USE OF DEPOSIT/FEE	-	3,750	-	18,750	-	-
	TOTAL OPERATIONS & MATERIALS	-	7,050	-	18,750	1,000	1,000
CONTRACTUAL SERVICES:							
4550	CONTRACT SERVICES-ENGINEERING	-	-	-	-	-	-
	TOTAL CONTRACTUAL SERVICES	-	-	-	-	-	-
CAPITAL OUTLAY:							
6040	EQUIPMENT	-	18,586	-	-	-	-
	TOTAL CAPITAL OUTLAY	-	18,586	-	-	-	-
CAPITAL PROJECTS:							
6550	TRAFFIC IMPROVEMENTS	-	-	-	-	-	-
	TOTAL CAPITAL PROJECTS	-	-	-	-	-	-
TOTAL DEVELOPER FEES		-	25,636	25,195	33,100	26,195	26,195



Office of Traffic Safety

Acct #	Office of Traffic Safety-011 Office of Traffic Safety-8420	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
OPERATIONS & MATERIALS:							
4349	GRANT PROGRAMS	-	-	10,000	-	-	-
	TOTAL OPERATIONS & MATERIALS	-	-	10,000	-	-	-
CONTRACTUAL SERVICES:							
4560	CONTRACT SERVICES-SHERIFF	38,867	22,572	-	16,550	-	-
	TOTAL CONTRACTUAL SERVICES	38,867	22,572	-	16,550	-	-
	TOTAL OFFICE OF TRAFFIC SAFETY	38,867	22,572	10,000	16,550	-	-



INTRODUCTION

The City's Landscape Maintenance District was created to beautify parkways and/or medians adjacent to new developments. The District provides a source of funds for the installation, servicing, maintenance, repair and operation of landscape improvements.

The City currently has 53 zones within the district. Some of these zones are maintained by the adjoining commercial property owners thereby receiving zero assessments. The remainder zones are maintained by the City, utilizing a landscape contractor. As new development occurs within the City, additional zones are added. These new zones will be constructed by the developers and maintained by them until the plant material is established, then the zone is added to the City Maintenance system.

Landscape Maintenance District

Acct #	Landscape Maintenance District-012 Landscape Maintenance District-8500	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
OPERATIONS & MATERIALS:							
4010	ELECTRICITY	8,922	11,006	13,200	12,000	12,000	13,200
4030	WATER/SEWER	51,779	66,308	59,000	66,000	75,000	79,000
4040	EXTERMINATOR	-	-	500	500	500	500
4198	CITY ADMINISTRATION	17,799	18,397	24,000	12,000	14,000	14,700
4206	MATERIALS	9,980	13,026	8,900	13,000	14,000	15,000
4210	POSTAGE	-	1	-	-	-	-
4300	ADVERTISING	-	-	500	-	-	-
	TOTAL OPERATIONS & MATERIALS	88,480	108,738	106,100	103,500	115,500	122,400
CONTRACTUAL SERVICES:							
4550	CONTRACT SERVICES-ENGINEERING	2,000	2,338	2,000	2,000	2,000	2,200
4585	CONTRACT SERVICES-MAINTENANCE	82,113	70,661	71,500	85,000	93,000	95,500
	TOTAL CONTRACTUAL SERVICES	84,113	72,998	73,500	87,000	95,000	97,700
	TOTAL LANDSCAPE MAINTENANCE DISTRICT	172,593	181,736	179,600	190,500	210,500	220,100

INTRODUCTION

When the City of Highland incorporated in November 1987, street lights were sporadic and only installed at the intersections of newly constructed streets within new housing tracts, mid-block lighting was discouraged. In 1988 the City created a City-wide Street Light District, including all parcels within the City, to primarily fund the ongoing energy charges of the street light system. The City also adopted an aggressive policy to install new street lights throughout the City on all existing streets. Newly constructed streets have the lights installed by the developers and then these lights are incorporated into the district. It is anticipated that approximately 25 new lights will be installed in the coming year as a result of new development and new installations on existing streets.

The City is also devoting funds, on new construction projects, to convert existing aerially-fed street lights on wood poles to an underground fed system with marbelite poles. When the City constructs street improvement projects the ultimate street light system is also installed.

The street lights within the City are owned and maintained by Southern California Edison. All of the lights are unmetered and the City pays a flat monthly rate, depending on the lumens of the light, for energy and maintenance. The City currently has 139 - 250 watt lights; 358 - 200 watt lights; 108 - 150 watt lights; 1132 - 100 watt lights; and 1742 - 70 watt lights for a total of 3479 lights.

Street Light District

Acct #	Street Light District-013 Street Light District-8510	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
OPERATIONS & MATERIALS:							
4011	ELECTRICITY-STREET LIGHTING	485,481	512,371	534,000	530,000	549,000	563,000
4198	CITY ADMINISTRATION	226	-	3,000	500	2,000	2,000
4300	ADVERTISING	-	-	500	-	-	-
4310	DUES & SUBSCRIPTIONS	1,200	1,200	1,200	1,200	-	-
	TOTAL OPERATIONS & MATERIALS	486,907	513,571	538,700	531,700	551,000	565,000
CONTRACTUAL SERVICES:							
4550	CONTRACT SERVICES-ENGINEERING	8,518	8,355	6,500	6,500	26,300	6,600
	TOTAL CONTRACTUAL SERVICES	8,518	8,355	6,500	6,500	26,300	6,600
	TOTAL STREET LIGHT DISTRICT	495,424	521,926	545,200	538,200	577,300	571,600

INTRODUCTION

The Community Trails District provides a source of funding for the maintenance, repair, and operation of trail improvements.

The City has eight series of trails in its Community Trail District. The trails are dirt trails designed as multi-use trails for walking, horseback riding, and non-motorized cycles. The trail locations are as follows:

1. Silver Creek Subdivision at 9th/Eucalyptus
2. Browning Road from Browning to City Creek
3. Highland Trail from City Creek to east of Summertrail Place
4. Northfork Trail from Brookwood Lane to San Benito Street
5. Shelton Trail from Base Line to Highland Avenue
6. Shelton Trail from Greenspot Road to Water Street
7. Streater Street Trail from Base Line to east end of Sycamore Drive
8. Church Street from Base Line traveling south alongside Bledsoe Gulch

New trails sections will be added as developments are approved and improvements accepted for maintenance.

Community Trails District

Acct #	Community Trails District-015 Community Trails District-8530	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
OPERATIONS & MATERIALS:							
4198	CITY ADMINISTRATION	5,136	7,180	6,300	6,000	6,300	6,300
4206	MATERIALS	96	5,349	3,000	2,500	3,000	3,000
4300	ADVERTISING	-	-	200	-	-	-
	TOTAL OPERATIONS & MATERIALS	5,232	12,529	9,500	8,500	9,300	9,300
CONTRACTUAL SERVICES:							
4550	CONTRACT SERVICES-ENGINEERING	-	-	250	250	350	400
4585	CONTRACT SERVICES-MAINTENANCE	850	-	2,500	2,500	7,000	7,000
	TOTAL CONTRACTUAL SERVICES	850	-	2,750	2,750	7,350	7,400
	TOTAL COMMUNITY TRAILS DISTRICT	6,082	12,529	12,250	11,250	16,650	16,700

INTRODUCTION

The Park Maintenance District provides a source of funding for the maintenance, repair, and operation of four parks: Canyon Oaks, Cunningham, Oak Creek Park and Seely Park. Canyon Oaks Park is located west of Tiara Avenue north of the Canyon Oaks Subdivision. The park is approximately one acre in size and equipped with picnic tables, barbecue grills, a child's play structure, and a large turf area. This park is approximately 15 years old and shares a close proximity to the multi-use trails. Cunningham Park is located west of Cunningham Street south of Base Line. The park is approximately 2 acres in size and is equipped with benches, sidewalks, and a large turf area. Oak Creek Park is located at the north end of San Benito Street. It is a passive park consisting of large turf area approximately 3 acres in size, and shares close proximity to trails. Seely Park is located north of Base Line and west of Victoria Avenue. This park is approximately a half an acre in size and includes benches and a children's play structure.

The parks are being maintained under the joint efforts of the City maintenance crews and the City's landscape maintenance contractor.

Parks Maintenance District

Acct #	Parks Maintenance District-016 Parks Maintenance District-8540	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
OPERATIONS & MATERIALS:							
4010	ELECTRICITY	1,106	471	1,350	1,200	1,200	1,350
4030	WATER/SEWER	14,266	22,226	13,200	23,000	24,000	25,200
4040	EXTERMINATOR	180	1,680	1,620	1,600	1,700	1,700
4198	CITY ADMINISTRATION	16,105	13,941	16,500	14,000	15,000	16,000
4206	MATERIALS	3,888	6,510	3,000	3,000	4,500	4,500
4245	EQUIPMENT MAINTENANCE	240	819	250	250	250	250
4300	ADVERTISING	-	-	200	-	-	-
	TOTAL OPERATIONS & MATERIALS	35,785	45,647	36,120	43,050	46,650	49,000
CONTRACTUAL SERVICES:							
4550	CONTRACT SERVICES-ENGINEERING	1,000	855	1,000	1,000	320	350
4585	CONTRACT SERVICES-MAINTENANCE	32,711	37,210	23,825	38,000	41,500	43,200
4680	CONTRACT SERVICES-TREE TRIMMING	-	-	-	-	1,920	1,920
	TOTAL CONTRACTUAL SERVICES	33,711	38,065	24,825	39,000	43,740	45,470
	TOTAL PARKS MAINTENANCE DISTRICT	69,496	83,711	60,945	82,050	90,390	94,470

Measure I

Acct #	Measure I-017 Measure I-8350	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
CONTRACTUAL SERVICES:							
4550	CONTRACT SERVICES-ENGINEERING	-	-	865,000	25,000	1,183,000	2,035,000
	TOTAL CONTRACTUAL SERVICES	-	-	865,000	25,000	1,183,000	2,035,000
CAPITAL PROJECTS:							
6530	STREET/SIDEWALK CONSTRUCTION	-	-	440,000	-	3,654,000	1,414,000
6533	STREET WIDENING PROJECTS	-	-	-	-	-	-
6550	TRAFFIC IMPROVEMENTS	-	-	-	-	-	-
6811	RIGHT-OF-WAY ACQUISITION	-	-	-	-	-	-
6813	BRIDGE CONSTRUCTION	-	-	1,492,000	-	-	-
	TOTAL CAPITAL PROJECTS	-	-	1,932,000	-	3,654,000	1,414,000
	TOTAL MEASURE I			2,797,000	25,000	4,837,000	3,449,000



Federal Emergency Management Agency

Acct #	Federal Emergency Management Agency-018 Federal Emergency Management Agency-8600	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
OPERATIONS & MATERIALS:							
4198	CITY ADMINISTRATION	-	-	-	17,000	-	-
4206	MATERIALS	-	-	-	250,000	-	-
4248	EQUIPMENT RENTAL/LEASE	-	-	-	200,000	-	-
	TOTAL OPERATIONS & MATERIALS	-	-	-	467,000	-	-
CONTRACTUAL SERVICES:							
4576	CONTRACT SERVICES-EMERGENCY WORK	-	-	-	900,000	-	-
4577	CONTRACT SERVICES-EMERGENCY (NON CONTRACT)	-	-	-	200,000	-	-
	TOTAL CONTRACTUAL SERVICES	-	-	-	1,100,000	-	-
	TOTAL FEMA	-	-	-	1,567,000	-	-



Air Quality Management District

Acct #	Air Quality Management District-020 AQMD (AB 2766)-8440	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
OPERATIONS & MATERIALS:							
4349	GRANT PROGRAMS	-	-	-	-	12,000	-
	TOTAL OPERATIONS & MATERIALS	-	-	-	-	12,000	-
CONTRACTUAL SERVICES:							
4550	CONTRACT SERVICES-ENGINEERING	2,260	3,600	15,000	15,000	78,000	45,000
	TOTAL CONTRACTUAL SERVICES	2,260	3,600	15,000	15,000	78,000	45,000
CAPITAL OUTLAY:							
6040	EQUIPMENT	-	-	-	-	17,000	-
	TOTAL CAPITAL OUTLAY	-	-	-	-	17,000	-
CAPITAL PROJECTS:							
6550	TRAFFIC IMPROVEMENTS	-	-	-	-	-	204,000
6536	SIGNAL SYNCHRONIZATION	-	-	-	-	-	-
	TOTAL CAPITAL PROJECTS	-	-	-	-	-	204,000
	TOTAL AQMD (AB 2766)	2,260	3,600	15,000	15,000	107,000	249,000



Citizen's Option for Public Safety

Acct #	Citizen's Option for Public Safety-021 COPS (AB 3229)-8450	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
CONTRACTUAL SERVICES:							
4560	CONTRACT SERVICES-SHERIFF	142,259	122,377	100,000	100,000	100,000	100,000
	TOTAL CONTRACTUAL SERVICES	142,259	122,377	100,000	100,000	100,000	100,000
	TOTAL COPS (AB 3229)	142,259	122,377	100,000	100,000	100,000	100,000



INTRODUCTION

The City of Highland Street and Drainage Maintenance District was created on August 28, 1996 to ensure a flow of funds for the operation, maintenance and servicing of specified improvements within the boundaries of District pursuant to the requirements of the Benefit Act of 1982. There are currently 16 zones within the District and one additional zone is anticipated to be added to the District in the next calendar year.

The benefit assessment is levied upon each parcel within the boundaries of each zone. The assessment levied upon each parcel is based solely on the benefit received from the respective zone.

All facilities are routinely inspected and necessary maintenance performed.

Maintenance of streets, roads and highways includes pavement rehabilitation, re-striping, slurry sealing, and street sweeping;

Maintenance of drainage and flood control facilities includes floodways, channels, and storm drain systems including pipes and catch basins and appurtenant facilities.

Street/Storm Drain Maintenance District

Acct #	STREET/STORM DRAIN MAINTENANCE DISTRICT-024 STREET/STORM DRAIN MAINTENANCE DISTRICT-8470	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
OPERATIONS & MATERIALS:							
4198	CITY ADMINISTRATION	96	-	900	1,500	3,000	3,000
4206	MATERIALS	-	89	1,000	500	500	500
4300	ADVERTISING	-	-	250	-	-	-
	TOTAL OPERATIONS & MATERIALS	96	89	2,150	2,000	3,500	3,500
CONTRACTUAL SERVICES:							
4550	CONTRACT SERVICES-ENGINEERING	120	1,230	1,000	1,000	1,000	1,000
4585	CONTRACT SERVICES-MAINTENANCE	-	-	10,000	10,000	15,000	15,000
	TOTAL CONTRACTUAL SERVICES	120	1,230	11,000	11,000	16,000	16,000
	TOTAL STREET/STORM DRAIN MAINT. DISTRICT	216	1,319	13,150	13,000	19,500	19,500

Justice Assistance Grant

Acct #	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
	Justice Assistance Grant-026					
	Justice Assistance Grant-8480					
OPERATIONS & MATERIALS:						
4203	-	-	13,600	13,600	-	-
	TOTAL OPERATIONS & MATERIALS		13,600	13,600	-	-
CONTRACTUAL SERVICES:						
4560	15,070	68,359	70,683	89,222	-	-
	TOTAL CONTRACTUAL SERVICES		70,683	89,222	-	-
CAPITAL OUTLAY:						
6040	164	-	-	-	-	-
	TOTAL CAPITAL OUTLAY		164	-	-	-
TOTAL JUSTICE ASSISTANCE GRANT						
	15,233	68,359	84,283	102,822	-	-



Miscellaneous Grants

Acct #	Grants Fund-027 Miscellaneous Grants-8490	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
OPERATIONS & MATERIALS:							
4107	OPERATING TRANSFER OUT-DIF	-	61,146	-	-	-	-
	TOTAL OPERATIONS & MATERIALS	-	61,146	-	-	-	-
CONTRACTUAL SERVICES:							
4520	CONTRACT SERVICES-ATTORNEY	124,341	1,859	-	-	-	-
4550	CONTRACT SERVICES-ENGINEERING	279,623	1,391,828	3,248,000	950,000	669,000	1,094,000
	TOTAL CONTRACTUAL SERVICES	403,965	1,393,687	3,248,000	950,000	669,000	1,094,000
CAPITAL PROJECTS:							
6530	STREET/SIDEWALK CONSTRUCTION	345,965	-	-	-	3,218,000	1,679,000
6533	STREET WIDENING PROJECTS	125,866	414,106	-	-	-	-
6536	SIGNAL SYNCHRONIZATION	-	-	-	-	-	-
6550	TRAFFIC IMPROVEMENTS	-	-	-	1,296,000	-	105,000
6600	STORM DRAIN PROJECTS	-	-	-	-	4,874,000	-
6811	RIGHT-OF-WAY ACQUISITION	920,950	-	-	-	-	4,000
6813	BRIDGE CONSTRUCTION	-	-	15,220,000	-	-	-
	TOTAL CAPITAL PROJECTS	1,392,781	414,106	15,220,000	1,296,000	8,092,000	1,788,000
TOTAL MISCELLANEOUS GRANTS		1,796,746	1,868,939	18,468,000	2,246,000	8,761,000	2,882,000



INTRODUCTION

The City of Highland became responsible for Paramedic Service on July 1, 1999, when Highland detached from County Service Area (CSA) 38. The City of Highland entered into a contract with CAL FIRE to function as the City's Fire Department.

ACCOMPLISHMENTS

Fire Station No. 3 was completed and opened in June 2006, reducing response times and improving fire and paramedic services to the western portion of the City.

In December 2008, the paramedic program contracted for Medical Director Services to assist in meeting standards set by the Inland Counties Emergency Medical Agency (ICEMA). The Medical Director oversees quality assurance and quality improvement of the emergency medical services provided by the Fire and Paramedic Departments.

The paramedic program has concluded each year of operation under its approved budget however, this has only been possible because of significant transfers of funds from the Fire Department budget.

In 2010 three Paramedic Heart Monitors were purchased. This upgrade in Paramedic equipment improves the level of care that can be given to the citizens of Highland.

GOALS AND OBJECTIVES

1. Maintain and enhance the fiscal responsibility of the Paramedic Budget.
2. Continue to upgrade equipment and training standards to meet the industry standards and local EMS protocols.
3. Continue providing the best possible Paramedic Service to the citizens of Highland by keeping the Fire Department Employee's and Equipment at a constant state of readiness.

Paramedic Department

Acct #	PARAMEDIC DEPARTMENT-028 PARAMEDIC DEPARTMENT-2050	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
OPERATIONS & MATERIALS:							
4010	ELECTRICITY	9,017	8,957	9,950	9,950	9,950	9,950
4020	GAS	1,510	1,764	1,825	1,825	1,825	1,825
4030	WATER/SEWER	3,665	3,481	4,450	4,450	4,450	4,450
4040	EXTERMINATOR	590	587	725	725	725	725
4055	JANITORIAL	1,947	2,199	2,250	2,250	2,250	2,250
4060	TELEPHONE	1,771	1,436	2,550	2,550	2,550	2,550
4065	INTERNET/CABLE/SATELLITE	983	811	850	-	-	-
4070	BUILDING MAINTENANCE	5,089	8,472	5,550	7,000	5,550	5,550
4101	OPERATING TRANSFER OUT-GENERAL FUND	35,375	36,085	36,805	36,805	10,000	10,000
4198	CITY ADMINISTRATION	-	-	275	-	-	-
4200	OFFICE SUPPLIES	2,321	2,103	3,300	3,300	3,300	3,300
4207	PARAMEDIC SUPPLIES	9,326	8,077	9,430	9,430	9,430	9,430
4210	POSTAGE	0	-	110	110	110	110
4220	FUEL	15,268	14,385	14,500	14,500	17,500	17,500
4240	VEHICLE MAINTENANCE	18,784	22,605	18,775	18,775	20,000	20,000
4245	EQUIPMENT MAINTENANCE	12,777	9,338	10,500	10,500	10,500	10,500
4250	SPECIAL DEPARTMENT SUPPLIES	-	2,394	500	500	500	500
4330	TRAINING	-	-	-	-	-	-
4360	INSURANCE PREMIUMS	9,620	9,750	10,000	10,000	10,000	10,000
	TOTAL OPERATIONS & MATERIALS	128,043	132,445	132,345	132,670	108,640	108,640
CONTRACTUAL SERVICES:							
4567	CONTRACT SERVICES-PARAMEDIC DEPARTMENT	677,535	826,820	1,097,810	1,097,810	1,117,150	1,117,150
4574	CONTRACT SERVICES-MEDICAL DIRECTOR	3,030	2,000	10,000	9,500	10,000	10,000
	TOTAL CONTRACTUAL SERVICES	680,565	828,820	1,107,810	1,107,310	1,127,150	1,127,150
CAPITAL OUTLAY:							
6040	EQUIPMENT	-	-	70,155	70,155	-	-
	TOTAL CAPITAL OUTLAY	-	-	70,155	70,155	-	-
	TOTAL PARAMEDIC DEPARTMENT	808,608	961,265	1,310,310	1,310,135	1,235,790	1,235,790

INTRODUCTION

The City of Highland became responsible for Fire and EMS service on July 1, 1999, when Highland detached from County Service Area (CSA) 38. The City of Highland entered into a contract with CAL FIRE to function as the City's Fire Department.

As the City of Highland's Fire Department, CAL FIRE provides fire protection services including fire suppression, rescue and extrication; fire cause investigation; training and public education services.

FULL TIME EQUIVALENTS

Administrative Analyst 25%* Total FTE 0.125

*Part-time

ACCOMPLISHMENTS

Upon entering into the contract with CAL FIRE, the City began staffing Station 2 with full-time firefighter-paramedics, doubling the number of paramedic units available to respond to calls.

Through the cooperative agreement with CAL FIRE, the City receives use of a fire engine (owned by the State) at minimal cost. This additional engine adds one-third more to the Fire Departments emergency response capability - from two engines to three that are available within the City.

A cadre of Reserve Firefighters provides additional depth to the Fire Department's response capability staffing the heavy rescue squad and up to two additional engines.

On December 22, 2010 the City of Highland was impacted by a major rain storm that ultimately caused extensive property and infrastructure damage to the East Highland area. The cooperative efforts of City Staff, the Sheriff's Department and CAL FIRE were instrumental in protecting the citizens of Highland and reducing property damage.

City Staff and CAL FIRE are currently working with the architect on the design concepts for the replacement of Fire Station No. 1. We are in the information gathering phase for the purchase of a new fire engine that will replace the City's twenty-seven year old reserve fire engine.

GOALS AND OBJECTIVES

1. Maintain and enhance the fiscal responsibility of the Fire Department Budget.
2. Continue to upgrade equipment and training standards to meet the industry standards.
3. Continue providing the best possible Full Service Fire Protection to the citizens of Highland by keeping the Fire Department Employee's and Equipment at a constant state of readiness.

Fire Department

Acct #	FIRE DEPARTMENT-029 FIRE DEPARTMENT-2100	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
SALARIES & WAGES:							
3010	SALARIES	1,856	4,917	16,000	8,000	8,000	8,000
	TOTAL SALARIES & WAGES	1,856	4,917	16,000	8,000	8,000	8,000
BENEFITS:							
3530	MEDICARE & SOCIAL SECURITY	142	376	1,230	615	615	615
	TOTAL BENEFITS	142	376	1,230	615	615	615
OPERATIONS & MATERIALS:							
4010	ELECTRICITY	9,017	8,957	9,950	9,950	9,950	9,950
4020	GAS	1,510	1,764	1,825	1,825	1,825	1,825
4030	WATER/SEWER	3,738	3,913	4,450	4,450	4,450	4,450
4040	EXTERMINATOR	547	587	725	725	725	725
4055	JANITORIAL	1,947	2,199	2,250	2,250	2,250	2,250
4060	TELEPHONE	1,771	1,436	2,550	2,550	2,550	2,550
4065	INTERNET/CABLE/SATELLITE	983	811	850	-	-	-
4070	BUILDING MAINTENANCE	12,876	15,596	4,550	7,000	4,550	4,550
4101	OPERATING TRANSFER OUT-GENERAL FUND	45,780	46,700	47,630	47,630	10,000	10,000
4128	OPERATING TRANSFER OUT-PARAMEDIC DEPT.	443,218	602,209	979,310	955,135	884,790	884,790
4198	CITY ADMINISTRATION	1,092	8,556	275	2,200	2,000	2,000
4200	OFFICE SUPPLIES	2,729	1,918	3,300	3,300	3,300	3,300
4203	EQUIPMENT/FURNITURE	636	4,294	2,250	2,250	2,250	2,250
4204	PERSONAL PROTECTIVE EQUIPMENT	-	22,024	25,000	25,000	15,000	15,000
4210	POSTAGE	15	7	110	110	110	110
4220	FUEL	15,268	14,385	14,500	14,500	17,500	17,500
4235	PHYSICALS/TESTING	-	-	-	-	10,000	10,000
4236	LIVESCAN SERVICE FEE	-	-	-	-	960	960
4240	VEHICLE MAINTENANCE	32,388	23,417	18,775	18,775	20,000	20,000
4245	EQUIPMENT MAINTENANCE	11,888	8,009	10,500	10,500	10,500	10,500
4250	SPECIAL DEPARTMENT SUPPLIES	-	194	500	500	250	250
4330	TRAINING	350	20	350	350	350	350
4351	EMERGENCY INCIDENTS	2,512	-	500	500	500	500
4360	INSURANCE PREMIUMS	9,620	9,750	10,000	10,000	25,000	25,000
	TOTAL OPERATIONS & MATERIALS	597,887	776,747	1,140,150	1,119,500	1,028,810	1,028,810
CONTRACTUAL SERVICES:							
4509	CONTRACT SERVICES-ARCHITECT	-	-	-	-	-	-
4540	CONTRACT SERVICES-BUILDING INSPECTIONS	110,900	89,300	115,000	115,000	77,400	77,400
4545	CONTRACT SERVICES-WEED ABATEMENT	-	-	34,210	34,210	34,210	34,210
4550	CONTRACT SERVICES-ENGINEERING	-	-	-	-	-	-
4569	CONTRACT SERVICES-FIRE DEPARTMENT	1,335,771	1,598,567	1,808,480	1,808,480	1,703,930	1,703,930
4572	CONTRACT SERVICES-PAID CALL FIREFIGHTERS	591	200	10,000	10,000	10,000	10,000
4573	CONTRACT SERVICES-FIRE EXPLORERS	-	-	5,000	5,000	2,500	2,500
4576	CONTRACT SERVICES-EMERGENCY WORK	-	-	500	500	500	500
	TOTAL CONTRACTUAL SERVICES	1,447,262	1,688,067	1,973,190	1,973,190	1,828,540	1,828,540
CAPITAL OUTLAY:							
6030	BUILDING	-	-	-	-	-	-
6040	EQUIPMENT	12,677	-	-	-	-	36,800
6060	VEHICLES	-	-	500,000	-	600,000	-
	TOTAL CAPITAL OUTLAY	12,677	-	500,000	-	600,000	36,800
	TOTAL FIRE DEPARTMENT	2,059,824	2,470,107	3,630,570	3,101,305	3,465,965	2,902,765

Major Grants

Acct #	Major Grants Fund-030 Major Grants-8495	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
CONTRACTUAL SERVICES:							
4550	CONTRACT SERVICES-ENGINEERING	-	-	-	-	269,000	-
	TOTAL CONTRACTUAL SERVICES	-	-	-	-	269,000	-
CAPITAL PROJECTS:							
6530	STREET/SIDEWALK CONSTRUCTION	-	-	-	-	11,633,000	490,000
6550	TRAFFIC IMPROVEMENTS	-	-	-	-	-	-
6600	STORM DRAIN PROJECTS	-	-	-	-	-	-
6811	RIGHT-OF-WAY ACQUISITION	-	-	-	-	-	-
6813	BRIDGE CONSTRUCTION	-	-	-	-	15,841,000	15,725,000
	TOTAL CAPITAL PROJECTS	-	-	-	-	27,474,000	16,215,000
TOTAL MAJOR GRANTS						27,743,000	16,215,000



Facilities Construction

Acct #	Capital Improvements-010 Facilities Construction-3630	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
OPERATIONS & MATERIALS:							
4123	OPERATING TRANSFER OUT-GEN CAPITAL FINANCING	-	-	-	-	-	-
	TOTAL OPERATIONS & MATERIALS	-	-	-	-	-	-
CAPITAL OUTLAY:							
6030	BUILDING	-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	-	-	-	-	-	-
	TOTAL FACILITIES CONSTRUCTION	-	-	-	-	-	-

Parks Construction

Acct #	Capital Improvements-010 Parks Construction-3840	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
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CAPITAL PROJECTS:							
6815	PARK CONSTRUCTION	-	-	-	-	-	-
	TOTAL CAPITAL PROJECTS	-	-	-	-	-	-
	TOTAL PARKS CONSTRUCTION	-	-	-	-	-	-

HUD Special Purpose/Projects

Acct #	Capital Improvements-010 HUD Special Purpose/Projects-3850	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
	OPERATIONS & MATERIALS:						
4290	TITLE SEARCH	-	-	-	-	-	-
	TOTAL OPERATIONS & MATERIALS	-	-	-	-	-	-
	CONTRACTUAL SERVICES:						
4520	CONTRACT SERVICES-ATTORNEY	-	-	-	-	-	-
4550	CONTRACT SERVICES-ENGINEERING	-	-	-	-	-	-
4554	CONTRACT SERVICES-CONSULTANT	-	-	-	-	-	-
4556	CONTRACT SERVICES-DEMOLITION	-	-	-	-	-	-
4558	CONTRACT SERVICES-APPRAISAL	-	-	-	-	-	-
	TOTAL CONTRACTUAL SERVICES	-	-	-	-	-	-
	CAPITAL OUTLAY:						
6010	LAND	-	-	-	-	-	-
6030	BUILDING	-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	-	-	-	-	-	-
	CAPITAL PROJECTS:						
6550	TRAFFIC IMPROVEMENTS	-	-	-	-	-	-
	TOTAL CAPITAL PROJECTS	-	-	-	-	-	-
	TOTAL HUD SPECIAL PURPOSE/PROJECTS	-	-	-	-	-	-



Community Facilities Districts

Acct #	Community Facilities Districts-014 Community Facilities Districts-8520	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
OPERATIONS & MATERIALS:							
4198	CITY ADMINISTRATION	2,310	3,122	12,000	5,000	5,000	5,000
4200	OFFICE SUPPLIES	-	-	500	500	500	500
4210	POSTAGE	10	9	100	100	100	100
4300	ADVERTISING	-	-	-	-	-	-
	TOTAL OPERATIONS & MATERIALS	2,320	3,130	12,600	5,600	5,600	5,600
CONTRACTUAL SERVICES:							
4554	CONTRACT SERVICES-CONSULTANT	-	-	-	-	-	-
	TOTAL CONTRACTUAL SERVICES	-	-	-	-	-	-
CAPITAL PROJECTS:							
6803	FACILITIES CONSTRUCTION	-	-	-	-	-	-
	TOTAL CAPITAL PROJECTS	-	-	-	-	-	-
	TOTAL COMMUNITY FACILITIES DISTRICTS	2,320	3,130	12,600	5,600	5,600	5,600



Capital Construction

Acct #	General Capital Financing-023 Capital Construction-3890	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
OPERATIONS & MATERIALS:							
4101	OPERATING TRANSFER OUT-GENERAL FUND	-	-	-	-	-	-
4104	OPERATING TRANSFER OUT-GAS TAX	-	-	217,535	217,535	-	-
4180	OPERATING TRANSFER OUT-RDA CAPITAL PROJECTS	-	217,535	-	-	-	-
4203	EQUIPMENT/FURNITURE	-	37,125	-	-	1,400	-
4248	EQUIPMENT RENTAL/LEASE	-	-	-	-	-	-
	TOTAL OPERATIONS & MATERIALS	-	254,660	217,535	217,535	1,400	-
CONTRACTUAL SERVICES:							
4509	CONTRACT SERVICES-ARCHITECT	10,999	-	-	-	-	-
4533	CONTRACT SERVICES-SOFTWARE SUBSCRIPTIONS	16,578	-	17,500	-	-	-
4534	CONTRACT SERVICES-GIS	-	-	50,000	20,000	60,000	60,000
4550	CONTRACT SERVICES-ENGINEERING	-	-	-	-	46,000	34,000
4554	CONTRACT SERVICES-CONSULTANT	30,908	36,695	30,000	37,500	39,000	39,000
4582	CONTRACT SERVICES-STUDIES	-	-	-	-	45,000	45,000
	TOTAL CONTRACTUAL SERVICES	58,486	36,695	97,500	57,500	190,000	178,000
CAPITAL OUTLAY:							
6010	LAND	-	-	-	-	-	-
6030	BUILDING	198,132	-	-	7,735	750,000	-
6040	EQUIPMENT	591,135	236,989	-	3,550	8,000	-
6050	FURNITURE & FIXTURES	71,840	-	-	-	-	-
6060	VEHICLES	23,594	-	-	-	19,000	-
6070	SOFTWARE	1,000	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	885,701	236,989	-	11,285	777,000	-
CAPITAL PROJECTS:							
6530	STREET/SIDEWALK CONSTRUCTION	-	-	-	-	210,000	210,000
6600	STORM DRAIN PROJECTS	-	-	-	-	250,000	200,000
	TOTAL CAPITAL PROJECTS	-	-	-	-	460,000	410,000
	TOTAL CAPITAL CONSTRUCTION	944,186	528,344	315,035	286,320	1,428,400	588,000



INTRODUCTION

The general liability program includes all costs related to the administration of the City's risk management program. These costs include the management of premiums and claims. The City is a member of the Public Agency Risk Sharing Authority of California (PARSAC) which helps to reduce the cost of insurance premiums.

FULL TIME EQUIVALENTS

City Manager	15%	
Director of Administrative Services	15%	
Senior Accountant	5%	
City Clerk	5%	Total FTE 0.40

ACCOMPLISHMENTS

1. Maintained adequate reserve funding.
2. Worked with claims adjuster to thoroughly review and monitor claims.
3. Successfully completed safety audit of City operations.

GOALS AND OBJECTIVES

Ongoing objectives consist of:

1. Assure appropriate and prompt corrective action is taken to reduce liability exposure.
2. Continue a hazard elimination program City-wide.
3. Respond efficiently and swiftly to claims.

PERFORMANCE MEASURES

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>	<u>2012-2013</u>
Claims Processed:					
General Liability	14	13	15	12	12
Worker's Compensation	4	1	4	2	2
Claims Closed:					
General Liability	13	12	12	0	0
Worker's Compensation	4	1	2	0	0

General Liability

Acct #	Insurance Fund-041 General Liability-9500	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
SALARIES & WAGES:							
3010	SALARIES	46,996	46,694	52,775	52,775	52,775	52,775
3050	COMPENSATORY TIME	101	82	-	-	-	-
3100	SICK LEAVE	-	-	-	-	-	-
3110	HOLIDAY	2,546	2,857	-	-	-	-
3120	VACATION	2,036	2,080	-	-	-	-
3125	MANAGEMENT LEAVE	854	705	-	-	-	-
	TOTAL SALARIES & WAGES	52,532	52,417	52,775	52,775	52,775	52,775
BENEFITS:							
3510	PERS-HEALTH INSURANCE	3,875	3,934	4,080	4,080	4,320	4,560
3515	PERS-HEALTH INSURANCE-RETIRED	11,600	11,600	12,000	12,000	12,000	12,000
3530	MEDICARE & SOCIAL SECURITY	869	870	765	765	765	765
3560	PERS-RETIREMENT	11,644	11,943	11,110	11,110	11,355	11,615
3580	DEFERRED COMPENSATION	807	831	825	825	825	825
3590	LIFE INSURANCE	167	165	175	175	175	175
3600	AUTO ALLOWANCE	1,808	1,762	1,710	1,710	1,710	1,710
	TOTAL BENEFITS	30,770	31,106	30,665	30,665	31,150	31,650
OPERATIONS & MATERIALS:							
4200	OFFICE SUPPLIES	103	533	1,000	1,000	500	500
4203	EQUIPMENT/FURNITURE	-	-	-	-	500	500
4210	POSTAGE	17	6	75	75	50	50
4240	VEHICLE MAINTENANCE	9,739	-	-	-	-	-
4310	DUES & SUBSCRIPTIONS	-	-	250	250	-	-
4320	TRAVEL & CONFERENCE	8	-	-	-	-	-
4330	TRAINING	-	-	700	700	700	700
4355	CLAIMS PAYABLE INCREASE	-	-	10,000	10,000	10,000	10,000
4360	INSURANCE PREMIUMS	245,371	292,630	322,500	322,500	323,000	328,000
4370	INSURANCE CLAIMS	13,548	7,500	50,000	50,000	25,000	25,000
4380	INSURANCE ADJUSTING FEES	14,704	7,996	25,000	25,000	20,000	20,000
4390	INSURANCE LEGAL	6,530	16,643	100,000	100,000	80,000	80,000
	TOTAL OPERATIONS & MATERIALS	290,020	325,308	509,525	509,525	459,750	464,750
	TOTAL GENERAL LIABILITY	373,322	408,831	592,965	592,965	543,675	549,175

INTRODUCTION

The Building Services program includes all costs related to city hall such as utilities, building maintenance, copy machine lease, copy paper, office supplies, network, etc. The following departments are charged backed these costs: City Clerk, General Government, Personnel, Finance, Public Works, Engineering, Planning, Public Services, Building & Safety, Code Enforcement, RDA Capital Projects & RDA Low & Moderate Income Housing.

FULL TIME EQUIVALENTS

Maintenance Worker I	25%	
Maintenance Worker I	50%*	Total 0.50 FTE
*Part-time		

Building Services

Acct #	General Services-042 Building Services-9510	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
SALARIES & WAGES:							
3010	SALARIES	11,615	8,084	19,475	19,475	19,475	19,475
3040	OVERTIME	246	150	-	-	-	-
3050	COMPENSATORY TIME	216	25	-	-	-	-
3100	SICK LEAVE	248	52	-	-	-	-
3110	HOLIDAY	447	201	-	-	-	-
3120	VACATION	500	-	-	-	-	-
	TOTAL SALARIES & WAGES	13,272	8,510	19,475	19,475	19,475	19,475
BENEFITS:							
3510	PERS-HEALTH INSURANCE	7,488	4,642	7,650	7,650	8,100	8,550
3530	MEDICARE & SOCIAL SECURITY	1,037	1,005	890	890	890	890
3560	PERS-RETIREMENT	1,661	1,437	2,050	2,050	2,095	2,140
3590	LIFE INSURANCE	26	(5)	35	35	35	35
	TOTAL BENEFITS	10,212	7,080	10,625	10,625	11,120	11,615
OPERATIONS & MATERIALS:							
4010	ELECTRICITY	41,303	40,633	50,000	50,000	48,000	50,000
4020	GAS	865	1,401	1,600	1,600	1,600	1,600
4030	WATER/SEWER	3,090	3,760	5,000	5,000	4,500	4,500
4040	EXTERMINATOR	1,653	1,464	1,900	1,900	1,900	1,900
4045	LANDSCAPING	6,044	9,313	6,000	9,000	2,900	3,100
4050	TRASH	-	-	500	-	-	-
4055	JANITORIAL	14,693	13,299	16,500	15,000	5,000	5,000
4060	TELEPHONE	30,901	24,537	28,000	28,000	28,080	28,080
4065	INTERNET/CABLE/SATELLITE	307	314	310	310	325	325
4070	BUILDING MAINTENANCE	15,189	5,375	25,000	22,500	20,000	20,000
4075	PUBLIC FACILITIES IMPROVEMENT	1,211	-	7,500	7,500	5,000	5,000
4198	CITY ADMINISTRATION	6,185	6,634	5,000	5,000	7,500	7,500
4200	OFFICE SUPPLIES	24,137	23,383	20,000	21,500	25,000	25,000
4203	EQUIPMENT/FURNITURE	543	565	600	600	500	500
4205	PHOTOCOPIER	21,006	19,812	21,000	21,000	18,000	18,000
4208	NETWORK	20,895	8,132	15,300	15,300	15,300	15,300
4220	FUEL	228	217	700	700	500	500
4240	VEHICLE MAINTENANCE	229	189	750	750	500	500
4245	EQUIPMENT MAINTENANCE	6,794	5,856	9,000	9,000	6,050	6,050
4248	EQUIPMENT RENTAL/LEASE	3,635	4,068	5,600	5,600	5,400	5,400
4251	ADA COMPLIANCE	-	-	2,000	2,000	2,000	2,000
4260	DISASTER SUPPLIES	-	360	1,600	1,600	1,600	1,600
	TOTAL OPERATIONS & MATERIALS	198,909	169,312	223,860	223,860	199,655	201,855
CONTRACTUAL SERVICES:							
4504	CONTRACT SERVICES-JANITORIAL SERVICES	-	-	-	-	11,400	12,000
4533	CONTRACT SERVICES-SOFTWARE SUBSCRIPTIONS	-	-	2,750	2,750	1,400	1,400
4585	CONTRACT SERVICES-MAINTENANCE	-	-	-	-	5,100	5,400
4627	CONTRACT SERVICES-NETWORK	6,832	4,687	8,000	8,000	8,000	8,000
4680	CONTRACT SERVICES-TREE TRIMMING	-	-	-	-	1,500	1,500
	TOTAL CONTRACTUAL SERVICES	6,832	4,687	10,750	10,750	27,400	28,300
CAPITAL OUTLAY:							
6030	BUILDING	275	-	-	-	-	-
6040	EQUIPMENT	-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	275	-	-	-	-	-
	TOTAL BUILDING SERVICES	229,500	189,589	264,710	264,710	257,650	261,245

INTRODUCTION

The Redevelopment Agency has the primary responsibility of developing and implementing the City's economic development and housing programs. The functions associated with economic development include the promotion and recruitment of new businesses as well as assisting existing businesses located in the City. Programs such as financial assistance, business retention/attraction, and acquisition services are some of the Programs the Agency is currently undertaking or developing. With regards to affordable housing, it is the objective of the Agency to provide housing for all economic segments of society. The Agency will, in the long run, reduce blight and help restore and revitalize areas of the City by encouraging new investment and improving the quality of life.

FULL TIME EQUIVALENTS

City Manager	20%	
Director of Administrative Services	5%	
Senior Accountant	5%	
Accounting Technician I	30%	
City Clerk	10%	
Administrative Assistant I	5%	
City Engineer/Public Works Director	25%	
Assistant Public Works Director	25%	
Assistant Public Works Director	25%*	
Community Development Director	25%	
City Planner	10%	
Senior Planner	10%	
Assistant Planner	15%	
Economic Development Specialist	37.5%	
Housing Technician	10%	
Housing Technician	10%	
Building Official	5%	
Permit Technician	5%	
Code Compliance Officer	20%	Total FTE 2.85

*Part-time

ACCOMPLISHMENTS

During Fiscal Years 2009 and 2010, the following accomplishments were recorded:

1. Designed and began construction of infrastructure improvements within the Golden Triangle.

2. Designed street and sidewalk improvements and median landscaping along Base Line within the Town Center.
3. Entered into a Loan Agreement with the owner of a commercial strip center at 27196 Base Line, 'Highland Plaza.' The Agency will provide funding for improvements to the façade, roof and parking lot of the building. The Loan Agreement, land use and development plans were approved. Construction commenced in April, 2011.
4. Sold surplus Agency property at the southwest corner of Base Line and Central Avenue to the developer of a Dairy Queen Grill & Chill quick service restaurant. The developer commenced construction in April, 2011.
5. Negotiated with the owners of Raintree Apartments at 26660 9th Street to secure affordable housing covenants on existing multi-family units.
6. Assisted approximately 20 homeowners in the East Highland's Village with home repairs following the December, 2010 storm.
7. Hosted an economic development booth at the International Council of Shopping Centers (ICSC) trade show in May 2009 and 2010 and attend a regional ICSC trade show in September 2009 and 2010. As a result of the trade show, contacts were made with retailers and developers in an attempt to stimulate economic growth in the community.
8. Continued expansion of the ANeighborhood Pride@ Single Family Rehabilitation Grant Program in the established target area. Successfully completed rehabilitation of 90 homes.
9. Continued marketing of the City's Down Payment Assistance Program and modified the criteria to keep it relevant to the current market.
10. Rehabilitated 15 single family residences through the 2009 World Changers program.

GOALS AND OBJECTIVES

As part of the Redevelopment Agency budget, the following Goals and Objectives will be the focus of its effort:

Complete construction of infrastructure improvements within the Golden Triangle.

Construct street and sidewalk improvements and median landscaping along Base Line within the Town Center.

Ensure construction of facade improvements at Highland Plaza are completed.

Secure long-term covenants on existing multi-family affordable housing units.

Continue to expand the Neighborhood Pride single family grant rehabilitation program.

Continue to promote the Commercial Façade Loan Program to improve the existing exterior condition of businesses primarily along Base Line and within the Historic District.

Continue to participate in the World Changers Program.

Work with the Inland Valley Development Agency (IVDA) and the San Bernardino International Airport Authority (SBIAA) to encourage controlled growth of the Airport and surrounding areas.

Implement public works improvements along prominent street segments to upgrade important corridors.

Redevelopment Agency Capital Projects

Acct #	RDA Capital Projects-080 RDA Capital Projects-8000	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
SALARIES & WAGES:							
3010	SALARIES	110,691	209,778	244,050	244,050	258,170	258,170
3040	OVERTIME	-	21	-	-	-	-
3050	COMPENSATORY TIME	2,013	1,530	-	-	-	-
3100	SICK LEAVE	863	1,296	-	-	-	-
3110	HOLIDAY	6,226	11,062	-	-	-	-
3120	VACATION	4,161	11,273	-	-	-	-
3125	MANAGEMENT LEAVE	1,694	2,997	-	-	-	-
	TOTAL SALARIES & WAGES	125,648	237,956	244,050	244,050	258,170	258,170
BENEFITS:							
3510	PERS-HEALTH INSURANCE	14,052	26,495	27,795	27,795	32,130	33,915
3530	MEDICARE & SOCIAL SECURITY	2,037	3,845	3,540	3,540	3,745	3,745
3560	PERS-RETIREMENT	27,500	53,382	51,365	51,365	52,500	53,690
3580	DEFERRED COMPENSATION	1,076	1,107	1,100	1,100	1,100	1,100
3590	LIFE INSURANCE	382	750	805	805	805	805
3600	AUTO ALLOWANCE	2,772	3,544	3,330	3,330	3,330	3,330
3650	VACATION BUYBACK	1,720	3,593	-	-	-	-
3655	SICK LEAVE INCENTIVE	1,600	3,583	-	-	-	-
3660	ADMINISTRATIVE LEAVE BUYBACK	1,161	2,306	-	-	-	-
3665	COMPENSATORY TIME BUYBACK	-	-	-	-	-	-
	TOTAL BENEFITS	52,300	98,605	87,935	87,935	93,610	96,585
OPERATIONS & MATERIALS:							
4080	BUILDING SERVICES DEPARTMENT CHARGE	7,599	17,965	26,470	26,470	25,765	26,125
4199	INSURANCE DEPARTMENT CHARGE	6,596	10,229	18,305	18,305	16,775	16,940
4200	OFFICE SUPPLIES	1,352	875	2,500	1,000	1,000	1,000
4201	GRANT ASSISTANCE	-	-	-	-	-	-
4203	EQUIPMENT/FURNITURE	-	-	250	250	-	-
4210	POSTAGE	418	524	750	500	500	500
4220	FUEL	47	61	-	-	-	-
4240	VEHICLE MAINTENANCE	-	-	-	-	-	-
4248	EQUIPMENT RENTAL/LEASE	19,338	27,115	19,200	19,200	21,000	21,000
4300	ADVERTISING	2,007	50	5,000	2,000	2,000	2,000
4310	DUES & SUBSCRIPTIONS	1,344	6,429	4,000	6,250	6,500	6,500
4320	TRAVEL & CONFERENCE	6,169	14,383	20,000	20,000	20,000	20,000
4330	TRAINING	200	55	500	500	-	-
4332	MILEAGE REIMBURSEMENT	83	-	500	500	500	500
4349	GRANT PROGRAMS	-	2,535	250,000	50,000	300,000	300,000
4450	RELEASE/USE OF DEPOSIT/FEE	165,000	-	-	-	-	-
	TOTAL OPERATIONS & MATERIALS	210,154	80,221	347,475	144,975	394,040	394,565
CONTRACTUAL SERVICES:							
4507	CONTRACT SERVICES-CHAMBER OF COMMERCE	17,325	13,365	13,365	13,365	13,365	13,365
4509	CONTRACT SERVICES-ARCHITECT	550,061	215,066	597,650	337,500	185,150	46,950
4510	CONTRACT SERVICES-AUDITOR	10,814	5,250	10,000	10,000	10,000	10,000
4520	CONTRACT SERVICES-ATTORNEY	21,553	3,910	20,000	25,000	20,000	20,000
4534	CONTRACT SERVICES-GIS	-	38,568	50,000	10,000	50,000	50,000
4538	CONTRACT SERVICES-CODE ENFORCEMENT	-	-	-	-	-	-
4547	CONTRACT SERVICES-ARCHITECTURAL LANDSCAPE	1,738	-	-	-	-	-
4550	CONTRACT SERVICES-ENGINEERING	1,255,631	599,537	1,243,245	1,350,000	3,745,975	1,466,825
4554	CONTRACT SERVICES-CONSULTANT	128,802	28,726	100,000	50,000	100,000	100,000
4558	CONTRACT SERVICES-APPRAISAL	2,250	6,250	10,000	10,000	10,000	10,000
4610	CONTRACT SERVICES-ECONOMIC DEVELOPMENT	10,097	15,646	25,000	25,000	25,000	25,000
4615	CONTRACT SERVICES-NORTON PARK	-	-	-	-	-	-

Redevelopment Agency Capital Projects

Acct #	RDA Capital Projects-080 RDA Capital Projects-8000	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
4650	CONTRACT SERVICES-ENVIRONMENTAL	-	32,000	-	-	10,000	10,000
4700	CONTRACT SERVICES-BOND ISSUES	-	-	-	-	-	-
	TOTAL CONTRACTUAL SERVICES	1,998,271	958,319	2,069,260	1,830,865	4,169,490	1,752,140
	CAPITAL OUTLAY:						
6010	LAND	104,400	909,581	-	230,755	-	-
6030	BUILDING	6,626	1,786,777	4,000,000	8,800,000	1,250,000	-
6040	EQUIPMENT	-	-	-	-	-	-
6050	FURNITURE & FIXTURES	-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	111,026	2,696,358	4,000,000	9,030,755	1,250,000	-
	CAPITAL PROJECTS:						
6530	STREET/SIDEWALK CONSTRUCTION	1,100,032	(23,475)	126,000	50,000	6,003,000	628,000
6534	RIGHT-OF-WAY IMPROVEMENTS	-	-	-	-	-	-
6540	UNDERGROUND UTILITIES	35,030	-	-	4,407,000	-	-
6550	TRAFFIC IMPROVEMENTS	179,239	187,519	4,280,000	750,000	160,000	-
6600	STORM DRAIN IMPROVEMENTS	-	757,756	2,523,000	-	1,250,000	-
6811	RIGHT-OF-WAY ACQUISITION	3,600	-	2,186,010	-	57,000	-
6813	BRIDGE CONSTRUCTION	-	-	-	-	1,312,000	2,488,000
	TOTAL CAPITAL PROJECTS	1,317,901	921,800	9,115,010	5,207,000	8,782,000	3,116,000
	TOTAL RDA CAPITAL PROJECTS	3,815,300	4,993,260	15,863,730	16,545,580	14,947,310	5,617,460

Redevelopment Agency Capital Projects

Acct #	RDA Capital Projects-086 RDA Capital Projects-8060	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
CONTRACTUAL SERVICES:							
4550	CONTRACT SERVICES-ENGINEERING	33,223	67,817	297,000	50,000	408,000	280,000
	TOTAL CONTRACTUAL SERVICES	33,223	67,817	297,000	50,000	408,000	280,000
CAPITAL PROJECTS:							
6530	STREET/SIDEWALK CONSTRUCTION	-	2,060	-	-	632,000	190,000
6811	RIGHT-OF-WAY ACQUISITION	-	-	-	10,000	10,000	-
	TOTAL CAPITAL PROJECTS	-	2,060	-	10,000	642,000	190,000
	TOTAL RDA CAPITAL PROJECTS	33,223	69,878	297,000	60,000	1,050,000	470,000

INTRODUCTION

State Redevelopment Law requires redevelopment agencies to set aside 20% of their gross tax increment for the purpose of developing or rehabilitating low and moderate income housing in the community.

FULL TIME EQUIVALENTS

City Manager	5%	
Director of Administrative Services	5%	
Accounting Technician I	5%	
Community Development Director	25%	
Assistant Planner	5%	
Administrative Assistant III	50%	
Economic Development Specialist	37.5%	
Housing Technician	90%	
Housing Technician	90%	
Building Official	5%	
Senior Code Compliance Officer	25%	
Administrative Assistant II	15%	Total FTE 3.575

Redevelopment Agency Low & Moderate Income Housing

Acct #	RDA Low & Moderate Income Housing-081 RDA Low & Moderate Income Housing-8010	2008-2009 Actual (Audited)	2009-2010 Actual (Audited)	2010-2011 Adjusted Budget	2010-2011 Year End Estimate	2011-2012 Adopted Budget	2012-2013 Adopted Budget
SALARIES & WAGES:							
3010	SALARIES	195,286	170,324	221,420	221,420	221,420	221,420
3040	OVERTIME	-	191	-	-	-	-
3050	COMPENSATORY TIME	5,273	3,257	-	-	-	-
3100	SICK LEAVE	7,091	5,459	-	-	-	-
3110	HOLIDAY	11,348	10,074	-	-	-	-
3120	VACATION	11,200	9,457	-	-	-	-
3125	MANAGEMENT LEAVE	1,369	644	-	-	-	-
	TOTAL SALARIES & WAGES	231,569	199,405	221,420	221,420	221,420	221,420
BENEFITS:							
3510	PERS-HEALTH INSURANCE	36,595	36,636	36,465	36,465	38,610	40,755
3530	MEDICARE & SOCIAL SECURITY	3,768	3,344	3,215	3,215	3,215	3,215
3560	PERS-RETIREMENT	50,644	44,574	46,600	46,600	47,635	48,715
3580	DEFERRED COMPENSATION	538	554	550	550	550	550
3590	LIFE INSURANCE	733	684	735	735	735	735
3600	AUTO ALLOWANCE	1,928	1,863	1,740	1,740	1,740	1,740
3650	VACATION BUYBACK	1,458	1,328	-	-	-	-
3655	SICK LEAVE INCENTIVE	1,210	1,959	-	-	-	-
3660	ADMINISTRATIVE LEAVE BUYBACK	674	678	-	-	-	-
3665	COMPENSATORY TIME BUYBACK	358	-	-	-	-	-
	TOTAL BENEFITS	97,906	91,620	89,305	89,305	92,485	95,710
OPERATIONS & MATERIALS:							
4080	BUILDING SERVICES DEPARTMENT CHARGE	30,009	21,738	32,030	32,030	31,175	31,610
4199	INSURANCE DEPARTMENT CHARGE	6,596	10,229	18,305	18,305	16,775	16,940
4200	OFFICE SUPPLIES	76	98	1,000	500	500	500
4210	POSTAGE	264	73	800	500	500	500
4300	ADVERTISING	-	-	1,000	1,000	1,000	1,000
4330	TRAINING	90	-	1,000	500	500	500
4332	MILEAGE REIMBURSEMENT	-	-	500	100	100	100
4340	LONG TERM COVENANTS	-	-	-	-	2,000,000	-
4349	GRANT PROGRAMS	712,785	603,024	1,000,000	315,000	1,000,000	1,000,000
	TOTAL OPERATIONS & MATERIALS	749,820	635,162	1,054,635	367,935	3,050,550	1,051,150
CONTRACTUAL SERVICES:							
4510	CONTRACT SERVICES-AUDITOR	-	-	3,000	3,790	5,000	5,000
4520	CONTRACT SERVICES-ATTORNEY	22,046	27,218	20,000	55,000	25,000	25,000
4538	CONTRACT SERVICES-CODE ENFORCEMENT	-	-	15,000	-	-	-
4558	CONTRACT SERVICES-APPRAISAL	19,500	-	15,000	-	10,000	10,000
4611	CONTRACT SERVICES-LOW/MODERATE INC. HOUSING	622,679	20,449	60,000	25,000	60,000	60,000
4613	CONTRACT SERVICES-1ST TIME HOME BUYER	-	38,500	100,000	12,600	60,000	60,000
	TOTAL CONTRACTUAL SERVICES	664,225	86,167	213,000	96,390	160,000	160,000
DEBT SERVICE:							
5100	PRINCIPAL	237,000	261,250	272,500	272,500	281,250	287,250
5200	INTEREST	783,823	779,156	682,750	682,750	672,750	661,250
	TOTAL DEBT SERVICE	1,020,823	1,040,406	955,250	955,250	954,000	948,500
CAPITAL OUTLAY:							
6010	LAND	-	-	2,000,000	-	-	-
6020	LAND IMPROVEMENTS	-	-	500,000	-	-	-
	TOTAL CAPITAL OUTLAY	-	-	2,500,000	-	-	-
	TOTAL RDA LOW & MODERATE INCOME HOUSING	2,764,342	2,052,759	5,033,610	1,730,300	4,478,455	2,476,780

INTRODUCTION

The purpose of the Redevelopment Agency's Debt Service Fund is to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. The Redevelopment Agency has a debt service fund for payment of principal and interest on: loans from the City to the RDA, 2004A Tax allocation bonds, 2004B Tax Allocation Refunding Bonds, 2007 Tax Allocation Bonds and Pass Through Agreements with other agencies.

Examples of the agencies that receive Pass Through Payments are: San Bernardino County, San Bernardino Unified School District, Redlands Unified School District, San Bernardino Community College District, San Bernardino Superintendent of Schools and San Bernardino Valley Municipal Water District.

Revenues received in the RDA debt service fund are primarily property tax (tax increment). Of the tax increment that is received, 80% is placed in this fund for servicing the RDA's debt. The other 20% per State law is placed in the RDA's Low & Moderate Income Housing Fund.

In January 2011, the City Council and RDA Board voted to re-pay the City all of the outstanding loans. As of June 30, 2011, the RDA has paid off 100% of the debt owed to the City.

CITY OF HIGHLAND
5-YEAR CAPITAL IMPROVEMENT PROGRAM
(FY 2010/2011 THROUGH 2014/2015)

(IN THOUSANDS OF DOLLARS)								
PROJECT DESCRIPTION	Prior	2010/ 2011	2011/ 2012	2012/ 2013	2013/ 2014	2014/ 2015	FUNDING SOURCE	FUNDING AMOUNT
PUBLIC BUILDINGS								
1 Police Station								
design	\$0	\$0	\$0	\$0	\$0	\$0	RDA-2007	\$10,050
construction	\$0	\$8,800	\$2,000	\$0	\$0	\$0	GCF	\$750
PROJECT TOTALS	\$0	\$8,800	\$2,000	\$0	\$0	\$0	\$10,800	\$10,800
PUBLIC BUILDINGS TOTAL	\$0	\$8,800	\$2,000	\$0	\$0	\$0	\$10,800	\$10,800
STUDIES AND TECHNOLOGY								
1 Victoria Avenue Interchange Project Approval/Environmental Document								
	\$0	\$0	\$0	\$1,250	\$1,250	\$0	RDA-Inc	\$500
							Other Agency*	\$2,000
2 Geographic Information System Implementation								
	\$0	\$100	\$60	\$60	\$60	\$60	Gen Fund	\$340
STUDIES AND TECHNOLOGY TOTAL	\$0	\$100	\$60	\$1,310	\$1,310	\$60	\$2,840	\$2,840
DRAINAGE IMPROVEMENTS								
1 Highland Avenue Storm Drain Extension (Amber to Gala)-sdr00001-								
design	\$4	\$1	\$0	\$0	\$0	\$0	GCF	\$286
construction	\$0	\$0	\$250	\$0	\$0	\$0		\$0
construction engineering	\$0	\$0	\$35	\$0	\$0	\$0		\$0
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		\$0
PROJECT TOTALS	\$4	\$1	\$285	\$0	\$0	\$0	\$286	\$286
2 Sterling Avenue Storm Drain Extension (Warm Creek to Pacific)-sdr10001-								
design	\$0	\$18	\$19	\$0	\$0	\$0	RDA-2004	\$1,474
construction	\$0	\$0	\$1,250	\$0	\$0	\$0		\$0
construction engineering	\$0	\$0	\$187	\$0	\$0	\$0		\$0
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		\$0
PROJECT TOTALS	\$0	\$18	\$1,456	\$0	\$0	\$0	\$1,474	\$1,474
3 Carriage Hills Storm Drain-sdr06001-								
design	\$8	\$0	\$0	\$4	\$0	\$0	GCF	\$234
construction	\$0	\$0	\$0	\$200	\$0	\$0		\$0
construction engineering	\$0	\$0	\$0	\$30	\$0	\$0		\$0
PROJECT TOTALS	\$8	\$0	\$0	\$234	\$0	\$0	\$234	\$234
4 Warm Creek/Sand Creek Confluence								
design	\$0	\$0	\$0	\$0	\$0	\$240	SBCFCD	\$2,400
construction	\$0	\$0	\$0	\$0	\$0	\$1,878		\$0
construction engineering	\$0	\$0	\$0	\$0	\$0	\$282		\$0
PROJECT TOTALS	\$0	\$0	\$0	\$0	\$0	\$2,400	\$2,400	\$2,400
5 Elder Creek/Plunge Creek Confluence								
design	\$0	\$0	\$0	\$0	\$0	\$450	SBCFCD	\$4,500
construction	\$0	\$0	\$0	\$0	\$0	\$3,522		\$0
construction engineering	\$0	\$0	\$0	\$0	\$0	\$528		\$0
PROJECT TOTALS	\$0	\$0	\$0	\$0	\$0	\$4,500	\$4,500	\$4,500
DRAINAGE IMPROVEMENTS TOTAL	\$12	\$19	\$1,741	\$234	\$0	\$6,900	\$8,894	\$8,894
STREET OVERLAYS AND SLURRY SEAL								
1 City-Wide Overlay								
	\$0	\$372	\$372	\$372	\$382	\$392	Msr I-Local	\$1,890
2 CDBG Area Pavement Rehabilitation								
	\$0	\$0	\$0	\$0	\$300	\$275	CDBG	\$575
3 Joint Pavement Rehabilitation with EVWD								
					50	50	GCF	100
	0	50	50	50	0	0	RDA-2007	150
	\$0	\$50	\$50	\$50	\$50	\$50	\$250	\$250

CITY OF HIGHLAND
5-YEAR CAPITAL IMPROVEMENT PROGRAM
(FY 2010/2011 THROUGH 2014/2015)

(IN THOUSANDS OF DOLLARS)								
PROJECT DESCRIPTION	Prior	2010/ 2011	2011/ 2012	2012/ 2013	2013/ 2014	2014/ 2015	FUNDING SOURCE	FUNDING AMOUNT
4 City-Wide Slurry Seal							GCF	510
							Msr I-Old	340
		\$170	\$170	\$170	\$170	\$170	\$850	\$850
5 City-Wide Crack Seal							Prop 42	21
							MOE	22
							Msr I-Old	40
							GCF	120
		\$43	\$40	\$40	\$40	\$40	\$203	\$203
6 Pacific Street Pavement Rehabilitation Perris Hill to Victoria-ola09001-								
design	\$84	\$18	\$0	\$0	\$0	\$0	Prop 1B	\$386
environmental	\$0	\$0	\$0	\$0	\$0	\$0	SB City	\$798
construction	\$0	\$1,610	\$0	\$0	\$0	\$0	SB County	\$592
construction engineering	\$0	\$170	\$0	\$0	\$0	\$0	Prop 42	\$22
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$84	\$1,798	\$0	\$0	\$0	\$0	\$1,798	\$1,798
7 Base Line Pavement Rehabilitation (350' w/o Victoria to Cole)								
design	\$0	\$0	\$100	\$0	\$0	\$0	RDA-Inc	\$280
environmental	\$0	\$0	\$0	\$0	\$0	\$0	SANBAG Stimulus	\$770
construction	\$0	\$0	\$793	\$0	\$0	\$0		
construction engineering	\$0	\$0	\$157	\$0	\$0	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$0	\$1,050	\$0	\$0	\$0	\$1,050	\$1,050
8 Base Line Pavement Rehabilitation (Cole to SR 210)-ola09002-								
design	\$48	\$0	\$4	\$0	\$0	\$0	Prop 1B	\$328
environmental	\$0	\$0	\$0	\$0	\$0	\$0	RDA-Inc	\$440
construction	\$0	\$0	\$682	\$0	\$0	\$0		
construction engineering	\$0	\$0	\$82	\$0	\$0	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$48	\$0	\$768	\$0	\$0	\$0	\$768	\$768
9 Base Line Pavement Rehabilitation (SR210 to Boulder)-ola09002-								
design	\$0	\$30	\$0	\$0	\$0	\$0		
environmental	\$0	\$0	\$0	\$0	\$0	\$0	RDA-Inc	\$330
construction	\$0	\$0	\$251	\$0	\$0	\$0		
construction engineering	\$0	\$0	\$49	\$0	\$0	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$30	\$300	\$0	\$0	\$0	\$330	\$330
10 Boulder Avenue Pavement Rehabilitation (Base Line to Highland)-ola09003-								
design	\$0	\$54	\$0	\$0	\$0	\$0	Prop 1B	\$412
environmental	\$0	\$0	\$0	\$0	\$0	\$0	SB City	\$93
construction	\$0	\$901	\$0	\$0	\$0	\$0	Prop 42	\$388
construction engineering	\$0	\$108	\$0	\$0	\$0	\$0	MOE	\$170
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$1,063	\$0	\$0	\$0	\$0	\$1,063	\$1,063
11 Highland Avenue Pavement Rehabilitation (Church St to Noyes)-ola09003-								
design	\$0	\$20	\$0	\$0	\$0	\$0	IN-Lieu Dev	\$58
environmental	\$0	\$0	\$0	\$0	\$0	\$0	Prop 42	\$17
construction	\$0	\$49	\$0	\$0	\$0	\$0		
construction engineering	\$0	\$6	\$0	\$0	\$0	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$75	\$0	\$0	\$0	\$0	\$75	\$75
12 Highland Avenue Pavement Rehabilitation (350' E/O Summertrail to Surrey)-ola09003-								
design	\$0	\$6	\$0	\$0	\$0	\$0	Prop 42	\$25
environmental	\$0	\$0	\$0	\$0	\$0	\$0	MOE	\$25
construction	\$0	\$96	\$0	\$0	\$0	\$0	SB City	\$64
construction engineering	\$0	\$12	\$0	\$0	\$0	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$114	\$0	\$0	\$0	\$0	\$114	\$114

CITY OF HIGHLAND
5-YEAR CAPITAL IMPROVEMENT PROGRAM
(FY 2010/2011 THROUGH 2014/2015)

(IN THOUSANDS OF DOLLARS)								
PROJECT DESCRIPTION	Prior	2010/ 2011	2011/ 2012	2012/ 2013	2013/ 2014	2014/ 2015	FUNDING SOURCE	FUNDING AMOUNT
13 Highland Avenue Pavement Rehabilitation (Surrey to Church St)								
design	\$0	\$0	\$71	\$0	\$0	\$0	Msr I-Old	\$883
environmental	\$0	\$0	\$0	\$0	\$0	\$0		\$0
construction	\$0	\$0	\$706	\$0	\$0	\$0		\$0
construction engineering	\$0	\$0	\$106	\$0	\$0	\$0		\$0
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		\$0
PROJECT TOTALS	\$0	\$0	\$883	\$0	\$0	\$0	\$883	\$883
14 Water Street Pavement Rehabilitation (Elder Gulch to Weaver)-ola09003-								
design	\$0	\$6	\$0	\$2	\$0	\$0	Msr I-Local	\$164
environmental	\$0	\$0	\$0	\$0	\$0	\$0		\$0
construction	\$0	\$0	\$0	\$139	\$0	\$0		\$0
construction engineering	\$0	\$0	\$0	\$17	\$0	\$0		\$0
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		\$0
PROJECT TOTALS	\$0	\$6	\$0	\$158	\$0	\$0	\$164	\$164
15 Church Street Pavement Rehabilitation (Greenspot to Highland)-ola09003-								
design	\$0	\$50	\$24	\$0	\$0	\$0	Msr I-Old	\$989
environmental	\$0	\$0	\$0	\$0	\$0	\$0	Prop 1B	\$463
construction	\$0	\$0	\$1,230	\$0	\$0	\$0		\$0
construction engineering	\$0	\$0	\$148	\$0	\$0	\$0		\$0
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		\$0
PROJECT TOTALS	\$0	\$50	\$1,402	\$0	\$0	\$0	\$1,452	\$1,452
16 Base Line Pavement Rehabilitation (Osburn to 350' w/o Victoria)-ola09004-								
design	\$0	\$127	\$0	\$0	\$0	\$0	Msr I-Old	\$1,421
environmental	\$0	\$0	\$0	\$0	\$0	\$0		\$0
construction	\$0	\$0	\$1,275	\$0	\$0	\$0		\$0
construction engineering	\$0	\$0	\$19	\$0	\$0	\$0		\$0
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		\$0
PROJECT TOTALS	\$0	\$127	\$1,294	\$0	\$0	\$0	\$1,421	\$1,421
17 Water Street Pavement Rehabilitation (Church St to Elder Gulch)-ola09004-								
design	\$0	\$2	\$1	\$0	\$0	\$0	Msr I-Local	\$54
environmental	\$0	\$0	\$0	\$0	\$0	\$0		\$0
construction	\$0	\$0	\$45	\$0	\$0	\$0		\$0
construction engineering	\$0	\$0	\$6	\$0	\$0	\$0		\$0
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		\$0
PROJECT TOTALS	\$0	\$2	\$52	\$0	\$0	\$0	\$54	\$54
18 Sterling Avenue Pavement Rehabilitation (Base Line to Pacific)								
design	\$0	\$26	\$0	\$0	\$0	\$0	Msr I-Local	\$327
environmental	\$0	\$0	\$0	\$0	\$0	\$0		\$0
construction	\$0	\$0	\$262	\$0	\$0	\$0		\$0
construction engineering	\$0	\$0	\$39	\$0	\$0	\$0		\$0
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		\$0
PROJECT TOTALS	\$0	\$26	\$301	\$0	\$0	\$0	\$327	\$327
19 Weaver Street Pavement Rehabilitation(Greenspot Rd to Base Line)								
design	\$0	\$0	\$41	\$0	\$0	\$0	Msr I-Local	\$800
environmental	\$0	\$0	\$0	\$0	\$0	\$0		\$0
construction	\$0	\$0	\$0	\$677	\$0	\$0		\$0
construction engineering	\$0	\$0	\$0	\$82	\$0	\$0		\$0
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		\$0
PROJECT TOTALS	\$0	\$0	\$41	\$759	\$0	\$0	\$800	\$800
20 Pacific Street Pavement Rehabilitation (Victoria to Palm)								
design	\$0	\$0	\$0	\$41	\$0	\$0	Msr I-Old	\$417
environmental	\$0	\$0	\$0	\$0	\$0	\$0		\$0
construction	\$0	\$0	\$0	\$327	\$0	\$0		\$0
construction engineering	\$0	\$0	\$0	\$49	\$0	\$0		\$0
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		\$0
PROJECT TOTALS	\$0	\$0	\$0	\$417	\$0	\$0	\$417	\$417
STREET OVERLAYS AND SLURRY SEAL TOTAL	\$132	\$3,926	\$6,723	\$1,966	\$942	\$927	\$14,484	\$14,484

CITY OF HIGHLAND
5-YEAR CAPITAL IMPROVEMENT PROGRAM
(FY 2010/2011 THROUGH 2014/2015)

(IN THOUSANDS OF DOLLARS)

PROJECT DESCRIPTION	Prior	2010/ 2011	2011/ 2012	2012/ 2013	2013/ 2014	2014/ 2015	FUNDING SOURCE	FUNDING AMOUNT
BRIDGE IMPROVEMENTS								
1 Boulder Avenue Bridge @ City Creek-brg04004-								
environmental	\$113	\$0	\$0	\$0	\$0	\$0		
design	\$727	\$0	\$0	\$0	\$0	\$0	RDA-2007	\$1,032
construction	\$0	\$4,068	\$12,833	\$0	\$0	\$0	Msr I-Old	\$804
construction engineering	\$0	\$611	\$1,925	\$0	\$0	\$0	HBP	\$15,179
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0	PRNS	\$1,623
							Sec 115	\$799
PROJECT TOTALS	\$840	\$4,679	\$14,758	\$0	\$0	\$0	\$19,437	\$19,437
2 Greenspot Road Bridge @ Santa Ana River-brg04005-								
environmental	\$0	\$840	\$0	\$0	\$0	\$0	DIF-Reg	370
design	\$801	\$139	\$0	\$0	\$0	\$0	Toll Credit	\$1,015
construction	\$0	\$0	\$3,917	\$8,306	\$0	\$0	HBP	\$7,125
construction engineering	\$0	\$0	\$588	\$1,247	\$0	\$0	Msr I-Old	\$711
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0	Msr I-Mjr St	\$434
PROJECT TOTALS	\$801	\$979	\$4,505	\$9,553	\$0	\$0	\$15,037	\$15,037
3 Base Line Bridge @ City Creek-brg07001-								
environmental	\$0	\$0	\$405	\$0	\$0	\$0		
design	\$0	\$0	\$1,786	\$0	\$0	\$0		
construction	\$0	\$0	\$0	\$7,768	\$9,145	\$0	DIF-Reg	\$1,214
construction engineering	\$0	\$0	\$0	\$1,165	\$1,372	\$0	HBP	\$20,194
right-of-way	\$0	\$0	\$0	\$1,100	\$0	\$0	Msr I-Mjr St	\$1,333
PROJECT TOTALS	\$0	\$0	\$2,191	\$10,033	\$10,517	\$0	\$22,741	\$22,741
4 Boulder Avenue Bridge @ City Creek (Emergency Demolition)-brg11001-								
environmental	\$0	\$0	\$0	\$0	\$0	\$0		
design	\$0	\$10	\$0	\$0	\$0	\$0	FHWA-ER	\$121
construction	\$0	\$96	\$0	\$0	\$0	\$0		
construction engineering	\$0	\$15	\$0	\$0	\$0	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$121	\$0	\$0	\$0	\$0	\$121	\$121
5 Palm/Alabama Bridge at City Creek								
environmental	\$0	\$0	\$0	\$0	\$0	\$0		
design	\$0	\$0	\$0	\$0	\$0	\$0	RDA-2007	\$1,000
construction	\$0	\$0	\$1,000	\$0	\$0	\$0		
construction engineering	\$0	\$0	\$0	\$0	\$0	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$0	\$1,000	\$0	\$0	\$0	\$1,000	\$1,000
BRIDGE IMPROVEMENT TOTALS	\$1,641	\$5,779	\$22,454	\$19,586	\$10,517	\$0	\$58,336	\$58,336
INTERCHANGE PROJECT								
1 Base Line overcrossing between SR 210 Ramps-brg09001-								
environmental	\$0	\$0	\$0	\$0	\$0	\$0	DIF-Reg	\$1,681
design	\$0	\$0	\$57	\$173	\$96	\$0	Msr I-VFI	\$2,381
construction	\$0	\$0	\$0	\$0	\$3,249	\$0		
construction engineering	\$0	\$0	\$0	\$0	\$487	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$0	\$57	\$173	\$3,832	\$0	\$4,062	\$4,062
INTERCHANGE IMPROVEMENT TOTALS	\$0	\$0	\$57	\$173	\$3,832	\$0	\$4,062	\$4,062

CITY OF HIGHLAND
5-YEAR CAPITAL IMPROVEMENT PROGRAM
(FY 2010/2011 THROUGH 2014/2015)

(IN THOUSANDS OF DOLLARS)								
PROJECT DESCRIPTION	Prior	2010/ 2011	2011/ 2012	2012/ 2013	2013/ 2014	2014/ 2015	FUNDING SOURCE	FUNDING AMOUNT
STREET WIDENING AND SIDEWALK								
1 City-Wide Sidewalk (new and repair)								
design	\$5	\$6	\$5	\$5	\$5	\$5		
construction	\$37	\$45	\$37	\$37	\$37	\$37		
construction engineering	\$8	\$9	\$8	\$8	\$8	\$8	Msr I-Old	\$260
PROJECT TOTALS	\$50	\$60	\$50	\$50	\$50	\$50	\$260	\$260
2 Bruce Street and Crest Street Improvements-str07009-								
design	\$51	\$4	\$0	\$0	\$0	\$0	RDA-2004	\$446
construction	\$0	\$0	\$385	\$0	\$0	\$0		
construction engineering	\$0	\$0	\$57	\$0	\$0	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$51	\$4	\$442	\$0	\$0	\$0	\$446	\$446
3 Hillview Street Improvement (9th to Bruce)-str07009-								
design	\$45	\$3	\$0	\$0	\$0	\$0	RDA-2004	\$402
construction	\$0	\$0	\$347	\$0	\$0	\$0		
construction engineering	\$0	\$0	\$52	\$0	\$0	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$45	\$3	\$399	\$0	\$0	\$0	\$402	\$402
4 Cunningham Street Widening (Base Line to 9th)-str07009-								
design	\$34	\$2	\$0	\$0	\$0	\$0	RDA-2004	\$298
construction	\$0	\$0	\$258	\$0	\$0	\$0		
construction engineering	\$0	\$0	\$38	\$0	\$0	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$34	\$2	\$296	\$0	\$0	\$0	\$298	\$298
5 Greenspot Road "S" Curve Realignment-str06001-								
environmental	\$82	\$0	\$0	\$0	\$0	\$0		
design	\$95	\$0	\$0	\$0	\$0	\$0		
construction	\$0	\$565	\$0	\$0	\$0	\$0	RDA-2004	\$408
construction engineering	\$0	\$188	\$0	\$0	\$0	\$0	HSIP	\$360
right-of-way	\$13	\$15	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$190	\$768	\$0	\$0	\$0	\$0	\$768	\$768
6 East Highland Village Street Improvements (Old Greenspot and Merris)-str06002-								
design	\$75	\$8	\$0	\$0	\$0	\$0	RDA-2007	\$424
construction	\$0	\$0	\$363	\$0	\$0	\$0		\$0
construction engineering	\$0	\$0	\$53	\$0	\$0	\$0		\$0
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		\$0
PROJECT TOTALS	\$75	\$8	\$416	\$0	\$0	\$0	\$424	\$424
7 Church Street Improvements (Merris and Old Greenspot)-str06002-								
design	\$10	\$0	\$0	\$0	\$2	\$0	DIF-Local	\$60
construction	\$0	\$0	\$0	\$0	\$50	\$0		\$0
construction engineering	\$0	\$0	\$0	\$0	\$8	\$0		\$0
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		\$0
PROJECT TOTALS	\$10	\$0	\$0	\$0	\$60	\$0	\$60	\$60
8 Greenspot Road Widening (Boulder to SR 210)-str07004-								
design	\$547	\$37	\$0	\$0	\$0	\$0	RDA-2007	\$9,703
environmental	\$0	\$0	\$0	\$0	\$0	\$0		\$0
construction	\$0	\$3,800	\$3,990	\$0	\$0	\$0		\$0
construction engineering	\$0	\$570	\$1,306	\$0	\$0	\$0		\$0
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		\$0
PROJECT TOTALS	\$547	\$4,407	\$5,296	\$0	\$0	\$0	\$9,703	\$9,703
9 Olive Street Improvement (Base Line to 14th)-str09003-								
design	\$54	\$0	\$0	\$0	\$0	\$0	CDBG	\$352
environmental	\$0	\$0	\$0	\$0	\$0	\$0	DIF-Local	\$40
construction	\$0	\$0	\$0	\$306	\$0	\$0		
construction engineering	\$0	\$0	\$0	\$46	\$0	\$0		
right-of-way	\$0	\$0	\$40	\$0	\$0	\$0		
PROJECT TOTALS	\$54	\$0	\$40	\$352	\$0	\$0	\$392	\$392

CITY OF HIGHLAND
5-YEAR CAPITAL IMPROVEMENT PROGRAM
(FY 2010/2011 THROUGH 2014/2015)

(IN THOUSANDS OF DOLLARS)									
PROJECT DESCRIPTION	Prior	2010/ 2011	2011/ 2012	2012/ 2013	2013/ 2014	2014/ 2015	FUNDING SOURCE	FUNDING AMOUNT	
10 Lankershim Ave Improvement (5th to Cypress)-str09002-									
design	\$64	\$7	\$8	\$0	\$0	\$0	CDBG	\$694	
environmental	\$0	\$0	\$0	\$0	\$0	\$0	RDA-Inc	\$7	
construction	\$0	\$0	\$551	\$0	\$0	\$0			
construction engineering	\$0	\$0	\$83	\$0	\$0	\$0			
right-of-way	\$0	\$0	\$52	\$0	\$0	\$0			
PROJECT TOTALS	\$64	\$7	\$694	\$0	\$0	\$0	\$701	\$701	
11 9th Street Improvement (Mckinley to Eucalyptus)-swk08001-									
design	\$52	\$0	\$0	\$0	\$0	\$0	RDA-Inc	\$0	
environmental	\$0	\$0	\$0	\$0	\$0	\$0	SR2S	\$285	
construction	\$0	\$248	\$0	\$0	\$0	\$0			
construction engineering	\$0	\$37	\$0	\$0	\$0	\$0			
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0			
PROJECT TOTALS	\$52	\$285	\$0	\$0	\$0	\$0	\$285	\$285	
12 5th Street Bikeway Project (Waterman to Valencia)-str09005-									
design	\$55	\$6	\$0	\$0	\$0	\$0	RDA-Inc	\$6	
environmental	\$0	\$0	\$0	\$0	\$0	\$0	Art III	\$283	
construction	\$0	\$246	\$0	\$0	\$0	\$0			
construction engineering	\$0	\$37	\$0	\$0	\$0	\$0			
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0			
PROJECT TOTALS	\$55	\$289	\$0	\$0	\$0	\$0	\$289	\$289	
13 Tiger II Project Design-5th St/Del Rosa Dr									
design	\$0	\$400	\$445	\$0	\$0	\$0	IVDA Agmt	\$845	
environmental	\$0	\$0	\$0	\$0	\$0	\$0			
construction	\$0	\$0	\$0	\$0	\$0	\$0			
construction engineering	\$0	\$0	\$0	\$0	\$0	\$0			
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0			
PROJECT TOTALS	\$0	\$400	\$445	\$0	\$0	\$0	\$845	\$845	
14 TIGER II- Storm Drain Improvements									
design	\$0	\$0	\$0	\$0	\$0	\$0			
environmental	\$0	\$0	\$0	\$0	\$0	\$0	SB City	\$961	
construction	\$0	\$0	\$4,347	\$0	\$0	\$0	IVDA	\$1,442	
construction engineering	\$0	\$0	\$652	\$0	\$0	\$0	IVDA Agmt	\$2,596	
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		\$0	
PROJECT TOTALS	\$0	\$0	\$4,999	\$0	\$0	\$0	\$4,999	\$4,999	
15 TIGER II- 5th Str (SR210 to Del Rosa Dr) and Del Rosa Dr (3rd to 5th)									
design	\$0	\$0	\$0	\$0	\$0	\$0	Tiger II	\$10,000	
environmental	\$0	\$200	\$0	\$0	\$0	\$0	SB City	\$728	
construction	\$0	\$0	\$10,434	\$0	\$0	\$0	IVDA	\$1,093	
construction engineering	\$0	\$0	\$1,253	\$0	\$0	\$0	IVDA Agmt	\$1,966	
right-of-way	\$0	\$1,826	\$74	\$0	\$0	\$0		\$0	
PROJECT TOTALS	\$0	\$2,026	\$11,761	\$0	\$0	\$0	\$13,787	\$13,787	
16 TIGER II- 5th Str/SR210 Ramp Improvements									
design	\$0	\$0	\$0	\$0	\$0	\$0	Caltrans	\$1,400	
environmental	\$0	\$0	\$0	\$0	\$0	\$0	SB City	\$437	
construction	\$0	\$0	\$0	\$0	\$3,191	\$0	IVDA	\$655	
construction engineering	\$0	\$0	\$0	\$0	\$479	\$0	IVDA Agmt	\$1,178	
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0	Msr I-Mjr St	\$0	
PROJECT TOTALS	\$0	\$0	\$0	\$0	\$3,670	\$0	\$3,670	\$3,670	
17 Base Line Safety Improvements (SR 210 to Boulder)-STR08002-									
design	\$68	\$33	\$0	\$0	\$0	\$0	HSIP	\$683	
environmental	\$0	\$0	\$0	\$0	\$0	\$0	RDA-2004	\$260	
construction	\$0	\$0	\$791	\$0	\$0	\$0			
construction engineering	\$0	\$0	\$119	\$0	\$0	\$0			
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0			
PROJECT TOTALS	\$68	\$33	\$910	\$0	\$0	\$0	\$943	\$943	

CITY OF HIGHLAND
5-YEAR CAPITAL IMPROVEMENT PROGRAM
(FY 2010/2011 THROUGH 2014/2015)

(IN THOUSANDS OF DOLLARS)								
PROJECT DESCRIPTION	Prior	2010/ 2011	2011/ 2012	2012/ 2013	2013/ 2014	2014/ 2015	FUNDING SOURCE	FUNDING AMOUNT
18 East Highland Bikeways (Church St/Highland/Weaver/Base Line)								
design	\$0	\$10	\$18	\$0	\$0	\$0	SR2S	\$258
environmental	\$0	\$0	\$0	\$0	\$0	\$0	GCF	\$21
construction	\$0	\$0	\$218	\$0	\$0	\$0		
construction engineering	\$0	\$0	\$33	\$0	\$0	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$10	\$269	\$0	\$0	\$0	\$279	\$279
19 Base Line Beautification Improvements (Cole to SR 210)-str07003-								
design	\$95	\$0	\$0	\$0	\$0	\$0	RDA-2004	\$338
environmental	\$8	\$0	\$0	\$0	\$0	\$0	HSIP	\$300
construction	\$0	\$0	\$1,120	\$0	\$0	\$0	TE	\$650
construction engineering	\$0	\$0	\$168	\$0	\$0	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$103	\$0	\$1,288	\$0	\$0	\$0	\$1,288	\$1,288
20 Palm Avenue Improvements (Historical District)								
design	\$0	\$0	\$79	\$0	\$0	\$0	RDA-2004	\$831
construction	\$0	\$0	\$0	\$782	\$0	\$0	AB 2766	\$204
construction engineering	\$0	\$0	\$0	\$117	\$0	\$0		
right-of-way	\$0	\$0	\$57	\$0	\$0	\$0		
TOTALS	\$0	\$0	\$136	\$899	\$0	\$0	\$1,035	\$1,035
21 Base Line Improvements (Church Ave to Seine excluding SR 210 overcrossing)								
design	\$0	\$0	\$0	\$120	\$0	\$0	RDA-2004	\$1,200
environmental	\$0	\$0	\$0	\$0	\$0	\$0		
construction	\$0	\$0	\$0	\$0	\$940	\$0		
construction engineering	\$0	\$0	\$0	\$0	\$140	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$0	\$0	\$120	\$1,080	\$0	\$1,200	\$1,200
22 9th Street Safety Project (Del Rosa Dr to Palm)								
design	\$0	\$0	\$50	\$0	\$0	\$0	Msr I-Old	\$50
environmental	\$0	\$0	\$0	\$0	\$0	\$0	HSIP	\$490
construction	\$0	\$0	\$0	\$426	\$0	\$0		
construction engineering	\$0	\$0	\$0	\$64	\$0	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$0	\$50	\$490	\$0	\$0	\$540	\$540
23 Palm Avenue (3rd to 5th)								
design	\$0	\$0	\$0	\$0	\$31	\$0	RDA-2007	\$467
environmental	\$0	\$0	\$0	\$0	\$0	\$0		
construction	\$0	\$0	\$0	\$0	\$300	\$79		
construction engineering	\$0	\$0	\$0	\$0	\$0	\$57		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$0	\$0	\$0	\$331	\$136	\$467	\$467
STREET AND SIDEWALK IMPROVEMENTS TOTAL	\$1,398	\$8,302	\$27,491	\$1,911	\$5,191	\$186	\$43,081	\$43,081
MISCELLANEOUS IMPROVEMENTS								
1 Browning Road Utility Undergrounding								
design	\$0	\$0	\$0	\$0	\$0	\$0	SCE Rule 20A	\$700
construction	\$0	\$0	\$0	\$0	\$700	\$0		
construction engineering	\$0	\$0	\$0	\$0	\$0	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
TOTALS	\$0	\$0	\$0	\$0	\$700	\$0	\$700	\$700

CITY OF HIGHLAND
5-YEAR CAPITAL IMPROVEMENT PROGRAM
(FY 2010/2011 THROUGH 2014/2015)

(IN THOUSANDS OF DOLLARS)								
PROJECT DESCRIPTION	Prior	2010/ 2011	2011/ 2012	2012/ 2013	2013/ 2014	2014/ 2015	FUNDING SOURCE	FUNDING AMOUNT
2 Browning Road Community Trail								
design	\$0	\$0	\$0	\$0	\$32	\$0	DIF-Park	\$480
construction	\$0	\$0	\$0	\$0	\$400	\$0		
construction engineering	\$0	\$0	\$0	\$0	\$48	\$0		
right-of-way	\$0	\$0	\$0	\$0	\$0	\$0		
TOTALS	\$0	\$0	\$0	\$0	\$480	\$0	\$480	\$480
3 Street Light District								
mapping	\$0	\$0	\$10	\$0	\$0	\$0	St. Light Dist.	\$20
consultant	\$0	\$0	\$10	\$0	\$0	\$0		
LED/induction light	\$0	\$0	\$0	\$0	\$0	\$0		
TOTALS	\$0	\$0	\$20	\$0	\$0	\$0	\$20	\$20
4 Base Line Town Center Gateway Sign								
design	\$0	\$0	\$20	\$0	\$0	\$0	RDA-Inc	\$250
construction	\$0	\$0	\$0	\$190	\$0	\$0		
construction engineering	\$0	\$0	\$0	\$30	\$0	\$0		
right-of-way	\$0	\$0	\$10	\$0	\$0	\$0		
PROJECT TOTALS	\$0	\$0	\$30	\$220	\$0	\$0	\$250	\$250
5 Base Line/Highland/Summertrail Trail Improvements-str06003-								
design	\$50	\$2	\$0	\$0	\$0	\$0		
construction	\$0	\$0	\$332	\$0	\$0	\$0		
construction engineering	\$0	\$0	\$50	\$0	\$0	\$0		
right-of-way	\$2	\$0	\$0	\$0	\$0	\$0	RDA-2007	\$384
utility	\$10	\$0	\$0	\$0	\$0	\$0		
PROJECT TOTALS	\$62	\$2	\$382	\$0	\$0	\$0	\$384	\$384
6 Natural Parkland and Trail Education Project								
design	\$0	\$0	\$13	\$0	\$0	\$0	Prop 84-NEFP	\$134
construction	\$0	\$0	\$0	\$105	\$0	\$0		
construction engineering	\$0	\$0	\$0	\$16	\$0	\$0		
TOTALS	\$0	\$0	\$13	\$121	\$0	\$0	\$134	\$134
MISC IMPROVEMENTS TOTAL	\$62	\$2	\$445	\$341	\$1,180	\$0	\$1,968	\$1,968
TRAFFIC SIGNAL IMPROVEMENTS								
1 Victoria/14th Street Signal								
design	\$13		\$2	\$0	\$0	\$0	RDA-2007	\$175
construction	\$0	\$0	\$160	\$0	\$0	\$0		
construction engineering	\$0	\$0	\$13	\$0	\$0	\$0		
TOTALS	\$13	\$0	\$175	\$0	\$0	\$0	\$175	\$175
2 Victoria Avenue/5th Street Emergency Vehicle Pre-emption								
design	\$0	\$0	\$20	\$0	\$0	\$0	Indian	\$260
construction	\$0	\$0	\$209	\$0	\$0	\$0		
construction engineering	\$0	\$0	\$31	\$0	\$0	\$0		
TOTALS	\$0	\$0	\$260	\$0	\$0	\$0	\$260	\$260
3 Base Line /Streater Signal								
	\$0	\$0	\$225	\$0	\$0	\$0	In-Lieu Dev	\$225
4 Greenspot/Weaver Signal								
							In-Lieu Dev	\$53
							AB 2766	\$172
	\$0	\$0	\$0	\$225	\$0	\$0	\$225	\$225
TRAFFIC IMPROVEMENTS TOTAL	\$13	\$0	\$660	\$225	\$0	\$0	\$885	\$885

CITY OF HIGHLAND
 5-YEAR CAPITAL IMPROVEMENT PROGRAM
 (FY 2010/2011 THROUGH 2014/2015)

SUMMARY OF 5-YEAR CAPITAL IMPROVEMENT PROGRAM EXPENDITURES (in thousands of dollars)	
PUBLIC BUILDINGS	\$10,800
STUDIES AND TECHNOLOGY	\$2,840
DRAINAGE IMPROVEMENTS	\$8,894
STREET OVERLAYS AND SLURRY SEALS	\$14,484
BRIDGE IMPROVEMENTS	\$58,336
STREET AND SIDEWALK IMPROVEMENTS	\$43,081
MISCELLANEOUS IMPROVEMENTS	\$1,968
INTERCHANGE PROJECTS	\$4,062
TRAFFIC SIGNAL IMPROVEMENTS	\$885
TOTAL OF 5-YEAR CAPITAL IMPROVEMENT PROGRAM EXPENDITURES	\$145,350

CITY OF HIGHLAND
5-YEAR CAPITAL IMPROVEMENT PROGRAM
(FY 2010/2011 THROUGH 2014/2015)

5 YEAR BUDGET SUMMARY 2010/2011 Thru 2014/2015 (in thousands of dollars)		
Fund Source	Operating Budget	CIP Budget
Redevelopment Agency-2004 Bond (RDA -2004)		\$5,657
Redevelopment Agency-2007 Bond (RDA -2007)		\$28,767
Redevelopment Agency Tax Increment (RDA-Inc)		\$1,813
General Capital Finance (GCF)		\$2,021
San Manual Band of Mission Indians, IVDA, City of San Bernardino, County of San Bernardino, etc. (Other Agency)		\$2,000
General Fund (Gen Fund)		\$340
Measure I Valley Freeway Interchange (Msr I-VFI)		\$2,381
Measure I Local (Msr I-Local)		\$3,235
Measure I Old (Msr I-Old)		\$5,915
Measure I Major Street (Msr I-Mjr St)		\$1,767
Community Development Block Grant (CDBG)		\$1,621
Gas Tax (Gas)	\$9,810	\$0
Proposition 1B (Pro 1B)		\$1,589
Proposition 42 (Prop 42)		\$473
Proposition 84 - Nature Education Facilities Program (Prop 84-NEFP)		\$134
San Bernardino City (SB City)		\$3,081
San Bernardino County (SB County)		\$592
Maintenance of Effort (MOE)		\$217
In-Lieu Development Fee (In-Lieu Dev)		\$336
Highway Bridge Program (HBP)		\$42,498
Projects of Regional and National Significance (PRNS)		\$1,623
Section 115 (Sec 115)		\$799
Toll Credits		\$1,015
Development Impact Fee-Regional Transportation System (DIF-Reg)		\$3,265
Development Impact Fee-Local Transportation System (DIF-Local)		\$100
Development Impact Fee-Flood Control Facilities (DIF-Flood)		\$0
Development Impact Fee-Park (DIF-Park)		\$480
Federal Highway Administration-Emergency Relief (FHWA-ER)		\$121
State Safe Routes to School (SR2S)		\$543
TDA Article III (Art III)		\$283
Inland Valley Development Agency Airport Agreement (IVDA Agmt)		\$6,585
Inland Valley Development Agency (IVDA)		\$3,190
Transportation Investment Generating Economic Recovery (Tiger II)		\$10,000
Highway Safety Improvement Program (HSIP)		\$1,833
Transportation Enhancement (TE)		\$650
SCE Rule 20A		\$700
Street Light District		\$20
Indian Gaming Grant (Indian)		\$260
SANBAG Local Stimulus (SANBAG Stimulus)		\$770
AQMD-AB 2766	\$256	\$376
San Bernardino County Flood Control District (SBCFCD)		\$6,900
Caltrans		\$1,400
FUNDING SOURCE TOTAL	\$10,066	\$145,350
Total		\$155,416

Appropriations (Gann) Limit

Article XIII B of the State Constitution, also known as the Gann Limit or Proposition 4, was approved by the voters of the State of California in 1979. This article places limits on the amount of revenues that can be spent in any fiscal year by all entities of government. This initial proposition was effective for the 1980-1981 fiscal year, which used fiscal year 1978-1979 as the base year for calculating the appropriations limit. This limit is increased each year using the growth of population and inflation. The revenues that are restricted by the limit are those that are proceeds of taxes.

Since the City of Highland is a newer City, we calculate our limit from the incorporation date of November 24, 1987. The appropriations limit was set by the Local Agency Formation Commission (LAFCO) in Highland's incorporation papers.

In June 1990, the voters approved Proposition 111, which changed Article XIII B in a few sections. It expands the exemption categories and allows emergency spending without having to reduce the limit in future years. Beginning with the 1990-1991 appropriations limit, the new annual adjustment factors may be chosen from the growth in the California Per Capita Income, OR, the growth in the nonresidential assessed valuation due to new construction within the City instead of the lesser of California Per Capita Income or the Consumer Price Index (CPI). Each City must have their limit reviewed during their annual financial audit.

Listed below are four years of history of our limit and the amount of growth we have to go before reaching the limit.

271	Adopted Appropriations Limit FY 2007-2008	24,297,618	FY 2008-2009	25,545,310	FY 2009-2010	25,800,742	FY 2010-2011	25,244,467
	Adjustment Factor	1.0514		1.0100		0.9784		1.0321
	Assumed Responsibilities	-		-		-		-
	Adopted Appropriations Limit FY 2008-2009	25,545,310	FY 2009-2010	25,800,742	FY 2010-2011	25,244,467	FY 2011-2012	26,055,564
	Appropriations Limit	<u>FY 2008-2009</u> 25,545,310	<u>FY 2009-2010</u> 25,800,742	<u>FY 2010-2011</u> 25,244,467	<u>FY 2011-2012</u> 26,055,564			
	Appropriations Subject to the Limit	12,391,082	12,787,025	12,995,703	11,652,333			
	Appropriations Limit Margin	(13,154,228)	(13,013,717)	(12,248,764)	(14,403,231)			
	% of App. Subject/App. Limit	48.51%	49.56%	51.48%	44.72%			



**CITY OF HIGHLAND
2011-2013 BIENNIAL BUDGET**

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**CITY OF HIGHLAND
2011-2013 BIENNIAL BUDGET**

ABBREVIATIONS and ACRONYMS

AB - Assembly Bill. Certain grant revenues pertain to Assembly Bills passed by the State for specific programs.

AB 2766 - This is a grant to help reduce smog.

AB 3229 - This is a grant that provides funding for police services.

ADA - Americans with Disabilities Act. This act is followed to provide adequate accessibility for disabled persons.

AQMD - Air Quality Management District.

Asst. - Assistance or Assistant.

BTA - Bicycle Transportation Account.

CAFR - Comprehensive Annual Financial Report.

CAL-ID - California Identification Program. This is a program through which the San Bernardino County Sheriff's Department is able to track criminals.

CDBG - Community Development Block Grant.

CDF - California Department of Forestry.

CDIAC - California Debt and Investment Advisory Commission.

CFD - Community Facilities District.

CIP - Capital Improvement Program.

CMAQ - Congestion Mitigation Air Quality.

Comm. - Community.

COPS - Citizen's Option for Public Safety. This is a grant through AB 3229 to provide funding for police services.

CRV - California Redemption Value.

CSA - County Service Area. CSA 38 formerly served Highland for fire services.

ABBREVIATIONS and ACRONYMS (continued)

CSMFO - California Society of Municipal Finance Officers.

CTC - Community Trails Committee.

CTD - Community Trails District.

CVC - California Vehicle Code.

Dept. - Department.

Dev. - Developer or Development.

DIF - Development Impact Fees. Also known as AB 1600.

Dist. - District.

D/S - Debt Service.

DUI - Driving Under the Influence.

EAP - Employee Assistance Program.

EDI - Economic Development Initiative.

ELC - Environmental Learning Center.

EMPG - Emergency Management Performance Grant.

Eng. – Engineering.

Environ. – Environmental.

EPA - Environmental Protection Agency.

ERAF - Education Revenue Augmentation Fund – The State will take funds from local governments and shift them to the ERAF fund. This reduces the State's liability to fund education.

EVWD - East Valley Water District.

FEMA - Federal Emergency Management Agency. This agency provides disaster reimbursement.

ABBREVIATIONS and ACRONYMS (continued)

FPPC - Fair Political Practices Commission.

GAAFR - Governmental Accounting Auditing and Financial Reporting.

GAAP - Generally Accepted Accounting Principles.

GASB - Governmental Accounting Standards Board.

Gen. - General

GFOA - Government Finance Officers Association.

GIS - Geographic Information System.

Gov't - Government.

GPA - General Plan Amendment.

HBRR - Highway Bridge Rehabilitation Replacement.

HCD - Housing and Community Development.

HCP - Highland Conservation Plan.

HdL - Hinderliter deLlamas. A firm that provides software for building & Safety and Code Enforcement.

HES - Hazard Elimination Safety.

HHW - Household Hazardous Waste.

HIT - Highland Improvement Team. A group of volunteers that clean up Highland.

HUD - Housing and Urban Development.

Int. - Interest.

IRS - Internal Revenue Service.

ICSC - International Council of Shopping Centers.

JAG - Justice Assistance Grant. This is a federal grant for public safety that will be similar to the Feral Local Law Enforcement Block Grant (FLLEBG).

ABBREVIATIONS and ACRONYMS (continued)

JPA - Joint Powers Agreement. These are agreements drawn up between various agencies to accomplish a task efficiently and effectively that encompasses more than one jurisdiction.

JTPA - Job Training Partnership Act.

LAFCO - Local Agency Formation Commission. This is the commission that determines boundaries and City formations.

LAIF - Local Agency Investment Fund.

LED - Light Emitting Diodes

LOCC - League of California Cities.

Low/Mod - Refers to the RDA Low & Moderate Income Housing fund.

LMD - Landscape Maintenance District.

LMIH - Low and Moderate Income Housing.

Misc. - Miscellaneous.

MWD - Municipal Water District.

NIP - Neighborhood Initiative Program. Federally funded grant through HUD.

NPDES - National Pollutant Discharge Elimination System.

O&M - Operations and Materials.

PARSAC - Public Agency Risk Sharing Authority of California. This is the joint public agency that administers the City's liability insurance.

PDA - Personal Digital Assistant.

PERS - State of California Public Employees Retirement System. All full-time employees belong to the PERS retirement system. The city also participates in the Health Benefits Division for various health plans.

PMD - Park Maintenance District.

POP - Problem Oriented Policing.

Prog. - Program.

ABBREVIATIONS and ACRONYMS (continued)

RDA - Redevelopment Agency.

SANBAG - San Bernardino Association of Governments.

S.B. - San Bernardino.

S.B. Co - San Bernardino County.

SLD - Street Light District.

SLTPP - State and Local Transportation Partnership Program.

SMIP - Strong Motion Instrumentation Program.

SMARA - State Mining And Reclamation Act.

SR - State Route. Usually refers to the freeway that runs through Highland-SR 30.

S/SDMD - Street & Storm Drain Maintenance District.

STP - Surface Transportation Grant.

Svcs. - Services.

SYETP - Summer Youth Employment Training Program.

TDA - Transportation Development Act. Also known as Article 8 and 3 of the Streets and Highways Code.

TOT - Transient Occupancy Tax.

USA - Underground Service Alert. This is a special program that allows citizens and contractors to report any digs going on in our City.

VLF - Vehicle License Fee.

Vol. - Volunteer.

WDA - Waste Delivery Agreement.



RESOLUTION NO. 2011-

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF HIGHLAND, CALIFORNIA, ADOPTING A BIENNIAL BUDGET
FOR FISCAL YEARS 2011-2013**

WHEREAS, Government Code Section 53901 requires each local agency to file with the County Auditor a copy of its annual budget, unless exempted by the County Auditor; and

WHEREAS, a local agency must adopt a budget with estimates of expenditures and revenues for the fiscal year; and

WHEREAS, the biennial budget will fund the work program for the City of Highland.

NOW, THEREFORE, the City Council of the City of Highland does hereby resolve the following:

SECTION 1. That the biennial budget for fiscal years 2011-2013, a condensed copy of which is attached as Exhibit A and made a part hereof, and is hereby adopted for the City of Highland, with total estimated revenues of \$60,740,030 and \$43,817,335, estimated fund balance reserves of \$32,444,701 and \$26,601,961, and total estimated expenditures of \$69,166,905 and \$47,832,685 for fiscal years 2011-2012 and 2012-2013 respectively.

PASSED, APPROVED AND ADOPTED this 14th day of June 2011.

Larry McCallon, Mayor

ATTEST:

Betty Hughes, City Clerk

RESOLUTION NO. RDA 2011-

**A RESOLUTION OF THE HIGHLAND REDEVELOPMENT AGENCY,
ADOPTING A BIENNIAL BUDGET FOR FISCAL YEARS 2011-2013**

WHEREAS, Health and Safety Code Section 33611 requires that each agency shall annually submit a proposed budget of its administrative expenses to the legislative body,

WHEREAS, Health and Safety Code Section 33612 allows a legislative body to adopt an annual budget for the administrative expenses of the agency in such amounts as it deems necessary and advisable,

WHEREAS, the Agency shall determine annually that the planning and administrative expenses are necessary for the production, improvement, or preservation of low and moderate-income housing pursuant to Health and Safety Code Section 33334.3(d),

WHEREAS, Health and Safety Code Section 33606 now requires an agency to adopt a budget to include all activities to be financed by the Low and Moderate Income Housing Fund established pursuant to Section 33334.3

WHEREAS, this document will be the work program for the Highland Redevelopment Agency,

NOW, THEREFORE, the Highland Redevelopment Agency does hereby resolve the following:

SECTION 1. That the biennial budget for the fiscal years 2011-2013 which is attached as Exhibit A and made part hereof, and is hereby adopted for the Highland Redevelopment Agency, with estimated revenues of \$11,674,160 and \$9,827,510, estimated fund balance reserves of \$32,444,701 and \$26,601,961, and estimated expenditures of \$29,407,925 and \$15,670,250 for fiscal years 2011-2012 and 2012-2013 respectively.

SECTION 2. That the Highland Redevelopment Agency has determined that for fiscal years 2009-2011, the planning and administrative expenses are necessary for the production, improvement, or preservation of the low and moderate income housing.

SECTION 3. That the Highland Redevelopment Agency will include proposed expenditures, revenues, and indebtedness, and a work program with goals, achievements, and comparison of program goals to last year pursuant to Section 33606.

SECTION 4. That the Highland Redevelopment Agency has staff people who devote a substantial amount of their time to the production, improvement or preservation of low-and moderate-income housing, rehabilitation programs, and first time home-buyer programs that the Agency has, over the years, produced agreements with private entities under which new affordable housing, duly restricted in conformity with redevelopment law, is being produced. The Agency acknowledges that code enforcement costs are associated with the preservation of low-and moderate-income housing.

PASSED, APPROVED AND ADOPTED this 14th day of June 2011.

Larry McCallon, Mayor

ATTEST:

Betty Hughes, City Clerk



THE CITY OF HIGHLAND MISSION AND VALUES

Highland is dedicated to the betterment of the individual, the family, the neighborhood and the community. The City Council and the staff of the City of Highland are dedicated to providing the quality of public facilities and services that its citizens are willing to fund and will do so as efficiently as possible.

This Mission is established to reflect the following beliefs which represent the predominant beliefs of the community. They express what matters most in the conduct of public affairs affecting the citizenry of Highland.

RESPONSIBILITY

Everyone in the community has rights and is responsible for their own actions.

SERVICE

Volunteer service is a valued community resource.

ACCOUNTABILITY

Public resources and finances are to be stewarded carefully and conservatively-we live within our means and will not place huge debts on future generations.

CREATIVITY

Creative solutions are the norm, not the exception.

NEIGHBORHOOD STABILITY

Neighborhood stability and a sense of ownership are to be encouraged and strengthened.

VISION

The community has a vision of the future and how it will get there.

FAMILY

Families are the basic unit of society and the essence of what makes our community. All values should be encouraged at this family level.